

Astoria Public Library
Request For Proposals (RFP), Architectural/Engineering Services
Addendum #1, Response to Questions
Issue date: November 17, 2017

RFP Issue date: November 13, 2017
RFP Closing date: December 6, 2017 3:00 pm

Question 1: Is the “Signed Proposal Sheet” referenced on Page 7, the same thing as the “Exhibit A – Proposal Form” referenced on Page 8?

Answer, question 1: Yes

Question 2: Are Exhibits A & D to be excluded from page count?

Answer, question 2: Yes

Question 3: Is the Cover Letter to be excluded from page count?

Answer, question 3: No

Question 4: Are tabbed dividers to be excluded from page count?

Answer, question 4: Yes

Question 5: On Page 9, item C, instructions read... “Summarize educational and professional record...” What is meant by “educational record”? (Would this refer to degrees and certifications held by members of the team, or something else?)

Answer, question 5: See RFP section 7d.b.a, “Qualifications of staff for various specific requirements such as degrees, licenses and certifications.”

Question 6: The RFP references an aggressive schedule. Is there a rough estimate on when the first phase (document review and conceptual design) should be completed?

Answer, question 6: Under 2g, Project Schedule, the Preliminary Design completion date will be determined with selected firm. In the second paragraph of 2g, “It is assumed that a close working relationship will be established with the architect immediately upon agreement signing...”

Question 7: Is it the intent for contract negotiations to be completed before a consultant is recommended to city council on Feb. 5?

Answer, question 7: Negotiations for the PSA (Exhibit C), yes. Recommendation to city council date of Feb. 5 is a goal and may change depending on negotiations.

Question 8: Because the total project budget is \$5M, would you consider building references where the total project cost was also more than \$5M (versus only a construction cost of that amount)?

Answer, question 8: RFP 6.6, building references, “... shall have had a construction value of greater than \$5,000,000. You may list as many projects as you wish beyond the requirement...” As long as three projects have a construction value of \$5,000,000 or greater, the other references can be any amount.