



SANTA MONICA - MALIBU UNIFIED SCHOOL DISTRICT

**Architectural/Engineering Design Services  
Olympic High School PBL RFQ/P  
Questions & Answers  
April 29, 2019**

- 1) Page 4 – Lincoln Middle School: The fourth bullet point states “Renovate medically fragile classroom in 300’s building.” Can you please clarify what “medically fragile classroom” means?
  - a. A medically fragile classroom is a special education classroom for students with more severe needs.
  
- 2) During the programming phase, which interest groups does the District anticipate will be involved?
  - a. Interest groups may include but are not limited to:
    1. Teachers, parents, students at the school site
    2. Community groups, neighbors, and the broader Santa Monica Community
    3. SMMUSD Administrators and Board of Education
  
- 3) Approvals by the City of Santa Monica and CUP are mentioned several times in the RFQ/P. Generally, public schools are not subject to City Zoning/Planning approvals. Does the District anticipate reviews by the City will be required?
  - a. This project falls within the Coastal Zone.
  
- 4) The RFQ/P states that the project will meet Collaborative for High Performance Schools requirements. Will the project be CHPS Designed or CHPS Verified?
  - a. The project is to be CHPS design but not verified. SMMUSD requires buildings to be designed to CHPS plus 15%.
  
- 5) The RFQ/P mentions geotechnical engineering, abatement of hazardous materials, participation in commissioning, and other specialized services not typically carried under the Architect’s agreement. Will such services be addressed by entities directly contracted with the District?
  - a. Yes.
  
- 6) Since the scope of work and construction value of modernization and new construction will not be known until the planning services are completed, is the District expecting proposers to provide a fixed fee for programming/planning services and quote a percentage of construction cost for design services for the A/E basic services for design and construction?
  - a. Yes
  
- 7) The criteria for selection disadvantages teaming to include small business/ woman/ minority architect participation:
  - Will the district consider opening up minimum requirements to allow design consortiums with more than one architect? **a. Yes.**
  
  - Will the district consider design teams that demonstrate experience but do not meet the three new \$20M California school district completed building criteria? Is it a pass/fail criterion? **a. No.** Yes, if the firm does not meet the minimum requirements, it is not eligible for selection.

- 8) Will the district allow California DSA approved Community College work to count toward the three qualifying projects?
- a. Yes.
- 9) What is the scoring rubric for selection?
- a. Scoring is based upon the categories included in section IV.b. Selection Process of the issued RFQ/P.
- 10) We understand that programming is a part of the scope of work, but is there a draft program for the project? Can it be shared?
- a. The information on the program in the RFQ/P is all that is available at this time.
- 11) What is the construction budget for this project?
- a. The construction budget has not yet been established.
- 12) Is the site fixed or might it be expanded?
- a. The site is fixed.
- 13) What is the budget for the Olympic High School project?
- a. The budget has not yet been established.
- 14) On page 8, Proposal: It states that the cover letter and the cost proposal count towards the 18 single-sided pages. However, under the cost proposal section on page 10 (d. Cost Proposal) it states the cost proposal is to be included in a separate envelope and does not count towards the page limit. Can the District please clarify?
- a. The cost proposal will not count towards the page limit.
- 15) Page 8: c. Project Approach and Firm Capabilities. Please include examples that depict your firm's creative and unique solutions to new and/or renovation projects of a similar nature. Be sure to include any maker space designs. Submit examples on the thumb drive/CD as noted on page 1. **Question:** We have quite a few examples of CTE and Maker Spaces and unique solutions to new and/or renovation projects, are these to be included only on the Flash Drive and will not count towards the page limit?
- a. Yes.
- 16) Page 9: d. Cost Proposal: Proposed fee. **Question:** Does the District have:
- An overall construction budget for the project?
  - The acreage of the site?
  - The estimated square footage of the new buildings?
  - The square footage of the existing buildings on the Campus?
- a. The overall construction budget has not yet been established. 4.6 acres. To be determined. 35,500 sf,
- 17) Page 9 – b. Project Team: Can you clarify whether we should provide the ... recent experience “for the firm and for each team member on similar projects” or the ... recent experience “with the firm for each team member on similar projects”?
- a. ...recent similar experience with the firm AND recent experience for team members on similar projects...

- 18) Page 9 – c. Project Approach and Firm Capabilities: The instructions state that we must include examples that depict our firm’s creative and unique solutions ... on the thumb drive/CD. Do we provide the examples only on the thumb drive/CD or on the physical copies as well?
- a. Thumb drive.
- 19) Page 9 – c. Project Approach and Firm Capabilities – Minimum Qualifications: Can the three new construction building projects be part of the five qualifying projects?
- a. Yes.
- 20) Are K-14 project experience also acceptable or does the district wants to see only K-12 experience?
- a. K-14 is acceptable.
- 21) Since there is currently no scope/construction cost defined for the new Capstone building and the existing facility modernization, should consultant’s fee based on the percentage at the conclusion of the Site and Ed planning/programming assessment?
- a. The District expecting proposers to provide a fixed fee for programming/planning services and quote a percentage of construction cost for design services for the A/E basic services for design and construction.
- 22) Is it the district expectation that the consultants include Geotech report, Survey and Hazmat report as part of this project?
- a. No
- 23) Is there a current CEQA report available or should the consultants provide/update as part of this study?
- a. There is no current CEQA report available. It is anticipated that the consultant will participate in providing materials for approvals required.
- 24) Is there an existing Ed spec available for Olympic high school?
- a. Districtwide Educational Specifications are in the process of being finalized and have been made available with this RFQ/P. There are no Educational Specifications specific to Olympic High School.
- 25) The Project Description says the campus building is a 1925 mission style. Is it “historic designated” or “historic eligible”
- a. No.
- 26) That same page notes approvals and includes CEQA, CUP, and Coastal Commission. **Two questions:**
- Will the District have special consultants to lead those approvals and the selected Architect provides supporting graphics and narratives? Or is the District looking for the selected Architect to lead all of those? “Assist” seems to be the answer from page 5, but I just want to confirm.
    - a. Yes. Assist.
  - Conditional Use Permit. We deal with those for private schools but have not for public schools. Does SMMUSD operate this site under a CUP?
    - a. Not presently
- 27) Do you have an area of the existing building and the acreage of the site?
- a. Refer to question #16 above.

- 28) Under the Scope of Work for “assess existing infrastructure”, does the District have or will have:
- Underground utility survey.
  - Site topographic survey.
  - Geohazards/ geotechnical report.
  - .....or are you looking for any of those to be provided by the Architect?
    - a. No to all.

**END OF DOCUMENT**