This addendum supersedes items of the original RFP documents wherein it is inconsistent with it. All other conditions remain unchanged. The following changes, modifications, corrections, additions or clarifications shall apply to the contract documents and shall be made a part of and subject to all of the requirements thereof as if originally specified or shown. It is the responsibility of the proposer to review the list of attachments to ensure that the addendum is full and complete. This Addendum modifies the original RFP Documents for the above RFP. Acknowledge receipt of this addendum in the space provided on Exhibit 5 Acknowledgement and Signature Form. Failure to do so may subject Proposer to disqualification.

Revisions to RFP documents:
The originally published RFP schedule is revised as follows:

<table>
<thead>
<tr>
<th>DATE/TIME</th>
<th>ACTION ITEM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, August 16, 2019</td>
<td>Release of RFP #19-20/02.</td>
</tr>
<tr>
<td>Tuesday, August 27, 2019 at 2:00 P.M. at District Board Room, District Office, 333 E. 8th Street, Oakland, CA 94606</td>
<td>Mandatory Pre-Proposal Meeting</td>
</tr>
<tr>
<td>Friday, August 30, 2019 at 2:00 P.M.</td>
<td>Deadline for submission to District of written questions</td>
</tr>
<tr>
<td>Thursday, September 5, 2019</td>
<td>Deadline for responses from District to written questions</td>
</tr>
<tr>
<td>Tuesday, September 17, 2019 at 2:00 P.M.</td>
<td>Deadline for all submissions in response to RFP</td>
</tr>
<tr>
<td>Tuesday, September 24, 2019</td>
<td>Release of short-listed Respondents and interview notifications.</td>
</tr>
<tr>
<td>Tuesday, October 1, 2019</td>
<td>Interviews of short-listed Respondents.</td>
</tr>
<tr>
<td>Tuesday, October 22, 2019</td>
<td>Board of Trustees Action to Award Contract.</td>
</tr>
</tbody>
</table>
Responses to questions:

1. On page 7, Section IX, Section A., please confirm fifteen double-sided pages means we can have 30-pages of contents as long as it’s less than 15 sheets of paper for Tabs 1-8.
   
   Response: The page count for your submittal should total 30 pages (15 double-sided or 30 single sided).

2. For Tab 2. Respondent Information, does Exhibit 3 and 4 (at least 7 pages) count towards the page limit?
   
   Response: Certification in Exhibit 3 and Vendor’s Questionnaire in Exhibit 4 DO NOT count towards the page limit.

3. For Tab 7. Fee Proposal, is an actual lump sum or NTE fee required? Is the Staffing Plan used to reflect staff and their roles only or does it tie to number of hours and each person’s rate to generate an actual fee for each phase/task?
   
   Response: Fee Proposal is Not-To-Exceed. The Staffing Plan should reflect the staff commented and their roles for this project.

4. Can you provide a boundary of the site with a breakdown of building area vs. open space area?
   
   Response: Not applicable at this time.

5. Is there a monetary allocation (% or amount) for site and landscape development?
   
   Response: This is an all inclusive project.

6. Have you developed a site program during the programming phase of the project? If so, can you provide some key points? If not, does Laney plan on developing the site programming?
   
   Response: Existing site information includes the Fugro-West report, and the civil drawings prepared by CSW/ST2.

7. Programming - Will the scope of work include program validation?
   
   Response: The project program will be provided. The selected vendor will be responsible for verification and recommended changes.

8. Consultants - Are there specialty consultants that you would like proposed in addition to the standard engineering consultants? Please outline by discipline.
   
   Response: No
9. Forms - Are sub-consultants also required to fill out Exhibits 3 & 4?

Response: Any information that strengthens your proposal is welcomed. The District will review the overall team and project approach but the selected vendor that is the prime contractor.

10. Table of Contents - On page 7 of the RFP document (first paragraph), it states that the second Tab would be entitled Table of Contents. Should the third Tab be entitled Respondent Information and then subsequent categories to follow thereafter? Please confirm that you require a Tab for the Table of Contents and that it should follow the Cover Letter. Will the Table of Contents be counted as a page?

Response: Correct. The third tab should be entitled Respondent Information and then subsequent categories to follow.

11. Exhibit D compensation – please confirm this is a lump sum/percent complete billing and not T&N/NTE.

Response: The contract is a stipulated sum, based on a fee range of 7% - 8%. The negotiation will determine which specialty consultants are part of the base fee. The District assumes that the selected firm is qualified to perform this work, and therefore, will not need many consultants.

12. Fee Proposal - Please clarify if you are requiring a lump sum fee or hourly rates as stated.

Response: Please submit your fee proposal. Hourly rates are applicable as required or requested.

