

Purchase College Project #RFQ-050415  
Design Services – Olde Exterior Rehabilitation Project

**Addendum #01 - Consultant's Questions & Answers**

- Q1. Though I am interested in submitting my proposal for the mentioned RFP, but on May 12, the day of Pre-proposal meeting, I am busy with another Seminar in New York City. I don't know if an alternate day meeting can be arranged. Please let me know. Thanks.
- A1. Unfortunately, at this time we will not be having an alternate meeting date. Note that the site meeting is non-mandatory, but strongly encouraged. I hope your firm can send someone else due to your conflict. Please feel free to forward me any questions you may have on the RFQ.**
- Q2. Pg. 2 of 14. When submitting the Architecture/Engineering Design Sub-consultant/MWBE Staffing List, do we need to include proof of certification for WMBE certified sub-consultants?
- A2. This is not required at the time you submit your response to the RFQ. It will be required of the selected firm.**
- Q3. Pg. 6 of 14. Part I (R). Consultant Disclosure Legislation – do we need to submit “A properly completed Form A, *New York State Consultant Services, Contractor's Planned Employment, From Contract Start Date Through the End of the Contract Term, AC 3271-S*” with our qualification package, or is this only required of the successful offerers?
- A3. This is not required at the time you submit your response to the RFQ. It will be required of the selected firm.**
- Q4. Pg. 11 of 14. Part II Qualifications (A) 3. This section requests specific expertise / completed projects. Do we need to also provide this information for sub-consultants, or does this only apply to the prime?
- A4. This is primarily for the prime, however, if the sub-consultants have specific expertise and/or completed projects, these should also be listed.**
- Q5. Do you know if there's an established budget for these design services or an estimated cost of work?
- A5. There is a roughly \$3.5 million dollar construction budget.**
- Q6. What is the scope of this project?
- A6. All information can be found on the link:  
<http://www.purchase.edu/purchasemeansbusiness>**
- Q7. I attended the pre-bid meeting yesterday and would like to request a copy of the sign-in sheet.
- A7. The pre-bid meeting sign in sheet will be available Tuesday May 26 at:  
<http://www.purchase.edu/purchasemeansbusiness>**
- Q8. We were unable to attend the pre-bid meeting on May 12 for the exterior repairs to the Olde Dormitories, but plan on submitting a Proposal. We would appreciate it if you would include us on the distribution of the Addendum.
- A8. Addendum will be posted on May 22<sup>nd</sup> at:**

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<http://www.purchase.edu/purchasemeansbusiness>

Q9. What is the square footage of the Olde complex buildings?

**A9. The square footage of the Olde Complex buildings are as follows:**

**G-Street (28,640 gsf)**  
**H-Street (25,060 gsf)**  
**J-Street (38,080 gsf)**  
**Utility Bldg. 1 (2,240 gsf)**  
**Utility Bldg. 2 (2,624 gsf)**

Q10. Our firm received your Request for Qualifications and is currently working on a submission. The engineers have asked me to find out if we can secure the following information from the College to prepare our submission:

1. Available drawings of all buildings and spaces in both ACAD and PDF formats when available.
2. Any existing drawings that the College has for architectural and MEP's for all the buildings.
3. Report of recommended repairs to complex done in December 2011.
4. Any reports and studies of hazardous materials for the complex.
5. Scope and/or documents illustrating work the college will be implementing Summer 2015.
6. Campus standards for front-end/project manual.

**A10. All of this information will be available to the awarded firm.**

Q11. Can you confirm if a Hazardous Materials Study should be included in our scope of work?

**A11. This should be included as part of your scope of work. If you are unable to provide these services or contract with a sub-consultant for these services, please just note so in your response and why.**

Q12. There was mention that building plans may be made available.

**A12. Building plans will be available upon request.**

Q13. Our company has both WBE and MBE status. Does that qualify us in meeting the 15% WBE and 15% MBE required goals?

**A13. No. You are not allowed to claim both under a single company. In this case you must choose either WBE or MBE. You would then need to demonstrate how you will achieve the other 15%.**

Q14. We do everything in-house, and we're not MWBE certified, but we're still interested in bidding. We're not sure how to achieve the MWBE goals. Can you offer any suggestions?

**A14. There are many MWBE certified vendors out there.**

**The best way to find a NYS certified MWBE is on the following link:**

<https://ny.newnycontracts.com/FrontEnd/VendorSearchPublic.asp?TN=ny&XID=382>

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- Q15. I will be hand delivering my proposal. Which building is the Purchasing office located in?  
The RFQ does not specify what building.
- A15. All bids are due on June 2<sup>nd</sup> 2015, no later than 1:00PM (no exceptions). Bids are to be sent to the Purchasing and Accounts Payable Office, which is building #11 'Admissions' on our campus map. The Purchasing and Accounts Payable Office is located to the right of the main building entrance. This information and additional information is included in Part 1- General Standard Information and Instructions of the RFQ. The link to the campus map is listed in; Part 1, Section D – Pre-Bid/Proposal Meeting.**