



PRINCE GEORGE'S COMMUNITY COLLEGE

DATE: July 19, 2021

TO: All Prospective Proposers

FROM: Beth Kirk
Director of Procurement, Office of Procurement
301-546-0007

RE: **Addendum 13 to RFP 21-05– Dr. Dukes Student Center A/E Svs**

The following amends the above referenced Solicitation documents. Receipt of this addendum is to be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda Form" and including it in the Proposal. Firms are advised to visit the College's website daily for the most updated information pertaining to this RFP.

- 1. Questions and Response Log.** See the attached Questions and Response Log. Questions submitted from firms invited to the Scope Review are included, Q#s 88-93.
- 2. COMAR Sec. 21.12.02.08. Compensation for Services.** This COMAR Section, is incorporated into the Pricing RFP and APPENDIX C.
- 3. Claims/Disputes.** The Contractor shall continue work diligently and provide a clearly written request with all necessary documentation explaining the claim reasoning and amount. The claim shall be sent to the PGCC Project Manager POC for review and consideration, first. If the claim is denied the Contractor may submit their claim to the Procurement Officer for their and Officials final review. Any claim alleged by the Contractor must be brought in writing within 30 calendar days of the date the cause of action arose or forever waived. This process is subject to change at the College's sole discretion.

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA FORM

SOL. NO.: 21-05

FOR: RFP 21-05 – Dr. Dukes Student Center A/E Svs

NAME OF PROPOSER: _____

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

- Addendum No. 1 dated 9-17-2020
- Addendum No. 2 dated 9-18-2020
- Addendum No. 3 dated 9-22-2020
- Addendum No. 4 dated 9-23-2020
- Addendum No. 5 dated 9-23-2020
- Addendum No. 6 dated 9-30-2020
- Addendum No. 7 dated 10-08-2020
- Addendum No. 8 dated 10-15-2020
- Addendum No. 9 dated 11-6-2020
- Addendum No. 10 dated 11-10-2020
- Addendum No. 11 dated 11-23-2020
- Addendum No. 12 dated 12-16-2020
- Addendum No. 13 dated 07-19-2020

This form is to be provided upon request.

Signature

Name Printed

Title

Date

END OF FORM

No.	Adden. No.	Solicitation Section/Reference	Question	PGCC Response
1	6		RFP references Educational Specifications (Part I and Part II) dated 1 May 2018 on page 4. Document is noted posted with RFP on “Requests for Bids” webpage. Is the document located elsewhere on the PGCC website or has it not yet been posted?	Yes, this document has been posted. See Addendum 5, which lists additional documents incorporated and posted under this RFP.
2	6		RFP notes that building layout and drawings are to be posted on the Procurement website, but they are not currently found with the RFP. Are the documents located elsewhere on the PGCC website or has it not yet been posted?	Yes, this document has been posted. See Addendum 5, which lists additional documents incorporated and posted under this RFP.
3	6		Tab 3, Section 1 – Firm Information – if the team consists of a Lead Architect and Associate Architect, can we submit this information for both firms? Or, do we submit this for every firm on design team	If the Lead Architect and Associate Architect are from two different firms, one firm must be deemed as the Prime and the other firm as a sub-consultant. The Prime firm will be responsible to include all information as required, resume etc. for each team member.
4	6		Tab 3, Section V – Three Client Letter of Recommendation – Can the letters be general, or must they be specific to this proposal? Three letters total or three per architecture firm in the case of a Lead Architect and Associate Architect team	The College seeks letter of recommendations that reflect the Proposer’s experience meets the RFP and Project requirements.
5	6		Page 23 – Experience within Prince George’s County – In the case of a team with a Lead Architect and Associate Architect, is the firm with Prince George’s County experience required to be the Lead Architect (aka Architect of Record)?	No. The Lead Architect does not need to have PG County experience. Firms with experience with PG County Government is desired.
6	6		Will the names of the members of the PGCC Evaluation and Selection Committee be released? If not, will any students be on the selection committee?	The Pre-Proposal attendees list will be provided, via an Addendum. The Selection Committee may include the individuals listed and other stakeholders.
7	6		Page 47 – Can we create our own chart with similar formatting or are we required to use the chart in the RFP? Especially since the full list of firms on the design team may be different than what is shown. No food service consultant listed, lead architect and associate architect, etc.	Yes. Firms may modify the Price Proposal Form. However, Proposers are to clearly indicate and describe what was added or deleted or modified.
8	6		Does the project require union?	No, with respect to A/E services.
9	6		When will the design and construction begin (month/year)? I would also like to find out the estimated value (\$) for the project.	Per the RFP Solicitation Schedule, the College anticipates that design will commence December 2020 and should be completed by June 2022. Based on the design commencement and construction documents timeline, the College anticipates that construction will commence January / February 2022 with early abatement and demolition activities. The value of

