



SANTA MONICA - MALIBU UNIFIED SCHOOL DISTRICT

**RFQ/P – Architectural & Engineering (A/E) Services
SMASH/Muir Water Intrusion Remediation Project
Questions & Answers
August 5, 2022**

1. The RFQ/P states the A/E Firm should include an Environment Consultant on their team. Recommend that the District hire them independently of the A/E team since all A/E professional liability insurance policies exclude coverage for incorporating this type of work under the architectural contract. This work can be incorporated into the GC scope, however, the hazardous material/mold abatement documents would have to be under a separate cover from the A/E (DSA approved) bid drawings and specifications. Can we exclude this consultant from our fee proposal?

Answer: Yes. The environmental consultant will be under an independent contract with the District.

2. Is there an existing ADA Deficiency Report of known ADA issues that we should be aware of? If not, are we required to conduct an ADA survey as part of the Phase 1 design services?

Answer: The District has an ADA Database that will be provided to the awarded firm.

3. Should the Civil scope include a complete investigation and survey of the overall site storm drainage system, including the elevated walkway?

Answer: Yes.

4. Does the District have AutoCAD or Revit files of the campus and individual buildings (original construction and modernization, including the recent HVAC project) to be provided to the A/E team?

Answer: Yes, the architectural drawings are in Revit, the HVAC drawings are Autocad.

5. Paragraph III (d) of the RFQ/P indicates all expenses must be covered in the hourly/billable rates. However, the same paragraph indicates that we should itemize reimbursable expenses, and they should be included in the cost proposal. Please Clarify if expenses are reimbursable, or if they should be included in the hourly rates and lump sum fees. Note: Exhibit D Reimbursable Schedule on the Design Profession Agreement states "To Be Added Upon Award".

Answer: Costs such as travel, mileage, meals, per diem, car allowances, cell phones, computers, tablets, office supplies, and all other related costs of doing business should be included in the proposed rates.

Other costs related to the work, such as printing and reprographics, shipping, etc, are allowable reimbursable expenses. Please itemize these and include them in the proposal as reimbursable expenses.

6. Per paragraph 2.5 District Payments, subparagraph 2.5.1 Allocation of Contract Price, we would like to know if this would be open to negotiation. While the proposed schedule works with most architectural firm projects, Remediation Projects are somewhat different. The RFQ/P is also structured differently in that the Pre-design through Design Development phases are generally stated as Phase 1. Remediation projects are different with somewhat less time upfront in the design process and more time/fee during the CA phase. Many times up to 40% of the hours/fee during the re-construction phase. While this project also has potential additional survey work in Phase I, I am not certain how this will shake out yet fee-wise, but would like to know if the percentage shown under paragraph 2.5.1 is negotiable, or absolute.

Answer: The District will consider negotiating different terms. Please provide your proposed allocation as part of your proposal.

7. III,c. – May the min. 3 projects over \$5m include two projects by the firm, and one project example where the project architect was at another firm if the PM served a similar role?

Answer: Yes. Up to one of the qualifying projects may be from when the lead project professional was employed by another firm, on the condition that the individual must have served in a similar lead role, as determined by the District in its sole discretion at the time of SOQ review.

8. III, c. – Do all three project examples need to be water remediation or can projects be general renovations?

Answer: Although it is heavily preferred that all three project examples be water intrusion remediation, up to one of the qualifying projects may be from a general renovation, assuming that it is otherwise similar in scope and is similar in size to the proposed project.

END OF QUESTIONS & ANSWERS