

COTATI-ROHNERT PARK UNIFIED SCHOOL DISTRICT

ADDENDUM #1 to RFQ

Request for Qualifications for Planning, Modernizing, and Constructing of School Facilities Projects

The following revisions, updates, modifications, and clarifications are hereby incorporated into the proposal documents for the project and shall be considered a part of them, subject to all applicable requirements as though originally specified or included:

1. The District is extending the submission deadline to Friday, January 24, 2025. Proposals are due no later than 2:00 p.m. Notwithstanding this change, all other submittal requirements remain unchanged.
2. The District received the following questions relating to Exhibit 4 of the RFQ:

Question #1 - Please clarify the number of cost estimates required by phase.

Response: In response, this Addendum #1 provides the following clarification regarding the cost estimates required for each phase of the project(s):

- The “Schematic Design Phase” requires one (1) cost estimate.
- The “Design Development Phase” requires one (1) cost estimate.
- The “Construction Documents Phase” requires three (3) cost estimates, as follows:
 - One at 50% Construction Document completion,
 - One at 95% Construction Document completion, and
 - One at 100% Construction Document completion.

Question #2 - Can cost estimating also be included in the billings per phase and percentage of completion?

Response: Cost estimating is not specifically called out in the billings per phase and percentage of completion. The District does not consider this necessary under the current structure.

3. This Addendum #1 revises the percentage of completion required to trigger 40% of the Architect Fee (to be paid monthly based on actual level of completion) referenced in the chart on pages 40 and 41 of Exhibit 4 “Template Agreement” under Section 4, “Architect Compensation”, under Section A: “Payment Method”, specifically under “Method A: Percentage of Computed Cost for New Construction and Additions.” The percentage of completion required to trigger 40% of the Architect Fee is revised from 90% to 95%.

The updated chart reflecting this modification is provided below:

Timeline of Payments under Method A

<u>Schematic Design (100% Completion):</u>	10% of Architect Fee
<u>Design Development (100% Completion):</u>	15% of Architect Fee
<u>Construction Documents (95% Completion):</u>	40% of Architect Fee, to be paid monthly based on actual level of completion.
<u>DSA Approval of Construction Drawings:</u>	5% of estimated Architect Fee
<u>Procurement Phase:</u>	5% of estimated Architect Fee as set forth on Attachment "A", when procurement is completed
<u>Construction Administration:</u>	25% of estimated Architect Fee, to be paid as follows: Procurement complete: 5% Construction 25% complete: 4% Construction 50% complete: 4% Construction 75% complete: 5% Construction 100% complete: 5% Submittal of final records: 2%

4. All other provisions of the RFQ remain in full force and effect and are not changed in any way by this Addendum #1.