

8Addendum No. 2

Subject: Professional Architectural Design Services RFP
RFP-19003

Location: N/A

This Addendum No 2, dated 18th of September, 2019, shall modify and become part of the Request for Proposal. Any items not mentioned herein, or affected by, shall be performed strictly in accordance with the original documents.

1. Page 5 of the RFP indicates a combined percentage for MBE/WBE participation of 20% to 25%. Page 10 specified 10% to 15%. Please clarify which is correct.

Answer: The M/WBE participation is 10% to 15%.

2. Under 6.1 Technical Proposal Requirements, since the "Introduction" does not require a tab, may we renumber the sequencing so that "Proposer's Experience" begins as Tab 1?

Answer: Please keep the tab numbering as required in the RFP.

3. On the M/WBE Participation Plan (Attachment C), for each subconsultant, may we enter "TBD" for "Dollar Value" and "Percentage of Total Contract" or provide additional instruction on how to determine these values?

Answer: The percentage must be defined, the "Dollar Value" can be entered as "TBD".

4. Do we need to add a consultant for Geotechnical Services?

Answer: Yes.

5. Will the hourly rates govern all three years, or may we add an escalation percentage per year?

Answer: You may add an escalation fee.

6. Is the SF330 only required of the prime applicant and not sub-consultants? If SF 330 is required of sub-consultants, what particular sections are necessary?

Answer: Form SF330 is for applicant and all sub-consultants.

7. Page 5 states the M/WBE Participation is 20%-25% and page 10 indicates the participation as 10%-15%. Which percent participation is correct?

Answer: The M/WBE participation is 10% to 15%.

8. I am writing in regards to the RFP/RFQ for Architectural Design Services on an As-Needed Basis for the School District of Philadelphia. Our firm was interested in knowing the number of firms you will be selecting? Short terms: Final Selection of Firms on 10/29/19

Answer: There is not a determined amount of finalists or successful selected firms. The number of selected firms will be based on the amount of qualified proposals received.

9. Assuming Attachment F mentioned in section 6.2 Fee Proposal Requirements is really Attachment D?

Answer: Please delete the word Attachment F and replace it with Attachment D. Fee Proposal is Attachment "D".

10. Assuming that to meet the 20-25% sub-consultant M/WBE participation, we must identify a pool of team members/consultants/sub-consultants that we will pick from to accommodate each individual project's needs?

Answer: M/WBE is 10% to 15%. Proposers can identify multiple M/WBE subconsultant to be a part of their team and may select one of those sub-consultant to be on a specific project.

11. We have been asked to participate as a sub-consultant for the above referenced RFQ/RFP. The insurance requirements require \$2 million Professional Liability and \$3 million Excess Liability coverage. These limits are greater than the level of contract support that is typically provided. In addition, it would make it harder for promoting M/W/BE participation. Is it possible for the stated insurance coverages to be the responsibility of the Prime?

Answer: Yes. Limits of coverage to be provided by sub-consultant is between the prime consultant and the sub-consultant

12. Under tab 7, the first requirement is completing a complete SF330 form. The information included with the SF330 form overlaps with the information requested in Tabs 1 through 6. Please clarify whether the SF330 is still needed.

Answer: Yes, the SF 330 must be filled as well as all information from tabs 1 through 6.

-END OF ADDENDUM NO. 2-