

SAN RAFAEL CITY SCHOOLS  
310 Nova Albion Way, San Rafael, CA 94903

ADDENDUM NO. 1  
TO  
RFQP No. #24-24

San Rafael High School TE Modernization & VAPA Building Project  
Addendum Date: January 9th, 2025

THIS ADDENDUM PROVIDES FOR CLARIFICATIONS & ADDITIONAL  
INFORMATION:

**Information**

- 1) **The submission deadline for RFQ responses has been extended until January 30th, 2025 at 3:00 P.M.**
- 2) The intent is for MEP engineers to be identified as part of the RFQ stage.

**Questions**

- 1) Question: On page 1 of the RFQ it states that questions are due on 1/7 by 3pm, but on the RFQ Schedule Summary it says 1/3 by 3pm. Can you please confirm which is correct.
  - a) Response: Questions are due by January 3rd, 2025 by 3:00:00 p.m.
- 2) Question: What is the construction schedule and duration of this project?
  - a) Response: Construction on the TE modernization is anticipated to start April 2026, with a duration of approximately 3 months. Construction on the VAPA building is expected to begin once turnover of the modernized TE building takes place. Total project duration is 18 months, but a more aggressive schedule may be proposed, which will be considered in the calculation of general conditions cost.
- 3) Question: Do you only require 1 hardcopy of the RFQ to be delivered?
  - a) Response: Yes, only one copy.
- 4) Question: Please confirm that RFI are due by 1/3/25 @ 3PM (the first page states 1/7 by 3PM and the 2nd page states 1/3 by 3PM).
  - a) Response: Confirmed.
- 5) Question: If the General Contractor will be the direct contract holder with the district, is it acceptable that only the GC fill in Section I B for form of company and provide the firm's Articles of Organization? Or do you require each firm that is part of our design-build team to answer this section and provide their articles of incorporation or other entity documents?
  - a) Response: Each firm that is a part of the Designer/Builder needs to submit the requested information.
- 6) Question: If the General Contractor will be the direct contract holder with the district, is it acceptable that only the GC fill in and provide financials for Section C 1?
  - a) Response: Each firm that is a part of the Designer/Builder needs to submit the requested

information.

- 7) Question: Section C 1 requires audited financials. Please confirm that reviewed financials are acceptable.
  - a) Response: Reviewed financials are acceptable.
- 8) Question: Re: Exhibit A-1 and A-2 – is it acceptable to include projects that are in progress if they are over 50% complete?
  - a) Response: Yes.
- 9) Question: Re: Exhibit A-1 and A-2 – the forms themselves mention that they only need be filled out by the General Contractor. Would you like them to be filled out by the Architect as well since this is a design-build?
  - a) Response: No, the architect does not need to submit these forms.
- 10) Question: Will there be a PLA on this project? The possibility of one is referenced on page 11 Item VII 1. b. There hasn't been a PLA on past SRCS projects, so we wanted to be sure.
  - a) Response: No, there will not be a PLA on this project.
- 11) Question: Do you require each firm that is part of a design-build team including all engineers and subcontractors to sign the Certification Page 12 or just the GC and Architect?
  - a) Response: All engineers and subcontractors need to sign the certification.
- 12) Question: There are attachments listed on page 2 of the Basis of Design PDF that were not attached/included. Could you please provide so we may review?
  - a) Response: These will be issued as part of the RFP.
- 13) Question: We are interested in pursuing your RFQ for the San Rafael High School TE Modernization & VAPA Building Project and would like to request the list of prequalified contractors if its publicly available. Thank you so much for your time and we really look forward to pursuing the project and working with the district again.
  - a) Response: Thank you for your interest in our project. You can find the list of prequalified contractors on our Bond Website, using the Doing Business with Us Tab at this link: <https://www.srcsbondprogram.org/domain/16>. Scroll to the Prequalification section and click on Approved Contractors List: Click Here.
- 14) Question: On page 10, Section VI: Project Experience and References in Appendix B, can the District consider allowing other alternate collaborative (i.e. LLB, CMGC, etc.) delivery method examples?
  - a) Response: We will consider private sector design-build projects, but not other delivery methods such as lease-leaseback.
- 15) Question: Please confirm that this is a hard-copy submission, and if so, how many copies are required?
  - a) Response: Confirmed; one copy is sufficient.
- 16) Question: Are the maximum 6 resumes for the Contractor & Architect together, or 6 resumes for each company?
  - a) Response: 6 for each company.
- 17) Question: Appendix B, Item C requests information for “all ‘in house’ engineers that will provide services on the project.” If our team does not have in house engineers, please confirm if we should propose/include information for (outside) engineers and subconsultants.
  - a) Response: Yes, you should propose outside engineers & subconsultants.
- 18) Question: Because this is an alternative design-build project, will prequalifying MEP sub-contractors be needed at this time or for Step 2? Please clarify
  - a) Response: Prequalified subcontractors are not necessary for the RFQ stage of the process.
- 19) Question: Will District consider receiving articles of incorporation, articles of organization, partnership agreements, and joint venture agreements for just the Design-Build Entity (DBE) as opposed to all members?

