



RFP # 2022-016  
Architectural Services  
ADDENDUM THREE  
Dated: 01/18/22

## **ADDENDUM**

## **THREE**

**Issued Date: January 18, 2022**

**RFP 2022-016 – Architectural Services  
Diego Rivera Theater Project**

**Professional Services**



**CITY COLLEGE OF SAN FRANCISCO**



## **ADDENDUM THREE**

This is **ADDENDUM THREE**. You must confirm receipt of Addendum Three in your RFP response package by signing Attachment # D - "Addenda Acknowledgement Form". Failure to acknowledge receipt of this addendum may result in disqualification of your RFP response.

### **I. GENERAL CLARIFICATIONS:**

Addendum Three is being issued for the following clarifications, but not limited to:

1. Add link to existing geotechnical documents related to this site
2. Outstanding questions and answers
3. Add Fee Proposal Form

### **II. MODIFICATION TO THE DOCUMENTS:**

#### **1. Reference RFP 2022-016; Section III, Project Description:**

**ADD** the following sentence to the end of Section III:

The most recent geotechnical documents can be found at the following location;

<https://www.ccsf.edu/about-ccsf/administration/finance-and-administration/office-facilities-and-capital-planning/bid-opportunities>

#### **2. Reference Exhibit A – Responsibilities and Services of Architect Section B. Basic Services:**

**ADD** the following paragraph 15. Architect shall plan for and include in their scope all services necessary to obtain LEED Silver, including but not limited to registering the project with USGBC, managing and completing all LEED submissions, and other services as necessary to receive certification. District shall pay application and certification fees to USGBC.

#### **3. Reference Exhibit A – Responsibilities and Services of Architect Section B. Basic Services Item 10:**

**DELETE** "and QSP" from this section.

#### **4. Reference RFP Section III. Project Description:**



**ADD** the following sentence to the end of the last paragraph: “Although the project budget has not yet been adjusted, proposers should assume a maximum construction cost of \$115,500,000

**5. Reference RFP Section VI. Proposal Contents Item 6. Fee Proposal**

**ADD** the following sentence to the end of Item 6: “For the convenience of the proposers, the District has created a standardized form for fee proposals. Proposers must include a completed copy of this form with their proposals to satisfy the “Fee Proposal” requirement.”

**III. QUESTIONS AND ANSWERS**

1. **QUESTION:** In Section IV of the RFP “Scope of Services” Item 6 states the A/E team is to provide “Qualified SWPPP Developer Services” however in Appendix A, Exhibit A, Page A-3 Basic Services Item 10 states the A/E team to provide both QSD and QSP services. Please clarify what the A/E team is to include.

**ANSWER:** Reference Exhibit A - Responsibilities and Services of Architect Section B. Basic Services Item 10.

2. **QUESTION:** With the project subject to SFPUC regulations for stormwater pollution prevention and currently located within the SFPUC combined sewer district, please clarify if full SWPPP QSD/QSP services and SWRCB requirements will still apply?

**ANSWER:** The AOR will be responsible for QSD services only. QSP services will be assigned to others. Full SWPPP QSD services are required.

3. **QUESTION:** Addendum 2 response to question #12 indicates that the construction cost for the project per the RFP upper range of construction cost \$1,500 square feet at 77,000 gross feet should be assumed which would be \$115,500,000 construction cost. Can you please confirm that this represents the hard construction cost budget that we should use to calculate our fee? If the hard construction cost differs please provide the anticipated total hard construction cost for the project.

**ANSWER:** Reference RFP Section III, Project Description, verbiage added: “Although the project budget has not yet been adjusted, proposers should assume a maximum construction cost of \$115,500,000.”

4. **QUESTION:** Is the Project intended to meet LEED Silver criteria or also include the A/E Team’s participation in the full LEED Certification process, documentation and verification?



**ANSWER:** Reference Exhibit A – Responsibilities and Services of Architect Section B. Basic Services, the added paragraph 15. The A/E Team should be prepared to participate in the full LEED Certification process, documentation and verification.

**IV. Attachments**

1. Addendum 3 Attachment: Fee Proposal Form

**END OF ADDENDUM THREE**

## Fee Proposal Form

**LUMP SUM NOT-TO-EXCEED FEE:**

**TOTAL FEE:** \_\_\_\_\_  
 (in words)

\_\_\_\_\_ (in numbers)

**FEE BREAKDOWN:**

Pre-Design/Architectural Program Development Phase	_____	2.5%
Schematic Design Phase	_____	10%
Design Development Phase	_____	17.5%
Construction Documents Phase-Submittal to DSA	_____	30%
Approval by DSA 5% Bidding Phase	_____	2%
Construction Contract Administration Phase	_____	23%
Close Out Phase 10% Generate Punch List	_____	2%
Sign Off On Punch List	_____	2%
Receive and Review All M & O Documents	_____	2%
Filing All DSA Required Close Out Documents	_____	2%
Receiving DSA Close Out, including DSA approval of the final set of Record Drawings	_____	2%
<b>TOTAL FEE</b>	_____	<b>100%</b>

**AOR HOURLY RATES:**

<u>Job Title</u>	<u>Hourly Rate</u>
Principal In Charge:	
Associate Principal:	
Project Manager:	
Designer:	
Assistant Project Manager:	
Intern Architect:	
Contract Administrator:	
Other:	
Other:	
Other:	
Other:	
Other:	
Other:	

**REIMBURSABLES:** Attach a list of reimbursable expenses.



Addendum 3: Attachment 1

**Fee Proposal Form**