

**Joliet Junior College
Request for Qualifications
Automotive Technology Services Department**

Addendum # 1

Date: June 8, 2009

1. Regarding part IV of the RFQ, "Scope of Service", item 3 Construction Management. We interpret the language used here to indicate that more than the traditional architects "Construction Administration" services are desired. Is it the intent that these services are more of "Construction Management" services as called for in a Construction Management contract such as the AIA A101-CMa-1992 Construction Manager as Advisor (New Version A132-2009).

The construction management portion is being removed from this RFP; this is for architectural and engineering services only. To be determined at a later date.

2. Has a contract form been decided? For instance, is the intent to utilize a typical Owner – Architect agreement such as the AIA B-141 with modifications to accommodate the desired services described in the RFI, in particular the Part IV, Item 3 services? Or alternately the AIA B144 ARCH CM – 1993 where the contract calls for the architect to provide Construction Manager as Advisor services?

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3. As an alternate to the project delivery approach as described above, would the College consider a team of an Architect and Construction Manager under either separate contracts or a modified combined contract that provides A/E services and Construction Manager as Constructor services with competitive bidding for sub trades with an open book?

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4. Is a preliminary space program available on which the \$5M budget was established? If so, is it available for review?

The space needs were identified in our master plan and the cost was based upon the space assessment conducted by Legat Architects.

5. Under Section IV, Paragraphs 3 of the RFQ, is it the College's intent that the successful team will include a general contractor or construction manager?

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6. How will the College bid the construction work?

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7. Will the project be designed to LEED certification standards? If so, what level?

Yes, at a minimum certification.

8. Is it your intention to issue specific instructions in what is to be included as the performance data to be submitted to you by June 16 (i.e. sections a through g shown on the RFQ form)?

No.

9. Under Section IV. Scope of Services, #3. Construction Management, are you looking for traditional construction management services as advisor or the architect's usual administration of the construction contract services as defined in standard AIA documents?

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10. Is it possible to tour the building?

This does conflict with our blackout period, but we are a public institution if you would like to walk thru the facility you may do so on your own.

11. Can we submit the CDB 255 form section 8 with photos and additional information that is normally not allowed on that form?

Yes.

12. The term "Development" is used in the title of this RFQ.

- a. Does JJC desire this project to be led by an Architect/Engineer firm, or do they desire a development team lead by a Construction Manager (as Agent) with A/E services?

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13. IV – Scope of Services, #3

- a. Please confirm JJC desires Construction Management as Agent services.
- b. What type of contact will be used between Owner and Design/CM entity?
- c. It would be very helpful review a "boiler-plate" copy of the contract so that it is clear how JJC desires the CM services to be provided. Can you provide this?

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14. Is the \$5 million dollars the construction budget or the project budget? How was this amount determined?

15. Does JJC desire this project to be designed to achieve LEED certification?
a. If so, what level?

\$5 million is the project budget. Also see question #4.

16. Page 2 – Section VII – Conflict

Should read "Architectural/Engineering Services for the Automotive Technology Services – RFQ"

17. Is the letter we received back from CDB stating we are prequalified sufficient or do you need the complete prequalification submittal?

The approved prequalification letter is acceptable along with the other materials requested in the advertisement and RFP itself.

18. If we were to use a consultant, do they need to be prequalified with CDB also?

The ultimate responsibility is with the firm we hire.

19. Will this project include drives, parking lot expansion and/or detention facility design?

It may include redesign of existing drives, but no expansion or detention facility.

20. Part IV, Number 3 Construction Management. Please clarify JJC's preferred construction delivery method: agency CM, Design-Build or traditional Design-Bid-Build. IT is not clear as to what the responsibilities of the proposer shall be during construction. Standard construction administration includes job site visits, review Pay applications, answer RFIs, review Shop Drawing, etc.

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21. Part VI, Number 4 Ability to meet work schedule. Please identify the work schedule.

TBD

22. Will LEED Certification be sought? If so, to what level?

Yes, at a minimum certification.

23. Should applicants submit the "Conflicts of Interests Disclosures" form with our qualifications package or, is that just included with the RFQ as an example of what must be submitted if a contract is awarded?

Yes

24. Does the firm need to be CDB pre-qualified or, since this is not a CDB-funded and managed project, can that criteria be waived?

Yes, the firm needs to be pre-qualified.

25. Does the firm need to be CDB pre-qualified or, since this is not a CDEB-funded and managed project, is it adequate to show that the application to the CDB has been filed?

No, they must be CDB pre-qualified.

26. Does the submittal have to follow the CDB format? If yes, would we be able to add additional information for clarification?

Yes and yes.

27. Is JJC planning on holding a walk-through of the project prior to submitted due date?

No, see question #10.

28. Under Section IV. Scope of Services, Item 3, the first sentence states that, "The proposer will manage the construction of the expanded and remodeled facility". Is the school requesting that the Architect perform the role of Construction Manager or is the school requesting that the Architect administer the Contract for the Construction?

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29. Can any information that was developed during the formulation of the Master Plan for this project be shared at this time in order to provide a better understanding of the scope of this project?

Any information available can be viewed at our website at www.jjc.edu/info/masterplan.

30. Would you like us to propose an entire host of consultants to complete the project at this point? Mechanical, Electrical, Structural Engineering?

No

31. You want all subconsultants listed in 355 format; correct?

Yes

32. Will you need the disclosure forms form all subconsultants?

No, they are required by the firm we would hire.

33. Is there any specific format you would like to see availability of all staff members?

No

34. Do you require a sample schedule of the project for review?

No

35. The RFQ asks that we include our CDB Standard Form 255. We have our key personnel and projects included in this form, is this sufficient to include, or do you want it repeated in a different section of the submittal as well?

This is up to each firm as to how they wish to submit additional personnel data.

36. Do you want the projects completed within the past 7 years, limit to 8 projects for the submitting firm and 4 for each consultant?

This is up to each firm as to how much detailed information they wish to give.

37. Are MBE/WBE/DBE required for this submittal as indicated on the Std. 255 form?

No

38. Would you please clarify the role of the proposer during the construction phase of the project?

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39. **Telecom/data:** We could find no mention of this in RFQ publications/scope. We would like to know the project design requirements for the telephone/telecom (computer data) system. Our "assumption" is, like most large institutions, JJC has its own "IT" staff, including specifications, and design guidelines for us to use and develop for this renovation/expansion project. Is our assumption correct?

Yes, but will be confirmed during the design phase.

40. Can you provide us with digital copies of the "CONFLICTS OF INTERESTS DISCLOSURES" form in "WORD" format; ".DOC" format? We have to be able to readily edit this form.

Email us directly at purchasing@jjc.edu with the notation of Conflicts of Interests Disclosure – Word and we will send it back to you.

41. Is the "CONFLICTS OF INTERESTS DISCLOSURES" form due with the full proposal due on June 16th? Or, is it required only when and if we are "Short Listed" and/or selected?

Yes, we would like it ahead of time.

Please acknowledge receipt of this addendum by emailing to purchasing@jjc.edu. Include your name, title and company name in your acknowledgement. Failure to do so could result in disqualification of your bid.

Additional information regarding this RFQ can be found at the following website:
www.jjc.edu/info/purchasing.

Issue by:

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