


ADDENDUM TO REQUEST FOR QUALIFICATIONS DOCUMENTS

	ADDENDUM NO. 001
	Project: Solano Community College District Commissioning Services Authority Pool Project Number: 23-011
	Date: March 12, 2023

Addendum No. 001 – The following clarifications are provided and must be added/considered when completing your submittal: Acknowledgement of receipt of this **Addendum No. 001**, is required in the proposal’s cover letter of introduction. Please clearly note the addendum date and number.

ITEM NO. 1 – RESPONSES TO QUESTIONS SUBMITTED

A. Question No. 01

- Question: OPR Development (Section I, Item D.3.a.i, Page 4) – Is this to be developed by the Cx Authority? Typically, this is reviewed by the CxA but not developed by the CxA. Please provide clarification.
- **Response:** *The Consultant’s exact scope of work will vary from project to project, and will be determined as individual Requests for proposals are issued.*

B. Question No. 02

- Question: Page Limit (Section II, Item A.3, Page 8) – in consideration of the amount of information and level of detail required to respond fully (even being as brief as possible), we respectfully request an increase in the maximum page limit to 20 pages. And/or might you consider excluding the resumes or other items from the page count?
- **Response:** *Page limit to be increased to a maximum of **fifteen (15)** pages.*

C. Question No. 03

- Question: Relevant Project Experience (Section II, Item B.3, Page 9) – For the requested list of commissioning project, do you prefer just a list with the requested information and category? Or would you like an additional description of the project and/or work provided?
- **Response:** *Minimum requirement would be a list with requested information and category. Any additional brief explanation/description given could be used to*

help improve upon the scoring for the firm depending on the relevancy of the information given.

D. Question No. 04

- Question: Respondent's Scope of Services (Section II, Item B.5.i, Page 9) – What level of detail are you looking for in our response for this item? For instance, are you looking for a description of our project approach for each step, or are you desiring merely an acknowledgement that we will provide the required services for each step?
- **Response:** *Section to be re-written as follows:*
 5. *Scope of Services*
 - i. *Include Statement that acknowledges the "Section D. Scope of Services" portion of this RFQ has been read in its entirety and the Respondent understands the Scope of Services provided. Please acknowledge that the Responding firm has the requisite experience and capability in delivering the Scope listed in the referenced section.*
 - ii. *Any expectations or clarifications must be clearly described in the Respondent's Scope of Services.*
 - iii. *List any Cx services not included in "Section D. Scope of Services" that the Responding firm would recommend the District incorporates into future projects.*

List of Attachments:

- *None*

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