



ADDENDUM No. 2
PROJECT: ARCHITECTURAL SERVICES
BID NO.: RFQ No. AVC2015/2016-25

Notice to Bidders on the Above Project:

This addendum consists of: **bid clarifications**

Q-14. Under TAB 7 of RFQ AVC2015/2016-25 On-Going Architectural Services, the District is requesting to include a current financial statement for the Respondent. And that Financial Statements must be reviewed by a California licensed Certified Public Accountant. Our firm is a Texas based corporation and our financials are audited by a Texas licensed CPA. Please advise if it is acceptable provide these Texas statements. In addition, our financials are audited and contain confidential information. If acceptable, could we send directly to the District prior to the RFQ deadline. Or if not, could we provide in a sealed envelope marked confidential and attached to the RFQ response.

A-14. Tab 7 of the RFQ is modified by deleting the requirement for the Financial Statement of a Respondent to be reviewed or audited by a California licensed CPA. A Financial Statement reviewed or audited by a CPA licensed in any US state is acceptable. Financial Statements reviewed or audited by a licensed CPA must be submitted with the RFQ Response with Tab 7 of the RFQ Response. Financial Statements submitted with the RFQ Response are not subject to disclosure as a public record (see RFQ, Paragraph 1.5).

Q-15. Tab 1, Architect's Statement of Qualifications: We are to complete the Statement of Qualifications attached as Exhibit A, but I believe this should be Attachment A. Please confirm if "Exhibit A" should read "Attachment A".

A-15. Yes – the reference to "Exhibit A" should have read "Attachment A" and the RFQ will be modified to correct this.

Q-16. Tab 2, Design Consultants Statements of Qualifications: We are to complete the Statement of Qualifications attached as Attachment A for each of the design consultants, but Attachment A seems very specific to the "Respondent". There are specific questions regarding the "Respondent's Design Consultants" as well. Is it required that each of the Respondent's Design Consultants fill out a separate Attachment A from the "Respondent"?

A-16. Yes. As instructed on Tab 2, Respondent should complete a separate Statement of Qualifications (Attachment A to the RFQ), for the Mechanical, Electrical, Plumbing, Civil, Structural, Landscape, Telecommunications/Data Design Consultants proposed by the Respondent.

Q-17. In response to Q-6 and A-6, insurance requirements-Item 1; It is our understanding that these new requirements only apply to the Prime Firm (Respondent). The requirement for Consultant Coverages still remains (\$1M and \$2M aggregates). Please confirm.

A-17. Minimum coverage limits for the Architect's professional liability insurance are set forth in A-6, Addendum No. 1. Coverage limits for Design Consultants' professional liability insurance is \$1M per claim and \$2M in the aggregate.

Q-18. In response to Q-6 and A-6, insurance requirements – Item 2: Please note that Attachment A (SOQ) required to be completed by (Respondent) and (Design Consultants) states in question 3. Essential Minimum Qualifications, (3.1) and (3.2) to check for insurance minimums with a Yes/No (not qualified) check boxes. If the above Item One (Q-17) question is correct, how are Design Consultants to answer these questions or are they to leave them blank?

A-18. Question 3 of the Statement of Qualifications directed only to the Architect responding to the RFQ. Respondents are required to submit Design Consultants' Certificates of Insurance in Tab 8 of the RFQ Response; the Design Consultants' Certificates of Insurance submitted with Tab 8 must reflect at least the minimum coverage limits set forth in the RFQ for Design Consultants' policies of insurance.

Q-19. In response to Q-6 and A-6, insurance requirements-Item 3: Just to confirm the only insurance certificate copies you need provided in the RFQ are those from the Prime Firm (Respondent) and the following Design Consultants (Structural, Mechanical, Plumbing and Electrical disciplines).

A-19. Correct. Respondents may, at the sole discretion of each Respondent, submit Certificates of Insurance for its proposed Design Consultants in the civil, telecommunications/data and/or landscape disciplines.

Q-20. In Table of Contents, Tab 2; Design Consultants Statements of Qualifications, the RFQ requests completion of Attachment A for the disciplines listed below, but in Tab 4 and in Tab 8, Insurance Certificates - it only requests identifying Structural, Mechanical, Electrical and Plumbing. Should we also include Civil, Structural, Landscape and Telecom/Data Design in this section and in Tab 5 for Project Personnel Resumes?

- a. Mechanical
- b. Electrical
- c. Plumbing
- d. Civil
- e. Structural
- f. Landscape
- g. Telecom/Data Design

A.20. The listing of disciplines other than Structural, Electrical, Mechanical, Plumbing is optional.

Q-21. In Tab 7, RFQ requests we provide a current Financial Statement reviewed by a CA licensed CPA.

What type of financial statement is preferred? Does the financial statement need to be included and bound into the SOQ or can we email it separately to your reviewer.

A-21. The financial statement must be reviewed or audited by a licensed CPA. Financial Statements must be submitted concurrently with RFP Responses in Tab 7; failure to do so will result in rejection of a RFQ Response for non-responsiveness. Financial Statements are not subject to disclosure under the Public Records Act.

Q-22. Is there a desire to include multiple firms for each consultant discipline to provide flexibility for the multi year, multi task nature of this bench list?

A-22. It will depend on the ranking of the consultants if it is desirable.

All other terms and conditions remain the same.



Mina Hernandez, Purchasing Manager

6/9/16

Date