

REQUEST FOR QUALIFICATIONS

ST. HOPE PUBLIC SCHOOLS DESIGN AND CONSTRUCTION ARCHITECTURAL SERVICES

Questions and Answers

#1. Question.... Under item #3 of your RFQ “Description of projects and Scope of work” provides a general overview of potential scopes; is there a list of specific **projects per site and/or anticipated budget per site**? It will help us understand the magnitude of support needed on each project / site.

#1. Answer.... As of today there is one (1) project, PS7 Elementary School. However due to State guidance and the need to pre qualify Architectural Firms we are developing a list of approved firms, moving forward there is the possibility of additional projects. As for the Budget please refer to section 1, Methodology of Contracting for Architectural Services and Basis of Fee’s. The last sentence reads as follows...Consultant Fees shall be generally based on the firm’s standard billing rate as submitted in the proposal and shall be negotiated, and then integrated into a fixed fee for the determined scope of work.

#2. Question.... Good afternoon, I don’t see a maximum page length for section 3: “Discuss your firm’s understanding of services...”. Please advise.

#2. Answer.... This section of the RFQ is one of the important sections. We **did not limit** the number of pages intentionally and cut short any firms understanding of the services required. We would request that each firm use their own judgment and make sure that their explanations are clear and follow the section with their explanation.

Section 3 reads as follows.....

3. Discuss your firm’s understanding of the services required for these projects (New construction, including modular building construction, renovation and modernization) and provide an outline or description that clearly demonstrates:

- Your project team’s approach to completing the necessary field work, and design tasks in order to meet a project’s Scope of Work requirements on schedule. Discuss your understanding of and approach to addressing DSA requirements.
- List of representative projects undertaken in the last ten years. Include project title, description of services provided, completed project construction cost, project duration, owner contacts and telephone numbers. Do not include any ST. HOPE PUBLIC SCHOOLS or Sacramento City Unified School St. HOPE Public Schools projects that your firm may have been involved with currently or in the past. The ST. HOPE PUBLIC SCHOOLS’s may or may not contact those listed on the reference list.

- Your approach to quality assurance and your process for quality control and drawing coordination.
- Your firm's approach to documenting existing conditions for projects;
- Your firm's approach to design budget and project budget per contract, management and mitigating/controlling change orders during construction.

#3, Question...I had a question for you regarding the Professional Liability Insurance requirement of \$4 million per occurrence and \$8 million aggregate for your RFQ. The industry standard requirement for Architects is \$2 million/\$4 million. Would you consider dropping this coverage amount to the standard 2/4?

#3. Answer...Yes, we have reviewed your request and will agree to reduce the Professional Liability Insurance requirement to \$2 million each occurrence and \$2 million aggregate. The General Liability coverage will be \$2 million for each occurrence.