				construction is referenced in Section 1, Summary 1.1. Solicitation.
10	6		Is PGCC open to the idea of having an AOR and Design Architect on board for the project, in a contractual relationship where the AOR is the Prime and the Design architect is a consultant?	Yes.
11	6		What are the several references to baseball fields in the document? Are these part of the scope of work for the renovation and addition?	See Addendum 3, these areas have been updated and replaced to reflect the correct project name.
12	6		If baseball fields are part of the scope, can PGCC elaborate on their relationship to the proposed renovation and addition?	See Addendum 3, these areas have been updated and replaced to reflect the correct project name.
13	6		For this RFP, is the Proposer providing the credentials of the architecture, structural engineering and MEP consultants and only a list for the rest of the consulting firms listed on p10 of the RFP?	The Proposer should include pertinent information and where applicable, appropriate credentials for all proposed team members which will allow the College to review and understand the Proposer's full team for the RFP Technical Submission. The Proposer should also include a Hazardous Materials consultant in the Proposer's team.
14	6		For this RFP, is the Proposer providing the credentials of the architecture, structural engineering and MEP consultants and only a list for the rest of the consulting firms listed on p10 of the RFP?	Yes. The Proposer are to provide the names/individuals/firm that shall provide and serve the positions listed. The Technical Proposal shall include resumes for all Team Members, per the response requirement.
15	6		The RFP Section IV: Experience and Related Projects, item 1 says that the responding firm must have past completed dining facilities greater than 25,000 GSF, and then item 2 says dining facilities greater than 50,000 GSF. Could you please clarify?	The College is seeking project history relative to the project requirements noted in the RFP. The Proposer should include all relative history in the Proposer's Technical Proposal which will allow the College to review and understand the Proposer's experience with the specific requirements for dining / food service installations this includes any small scale installations to the requested larger scale installations.
16	6		1. I see building commissioning services listed as being required as part of the architectural firm's sub-consultant team. This is typically an <u>owner selected</u> service, is there any chance that this service will be requested by the College separately instead of being part of the architect's team?	1. Yes. The Proposer should include a commissioning agent in their Technical Proposal and Pricing Proposal. a. The list of attendees is available on the College's website. See Addendum 5. 2. The Reference of a

			<p>a. <u>If it will still be part of the architects team, can you provide a list of architectural firms that have expressed interest in this project</u> (either as attending the pre-proposal conference or who have requested the RFP) so that we might contact them about being a commissioning resource for their project team for this project?</p> <p>2. I see there is a CA rep role outlined as part of the architects scope (#31 page 14) which seems to be more robust than typical CA representation from an architect on a project. This looks like more of an owner’s project management (OPM)/owner’s rep (OR) role in that it asks the CA to be advocates of the College’s budget, schedule and quality, somewhat of a conflict and what a OPM/OR provides. It was mentioned that a Construction Manager at Risk (CMAR) will be hired and who may provide some of this work, but still not someone acting in the capacity as an OPM/OR to protect the interests of the Owner completely. Any plan to engage or use an OPM/OR to assist the college as your advocate/advisor on the project?</p>	<p>skilled and qualified Construction Administration (CA) representatives CA, is not the College’s CMA. The “CA” responsibilities as described in this RFP are duties and responsibilities may be performed by any individual under the A/E. The College anticipates hiring a CMA firm to further support the College’s oversight or this project.</p>
17	6		<p>Given its LEED requirement, will you be seeking a commissioning agent to be part of this team at some point going forward?</p>	<p>Yes. The Proposer should include a commissioning agent in their Technical Proposal and Pricing Proposal.</p>
18	6		<p>How will the construction be procured?</p>	<p>The College shall directly solicit firms deemed “Qualified” under RFP 20-06, On-Call Construction Management (CM)/Construction Management At Risk (CM/CMAR) Services</p>
19	6		<p>We are SWaM certified as a small, women owned business in Virginia and we are certified as a women owned firm in North Carolina. If we can provide documentation, will either of these certifications qualify us for the Minority Business Enterprises (MBE) requirement listed in the RFP?</p>	<p>Yes.</p>
20	6		<p>Is improvement of the entrance drive off Campus Way South part of this project?</p>	<p>This will be reviewed and considered with the awarded proposer during the initial Programming & Concept Phase (Phase 1) noted in the RFP.</p>

