March 25, 2019

ADDENDUM NUMBER TWO
Clarifications

RE:  Recreation and Sports Fields
Request for Qualifications No. DB 101408

Total pages in this addendum: Four (4)

Please note, the following questions were submitted prior to deadline for inquiries at 5:00 PM on March 20, 2019:

1. Q: Section 1) a) on page 12 of the RFQ asks for a one-page cover letter highlighting “the prime firm’s or prime team’s (if joint-venture) qualifications.” This is a design build project any many submitters, including ours, will form a team with a construction firm and a design firm without a formal joint-venture agreement and only one firm as the Prime. Asking for information on only the Prime firm would preclude ASU from understanding the qualification of the other firm. Can this section be changed to, “Project team’s qualifications” instead of “prime firm’s qualifications?”
   A: The “prime” contract holding firm must demonstrate successful project experience of similar size and program acting as the design-builder. In the event of a proposed team without a formal JV, this relationship should be identified and the experience of the proposed team will be relevant to the selection process. Critical Project Team members are to be identified and experience/role highlighted.

2. Q: Section 2) on page 12 of the RFQ asks for Prime Firm Experience. Subsection a) is for the Prime Firm only but subsection d) asks for experience in both design and construction. These subsections seem contradictory for teams who do not have both design and construction capabilities in-house. Can this section be changed from “Prime Firm Project Experience” to “Team Project Experience?”
   A: The “prime” contract holding firm must demonstrate successful project experience of similar size and program acting as the design-builder. In the event of a proposed team without a formal JV, this relationship should be identified and the experience of the proposed team will be relevant to the selection process.
Critical Project Team members are to be identified and experience/role highlighted.

3. Q: Section 4 on Page 13 of the RFQ states, “Prime Team Member Experience” but its subsection a) asks for team members responsible for design efforts as well as construction efforts. Again, for teams formed with separate design and construction firms with only one firm as the prime, how do we address this? Can this section be changed to “Project Team Member Experience” instead of “Prime Team Member Experience”?
   A: The “prime” contract holding firm must demonstrate successful project experience of similar size and program acting as the design-builder. In the event of a proposed team without a formal JV, this relationship should be identified and the experience of the proposed team will be relevant to the selection process. Critical Project Team members are to be identified and experience/role highlighted.

4. Q: On p. 11 of the RFQ, under Part III: Proposal Format & Contents, it states that the 20 pages is to include sections 1-3, however the RFQ includes 7 sections. Are the other 4 sections included in the 20 page limit?
   A: Sections 1-7 are included in the 20 page limit.

5. Q: On page 11 of the RFQ, it states: One separate document on one separate disk for “Confidential Financials” only if requested within proposal. (Label appropriately). Please confirm we don’t need to submit our firm’s financial data for this RFQ.
   A: The proposal does not include a request to submit a firm’s financial data.

6. Q: On page 13, can you please clarify what is intended by the person who is to lead project documentation efforts? Is this in reference to design development and associated documentation, or is it in relation to documentation of the construction phase of the project, i.e. RFIs, etc.?
   A: Documentation for the entire project lifecycle (Design, Construction, Closeout, Warranty)

7. Q: Please confirm ASU will be carrying Geotechnical services, and therefore, the general contractor does not need to include this service on our team.
   A: Confirmed, however ASU may, at its discretion, request the selected design-builder to carry Geotechnical services.

8. Q: Can you please clarify what is intended on #8, on pay 14, by requesting client references? Are these simply the ASU Forms or are you looking for reference letters on letter head from the respective companies, or a simple list of references with contact information?
   A: Proposers must submit reference information on Attachment 3: Reference Format which can be found using the link found on page 15.
9. Q: On page 14 of the RFQ can you please clarify the request for a “cash flow projection?” Is this an anticipation for this specific project or from the local office? Does this apply to each firm/consultant/subcontractor or to the Prime? We would like some clarification.

A: Proposers must submit projected cashflow for the design builder’s project costs, since actual project costs are not known and only an anticipated total project budget has been identified at this point. This can be a % projection based on the identified project schedule.

10. Q: Is the cash flow referring to project revenue and costs, or to the submitting firm’s backlog of work on hand (other projects)? Please clarify the requirements and components to be submitted.

A: The RFQ is referring to projected cashflow for the design builder’s project costs, since actual project costs are not known and only an anticipated total project budget has been identified at this point. This can be a % projection based on the identified project schedule.

11. Q: On page 13, question 4b asks firms to provide a resume for each key person, limited to two pages. Can you please clarify where these resumes are to be included, and if they will be counted in the overall 20-page limit?

A: Proposer’s response to Page 13, Section 4 – Prime Team Member Experience is included in the overall 20-page limit.

12. Q: Is there a breakdown of natural versus artificial turf for this project?

A: One field has been identified as requiring “mixed-use” and it will be artificial. All other fields are to be natural.

13. Q: Is there a tentative interview date penciled in for shortlisted firms? April is noted for final selection.

A: The shortlisted firms will be notified of the interview date with adequate time to prepare.

14. Q: The link on Page 15 does not show any of the attachments that are required for this submittal. Please provide the correct link to the attachments including a link to the Design-Builder Standard Form Agreement.

A: The 13 attachments, Design-Builder Agreement with related files and Supplemental Requirements Forms have been posted on the bid board.

15. Q: On page 13, Section 2.C.IV and page 14, Section 4.D, the RFQ ask for similar information on team member workload, availability during the duration of the project, and information on existing and pending projects. Does ASU wish to see this same information repeated in Section 2 and Section 4?

A: No, the information should not be repeated.
NOTE: The Attachments and Forms W/Acknowledgements that were not accessible through http://cfo.asu.edu/purchasing-forms have been posted on the Bid Board for you.

All other specifications, terms and conditions of the solicitation shall remain unchanged.

NOTE: Please acknowledge your firms' receipt of this addendum in your bid on the Addendum Acknowledgement form.

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