



ADDENDUM #1
RFQ-204-22 Construction Management – Agency Services

As per the directions in the RFQ package, the following question was submitted for clarification in accordance with section VII: Errors/Discrepancies/Questions/Clarifications of RFQ:

REQUESTS FOR INFORMATION - QUESTIONS AND RESPONSES

- (1) QUESTION: Will the District provide a copy of the contract agreement for construction management services?

RESPONSE: Yes. A sample of the agreement will be sent with Addendum #2

- (2) QUESTION: What overhead does the CM Agency's fees and costs include? For example, do they include non-labor costs such as project document printing, computers, stationery, PPE, printers, office, supplies, internet, etc.

RESPONSE: Overhead costs to include are entirely up to the CM Agency firm and would typically include all non-labor costs including, but not limited to the following: Medical coverage, bonds, insurance, cell phones, gas and travel expenses, computers, safety equipment for company employees, etc. The District will provide office space at no cost to the CM Agency firm and will allow connection to our office printer/scanner. Printing will be at no charge for normal daily printing of 8.5x11 and 11x17 prints. Full size drawings and sets of specifications over and above one set (provided by the District) will be considered overhead and will be the responsibility of the CM Agent. Essentially, the price provided in the proposal should be an "All In" price with no added costs for routine daily activities or costs. Additional costs for unique reports, project cost estimates, etc. specifically requested by the District will be handled on a case by case basis.

- (3) QUESTION: RFQ/P states that a complete electronic copy of the submission must be mailed and post marked no later than May 25. Can the thumb drive be hand delivered to the District on May 26 rather than mailed?

RESPONSE: No. Please email your submittal as instructed and mail a thumb drive as instructed and postmarked no later than May 25, 2022.

- (4) QUESTION: Please describe the expected preconstruction services required for the Phase 2 of the Athletics Fieldhouse Project.

RESPONSE: Assistance with the bidding process including review of special conditions generated by the District and attendance of mandatory job walks during the bid.

(5) QUESTION: Does the district require a specific requirement for a Construction Management software during a construction phase?

*RESPONSE: The District does not have, nor does it mandate that a particular construction management software be used by either the CM Agent or the general contractor. The CM Agent may use their normal in-house software in order to provide their daily reports, etc. Please note, The General Contractor and Architect will **NOT** be required to use the CM Agent's construction management software.*

(6) QUESTION: On page 4 of the RFQ it states: "All Responses shall be received electronically, by 3:00 pm on May 25, 2022 at dclaypool@palomar.edu and a copy to dastl@palomar.edu on the date and at the time state above." On page 6 under RFQ Submittals it states: "Please send (1) electronic copy of your respective RFQ response to dclaypool@palomar.edu and copy dastl@palomar.edu. Mail (1) complete electronic copy on a thumb drive in PDF format to The Office of Contract Services, Attn: Debbi Claypool, Room A-130; Administration Building located at 1140 W. mission Road, San Marcos California 92069..." Can you please confirm the Districts desire for submission, is it email only or is a mailed thumb drive required?

RESPONSE: It is both.

1) RFQ Submittal must be emailed, in PDF format, to dclaypool@palomar.edu and copy dastl@palomar.edu and received by both no later than 3:00 pm on May 25, 2022

AND

2) A thumb drive of the submittal, in PDF format, is to be sent as instructed on page 6 and postmarked May 25, 2022.

The information above is added to RFQ #204-22

Date issued: May 17, 2022

Richard J Taylor

Richard J Taylor (May 17, 2022 07:40 PDT)

Richard Taylor, Interim Director Business Services
Finance and Administrative Services
Palomar Community College District






Addendum #1 RFQ 204-22 CM Agency Services

Final Audit Report

2022-05-17

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