			Since the new building will be located at the existing parking lot location, will a new parking lot be required for this project?	
21	6		Is the renovation of the plaza located in the south and the west of the Student Center part of this project?	This will be reviewed and considered with the awarded proposer during the initial Programming & Concept Phase (Phase 1) noted in the RFP.
22	6		Is the area between Bladen Hall and Largo Student Center part of this project?	The immediate corridor connecting Bladen Hall and Dukes Student Center is anticipated to receive some interior finish upgrades but no major construction.
23	6		Is the landscape enhancement of the perimeter along the Campus Way South and MD 202 in the vicinity of the new and existing student center part of this project?	This should be considered as part of the student center project.
24	6		Can you please direct to the existing building drawings? I am unable to find the “21-05 advertisement” with drawing information referenced in the RFP on your website.	All documents and information pertaining to this RFP can be located at the College’s Procurement website (link provided). Proposers are advised to visit the website daily to obtain the most recent information. https://www.pgcc.edu/community/doing-business-with-pgcc/procurement/request-for-bids/
25	6		The RFP lists the areas as 51,287 NASF/69,116 GSF for the renovation and 27,683 NASF/64,731 GSF for the addition. That’s a pretty big spread, particularly for the addition. How are NASF and GSF defined?	The areas presented are calculated using the states methodology for calculating space for specific academic needs and space not associated with academic needs but are required for support to the project as a whole. The large in space is directly related to the support of the project and not directly tied to academic needs.
			Is there any electrical Scope of Work associated with this project?	YES. This will have major electrical work associated with the replacement of electrical infrastructure with new lighting, etc.

26	6		<p>Will PGCC reconsider the direction that the design professional should include the hazardous material identification and abatement. In the last 10-15 years it has pretty much become industry standard for design professionals <i>not</i> to have hazardous material identification under their contract. It has been my experience that standard practice is for the owner to engage a consultant for the identification of hazardous materials.</p> <p>Will the College reconsider the requirement for the design professional to retain the consultant for the identification of hazardous materials?</p>	<p>No. The College prefers for the A/E Team to provide a new Hazardous Materials Report for the specific project. This report shall be performed early in the project so the College and the CMAR can review an appropriate strategy and timeline for early interior abatement and interior demolition activities.</p>
27	6		<p>Are Joint Ventures allowed?</p>	<p>JOINT VENTURE PROPOSERS</p> <p>If the Proposer is a joint venture firm, the Proposer shall provide all identification information for all parties and all requirements for all parties (i.e., licenses, insurance, etc.) as requested. As part of the technical proposal submission under the category of Project Planning - General, the Proposer shall identify the responsibilities of each joint venture party with respect to the scope of services/work inclusive of the requirements for each entity based on such services as described in this RFP document. All joint venture parties will be held responsible for the contract obligations separately and severally.</p> <p>Signing of Forms: The Price Proposal, if submitted by an individual, shall be signed by the individual; if submitted by a partnership or joint venture, shall be signed by such member or members of the partnership or joint venture as have authority to bind the partnership or joint venture; if submitted by a corporation, shall be signed by an officer, and attested by the corporate secretary or an assistant corporate secretary. If not signed by an officer, there shall be attached a copy of that portion of the by-laws or a copy of a board resolution, duly certified by the corporate secretary, showing the authority of the person so signing on behalf of the corporation.</p>

