



PRINCE GEORGE'S COMMUNITY COLLEGE

DATE: September 30, 2020

TO: All Prospective Proposers

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

RE: **Addendum 6 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.

Questions and Responses.

Attached to this Addendum 6 is the Questions and Response Log. Included in this Addendum 6 are only the initial questions received on or by September 24, 2020. Additional Questions and Responses received from September 25, 2020, through September 30, 2020 10:00 AM will be provided by the date noted in the Solicitation Schedule, see below.

Solicitation Schedule.

The following replaces the Solicitation Schedule in its entirety:

SOLICITATION SCHEDULE

RFP #21-05

Issue Date: September 16, 2020

Pre-Proposal Virtual Conference: September 24, 2020, 11:00 AM - 1:00 PM ET

Register by Sept.21, 2020 10:00 PM

Last Day for Questions: September 30, 2020 at 10:00 AM ET

Responses to Questions by: October 8, 2020

Technical Proposal Due Date: October 23, 2020 at 10:00 AM ET

Financial and Price Proposal Due Date: October 23, 2020 at 10:00 AM ET

Oral Presentation/Discussion Session(s): November 3-4, 2020 (projected), For invited shortlisted firms only

Contractor(s) Selection Anticipated to be finalized: November 12, 2020 (projected)

Contract Commencement: TBD (and, upon Board approval)

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA FORM

SOL. NO.: 21-05

TECHNICAL AND FEE PROPOSAL DUE DATE:
October 23, 2020 at 10:00 AM ET

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

As stated in the Solicitation documents, this form is included in our Proposal.

Signature

Name Printed

Title

Date

END OF FORM

No.	Addendum 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		<p>When will the design and construction begin (month/year)?</p> <p>I would also like to find out the estimated value (\$) for the project.</p>	<p>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.</p>
10	6		<p>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?</p>	<p>Yes.</p>
11	6		<p>What are the several references to baseball fields in the document? Are these part of the scope of work for the renovation and addition?</p>	<p>See Addendum 3, these areas have been updated and replaced to reflect the correct project name.</p>
12	6		<p>If baseball fields are part of the scope, can PGCC elaborate on their relationship to the proposed renovation and addition?</p>	<p>See Addendum 3, these areas have been updated and replaced to reflect the correct project name.</p>
13	6		<p>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?</p>	<p>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.</p>
14	6		<p>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?</p>	<p>Yes. The Proposer are to provide the names/individuals/firm that shall provide and serve the positions listed.</p>

				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		<ol style="list-style-type: none"> 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? <ol style="list-style-type: none"> 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? 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 	<ol style="list-style-type: none"> 1. Yes. The Proposer should include a commissioning agent in their Technical Proposal and Pricing Proposal. <ol style="list-style-type: none"> a. The list of attendees is available on the College's website. See Addendum 5. 2. The Reference of a 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.

			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?	
17	6		Given its LEED requirement, will you be seeking a commissioning agent to be part of this team at some point going forward?	Yes. The Proposer should include a commissioning agent in their Technical Proposal and Pricing Proposal.
18	6		How will the construction be procured?	The College shall directly solicit firms deemed "Qualified" under RFP 20-06, On-Call Construction Management (CM)/Construction Management At Risk (CM/CMAR) Services
19	6		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?	Yes.
20	6		Is improvement of the entrance drive off Campus Way South part of this project? Since the new building will be located at the existing parking lot location, will a new parking lot be required for this project?	This will be reviewed and considered with the awarded proposer during the initial Programming & Concept Phase (Phase 1) noted in the RFP.
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 hole. 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		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.	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.

			Will the College reconsider the requirement for the design professional to retain the consultant for the identification of hazardous materials?	
27	6		Are Joint Ventures allowed?	<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</p>

				<p>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. 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</p>
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				<p>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				