DATE: Friday, October 30, 2009
TO: All Offerors of Record
FROM: Charlotte Gensler, Director for Purchasing

SUBJECT: Addendum/Amendment #4 to P-285 “Architectural Design Services for the Renovation Tom Wiley Building at CNM’s Montoya Campus”

This addendum becomes part of the Contract Documents.

Bidders are required to acknowledge receipt of this Addendum in the space provided on the RFP Form SECTION F: Signature of Firms Authorized Representative.

1. Q: Will CNM pay LEED registration, certification, and any required appeal fees directly to USGBC or as a reimbursable to the Architect?

A: Fundamental commissioning design services fall under the Architect’s Basic Services. The Commissioning Agent is considered a reimbursable services as well as registration, certification and any other required fees.

2. Q: What provisions does the Owner intend for the possibility of reaching for a higher LEED certification than the Silver Certification required, i.e. Gold or Platinum?

A: At this point, the Architect is only required to meet the LEED Silver Certification only. Should the project reason exceed and meet another level, CNM will only require the Silver Certification.

3. Will CNM post a full copy of the proposed Owner-Architect Agreement for these projects on the web site?

A: See Attached

4. Q: Since existing electronic documents do not exist for older buildings, how does CNM want proposer to propose for the Additional Services of documenting existing conditions of existing buildings?
A: CNM will have all the construction drawings for the older buildings scanned, and will provide those scans to the architect. It will be part of the architect's basic services fee to take the information and convert to a format that the architect can use.

5. Q: Can you please clarify the addendum with regards to the required proof of registration. Does “all persons under this contract” refer to those signing the construction documents (i.e. the principal of each architectural/engineering firm)? Is there any reason to provide copies of licenses for those team members who are not signing the contract or sealing drawings?

A: Offerors should furnish information sufficient for CNM to verify required registration or certification. Since offerors are putting different teams together I cannot identify who you need to supply, the offerors do.

6. Q: Can you please clarify further the response to Question 10 regarding the distinction between the two projects sections under “Record of Performance?” The answer indicates project MACC ranges for each section, but it is not clear why this applies to each and what kind of projects are requested for each section. It is our assumption that one of these sections should include projects that have a relevance in terms of project type to the RFQ. We are assuming that the section requiring 5 projects is the appropriate place for this, but would like confirmation that this is a correct assumption.

A: CNM desires to have information to evaluated on offerors abilities on both large and small projects.

7. Q: Does the Governor’s moratorium on capital outlay projects that do not have outside contracts yet affect these projects?

A: Nothing has caused us to stop our rfp process.