				<p>Signatures shall be under seal, i.e.: indicated by the word "(Seal)" following signature of individual and partner bidders, and indicated by affixing the Corporate Seal at corporate signatures.</p> <p>If the Proposer is a joint venture (JV) firm, include a copy of the joint venture agreement or, if not yet formed, a letter signed by both joint venture parties stating the intent to form a joint venture.</p> <p>One joint venture party shall have at minimum the stated qualifications and experience described within the RFP.</p> <p>If the Proposer is a joint venture (JV) firm, at least one (1) of the example projects shall have been completed by the joint venture.</p> <p>If a firm proposes to utilize two (2) offices or branch/regional offices to manage this project and/or the proposed key personnel are located in two (2) different offices or branch/regional offices, proposers shall follow the instructions established for joint ventures (JV) when submitting the Example Projects.</p> <p>One (1) of the example projects shall have been completed jointly under the same arrangement proposed for this project; i.e. by the same two (2) offices.</p> <p>If Proposer is a joint venture (JV) firm, each joint venture party is to provide their experience for the scope of service items for which they will be responsible.</p>
28	6		Is the building accessible?	No.

29	6		Is an Energy Analysis position required?	The College is seeking an energy modeler to perform an appropriate energy analysis and model of the proposed project (BEM) including analysis of the exterior envelope (WUFI)
30	6		Is an Estimator and Scheduler need from the A/E	Yes.
31	6		Who is responsible/owner to obtain LEED certification?	CMAR will work with the A/E Team and the College to secure all necessary documentation and other requirements related to LEED certification.
32	6	Attachment Q	Is there a min. and max. amount of project?	Yes. Minimum of 3 and Maximum of 5. If 5 are submitted, three projects must demonstrate and meet the requirements described in the RFP. The additional two projects may reflect your firm's varied experience further supporting your firm's extensive experience that is relevant to this project.
33	6		Does the College need the A/E to create and develop the concept?	Yes. This is Phase 1 noted in the RFP.
END OF ADDENDUM 6				
34	8		A. The RFP says that the construction budget is \$62.5 million, however at the pre-proposal the stated construction budget was \$52.5 million. Could you please clarify? B. The forms "Fee Schedule and Hourly Rates" and "Qualification Matrix" don't provide much room to fill in the required information. Can we re-create these forms using MS Excel as long as the format remains similar?	A. The construction budget is per the RFP; \$62.5M. B. Yes.
35	8		Our firm has extensive experience that qualifies us to be able to successfully complete this project as a prime, yet the boundaries of the listed qualifications as a conglomeration edge us out of technically qualifying. Can these attributes be weighted individually for the evaluation of projects instead of lumped together in a pass/fail (qualified/not qualified) system? For example, working with DPIE is X points, working with Maryland GSA is X points, having a PM with higher ed experience X points, etc.).	The College rates in accordance to the criteria provided by any Proposer that best meets the requirement and project details. The College rates each criteria individually as it relates to the response requirements and how similar submissions correlate to the College's project and needs. At the College's sole discretion, the College may apply benchmarks, key indicators, experience and criteria submitted during the evaluation process to better qualify and or determine the most qualified and most advantageous proposal/s.
36	8		If we were to work as a subconsultant for a more established firm, would you allow our prior experience to be considered? Based on the Q&A during the pre-proposal conference, it sounded like only the primes' experience would count.	The Prime is to provide their firm's experience. The Sub-consultants would be included as the Staff/Personnel to be assigned for any given position to further support the required services/project