13. If two firms are teamed as a joint venture and one is a SELBE or SLBE, but the other is not, does the team receive the 5 points? Does the joint venture need to be a legal entity? If the team is a partnership, is it considered one respondent, as defined in the proposal?

Response: The qualifying SLBE/SELBE team member may choose to submit a Self-Certification Affidavit as part of the proposal to receive the five point.

14. RFP Page 7, item A: The RFP limits content to "fifteen double-sided pages." Does this mean 15 sides? or 15 sheets (30 sides)? Or that it is 15 pages that should be printed double-sided? Currently, if each section had no more than two pages, submissions would exceed the 15 page limit. Will the district count half pages as a page?

Response: See response in question #1
15. RFP Page 7, item A: 11pt font requirement: can data points be shown in 10pt font? It will be physically challenging to meet the page limit and also include all of the project data points you have requested. This is also the case with resumes, where relevant data points are shown in sidebars.

   Response: As stated in the RFP, 11 pt. font is required.

16. RFP Page 8, item A, 2 "Brief profiles of currently active principals" Are you requesting a bio, or is this very brief statistical information (name, years in the field, license number). Can we show this information in resumes?

   Response: Submit your strongest and most compelling proposal.

17. RFP Page 8, item A, 2 Should this response include ALL principals represented if two firms are teaming together? For example, one firm has 700 employees, at least 70 of which are active principals. Or should this include just the relevant Principals to the project.

   Response: Relevant Principals to the project.

18. Must all materials in the appendix conform to the 11pt font rule?

   Response: Yes

19. RFP Page 8, item A, 2 requires respondents to include Exhibits 3 and 4. Shall we include these in the appendix? Do these pages count toward the 15 page limit?

   Response: See response to question #9 above.

20. Will shortlisted firms retain their ranking from the proposal phase?

   Response: A shortlist will be developed for this project and from that list finalist will be selected and interviewed by a stakeholder committee

21. Can you please clarify what you expect in terms of the fee proposal? The Schedule of Rates and Reimbursable expenses are straightforward, but what do you mean by “staffing plan” in this context? If you could provide a concrete example from a prior project or proposal, that would be helpful.

   Response: See Question #3 regarding your organizations “Staffing Plan”. The Staffing Plan should reflect the staff commented and their roles for this project.
22. Do the required form exhibits (Such as “Exhibit 3: Certifications,”) count towards the 15 page double-sided page count? Would you like us to put them in an appendix?

   **Response:** No

23. On page 9 of 13 of the RFP, it says that we should “Provide Small Local Business Enterprise and Small Emerging Local Business Enterprise Program Worksheet attached as EXHIBIT 4 to this RFP.” However, Exhibit 4 is “Vendor’s Questionnaire and Certification by Compliance.” Please advise if the “Vendor’s Questionnaire” should be submitted, and if so, where it should be submitted in the proposal.

   **Response:** The RFP document mistakenly refers to the SLBE Affidavit as Exhibit 4. It is included on Page 6 of 13 under section VIII.

   The Vendor’s Questionnaire needs to be submitted with the proposal. It should be submitted with the Certifications in Exhibit 3.

24. Given that the SLBE requirements have changed, should we still provide the SLBE/SELBE Self Certification Affidavit as part of the proposal, or will this be modified and re-released? And, where should this be included in the proposal?

   **Response:** Submit your SLBE/SELBE Self Certification Affidavit as part of the proposal to receive the five point or submit the SLBE/SELBE Self Certification Affidavit of your subcontractors to receive points as described in the RFP.

25. Please clarify where in the proposal “Exhibit 5: Acknowledge and Signature Form” should be included. Also, we note that this appears to be written for a contractor, as it requests the contractor license, and mentions that the undersigned is responsible for items such as bonding.

   **Response:** This is a standard form. Do not respond to questions that is not applicable.

26. Under Section 4. Relevant Project Experience, may we include projects from other higher education institutions or public projects?

   **Response:** Submit your strongest and most compelling proposal.

27. Can you tell us who will be on the interview selection committee?

   **Response:** Representatives from the Department of General Services and Laney College Stakeholders.
28. Regarding the request for the number for RFIs under relevant project experience, this does not seem to be a relevant metric about the quality of our work. Is there another data point we can provide that would be tied more directly to the success of the project?

   Response: Submit your best proposal for review.

29. Is signage and wayfinding included in the project scope?

   Response: Yes.

30. Does the District or the College have an interior sign standard that is current and code compliant? If so, does it include sign types that are specific to the library program?

   Response: Yes, the District has interior sign standards. However, the sign standards are not specific to the library program.

31. I have a question regarding this RFP. Do the required Exhibits to be included in Section 2 (Respondent Information) count as part of the page limit? May we place these forms in the Appendix to allow more space for other items required in the RFP?

   Response: Yes.

END OF DOCUMENT