

Request for Statements of Qualifications Q01172
Architectural/Engineering Services for Athletic Field Improvement Project
Addendum #1
October 24, 2024

All changes to the Request for Statements of Qualifications (RFQ) are valid only if they are issued by written addendum. Each respondent must acknowledge receipt of any addenda in their proposal submission. Each respondent, by acknowledging receipt of any addenda, is responsible for the contents of the addenda and any changes to the proposal therein. Failure to acknowledge receipt of any addenda may cause the proposal to be rejected. If any language or figures contained in this addendum are in conflict with the original document this addendum shall prevail.

This addendum consists of the following questions received:

1. Page 27 – Requests a contract value for each sub-consultant. Since we are not submitting a proposal, please confirm how to fill out this form. We can estimate the percentage relating to the sub-consultant scope.
Response: Estimation of the percentage would be sufficient in this case.
2. Other RFQ submissions including BEP goals for A/E services include a Form – Letter of Intent signed by the sub-consultant. Is there a preferred form to use? or will a simple letter on the Sub-consultant's Letterhead be acceptable?
Response: Any sub-consultant agreement that is in place at the time of submission or a letter on the sub-consultant's Letterhead is acceptable.
3. What are the minimum limits of Professional Liability coverage required?
Response: Please refer to pg. 39 of the RFQ document, under Section 2.15.5. Professional Liability.
4. The BEP Utilization Plan on pg 27 of the RFQ asks for Contract Value and % of Goal for each BEP firm. Given the overall scope and budget for the project will not be determined until after the Site and Program Analysis phase and therefore the exact scope and fees for subconsultants cannot be determined until then, how should the Contract Value and % of Goal information be provided in the RFQ response?
Response: Please refer to our response to Question 1.
5. The RFQ mentions a multi-purpose competition field, track, tennis courts, softball and pickleball. Will baseball also be included in the program?
Response: No.
6. The RFQ mentions restrooms, concessions, player's areas, spectator's areas and operations and maintenance areas. Is the expectation that there will be new building(s) in the program?
Response: It will be determined during the programming phase.
7. Have any addendums been issued for this project?
Response: This is Addendum #1 and the only addendum issued to date.
8. Can you email us all issued project documents and addendums?
Response: All documents and addenda can be found on our Bids page, <https://www.harpercollege.edu/about/directory/accounting/bids.php>.
9. Does Harper College have an existing site survey of the proposed project area that can be provided?
Response: The College has a survey from 2016 which will be provided to the successful firm.

10. Is the architectural/engineering service proposal to include site survey and geotechnical services?

Response: This will be determined after the selection is made.

11. Can the college provide greater explanation of the expected athletic master planning services as listed in item 8.D?

- a. Is athletic master planning to include all Harper College sports and facilities or is master planning limited to the multi-purpose field, track, tennis/pickleball, and related support spaces?
- b. Is athletic master planning to include college recreation?

Response: Athletic master planning is an alternate and is limited to outdoor amenities. The final details of the master plan will be negotiated with the selected firm should the College move forward with the alternate.

12. Can the college list and describe user groups, programs and/or teams that will use the multi-purpose field?

Response: All sports teams (12) at some point will use the multi-purpose field. There are also community running groups and school districts that use it for special sport events (championships, field days, etc.).

13. Will the proposed new multi-purpose field, track, and tennis/pickleball facilities be used by community groups?

Response: Yes.

14. How many spectators are anticipated for the MP field, track, and courts?

Response: 500-1500.

15. Can you provide a list of anticipated support spaces?

Response: Restrooms, Concession stand, Press box, Outdoor Athletic Training space, Storage Facility for outdoor equipment.

16. Are the required signed exhibits part of the 20-page statement of qualifications limit?

Response: No.

Sincerely,

Jewell Jackson
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