

ADDENDUM 1

April 5, 2024

RFQ 07-23-24 – CAL FIRE GRANT ARCHITECT SERVICES

for

THE SANTA CLARA COUNTY OFFICE OF EDUCATION

This addendum forms a part of the bid documents for the above project and modifies the original project specifications as noted below. Please acknowledge receipt of this addendum in your proposal. **Failure to do so may subject your response to disqualification.**

Part 1: Answers to the Question & Answer Zoom Session held on Tuesday, April 2nd, 2024.

Google Drive for project details, grant information.

https://drive.google.com/drive/folders/1eKxD_KiLkQqXQrqYA554aFBfNqGqdpX

- Q. Are proposals expected cover everything up to DSA review and approvals or only for conceptual design?
- A. **DSA review and approvals. Note that conceptual site plans that illustrate or define the proposed improvements are due May 24th.**
- Q. Is bidding included?
- A. **Provide as add alternate.**
- Q. Can you share who the grant is from?
- A. **Department of Forestry and Fire Protection Green Schoolyard Planning Grant.**
- Q. How are quotations to be submitted?
- A. **Sealed quotations by 3:00pm on April 10th.**
- Q. What is the intended schedule of the project once grant is approved?
- A. **Unknown at this time.**
- *Grant awarded for planning phase.*
 - *Applying for the implementation money.*
- Q. What is the intended constructions schedule?
- A. **Unknown at this time.**
- Q. What is required in the proposal application?
- A. **Refer to the Google. Your will find the grant info in the Grant Doc Folder / Implementation Grant / CA_IRA Grant Guidelines.**

Q. Will the proposal need to include scope of work, budget, work examples, etc?

A. **Yes. Please refer to Implementation Grant Guidelines.**

- **Sealed quotations by 3:00pm on April 10th via mail or hand delivery.**

Q. Clarify May 30th is when shovel-ready design package ready?

A. **Draft review ideally by May 24th, and finalize by May 28th/29th and send by May 30th.**

Q. Can you provide the name/address for where we should send our sealed bid? Are there any particular requirements for that sealed bid?

**Santa Clara County Office of Education
Purchasing Services
1290 Ridder Park Drive MC 254-P
San Jose, CA 95131-2304**

Q. You also mentioned on the call submitting a short 2-3 page additional submittal via email for the bidder application. Can you provide any more details on what you'd like us to include in that narrative/attachment?

A. **This will be provided by SCCOE.**

Q. Will we need to have secured all sub-consultants (i.e. potentially civil, structural, survey, permitting) by the time of application, or can those be determined at a later point in the process?

A. **Please review as-builts in the Google drive. We do not have CAD files. Civil and underground Utility is most likely needed day -1. Please list as Add Alternates.**

Q. Will the SCCOE acquire the site survey, or will that be the responsibility of the applicant?

A. **Site survey will be the responsibility of the awarded architect firm.**

Q. How is stormwater expected to be addressed?

A. **Connect to existing storm drain system.**

Q. Do we need to include a CASP (Certified Access Specialist) as part of the team, or will this be provided by the district?

A. **SCCOE will provide if needed.**

Q. Can you provide a selection scoring matrix or list of criteria?

A. **In progress.**

Q. What does the kickoff meeting look like? Two kick offs, one for each site? Will end users be involved?

A. **Two kick offs, one for each site.**

Q. Does it need to be DSA ready by the 24th?

A. **Need conceptual site plans by the 24th.**

- Q. What is the intended schedule for the projects? When would they go into construction?
A. **Unknown at this time.**
- Q. Who would the kick-off meeting be with? Would it include the stakeholders, or would that be a follow up meeting?
A. **SCCOE and design team.**
- Q. Why is it being assumed that CEQA would be triggered by these projects? Why would BAAQMD be associated with the project?
A. **If required, these will be add services.**
- Q. Will the tree species be determined by Michael Pistinzi? and the Design Team will use his recommendations? OR will it be that the design team proposes species of trees to install and the arborist comments/gives feedback?
A. **Combination of both.**
- Q. Is it SCCOE's intent to use procure the trees directly from Our City Forest to be installed by the contractor?
A. **Installed by Contractor.**
- Q. What deliverables or assistance does SCCOE expect of the Design Team in relation to Objective #4 of the Project Description?
A. **None. If architect is needed, we will negotiate an Add Service.**
- Q. What is the age group of the students at South County Annex?
A. **Preschool – High School**
- Q. What support (documents, meeting attendance, etc.) will SCCOE need of the selected Design Team in SCCOE's reporting of the grant to CalFire?
A. **Meeting minutes, conceptual budget, conceptual schedule, closeout.**

SUNOL CAMPUS

- Q. Is a portion of the existing field to be converted to planter boxes and trees?
A. **This will be determined during the planning meetings.**

SCA CAMPUS

- Q. Is the intent to keep the existing play structure?
A. **Yes.**
- Q. Does SCCOE want to preserve or recreate any of the existing striped playground activities such as the trike path or number circle?
A. **Unknown at this time.**

Q. Does SCCOE anticipate the scope of the project re-configuring the existing wall and fence layout to possibly expand or contract the enclosed play area?

A. **No.**

Q. Requesting for complete RFP packet including the detailed scope as well as Google drive per Ted

A. **Google drive at the beginning of Q&A.**

Q. \$1.5m -> construction cost for budget together. Hard and Soft cost?

A. **Max award amount for implementation is \$1.5M.**

**** Proposals must be submitted as a total price for the project and itemized per site.**

Planning Grant

All planning aspects of the grant project are included in this option following the eligible practices and costs section for the Implementation Grants. The goal of this option is to complete the plan for implementation of a Green Schoolyards project including preliminary site designs, environmental assessments (e.g., HazMat identification and plan for remediation), CEQA, stakeholder engagement, any permitting, and other steps required for the implementation of the project. The goal of this grant type, grantees are able to have a shovel-ready project including the associated project budget estimate. At the end of this grant period, applicants can apply for an Implementation Grant with the CAL FIRE Urban and Community Forestry Program or other funding entity when funding is made available.

Here are the approved professional services we may need during the Planning Phase.

Planning Grant Contractual Services:

Base Proposal for Each Site:

- Design & Engineering through DSA Approval
 - CA and Close Out costs will be included in the Implementation Grant Application

Add Alternates for Each Site:

1. Topographic Survey
2. Underground Utility Survey
3. Environmental Survey (CEQA), Testing, and Reporting

Part 2: Price Submittal

Interested firms must submit a quote for the total project and itemize the cost per site.

Part 3: Planning Grant

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