37	8		Given how the new COVID-19 transmission control best practices have permanently changed the landscape in other building sectors that relate to a student center, such as restaurants and offices, will you consider experience in these areas as equal to educational experience?	Firms may include their COVID-19 best practices and information regarding how your firm will provide services during a Pandemic that limits in-person contact in within your submission for; Section XIV: Additional Information
38	8		Can PGCC post a link to the Part 1 and 2 without the reduced quality? As the drawings and drawing text are illegible.	The Issuing Office reviewed the hyperlinks to Programs Part 1 and 2 and both PDFs are legible when opened and downloaded. Potential Proposers are advised to look into your computer settings. If these two documents are not legible.
39	8		Can the consultant workload charts be condensed?	Yes.
40	8		Is the college amenable to edits to the contract? Specifically, there are no insurance requirements, limits of liability, or standard of care language included in the current text. Additionally, Part IV, Fees and Payments, section E.4 is not industry standard and is likely to be rejected by our insurance company.	Any exceptions to the Contract or terms and conditions are to be addressed and provided in this section of the Proposer's proposal/submission, Tab 4.
41	8		If we are submitting proposals via pdf, do we still need to have all the forms signed by an officer of the company and attested by the corporate secretary? If yes, will digital signatures be acceptable?	All forms must be signed by an authorized agent for the firm Digital signatures are acceptable.
42	8		Please clarify the number of representative projects to be included in Section IV: Experience and Related Projects.	Minimum of 3 projects.
43	8		The space adjacency diagrams in the Educational Specifications Part II, Section 4 are not legible. Please provide higher resolution images.	These are the best images we currently have. The A/E Team should assume that no higher resolution images will be available during the Technical and Price Proposal preparation time period.
44	8		Does the college intend to work with a vendor to fit-out the bookstore? If yes, is the design work for the book store expected to be treated as separate tenant fit-out project within the overall project?	The A/E Team shall provide interior design concepts for the bookstore and shall provide documentation that will allow for the fit-out to be included in the A/E agreement.
45	8		There appears to be several cooling towers at the service yard to the NW of the student center. Which buildings do those cooling towers serve and does the college have a campus utility plan it can share?	The large cooling tower services Bladen Hall. The smaller cooling tower services Largo Student Center (future Dukes Student Center).

46	8		What is the anticipated project start date? Is there an anticipated date to start construction, and for substantial completion?	Per the RFP Solicitation Schedule, the College anticipates that design will commence December 2020 and should be completed by June 2022. Based on the design commencement and construction documents timeline, the College anticipates that construction will commence January / February 2022 with early abatement and demolition activities. Construction activities are anticipated to be completed 28 months thereafter with substantial completion anticipated to be 24 months after the commencement of construction activities.
47	8		We understand PGCC anticipates an early package for existing building abatement and partial demolition. Does the College anticipate other early bid packages, such as foundations and structure?	Yes, foundations and structure would be considered a package following the first package. Associated within this package would be preparatory site work including underground utilities and soil stabilization.
48	8		Can you please provide the Fee Schedule in an editable format?	Yes. Provided under a separate cover. See the College's bid posting to retrieve the editable format.
49	8		Please provide a boundary for the topographical and underground utility survey	The boundary for site utilities and topographical information will be established during the initial phase of the project.
50	8		Will a Phase I Environmental Site Assessment be required?	Not required.
51	8		Section III Item 3.2 states that the Principal in Charge is required to attend the interview. Please specify if any other team members are required.	All assigned team members to the project.
52	8		Can the College please provide your anticipated project schedule as discussed during the pre-proposal meeting?	See Question 46 response above.
53	8		We do not see a specific section in the RFP that is requesting project sheets for the relevant projects (from Attachment Q). Where should we include them?	See Attachment Q, list the project name in the Project column.
54	8		For the Scope of Work, where you've outlined the minimum list of consultants needed, can you please clarify what the "Schedulers" role will be?	Scheduler/s manage the design schedule and ensures the design schedule is commensurate with other schedules, for example: CMAR pre-construction/construction schedule
55	8		In terms of Commissioning, can you clarify if you are requesting fundamental or enhanced?	Enhanced commissioning.

