

**Woodland Joint Unified School
910 College St.
Woodland, CA 95695**

March 20, 2023

RFQ – Architectural Services

ADDENDUM NO. 1

The following changes, additions, deletions, or corrections shall become a part of the Contract Documents for the project named above and all other conditions shall remain the same. The bidders shall be responsible for transmitting this information to all affected subcontractors and suppliers prior to the closing of bids.

Item No. AD-1.1: IV. Submission Requirements – Does the twenty (20) page limit include tabs? Does twenty pages mean 20 sheets with printing on both front and back?

- **20 pages does NOT include the covers, tabs, or table of contents. 20 pages is one-sided print only.**

Item No. AD-1.2: V, F. Project Plan and Methodology, 5. – re: listing proposed consultants, the RFQ notes “and other relevant disciplines” – since this is a statement of qualifications and no specific projects are defined, we can list consultants for the disciplines you listed, but are there any other specific consultants you’re interested in? For example, we often include cost estimating, kitchen, acoustical consultants, as appropriate.

- **I would list your standard team of consultants. No specifics as the scope is in process.**

Item No. AD-1.3: V, G. Fees – the request is for providing a breakdown of proposed fees for “personnel assigned to the District.” Since this is an RFQ (no specific project or scope), are you wanting our standard billing rates for staff? Are you wanting our consultants’ standard billing rates? Since this is a request for qualifications, each project will have a different breakdown based on scope and services needed.

- **Provide your standard fee schedule for review.**

Item No. AD-1.4: IX Statement of Non-conflict of Interest – is this form included in the page count?

- **Statement of Non-conflict of Interest can be an additional page (1), on top of your 20 page limit.**
- **Please include your Statement of non-conflict of Interest in listed sequential order within your Statement of Qualifications.**

Item No. AD-1.5: The cover page says RFQ is due 3/23 but the schedule says 3/22, which is the correct date?

- **Submission date is Wednesday, 3/22/23 @ 12PM.**

Item No. AD-1.6: Section D: Can the District clarify what they mean by “identify financial resources available for the project”?

- **In Section D, delete “and financial resources”.**

Item No. AD-1.7: Section C, Number 2 – we would like to request further clarification on the “phase status” of this request. Does “phase” of funding mean the status (i.e. beyond bond authority list, workload list, unfunded list, etc.)? Or sources of funding? If not, please advise.

- **In Section C2, the term “phase status” relates to the status of the architect’s work by each phase as follows: Preliminary Design Phase, Schematic Design Phase, Design Development Phase, Construction Document Phase, Bidding and Award Phase, Construction Phase, and Project Close-out Phase.**

Item No. AD-1.8: Can you please clarify where in our Statement of Qualifications you would like us to include our exceptions to the terms of the Form of Architectural Services Agreement? Can you please confirm that these comments are excluded from the 20 page limit?

- **Please include your Exceptions to the terms of the Form of Architectural Services Agreement in listed sequential order within your Statement of Qualifications.**
- **These are included in the 20 page limit.**

Item No. AD-1.9: Would the District please consider excluding resumes from the 20 page limit?

- **Yes, WJUSD will allow an additional 5 pages for Resumes to be included on top of the 20 page limit.**

Woodland Joint Unified School District

By _____
Vicki Pulsifer, Facilities Project Manager