March 6, 2013

ADDENDUM No. 2
RFI Bid No.: 12-13/09
CONSULTING SERVICES FOR ARCHITECTURAL INTERIOR DESIGN WORK FOR CAPITAL PROJECTS

This Addendum modifies the original Bid Documents for RFI Bid No. 12-13/09. Acknowledge receipt of this addendum in the space provided on the BID FORM. Failure to do so may subject Bidder to disqualification.

The following questions were submitted to the District for RFP 12-13/04:

1. If an individual attended the Mandatory Pre-proposal meeting, but decides to take employment with a Firm that was not represented, can the Firm still qualify to submit a proposal?

   Response: No. Proposals will only be excepted from firms that attended the Pre-Bid Conference Meeting.

2. On the first page of the RFI, second paragraph states: The successful vendor will be required to furnish all labor, material, equipment, supplies and applicable taxes to complete project. Does this mean that once we have worked with the end user to establish what furniture, materials, etc. are required for the project, the cost that the vendor provides is to include the cost for furniture as well as installation of furniture, etc. Is this correct?

   Response: This RFI is for the professional services outlined in the solicitation. The District will conduct a formal bid to attract various vendors to procure the vendor that will be responsible for the deployment of the furniture installing and work with the Architect of Record.

3. Are we to include more than one FF&E vendor so as not to get into a proprietary situation? Keeping in mind that there will be different types of spaces with different FF&E requirements.

   Response: The District does not have a proprietary furniture vendor. All bids will be advertised for public bid.

4. In the Request for Proposal for Consulting Services for Architectural Interior Design Work for Capital Project (12-13/09), it lists two different page limits. Could you clarify if the page limit is 16 pages or 20 pages?

   Response: The page limit is 20 pages if printed single sided or 10 pages if printed back and front.
5. Please describe what the LEED – Sustainable Design Commitment entails?

   Response: The District Sustainability Policy 2.40 can be located for you review at the following web link: http://www.peralta.cc.ca.us/Projects/2/Board_Policies/Chapter_2_-_Organization_for_Administration/BP_2.40_Environmental_Sustainability_Policy_Final.pdf

6. Are there any furniture/equipment and power/signal plans already developed?

   Response: No.

7. Are there any District Standards for FF&E to abide by other than the LEED requirements?

   Response: No.

8. Is the District required to purchase off pre-negotiated contracts?

   Response: The District is not required to make purchases from pre-negotiated contracts. However the District could piggy-back on the California Multiple Award Schedules (CMAS).

9. Is there a furniture vendor already contracted with the District?

   Response: The District contracts with multiple furniture vendors. However, new vendors are welcomed.

10. Is there already an approved FF& E budget?

    Response: There is an FF & E budget for every capital project.

11. Is the furniture budget separate from IT equipment?

    Response: The furniture budget is intended to purchase permanent fixtures as they relate to Capital Projects. IT expenditures are intended to purchase moveable equipment such as laptop and desktop which will be purchased separately by the colleges.

12. Any District FF&E tracking software or program required to be used?

    Response: No.

13. Any idea of the amount of existing furniture and equipment to be inventoried?

    Response: Every college has existing furniture within each department that should be inventoried as projects are deployed.

14. Is systems furniture inventory included for these services?

    No.
15. What is the start and end date of these services?

   Services will be awarded on as needed bases per project. The start and end dates will vary by project.

16. Can you provide an example of a current or future project that may require these services?

   Upcoming projects include but not limited to Buildings C & D at COA, Merritt College Allied Science and Health Center, and the Laney Learning Resource Center.