Bid/Proposal No. P16/9909
Architect Services

Answers to Vendor Questions – Questions are in black, **Answers are in red**

1. **Question:** On page six of the RFP, under item B. Proposal Format, you have: **NOTE:** The above information does not substitute for providing complete information in sections 1 – 12 below.

   I only see Sections 1 – 11. Can you confirm what section 12 is, if there is one.

   **Answer:** there is no section 12

2. **Question:** In Section 3, under number 4 'Design Methodology", the question of how the firm will develop requirements of the Academic Facilities Specifications. Is this referencing the attached Facilities Guidelines 1996 document, or is there a separate document we need access to?

   **Answer:** Yes, reference the Facilities Guidelines. There isn’t a separate document.

3. **Question:** Section 1 second paragraph mentions a pre-proposal conference but we didn't see a time and place. Will there be a pre-proposal conference?

   **Answer:** there is no pre-proposal conference

4. **Question:** Section 3-B.4 states "three pages design/five pages examples", is this a total of eight pages for Design Methodology/Examples?

   **Answer:** Yes, eight pages total (three pages related to design) / (five pages related to examples). The examples could be reproduction of drawings, color copies of photos or other means of your past work which you feel best expresses your firm’s aesthetic capabilities as it relates to this project.

5. **Question:** Would you be able to tell me what architects and construction companies your institution has worked with in the past?

   **Answer:** The names of the architectural firms currently on contract with the college under P10/9707 which is our current long term contract proposal for on call architectural firms are GLHN, Sakellar, Burns Wald-Hopkins Shambach, and CSHQA. As for construction companies, we have worked with numerous ones over the years.