

1. RFQ Page 5, Compliance Certifications, asks that Appendix B “completed certifications” be included.
There are no certifications to complete in Appendix B – it only asks that we agree to the bullets listed.

Yes – you are certifying understanding and compliance with those bullets.

2. 7, Appendix A includes an SOQ Cover Sheet. Does this replace our typical cover sheet, or does it replace the first three items listed under Item 7- Required Contents on page 4?

Please complete Appendix A-you may also include your standard company cover sheet if desired. Appendix A does not replace any item in 7-Required Contents.

3. RFQ Page 6, Item 10 references Questions, Addenda, and Communications.
Please advise how CCS will publish the responses and/or addenda, and how receipt of any addenda is to be acknowledged.

Acknowledge responses at the following email: johnnie.wardell@ccs1967.org

1. The RFQ does not identify a page limit, minimum font size, or margin requirements. May respondents use their professional judgment for these items? **Yes**
2. Are there requirements for paper size, binding, tabs, or single-sided versus double-sided printing? **No**
3. The RFQ prohibits pricing and cost information. May respondents include construction costs within the representative project descriptions, or should all dollar amounts be excluded? **Exclude all pricing information.**
4. The RFQ requests five representative projects completed within the last five years. Must all five projects be completed, or may an ongoing project be included if it is substantially complete and relevant to CCS’s anticipated needs? **Substantially complete, relevant projects may be included.**
5. If a respondent requests prequalification in multiple professional service categories, should it provide five representative projects for each category or five projects total demonstrating the combined team’s qualifications? **Include at least 3 projects for each service being submitted for.**
6. May relevant projects and personnel from identified subconsultants be included toward the five representative projects and overall experience requirements, or must the five projects have been completed under contract with the prime respondent? **CCS is seeking to establish a pool of prequalified firms so projects should be under and performed by the prime respondent-a subcontractor does not qualify.**
7. Does Appendix B require a separate signature, or are the certifications considered executed through the signed SOQ Cover Sheet and cover letter? **Appendix B does not require a separate signature.**
8. If CCS issues an addendum or written clarification, should respondents include a separate acknowledgment in the SOQ? If so, is there a required format? **Acknowledge receipt via this email: johnnie.wardell@ccs1967.org**
9. May Pillar Architecture Studio, KPA Engineers, and Covey Planning + Landscape Architecture submit separate SOQs as prime respondents for their respective service categories, with each firm relying on projects performed under its own contracts?

Yes –if that is your preference.

10. The referenced RFQ is definitely for Architectural firms (and other disciplines) to provide overall architectural services.

Since this RFQ is for project -specific jobs and may include renovation, repair, and modernization, will CCS consider Building Envelope and Roofing consultants to be in the pool for individual projects that may need roofing and/or flashings and waterproofing testing, repairs, or replacement?

It is not necessary to include these services as an independent consultants.