

August 18, 2017

Addendum #01

New County Office Building

Responses to RFSOQ Questions

To All Respondents,

Please carefully review the responses below and incorporate the information as directed into your SOQ that is due to the San Mateo County Project Development Unit on **September 1, 2017 at 2:30pm**. Respondents submitting SOQ that do not reflect the information provided below may be deemed non-responsive and not accepted by the County.

ANSWERS TO RESPONDENTS' QUESTIONS

Questions submitted after the due date/time are not included in the responses below.

Question #1 – *How interested are you in out of area design firms?*

Response – The County is interested in soliciting all highly qualified architectural and engineering firms that demonstrate relevant experience and expertise to provide Architectural/Engineering Design and Construction Administration services for this Project. Please refer to Part 9 Key Selection Criteria in the RFSOQ for details.

Question #2 - *Is Dreyfuss + Blackford Architecture eligible to submit for the work | contract that is outlined in your current RFQ for A&E Services?*

Response – Dreyfuss + Blackford Architecture only participated in the high level scoping study for the County Government Center Masterplan and is not precluded from pursuing this Contract.

Question #3 - *Please share your timeline for the project.*

Response – The tentative schedule for this Project is to award the Architectural Contract in November this year to start the design process and target to move in late 2020.

Question #4 – *Please share your project budget range.*

Response – The estimated construction cost of the Project (including interior T.I.) is approx. \$65M. The exact Project budget will be determined with the CM at-Risk and Architect in the development of the GMP.



Question #5 – Clarify that you are looking for firm profiles and resumes only for the architecture team and not for the sub-consultants.

Response – The SOQ should include resumes of the design team members and key personnel as stipulated in Part 6 Content of Statements of Qualifications in the RFSOQ. The inclusion of sub-consultants' resumes is not required unless they hold the key roles as listed in the requirement.

Question #6 – Please confirm that financial information can be submitted separately and will not become part of the public record.

Response – Per Section 6.08 Financial Information of the RFSOQ, the financial information may be submitted separately under seal and treated as confidential to the extent permitted under applicable federal and state law.

Question #7 – Does the 50 page limit include covers, tabs and financial information?

Response – The 50-page limit excludes the front/back covers (not the Cover Letter), separator tabs (if not containing SOQ content), resumes, financial information and any marketing materials.

Section 7.01 is amended as below:

The SOQ should be bound and printed vertically (“portrait” orientation) on standard 8 ½” by 11” papers. The SOQ’s should not exceed 50 pages, printed single-sided (excluding covers without SOQ content, tabs without SOQ content, resumes, financial information and any marketing materials), but will preferably be much shorter. Type size should be no smaller than 10 point, but preferably larger.

Question #8 – if you’ll be sharing the Scoping Study Report by Dreyfuss + Blackford? Please let me know if this is something you plan to make available to interested parties.

Response – The San Mateo County Government Center New County Office Building and Parking Structure Scoping Study dated January 27, 2017 prepared by Dreyfuss + Blackford Architecture can be downloaded from this link for your reference only. Please note that the plan outlined in this report is subject to changes by the County.

<http://cmo.smcgov.org/sites/cmo.smcgov.org/files/San%20Mateo%20COB3%20Scoping%20Study%20170127.pdf>

Question #9 – Will you make the Scoping Study Report available prior to the RFQ deadline?

Response – See #8 above.

Question #10 – Can you provide any information regarding your anticipated construction budget?

Response – See #4 above.

Question #11 – Can you provide any information regarding your project funding sources?

Response – This Project will be funded by the County General Fund.

Question #12 – Is Dreyfuss + Blackford precluded from performing A/E services for the project?

Response – See #2 above.

Question #13 – *Is there a project schedule that we may reference, in order to formulate a response to Part 6.10 General Project Approach? What is the expected date of occupancy?*

Response – See #3 above.

Question #14 – *What is the hard cost budget?*

Response – See #4 above.

Question #15 – *Please provide definitions for each of the roles listed in Part 6.03.A. Project Architectural Team as a means of clarifying the respective responsibilities of the “Principal in Charge,” “Director of Design,” and other roles.*

Response – The responsibilities of these positions should be similar to the terms commonly used by the industry practice. Please include brief description of the proposed positions/roles if the terms used are different in your organization.

