

NOTICE TO VENDORS



Independent School District

RFQ #19-02

Design Services for Seguin ISD

Matador Stadium

ADDENDUM NO. 1

RFQ #19-02 Questions & Answers

1. For the interview process are applicants strictly limited to a 15-minute presentation (with the remaining 30 minutes for allocated for questions) or will the interview timeslot also be more fluid (45 minutes overall, with more time to present if needed/warranted)? **The presentation may be split any way the presenter would like, as long as it does not exceed the overall allotted time of 45 minutes.**
2. Page 9, Section 4, states, "list any exceptions taken to the sample contract language attached to this RFQ. A Standard Form of Agreement will be AIA B101-2017 with Supplemental conditions subject to revisions by Seguin ISD to be made and agreed upon during the contract negotiation phase." Will the District provide a standard form for firms to review, prior to submitting? **There will not be a contract made available for the firm to review prior to submitting. During the negotiation phase, both parties will review the contract.**
3. Does Seguin ISD anticipate installing new synthetic turf as part of the project scope? **Yes, new turf will be included with the scope of the project.**
4. The RFQ indicates the scope of services is limited to design only. The RFQ further states that construction administration services will be addressed via another solicitation. Please clarify what phases of design services are being requested. **Seguin ISD request the Design Services from the Conceptual Design process through providing contractor stamped documents.**
5. Are the responses acceptable if submitted without restating the questions? **Due to page limitations, the questions are not required to be restated, however, the format must match that of the RFQ.**
6. Was the Prequalification meeting Mandatory? **No, the pre-qualification meeting was not mandatory. Absence from the meeting does not disqualify any firms from submitting their responses.**
7. What is the budget for the project? **There is no proposed budget for the project at this time.**

8. Many school districts and universities accept Profit/Loss Statements for the past 3-5 years; Internally Compiled Financial Statements; and/or Recent Company Tax Returns prepared by a third party, is this acceptable in place of an Audited financial statement. **Seguin ISD will modify the “Audited Financial Statement requirement” and accept Profit/Loss Statements for the past 3-5 years; Internally Compiled Financial Statements; and/or Recent Company Tax Returns prepared by a third party as proof of Financial Stability.**
9. Does Section 5 count against the overall 30-page proposal limit? **The documents required by section 5 do not count against the page limit.**
10. Can Seguin ISD elaborate on what specific types of projects you are looking for in Section 2: Firm Experience? **Seguin ISD is looking for examples of completed projects similar to K-12 and higher education institutes. There is no maximum for types of the project submitted, as long as the final submittal is within the 30-page limit.**
11. Please Clarify question 3.2, does this reference 10 current, active, past, or recent projects? Can this be answered as a mix of both as long as they qualify as the 10 largest? **This question is to be answered by referencing the largest 10 projects to date. The projects can be complete or currently in progress. The examples must have been handled by the office that will be designated to Seguin ISD.**
12. Will the firm selected for this RFQ be eligible for the later construction administration solicitation? **That has yet to be determined.**
13. Please confirm copy requirements. **Submit a total of five (5) proposal copies: the original and three (3) copies of the signed proposal sheets, certifications, supporting data, and one (1) digital copy in a sealed envelope**