- a) Response: All members of the DBE need to submit their agreements.
- 20) Question: Is it possible to extend the due date for the SOQs to either Friday, January 17, 2025, or Tuesday, January 21, 2025?
- a) Response: See Information section of this addendum.
- 21) Question: I was recently made aware of the San Rafael HS TE Modernization & VAPA Building project and am curious if Commissioning services has already been procured by the district? If not is the intent of the RFQ to also procure Commissioning Agent services?
- a) Response: The District has a pool for Commissioning agents established by a prior RFP process.
- 22) Question: For design-build projects, can the District confirm that audited financial statements are required only from the General Contractor (GC) of the Design-Build Entity team? Additionally, please clarify whether a "entity Member" can be interpreted as a member of a JV team? Or if the District means a member of the Entity between an architect and general contractor (GC). If the District requires financial statements from both the GC and the Architect, would it be acceptable for the District to accept reviewed financial statements from the Architect and audited financial statements from the GC?
- a) Response: We require financial statements from the design team as well as the general contractor. Reviewed financial statements are acceptable.
- 23) Question: Would we be penalized if the General Contractor doesn't have all MEP
- a) Response: No, not at the RFQ stage of the process.
- 24) Question: Could you share the following information about the RFP phase: are applicants due to include mainly general conditions & fee, or a full all-in number?
- a) Applicants will be required to provide the basis of their fee such as percentages, monthly general conditions costs, bond & insurance, etc. They are not required to provide a stipulated sum, as this is a progressive design-build project.
- 25) Question: Appendix B, Section VI states that we may "Attach resumes or similar documents, not to exceed 1 page each, showing the experience, training, and qualifications for up to 6 proposed key personnel of the Design/Builder." Can the District clarify whether that means 6 personnel for the DB team as a whole, or 6 personnel for the general contractor and architect each?
- a) Response: See response to item #16.
- 26) Question: Exhibit A-1 request three project references completed by the general contractor. Would the district also consider projects completed by other team members of the design build entity (i.e. the Architect)?
- a) Response: We will consider design-build projects by members of the design-build entity, which would include the architect.
- 27) Question: Exhibit A-1 request three project references completed by the general contractor that are public projects. Would the district also consider privately funded projects (i.e. design build work at Stanford University)?
- a) Response: We will consider private sector design-build projects. Each identified design-build project should note if it was a public works or private sector project.
- 28) Question: Will the district consider extending the RFQ submission deadline?
- a) Response: See information section of this addendum.
- 29) Question: Please advise what Program Management and/or Construction Management firms are involved in this project.
- a) Response: Van Pelt is the program manager; Greystone West is the construction manager for this project.

[END OF ADDENDUM]