



ROWLAND UNIFIED SCHOOL DISTRICT
1830 S. NOGALES STREET
ROWLAND HEIGHTS, CA 91748

ADDENDUM 1

NOGALES HIGH SCHOOL – ARCHITECT SERVICES
RFQ/P (2021-22:R1-I)

NOVEMBER 9, 2021

TO ALL PROSPECTIVE BIDDERS:

Note: *The following Addendum shall become part of the contract documents and the bidder shall provide for all work as required by this Addendum. Acknowledge receipt of the Addendum on the Bid Proposal Form.*

Specifications/Clarifications:

Question: Can you please confirm that the scope of this project includes the following new construction/ renovation of three separate buildings: (1) Demolition of (e) Building H and new construction of new Band and Choir Classroom Building; (2) replacement of existing pool; renovation of existing aquatics changing rooms, showers, coaches' offices, storage rooms, equipment rooms; new spectator shade structures and nighttime event lighting; and (3) New construction of two-story building housing on the first floor, general use boy and girl's locker rooms and showers, restrooms, equipment storage rooms, coaches' offices and janitorial rooms, and on the second floor, general use classrooms?

Answer: Scope of Services. The Project involves the following work:

1.1.

- New Band and Choir Classroom Building (Replacement for Building "H").
New Building includes practice rooms, teacher's offices, restrooms, janitorial room, and associated covered walkways.
- New swimming pool (to replace existing) with associated complex.
Aquatics changing rooms, showers, coaches' offices, storage rooms, equipment rooms, spectator shade structures, area, and nighttime event lighting.
- New two-story building housing on the first floor, general use boy and girl's locker rooms and showers, restrooms, equipment storage rooms, coaches' offices and janitorial rooms, and on the second floor, general use classrooms (number to be determined).
- Demolition of existing theatre building

Question: The scope states that the theatre building is being demolished. Is this referring to Building N or Building H?

Answer: The Theatre Building is building "F"

Question: Could you please indicate where is the new 2-story Classroom Building location is planned? Will this be part of the architectural scope to identify master planning options?

Answer: The new two-story building shall be located in the general area east of the new aquatics center. The actual location of the new two-story building will be part of the architectural scope to identify.

Question: Could you please confirm if the aquatics changing rooms are to be a new construction building or a renovation of the existing lockers next to the pool?

Answer: No building will be renovated as part of this project. The aquatics changing rooms are to be part of a new building.

Question: Regarding item 2.1.6.10 : can we include K-14 and higher education projects that are also relevant to the RFQ/P scope?

Answer: No. We will only consider **K-12** education project experience as specified. (page 4)

2.1.6.10. Identify ALL K-12 projects performed by the Firm in the past five (5) years. Limit response to no more than the fifteen (15) MOST RECENT projects. Include the following information for each project:

Question: Item #3 of the RFQP states: "Please indicate with specificity in Firm's Response if Firm has any comments or objections to the form of Agreement." Can this response be provided in the cover letter or does it require its own section/ tab?

Answer: If the firm has any comments or objections to the form of Agreement, the firm may provide the response in the cover letter.

Question: on page 1 of the RFP it states to submit responses by EMAIL to Rosana McLeod by 10 a.m. on 11/15/2021 – **HOWEVER**, on page 2, Item 2, the RFP states that proposals should be submitted in 3-ring binders, as well as submit a USB of the proposal – should responses be sent via email or should hard copies be submitted via mail?

Answer: 2. Firms' Responses. Proposals shall be submitted in three (3) three-ring binders and one portable USB Flash Drive, each Firm's Response must be consecutively numbered on each page and must include the following information, using the following outline structure, except as may be otherwise directed by the District via written addenda. The Firm's Response shall **be no longer than Seventy-Five (75) pages**, inclusive of résumés, forms, and pictures, and tabbed according to the numbering system reflected below. The District may conduct interviews of those Respondents who have submitted responsive proposals. ([Page 2](#))

Question: I wanted to verify how the response is to be submitted. Is it to be sent electronically or hard copies delivered to the District?

Answer: 2. Firms' Responses. Proposals shall be submitted in three (3) three-ring binders and one portable USB Flash Drive, each Firm's Response must be consecutively numbered on each page and must include the following information, using the following outline structure, except as may be otherwise directed by the District via written addenda. The Firm's Response shall **be no longer than Seventy-Five (75) pages**, inclusive of résumés, forms, and pictures, and tabbed according to the numbering system reflected below. The District may conduct interviews of those Respondents who have submitted responsive proposals. **(Page 2) Hard copies must be submitted.**

Question: For the 75 page limit for the submittal, does that include the following:

- Front and back covers
- Tabs

Answer: 2. Firms' Responses. Proposals shall be submitted in three (3) three-ring binders and one portable USB Flash Drive, each Firm's Response must be consecutively numbered on each page and must include the following information, using the following outline structure, except as may be otherwise directed by the District via written addenda. The Firm's Response shall **be no longer than Seventy-Five (75) pages**, inclusive of résumés, forms, and pictures, and tabbed according to the numbering system reflected below. The District may conduct interviews of those Respondents who have submitted responsive proposals. **(Page 2)**

Question:

- Page 1 indicates to submit our responses via email. Page 2 asks for binders and a flash drive.
Can you please clarify the submittal requirements?
- Do tabs and covers count in the 75 page limit?

Answer: 2. Firms' Responses. Proposals shall be submitted in three (3) three-ring binders and one portable USB Flash Drive, each Firm's Response must be consecutively numbered on each page and must include the following information, using the following outline structure, except as may be otherwise directed by the District via written addenda. The Firm's Response shall **be no longer than Seventy-Five (75) pages**, inclusive of résumés, forms, and pictures, and tabbed according to the numbering system reflected below. The District may conduct interviews of those Respondents who have submitted responsive proposals. **(Page 2)**

Question: Will any of the New Buildings in the RFQ/P 2021-22:R1-I include two-story classroom buildings or a gymnasium? The notice for Architectural Services refers to Attachment 1 as the project description but I see no attachment included.

Answer: Attachment 1

3. **Scope of Services.** The Project involves the following work:

3.1.

- New Band and Choir Classroom Building (Replacement for Building "H").
New Building includes practice rooms, teacher's offices, restrooms, janitorial room, and associated covered walkways.
- New swimming pool (to replace existing) with associated complex.
Aquatics changing rooms, showers, coaches' offices, storage rooms, equipment rooms, spectator shade structures, area, and nighttime event lighting.
- New two-story building housing on the first floor, general use boy and girl's locker rooms and showers, restrooms, equipment storage rooms, coaches' offices and janitorial rooms, and on the second floor, general use classrooms (number to be determined).
- Demolition of existing theatre building

A gymnasium is NOT in the scope of the project.

Clarification: Please note that the District's reference to the **UBC** should be corrected **CBC** (California Building Code) as the UBC has not been published/used for over 20 years.

Answer: Please replace UCB throughout the RFP/Q with CBC (California Building Code)

Clarification: The RFQ/P announcement says that firms would need to be within 30 miles of the District. Our office has been located in Redlands for the past 36 years and we are 47 miles from the District. Are we too far away to propose on your project?

Answer: Firms that intend to submit a Response must be:

- Insured;
- Either be a licensed architect or engineer; and
- Must maintain a full-service office within thirty (30) miles of the District.

Question: Is our response to Compensation Section 2.2 supposed to be under separate cover, or part of the main document?

Answer: Compensation should be part of the main document.

Rosana McLeod

Director of Purchasing