56	8		On page 20 for section e, question 7, you have requested a design schedule in Excel. In addition to submitting the PDF response, are you also requesting the live Excel file for the schedule? Or just include the schedule within the PDF?	Include the Schedule within the PDF.
57	8		What are PGCC's desired project schedule milestones, final occupancy date in particular?	See Question 46 response above. Currently, the College seeks to occupy the new Dukes Student Center during the summer 2024.
58	8		Are partnerships acceptable or does the JV need to be legal entity?	See response to Q.#27
59	8		If a Construction Manager will be on board, what stage of design do you anticipate the CM will be joining? In addition what is the CM's scope or responsibility for the cost estimate and cost control/value engineering vs. what is the A/E team (along with A/E's cost estimator)'s responsibility for cost estimate and the cost control/VE study?	The College is currently anticipating a CMAR will be onboarded by the Schematic Design Phase of the project. The CMAR and the A/E Design Team will be responsible for providing and coordinating separate cost estimates for reconciliation of the estimates to keep the project within budget. This includes all VE Options efforts for cost control and quality control.
60	8	Refer to the RFP page 10, "2. Scope of Work (Refer to Special Conditions Part I; The Architect's Engineer's Services for additional Requirements):	Should an Environmental Engineer be included for hazardous material survey?	Yes.
61	8	Refer to RFP page 17, "SECTION III. Article 1. TECHNICAL PROPOSAL REQUIREMENTS	Do you have any specific formatting requirements for the technical proposal, for example, can we use SF330 Form for Resume (Section E), Example Projects (Section F), Key Personnel Participation in Example Projects (Section G), Additional information (Section H) and Part II (A/E General Qualification)? If not, can we use our own format as long as we provide the required information in the RFP?	SF330 form is acceptable. Yes. Firms are to provide the information in the best comprehensive and succinct manner/format. However, firms are to provide the information as specified in the RFP, organized in tabs and sub-sections listed/organized in the RFP for ease of locating information.
62	8	Refer to the RFP page 18, "c. Section IV: Experience and Related Projects"	Would you confirm that related projects experience will be for last 10 years? In addition at minimum 3 projects would be required? What is maximum number of projects?	Yes with in the last 10 years. Also, see response to Q.#32,
63	8	Refer to the RFP page 18, "1. Technical Response Requirements"	Is there any page limits for the Technical Proposal?	No. However, the College is not interested in marketing materials or the overabundance of

				information that does not directly respond to the specific information requested.
64	8	Refer to RFP page 23, “ Paragraph 1.1.1- A & B under Article 2. TECHNICAL EVALUATION PROCESS A. Submitting firms must have design experience (site development, programming, schematics, design development, etc., through Construction administration) with infrastructure and civil projects. B. Submitting firms must have design experience with completing baseball field and/or other related athletic field/facility projects.	As the above experience could be with Civil/Landscaping, can the above experience can be provided by one of the submitting firm’s sub-consultants (Civil and/or landscaping)? Or should the above experience be from prime or JV team’s experience?	Proposers are to make this determination in order to submit the best possible submission.
65	8	Refer to RFP page 43, “REFERENCES EACH BIDDER MUST LIST BELOW AT MINIMUM, THREE CUSTOMERS OF A SIMILAR SIZE AND PROJECT WITH STATED TIMELINES COMPLETED WITHIN THE LAST THREE YEARS.”	Can we submit more than 3 references? In addition, would you allow us to include one or two references from our latest projects, which is nearly completed construction documents (95% CD completion, and 100% CD will be completing by October, 2020) to demonstrate our latest experience or performance, which our project(s) is located in Princes George’s County?	Only 3 references are allowed. The College may request additional references at any time. Firms are to include references that best demonstrate your firm’s ability to provide the required services and the College’s regulation requirements; including but not limited to local and state permitting, codes and regulations.
66	8	Refer to RFP page 49, “Attachment Q - Qualification Matrix”	In addition to the filling out the Qualification Matrix, should we include a project information sheet for each project?	Firms are to only provide the information requested in Attachment Q.
67	8		May firms provide their own in-house scheduler? Is this for the design or the construction phase? Please clarify the scope for this position.	Project schedule shall combine the A/E Teams design schedule which shall align with the A/E Terms in the agreement with the College, and shall present a

