



Central New Mexico Community College

Purchasing Department
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Albuquerque, NM 87106
(505) 224-4546

Amendment /Addendum# 3

DATE: Thursday, October 22, 2009
TO: All Offerors of Record
FROM: Charlotte Gensler, Director for Purchasing

SUBJECT: **Addendum/Amendment #3 to P-287 “Architectural Design Services for Westside Phase III at CNM’s Westside 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. The RFP closing date and time has been extended to Wednesday, November 4, 2009 at 3:00 pm local time. RFP offerors must be time stamped in CNM purchasing office no later than the due date and time.

2. Q: Will there be site visits arranged for the various projects?

A: there are no formal site visits scheduled.

Offerors are welcome to visit any of the sites during CNM campus hours.

3. Q: The RFP requests proof of registration. Will registration numbers suffice? If not, will reference to the websites of the New Mexico Board of Examiners for Architects, which has a roster of registered architects, suffice for proof? We are not certain that the other professionals (LEED APs, engineers, surveyors, etc) can be verified in a similar way. If you have some type of proof in mind, it would help us comply to know what that is.

A: All persons under this contract will need to be registered, licensed, accredited etc. as required by local, county, state and federal laws as applicable. CNM desires that offerors send in information that may be verified.

4. Q: How do you intend to pay for testing (concrete, steel, etc) during construction? In the General Contractor’s contract?

A: CNM desires that the testing shall be paid as a reimbursable under the Architects Contract.

5.Q: Do you have record drawings for offerors to view?

A: CNM will provide the architect with record drawing plans or architectural plans for the existing buildings. They will be provided in paper form. You may contact Myrna Marquez at 224- 4574 to schedule a time to view them Monday – Friday 8-5. Attached is CNM’s Master Plan.

6.Q: The RFP calls for the Architect to draw up a schedule within 15 days of a purchase order. It would be helpful to respondents to know the general time frame desired by the Owner in order to know if the project will generally fit within our other obligations to other clients. Is there a time frame that your planning is aiming for?

A: CNM wants to complete all projects as soon as possible. It is anticipated that each project will need to be reviewed to allow the work to be completed before a start of term.

7.Q: Does CNM desire to have LEEDs services included in their costs? Does CNM hire its own Commissioning Agent?

A: Fundamental commissioning services shall be part of Basic Services with exception of the Commissioning Agent. CNM desires those services to be a reimbursable item to the architectural contract.

8.Q: Item D, asks for very detailed information on all Change Orders on the 5 projects. Some Change Orders, have many items, perhaps very small in cost, the descriptions for which would become quite lengthy. Would it give the proposal reviewers the information they need if the detailed descriptions were limited to Change Orders above, say, .05% of the construction cost? Some RFPs ask for Change Orders to be reported by categories of Owner Requested, Unforeseen Conditions, Architect Requested, and Permitting Inspection Rule Changes. Isn’t it really the Architect Requested Change Orders that the committee is concerned about?

A: CNM desires to have all change orders listed and described with a reason for change

9.What is the distinction between the two project sections in the RFP under “Record of Performance”? Is one of these meant to be for relevant/similar projects to the type we’re proposing on?

A:

for a. CNM desires to have projects with a MACC between \$500,000.00 and \$5,000,000.00.

for c. and d., CNM desire to have projects with a MACC above \$5,000,000.00.

e. is a typo please delete

- a. Identify and provide your firms’ three (3) most recent project examples indicating your past record of performance on contracts with Educational or other Government Agencies or local public bodies within the State of New Mexico with respect to such factors as providing accurate Estimates of Probable Construction Costs, value engineering, cost control and avoidance, quality of work, and ability to meet schedules.
- c. Present your firm’s five (5) most recently completed project examples. For each case, describe the project and the work performed, and provide the client’s and general contractor’s name, address, contact person’s name and a telephone number. Identify and provide a point of contact and phone number for all sub consultants used on each of the five projects. Note, references listed must be willing to provide information about your firm’s control of cost, quality of work, and ability to meet schedules. Do not list CNM as a reference.

d. For each of the five (5) projects identified above, provide a project summary breakdown for each showing (a) final cost estimates compared to actual final construction costs; (b) number of change orders processed for each project providing (i) reason for each change, (ii) construction costs associated with each change order, (iii) actual average construction cost per square foot to construct each project, and (iv) amount of time extensions granted to contractor (provide a very brief reason/description for basis of granting each time extension). Has your firm or is your firm currently in any legal dispute, mediation or arbitration hearings regarding dispute resolution with an owner or contractor? If yes, provide detail information.

e.

10.Q: Clarify page limitation of 30 pages.

A: A maximum of thirty (30) pages for Section E Response to proposal not including exhibits, resumes, proof of licensure or fee proposal. Offerors may submit single or double sided so long as page count stays within 30 pages. NOTE: Fee proposal should be in a separate sealed envelope.

11.Q: Are terms and conditions negotiable? In particular insurance coverage?

A: Some terms and conditions may be negotiable however all terms and conditions of the contract must be in compliance with CNM's policies and procedures and all applicable statutes, laws, etc.

12.Q: Would CNM consider receiving the fee schedule of any of the consultants at a later date.

A: Offeror may submit their basic service fees as a lump sum and/or as a percentage of the MACC. Vendors will not be required to submit consultant fees (outside of basic services) with their written offers. CNM reserves the right to ask for additional quotes of any consultant, additional services negotiate or contract separately; whatever is in the best interests of CNM.

13.Q: What is the furniture budget?

A: \$1,200,000.00

14.Q: Do wind loads need to be evaluated in the structural evaluation of the project?

A: Yes.

15.Q: Can you provide a copy of the pre- proposal sign in sheet?

A: See attached