



Addendum No. 2

RFQ 20-01

Date: 06/19/2020

1. **Question:** Are there sign-in sheets from those who attended the site visits at Yuba College, Marysville Campus?

Answer: Yes, they are posted online at: <https://www.yccd.edu/central-services/fiscal-services/purchasing-2/requests-proposals-quotes/>

- a. Will it be issued to all respondents?

- b. **Answer:** Yes

2. **Question:** Is an Architect specifically required for this project?

- a. According to DSA guidelines, for fire alarm drawing submissions, an Electrical Engineer or Architect is required to review and stamp, the drawing submittal package. The bid package indicates that this is an A/E submission – As a multi-discipline Engineering firm capable of meeting the DSA requirements, is an Architect still required?

- b. **Answer:** Yes, the District has chosen to require that an Architectural Firm or an Architect/Engineering firm be required to lead the project design and contract administration scope of professional services.

3. **Question:** Is an Architectural firm required to be the project lead?

Answer: Yes, either an Architectural Firm or an Architect/Engineering Firm is required to lead this project.



4. **Question:** Is the FPE firm who prepared the system evaluation report permitted to submit as part of a team?

Answer: Yes, as far as the District is aware, there are no reasons why the Fire Protection Engineering Firm that prepared the system evaluation report be excluded from the RFQ and RFP process. Please be aware that tBP Architecture and “The Fire Engineering Consultant” have not participated in the preparation of the “Request for Qualifications” (RFQ) and will not participate in the development of the “Request for Proposal” (RFP) process. The District has had it’s Legal Counsel review this project and has provided guidance on this matter.

- a. Is this FPE’s participation in the project considered an unfair advantage (Conflict of Interest)?
- b. **Answer:** No. The initial campus survey information is being shared as part of the “Request for Qualifications” (RFQ) and then later as part of the “Request for Proposal” (RFP) process with all firms interested in participating in these processes. This study was at a high level and not intended to serve as the sole field study and research needed to make design decisions.

5. **Question:** It was noted that the qualifications of the respondents must have experience and certification with Notifier and Edwards fire alarm systems. Will other fire alarm system certifications and experience be considered?

Answer: Yes, but in addition to the required experience and understanding of the Notifier and Edwards fire alarm systems.

6. **Question:** So with that being said, can a Fire Alarm System Design Firm team up with an architectural firm if the architectural firm didn’t attend the pre-RFQ meeting but the Design Firm team did?

Answer: Although it is **strongly preferred** that both the Architectural Firm or the Architectural/Engineering Firm AND the Fire Alarm Engineering Firm also have representatives to attend the required mandatory Pre-Qualification meetings, **due to the rather short timeline for the Request for Qualifications process, the District will allow only one representative from either the Architectural or Architectural/Engineering OR the Fire Alarm Design Firm to meet the Pre-Qualification process requirements.**



7. **Question:** My understanding is architects will submit their qualifications for district's review. The district will then short list the qualified firms, then the qualified firms will prepare and submit a fee proposal for the scope of services required. The firm with the lowest fee will win the contract, is this correct?

Answer: Yes, kind of. Although the fee is a strategic component of the scoring process of the RFP, there will be other scoring factors such as the following:

- A. Project Approach, Understanding and Experience regarding multiple building fire alarm renovation and upgrade projects to minimize impacts to continued instructional operations, and to provide reliable and cost effective solutions meeting District criteria.
 - B. Project Team, Credentials, Capacity-Time Commitment, Referenced Project Experience and Project References
 - C. Schedule of Services, ability to meet the JCAF 32 form schedules, time commitment to the project, and commitment to providing a tight, very complete set of contract documents that will minimize the risk of contractor change orders.
 - D. Other factors described in the Request for Proposal
8. **Question:** In addition, I am assuming that the fees shown in the district's Cost Estimate Summary are only that, an estimate and not necessarily the fee the district will be contracting for with the architect.

Answer: The District strongly prefers that the costs of the design fees are within the amounts on the JCAF 32 form. If however the fee structure is not reasonable, firms will be requested to make their best effort in keeping the fees as low as realistically possible while completing the work as described. If the design fees, contract administration fees are higher than that shown on the JCAF 32, the respective firm will be requested to provide a reasoning justification for the increased costs and how these fees enhance value to the project. Lowest cost fees are a factor but not a determining factor in the selection of the design professional firm. The District makes it's determination based on "Best Overall Value".

9. **Question:** Do you have a total square footage for all the buildings in the scope of this project? We would like to check our total fee based on total square footage of the buildings.

Answer: Yuba College campus has 433,562 gross square feet, and 290,855 assignable square feet.

10. **Question:** My understanding is that only one of our team members needed to attend the pre-RFQ meeting in order to qualify for the mandatory attendance, not necessarily both the architect and the engineer, did I understand this correctly?

Answer: Although it is **strongly preferred** that both the Architectural Firm or the Architectural/Engineering Firm AND the Fire Alarm Engineering Firm also have representatives to attend the required mandatory Pre-Qualification meetings, **due to the rather short timeline for the Request for Qualifications process, the District will allow only one representative from either the Architectural or Architectural/Engineering OR the Fire Alarm Design Firm to meet the Pre-Qualification process requirements.**



11. **Question:** Is the fire alarm design consultant precluded from bidding and installing the proposed fire alarm system?

Answer: No, they will not be precluded from the project process. Design/Build Fire Alarm System Firms will be invited to participate in the construction Request for Proposal process.

12. **Question:** Are notaries still required on the Signature Form (Appendix F), or can this requirement be shifted to the final team selected?

Answer: The notary on the Signature Form is still required.

13. **Question:** Page 6, Section 3.1 states 1 flash drive, 1 original, and 2 copies, however, Page 14, Section 13.0 states 1 flash drive, 1 original, and 6 copies. Can you confirm that we are to go off of the latter?

Answer: Provide 1 flash drive, 1 signed original, and 2 copies. Written copies shall be bound with tabs.

14. **Question:** Does the District require 10 years' experience or would 5 years' experience suffice?

Answer: Reference section 4.B on page 10 that now reads:

“4.0 Statement of Minimum Qualifications

B. Ten (10) years' experience as a licensed Firm in the State of California.”

This section is being updated to read the following:

“4.0 Statement of Minimum Qualifications

B. FIVE (5) years' experience as a licensed Firm in the State of California.”

The End.