				proposed construction and delivery schedule that will be coordinated with the selected Construction Manager at Risk (CMAR)
68	8		Under g., Section VIII: Cost Control, could you confirm that you're looking for final design estimates, low bid, and final construction cost?	Confirmed, plus additional total construction change order cost impacts to the bid amount resulting in a total project cost.
69	8		Please confirm the number of projects needed for the Attachment Q Qualifications Matrix.	See responses provided above.
70	8		If a submitting lead firm is MBE Certified, do they count towards the MBE goals for the project?	Yes. Primes may self-perform the MBE goal commitment. However, the College desires Prime firms not located in Prince George's County to consider/source MBE Prince George's County sub-contractors/consultants to support all of the required services.
71	8		In the Technical Proposal Requirements, Section IV: Experience and Related Projects states, "No information about subconsultants is needed nor should be included." Does this statement mean that If your team includes a local or student center focused architect as an associate firm, none of their work counts towards the Section IV requirements?	Experience and Related projects are to include projects managed/awarded to the submitting Prime/Proposer. Sub-consultants/Sub-contractors performing work in specific roles, positions may be included in the Project Team Members.
72	8		In the Technical Proposal Requirements, Section IV: Experience and Related Projects, numerous items state, "as the principal / architect of record." Does this mean that if a firm served as a lead designer, concept developer, and programmer on a project, but was not the architect of record, that project would be excluded from satisfying the experience requirements?	The prime principal / architect of record shall present their experience as the primary/lead experience for the technical proposal. All other experience from other team members shall be presented as supporting experience which when combined with the principal / architect of record experience will constitute an overall project experience.
73	8		For the Financial and Price Proposal, is a lump sum fee acceptable or is it expected that each consultant's fees be broken out? Are you requiring full proposals from consultants or only the hourly rates?	All fees including consultant fees and services fees shall be listed as individual line item fee costs totaling the proposal fee. Proposers are to also include hourly rates by position. The hourly rates shall be used to calculate College approved increases.
74	8		The Financial and Price Proposal says it should include the Price Proposal Form included in Appendix B, however that form does not appear to be included in the RFQ. Please confirm the form that is to be used for the final price proposal.	See Pages, 44-48 of the RFP.
75	8		Section 6 of the RFP used the term "local" with regards to college's desire for local businesses to be considered as consultants. For the purposes of the technical proposal, what is	In this RFP, a Prince George's County business is considered "local".

			the College’s definition of local (distance from campus, Maryland-based company, other?)?	
76	8		Will the A/E Team be expected to accept the terms of the contract attachments named “General Conditions for Construction (Short Form)”, the “COMAR Title 21 – State Procurement Regulations”, or the “Prince George Community College Mandatory Construction Contract Clauses”?	Any exceptions to the Contract or terms and conditions are to be addressed and provided in this section of the Proposer’s proposal/submission, Tab 4.
77	8		Will the A/E Team have an opportunity to add provisions to the “Prince George Community College Standard Form of Agreement With Architects and Engineers” without taking exceptions to the terms it contains? These might include dispute resolution, mutual waiver of consequential damages, insurance limitations, and indemnification clauses.	Any exceptions to the Contract or terms and conditions are to be addressed and provided in this section of the Proposer’s proposal/submission, Tab 4.
78	8		Is an AIA B101-2017 Standard form of Agreement Between Owner and Architect an acceptable agreement for Prince George Community College?	The College will execute its standard agreement. Any exceptions to the Contract or terms and conditions are to be addressed and provided in this section of the Proposer’s proposal/submission, Tab 4.
79	8		Can PGCC provide clarification on submission requirements associated with the requested consultants? Are we to provide firm background, project examples, and team member resumes?	<p>Proposers are to provide the following information regarding consultants, and sub-consultants/sub-contractors:</p> <p>Section III: Project Team members</p> <p>Detail the proposed Project Team members and provide resumes of key persons, specialist, and individual consultants. List ONLY the individuals who will directly contribute to the project and have a defined role.</p> <p>Include on the Resume: Name & title; Project assignment; Name of firm associated with; Years’ experience with firm; Total years’ experience; Education; Degrees, Active Registrations, and experience and qualifications relevant to the proposed project. (If awarded the contract, the contract shall require the assignment of these same participants to the project. No substitutions will be permitted unless approved by the college. The college’s approval will not be unreasonable withheld.)</p>

