

Addendum # 2
Public Safety Architectural Design Services
RFP# FY19-SCPW-02

1. "Technical Proposal – Binder 1 – Proposal Content and Organization"; Is the selection committee looking for two binders- one with content A-E and a second binder with 1-4? Are these to be 3-ring binders, or is spiral binding acceptable? (pg 13)
All items A-G with all of its sub-sections must be addressed in a 3-ring binder or spiral binder is acceptable.
2. Please clarify what response criteria falls under "D. Response to Contract Terms and Conditions". (pg 13)
A statement such as " We have reviewed and understand the Terms of the Contract and acknowledge the Sequence of Events, Explanation of Events as identified in this Request for Proposal dated January 20, 2019."
3. Please clarify what response the evaluation committee will be looking for under "IV. Specifications, V. Detailed Scope of Work"? (pg. 14)
The committee will not be looking for any specifications only Scope of Work and not a detailed scope of work. The Detailed Scope of Work is simply the title of where you can find the Scope of Work.
4. Under section VI. Specifications, 1. Organizational Experience, we're asked to describe "the experience of all proposed subcontractors..." - since we won't be using any subcontractors on this project team, should we instead list the experience of our consultant team? (pg. 15)
Yes, it would refer to consultant so they would provide have to describe "the experience of all proposed consultants..."
5. Under section 3, Mandatory Specifications, **item a** asks us to "provide the name(s) and registration number(s) of the New Mexico Registered Professional Engineer..." Is this supposed to be asking for the architect registration number(s)?
Yes, their registration number as well as their consultants who may be Engineers.
6. **Item b** asks us to "...provide all sub-contractors licensing agreements..."; This doesn't apply to AE firms/RFP submissions since we utilize consultants/engineers. How should we respond to this question?
I would go ahead and remove it and state on Item B that per Addendum # 2 you were given the go ahead to remove it. It is not pertinent to this RFP.
7. **Item c** asks us to "...provide a plan for managing Architectural services in case of emergencies with levels of response time."; This seems like a question for a contracting firm. How should we respond to this question?
The Architect services and response time is not invalid request so I would leave it and have them answer the question as best as they can without it becoming an additional services.

8. **Item d** asks us to “...provide current surety company and agents name...that will be used for this project.” Architectural firms don’t utilize surety companies. How should we respond to this question?

They are required to carry owners risk insurance so I would change the Surety to Owners Risk Insurance.

9. **Item e** asks us to “...provide a statement of insurance losses incurred during the past five (5) years, any workmen’s accidental deaths during that period...” This is information contracting firms typically provide, and not AE firms. How should we respond to this question?

I would limit the question to a statement of insurance losses incurred during the last 5 years and leave it at that. This is a reasonable request but the workmen’s accidental deaths is not needed.

10. **Item f** asks us to “...provide a copy of the subcontractors firm’s written Quality Assurance Program...” Since we will not be utilizing any subcontractors on this project team, how should we respond to this question?

Instead of a subcontractor firm’s it should read the consultants firm’s written Quality Assurance Program.

11. **Item g** asks us to provide “[our] firms Affirmative Action Policy..”; This is not something typically requested from AE firms. How should we respond to this question?

This is not an unreasonable request if your firm does not have one then need simply state that you don’t.

12. Please clarify why we’re being asked to provide “...relevant project experience and knowledge of NMDOT procedures”? (**Item i**)

Some of the County’s projects for parking lots have the ability to submit for parking lot funding through the DOT. If the opportunity arises for such funding, we want to know that the Design Professional is familiar with these requirements for obtaining additional funding from the DOT.

13. There seems to be contractor-specific content in this RFP. IS Sandoval County looking for this submission to be a Design-Build with a contractor-lead team?

No, not at all. This project will be a Design Bid Build project.