

Request for Qualifications (RFQ) For Design Services Requests for Information (RFI) Addendum

Elmore Warehouse Project

Issued 12/14/2023

RFI No.	Date Received	Question	Response
1	11/27/2023	<p>1. Section 2.1, Relevant Corporate Experience section states "relevant projects completed within the last 5 years." Section 2.2 states "relevant projects within the last 5 years." Our interpretation of the combined sections 2.1/2.2 is as follows:</p> <p>a. Offers can/should include no less than 6 and no more than 10 project examples with three to five examples documenting relevant experience with the requirements of section 2.1 and three to five examples documenting relevant experience with the requirements of section 2.2.</p> <p>b. Under section 2.1, ADOC would like three to five project examples with a construction cost in excess of \$10,000,000</p> <p>c. Project examples under section 2.1 do not necessarily have to meet the building typology requirements of section 2.2.</p> <p>d. Under section 2.2, ADOC would like three to five project examples that show relevant experience with similar building typologies to those listed in part 2.2.</p> <p>e. Project examples under section 2.2 do not necessarily have to meet the minimum \$10,000,000 construction cost threshold of section 2.1.</p> <p>f. Project examples under section 2.2 also do not necessarily have to be complete with construction.</p> <p>Please confirm our interpretation, as outlined above, is accurate.</p>	<p>a. Confirmed b. Confirmed c. Confirmed d. Confirmed e. Confirmed f. Project examples must be for a project that is already constructed.</p>
2	11/27/2023	<p>Pending response to question #1, please confirm if projects meeting both the building typology requirements of section 2.2 and building cost/completion requirements of section 2.1 will be weighted more heavily than projects that only meet the requirements of one of the two sections of the RFQ.</p>	<p>We will score each section independently.</p>
3	11/27/2023	<p>Would it be acceptable to provide the requested financial information in a separate sealed envelope containing both the digital version and requested number of hard copies rather than including the financial information within the larger qualifications package.</p>	<p>No.</p>
4	11/27/2023	<p>Can the names of firms who have expressed interest in the RFQ and executed the required NDA be made available to all firms who are pursuing the RFQ and have completed the required NDA?</p>	<p>No.</p>
5	11/30/2023	<p>The RFQ requests we use the SF330 form, but how would you like us to format sections 1-7? Do we use our own format for the required sections 1-7 in addition to the SF330 requirements? Also, for our engineers/consultants, do they only need to complete the SF330 form to combine with ours (i.e. they don't have to complete sections 1-7)</p>	<p>Provide own formatting for Sections 1-7, in addition to the SF330 requirements. Add engineers/consultants information to the SF330 and as needed to Sections 1-7.</p>
6	12/4/2023	<p>Regarding the ADOC RFQ response. Specifically for Section 1: Corporate Information Is this information required for architecture firm? Or do we need to list the corporate information for us and each consultant.</p>	<p>Section 1 Corporate information is to be answered by the lead responding Design Professional. See instructions under Joint Venture for sections to complete, if applicable. Consultant information is included in Section 4.3 Proposed Project Team - External Partners</p>
7	12/6/2023	<p>Section 5: Schedule -5.1 notes " assume a start date of March 1, 2023" – should that be revised to 2024?</p>	<p>Confirmed.</p>
8	12/7/2023	<p>Questions concerning both Section 2.1 and 2.2 (Relevant Corporate Experience) Participant is asked to include "amount of change orders". Is that referring to the total number of change orders or the total dollar amount of change orders? Or do we need to list both? Do we need to indicate which change orders were requested by client/owner?</p>	<p>Please include the total dollar amount of every change order on the project, with the total amount of change orders listed. List origin of each change order (owner change, omission, contractor change, unforeseen condition, etc.).</p>
9	12/8/2023	<p>We have another concern regarding 'section 3.1 Provide Financial and insurance related information.' Attach two most recent compiled, reviewed, or audited Financial Statements. We do not feel comfortable providing full financials because this contains confidential information about our shareholders and our firm's operations. 1. Can you please provide clarity on why is this information required prior to the selection process? 2. If selected, can we provide financial information? Please advise.</p>	<p>Financial documents are required during the RFQ proposal phase as described.</p>
10	12/8/2023	<p>We are working on our RFQ information and want the best possible understanding of your project to strengthen our submission. Would it be possible for us to see the project site?</p>	<p>Yes. A site visit has been scheduled on Thursday December 21st for all proposers at 9:00 AM CST. Contact Melissa Bradley at mbradley@hpmleadership.com for a map of meeting location.</p>