



SANTA MONICA - MALIBU UNIFIED SCHOOL DISTRICT

**Architectural/Engineering Design Services
Santa Monica High School
Phase 3 Campus Plan Project RFQ
Questions & Answers
December 13, 2019**

- 1) Will the July 2016 Samohi Campus Plan referenced in the Scope of Services be made available to proposers? The copy currently available online appears to be a draft. Also, the cited architect of the plan is R.L. Binder FAIA Architects as opposed to CY Architects, so it is unclear whether or not this is the correct file of the Campus Plan. If possible, confirmation of the correct Campus Plan would be appreciated.
 - a. **The July 2016 Samohi Campus Plan is posted to the FIP website for download as per the issued RFQ via "Appendix B – Reference Documents", which is specifically listed as item #4. The plan posted is the current plan to reference. R.L. Binder FAIA Architects was the firm that developed the Samohi Campus Plan and Tim Young of CY Architects was part of the team.**

- 2) At the Mandatory Pre-Proposal Meeting a question was verbally asked about firms teaming. The question was verbally answered that it is acceptable for firms to team but it was also requested that this question be submitted in writing. We are planning to team and are seeking that confirmation that this approach is acceptable to SMMUSD. As a secondary question: is it necessary for both firms to submit evidence of meeting the Minimum Qualifications? We are planning to submit all three examples as Little projects and none from our teaming partner Grimshaw.
 - a. **Yes, firms can team with another AE firm to meet the minimum qualifications. No, both firms are not required to submit evidence however the projects submitted must demonstrate that the submitting firm has met the minimum qualifications; otherwise the firm will be disqualified. Proposal should clearly state the process of how the teams plan to work together.**

- 3) With the demolition of the South Gym and Cafeteria Building, will a food service/kitchen consultant need to be brought in for the new project?
 - a. **No.**

- 4) Do we need to include a geotechnical and traffic consultant in our proposal?
 - a. **No. The District will contract for those services directly.**

- 5) Under Scope of Services, Bid Support Service was not included, please confirm if that is the case. (On page 7, it goes from Permitting to Construction.)
 - a. **Yes it is required. The project is planned to be procured via a Lease-Leaseback contract and the issued RFQ notates the scope of services which will be required by the awarded firm.**

- 6) Can we utilize a smaller font than the requested 11-point for use on captions and case studies?
 - a. **Yes as long as it is readable to the review committee.**

- 7) On page 10 of the RFQ document can the District please clarify/confirm that everything on the second half of the page starting with "Proposing firms. . ." and ending with the 5 bullet points at the bottom of the page should be included in the USB drive only and not included in the SOQ book?
- a. **Proposing firms should submit ideas and past experience on similar projects on a thumb drive.**
 - b. **In the body of the proposal please discuss information requested in the five bullet points.**
- 8) The RFQ requires us to include in our cover letter the following statement: In addition, we certify that we have thoroughly examined the RFQ requirements and our proposed fees cover all the services that we have indicated we will provide and that the District has requested, and we acknowledge and accept all terms and conditions in this RFQ. Our understanding is that we are only to propose our fully burdened hourly rates in response to the RFQ and that a lump sum fee will be negotiated with the preferred team subsequently to the proposal submissions. Please clarify.
- a. **The required paragraph noted above will be amended via an addenda. Firms are to only submit fully burdened hourly rates.**
- 9) A critical team member is taking their mom to surgery the exact day of the interview (January 16, 2020) and we believe the team member's participation is important to the success of the interview. Is it possible for our team to interview earlier?
- a. **Possibly, however the District will coordinate interviews with the selected firms once the shortlisting of firms has been identified.**
- 10) Is it possible to use a case study that is a minimum of \$50 million in construction costs that is college / higher education project rather than a K-14 facility?
- a. **No as college/higher education does not require DSA approval.**
- 11) Is a parking or traffic consultant required to be on the team?
- a. **No.**
- 12) Will the design of Phase 3 require an interim drop-off strategy in anticipation of future drop-off and access at that side of the campus.
- a. **No.**
- 13) Do covers, tabs, and table of contents count towards the page count?
- a. **No.**
- 14) Project description states: "Initial thoughts are that the Capstone program will include three to four learning tracks of 175 to 250 11th and 12th grade students, however, these programs will be developed in parallel with the development of the building design." Is the total number of students for the Capstone program tracks 175-200 OR does each learning track hold 175-200 students in upwards of 800 students in total?
- a. **Each learning track will include 175-200 students.**
- 15) At the site walk, CY Architects said the draft program for the Gym Building in the Samohi Campus Plan was still current. We were unable to find it in the SCP or in the Ed Specs. If there is a comprehensive draft program for the Gym Building, please provide.
- a. **The information is attached.**

- 16) There was a reference at the Preproposal Site Walk of a “\$90M budget”. The RFSOQ states a construction budget of \$104M. Please clarify.
- a. **The preliminary construction estimate is \$104M as per the issued RFQ.**
- 17) Please confirm that there will be no Library and Special Ed programs for this project, as previously noted in Building A of the SCP.
- a. **Confirmed.**

END OF Q&A RESPONSES

GOLD GYM FACILITY

Component	ASF/DGSF	Approx. (E)
1 Courts with Retractable Bleachers (800 seats)	17,100	9,100
2 Fitness Room	1,500	1,300
3 Yoga Studio	1,920	1,600
4 Pep Squad Studio	5,200	580
5 Dance Studio with Retractable Bleachers (300 seats)	5,150	4,830
6 Multipurpose Room	400	-
7 Locker/Shower Room - Boys PE	3,100	1,950
8 Locker/Shower Room - Girls PE	3,100	2,080
9 Pep Squad Team Locker Room	260	380
10 Dance Changing Room - Boys	200	-
11 Dance Changing Room - Girls	400	-
12 Faculty Locker/Shower Room - Men	200	270
13 Faculty Locker/Shower Room - Women	200	310
14 Faculty Offices (2)	1,200	620
15 ¹ Officials Changing Room	70	-
16 Equipment Storage	250	450
17 Yoga Storage	200	-
18 Dance Storage	400	450
19 General Storage	500	780
20 ¹ Public Restroom - Men	280	70
21 ¹ Public Restroom - Women	280	140
22 ¹ Concession	180	-
23 ¹ Ticket Booth	100	-
Total Gold Gym Facility ASF/DGSF	42,190	24,910
Total Gold Gym Facility GSF @ 30% (TBD)	54,847	33,750

-40-

* Reference Abbreviations, Legends and General Notes Sheet

ADDENDUM #1

Revise & Replace “Section III. STATEMENT OF QUALIFICATIONS – a. Cover Letter” of the issued RFQ dated 11-26-19 per response to question #8 of the Q&A responses.

Please replace & use the following paragraph as part of the requirement to be included in firms cover letter.

a. Cover Letter

Provide a cover letter including identification of the project principal (authorized to represent the firm regarding all matters related to the proposal and who will be available, knowledgeable, and regularly attentive to the District, brief introduction of proposed team, and an acknowledgement of any addenda, if issued. Respondent’s letter must also contain the following statement:

“We have read the District’s Request for Qualifications (RFQ) for Architectural Design Services and fully understand its intent. We certify that we have adequate personnel, equipment, and capabilities to provide the District’s requested services that we have indicated we can provide. We understand that our ability to meet the criteria outlined in the RFQ shall be judged solely by the District. In addition, we certify that we have thoroughly examined the RFQ requirements and our proposed hourly rates will cover all the services that we have indicated we will provide and that the District has requested, and we acknowledge and accept all terms and conditions in this RFQ.”