Question #16 – *Part 7.01 states that “lists of projects” do not count towards the 50-page limit. “Part 6.04 Civic/Office Building Experience,” “Part 6.05 San Mateo County Experience,” and “Part 6.06 Cost Effective Design” ask for lists of projects. Please clarify if Parts 6.04 – 6.06 count towards the 50-page limit.*

Response – See #7 above.

Question #17 – *Part 7.02 states that a cover letter is not necessary. Please clarify if this means that a cover letter is optional, or that the County expressly does not want a cover letter included.*

Response – Cover letter is optional. However, there are specific information required on the "page one" of the SOQ, see Part 7 Format for the Statement of Qualifications for details.

Question #18 – *The project is targeted for zero net energy design and LEED certification, which suggests LEED Platinum certification. Please confirm the exact LEED goal. Does the County seek to achieve Living Building Challenge Petal and Zero Energy Certification?*

Response – The design should target to achieve 10% or better performance than the current California State energy code and incorporate Zero Net Energy (ZNE) design principles. There is no "equivalency" drawn between the ZNE and LEED certification requirement. The LEED goal for this Project is to obtain LEED certification. No other sustainability design certification is contemplated at this time. However, Respondents are encouraged to propose innovative, sound sustainable practices to achieve the best value for this Project.

Question #19 – *Part 5.02.H states that the CM at Risk will be procured during the design and construction phases. Please clarify at which specific phase this would occur.*

Response – Per Section 5.02-H, the Architectural firm selected will assist the County’s selection committee during the CM at-Risk procurement process of the Project. The County plans to do this upon the selection of the Architect during the early design phase.

Question #20 – *Will there be updates on the County website with additional information (e.g. scoping studies, dates for pre-proposal meetings, etc.)?*

Response – See #8 above.

Updates regarding this Project will be posted on the PDU website at <http://cmo.smcgov.org/cob3-documents>

Please check regularly to ensure receipt of the most current information.

Question #21 – *How many companies will be shortlisted for the RFP?*

Response – The County will select a minimum of three (3) firms to submit proposals for the Project.

Question #22 – *Will the RFP include a 'design competition' component?*

Response – No

Question #23 – *What is the Design + Construction Schedule?*

Response – See #3 above.

Question #24 – *May we review a copy of the Dreyfuss + Blackford Scoping Study Report dated 1/27/2017 as referenced in the RFQ?*

Response – See #8 above.

Question #25 – *Is full program service required?*

Response – Programming will be part of the scope to develop further the Conceptual Program in the Scoping Study.

Question #26 – *Are we required to conduct stakeholder engagement to further develop program?*

Response – User meetings will be required to develop detailed program requirement for the design.

Question #27 – *Is there parking below the basement level? Is there parking below the plaza?*

Response – The basement may be used for limited parking, building services and other support functions. Exact usage will be determined during early design.

Question #28 – *Is the plaza next to the proposed office building included in the scope of work?*

Response – The Project scope includes the public plaza in front of the building as illustrated in the Option 2 Conceptual Site Plan in the Scoping Study, see #8 above. The selected team may be asked to also provide design services for the public promenade/walkway surrounding the Project connecting to the new Parking Structure. Short-listed firms will be requested to provide add alternative for the design of this public promenade/walkway in their proposals.

Question #29 – *What is occupying the partial basement?*

Response – See #27 above.

Question #30 – *Since Dreyfuss + Blackford completed the master plan and scoping, will they be precluded from this RFSOQ?*

Response – See #2 above.

Question #31 – *Can the scoping document be shared prior to the RFSOQ due date?*

Response – See #8 above.

Question #32 – *For 6.03.C would the County want to see a list of possible consultants per service?*

Response – Yes, provide list of sub-consultants you plan to put on the team and their respective roles.

Question #33 – *As Dreyfuss & Blackford completed the conceptual program, will they be precluded from participating in this phase of the project?*

Response – See #2 above.

Question #34 – *Is it possible to obtain a copy of the Scoping Study Report dated 1/27/2017?*

Response – See #8 above.

Question #35 – *What departments will be housed in the new office building?*

Response – Refer to the Conceptual Program in the Scoping Study per the link provided in #8 above.

Question #36 – *Will change management be part of the scope of services?*

Response – It is not clear what the “change management” referred to precisely. Design change management will be part of the Architectural basic services. However, facility operation will not be part of the Project scope though Respondents are welcome to propose any innovative ideas to add value to the Project.

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