				Beyond the design phases, detail the members who will be engaged in Construction Administration (CA) and list all the information noted above (Resume: Name & title; Project assignment; etc.)
80	8		Section 9 of the Largo Student Center Program II Document 9.04:17 includes a scope of work for cost estimates at Schematic Design, 50% CD's and 90% CD's but no estimate at the completion of Design Development. Shall we include a cost estimate at the completion of DD?	Yes, Design Development cost estimate is required for the project and by the governing agencies for approvals.
81	8		Item 37 under Section 2 uses the terms "inspect" and "inspection". Most AIA contract forms include this standard provision in lieu of those terms: "Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.3.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents." Will this or a similar provision be accepted in lieu of the terms inspect and inspection?	Yes. NOTE: Only firms and personnel specifically licensed and authorized to perform inspection services for DPIE or other governing agencies shall perform inspection services.
82	8		Item #6 on Page 19 identifies that the submitting firm must have experience in designing LEED Gold or greater for at least (1) project, but Item k on Page 21 asks to provide the firm's experience with submitting and obtaining LEED Silver or higher levels. Given that the College has established a requirement of LEED Gold for the project, would Item k be looking for the submitting firm's experience with submitting and obtaining LEED Gold or higher?	Yes.
83	8		On page 4, the summary indicates the project design requirements and scope for Student Center Design Services and does not appear to make mention of scope in this summary for a new Baseball Facility and Field. The Scope of Work information starting on page 10 of the document includes numerous references and requirements for work associated with a new Baseball Facility and Field. Does this project include both a Student Center and Baseball Facility and Field?	See Addendum 3, these areas have been updated and replaced to reflect the correct project name and updated Scope of Work.

84	8		Will enhanced commissioning, likely required for LEED Gold, be carried by the A/E team or by the Owner? Should it be a separate line item in the Fee Proposal?	LEED enhanced commissioning to be carried by the A/E Team and shall be listed as a separate line item in the fee proposal.
85	8		Is the A/E team expected to be on the selection committee for the Construction Manager?	The awarded A/E team may be required to participated in the CMAR procurement process as an advisor and may be required to provide a review/analysis of the top ranked CMAR firms' submission.
86	8		Has the College secured the original construction documents?	No. Original documents for the Largo Student Center are not available. The College will continue to look through the arc continues to look through its archives to locate them Proposers and the awarded A/E should assume these documents will not be made available.
87	8		The approval process during the pre-design/design phases.	The College currently has a four (4) business day review process for all open items prior to giving final approval, as applicable. The Awarded A/E shall consider and plan for this approval approach during any given phase of the project. The College shall require a period of time to review with various internal stakeholders prior to a final approval is granted. The approval process is subject to change at the College's sole discretion prior to contract execution and as mutually agreed to by the contracting parties.
88	13		The current construction budget changed to \$47,000,000, have there been any changes in the project scope or schedule based upon this budget?	Based on the revised construction budget, the College has been reviewing the original program and scope to allow for some reductions in program and gross square footage. The project is now considering the existing Rennie Forum to remain with renovation to the existing space as one potential option. The total gross square footage is anticipated to reduce to the renovation of the 69,116 GSF building and the construction of three add-on additions totaling between 30,500 GSF to 33,500 GSF. A three-story building addition with a new quad entrance (approximately 12,000 to 14,000GSF) is being considered for the southeast side and southwest side of Charlene M. Dukes Student Center. A two-story addition is being considered for the northeast corner of the site and will look out towards the intersection of MD 202 and College Way South. All of the program

				and total square footage options will be further explored by the awarded design team to determine the best design solution for the new Dukes Student Center.
89	13		Is there a new target date for substantial completion for the project?	Substantial completion of construction is anticipated to be June-July 2025. Construction documents are anticipated to be completed by April-May 2023. This project is scheduled to be performed by a Construction Manager at Risk (CMAR) agreement. CMAR is anticipated to be onboarded early 2022.
90	13		Previous communications indicated the FF&E budget was \$4,500,000, is this still the case?	The current State budget cost model allocates \$4,323,000 for FF&E which includes AV/IT Plug-and-Play equipment excluding computers and associated non-hardwired devices.
91	13		The College requested information regarding others who should be included as part of the project beyond the College Team. Can you list who you consider the College Team to be currently?	The College's assumption of base team for this project includes the Design Team, the College's Facilities Team and User Groups, and the CMAR. The Design Team should add to this list who they determine as beneficial assets for the team to ensure project success. The College's Team may also include a CMA, to be determined at a late date.
92	13		Revised Price Proposal and additional scope review documents, when are these documents due to PGCC?	The Documents are due on your firm's scheduled Scope Review
93	13		For the scope review/interview, will all of the PGCC interview team be together in one room or dispersed?	This is a Virtual Meeting. PGCC attendees will more than likely be dispersed.
END OF ADDENDUM 13				