



Friday, December 3, 2021

CU Denver College of Engineering, Design, and Computing Building and North Classroom Renovations.

Project Number 22-103067

ADDENDUM 1

Below is the list of questions received regarding the College of Engineering, Design, and Computing Building RFQ.

1. Section D. Project Approach – Quality Control Methodology: Could you please clarify what the University is asking by “Ensure operational efficiencies for building usage and flow of student Services?”
 - a. Please replace Section D. Project Approach – Quality Control Methodology with the following: “Ensure that design changes, and University review and approval of changes, align with project goals and previous decisions and directives.”
2. Is a lab planning consultant preferred? Has a wet lab, dry lab or maker space been determined?
 - a. Yes, a lab planning consultant or in-house lab planning expertise will be required. Please identify who that person/consultant will be for your team.
3. Is there any sensitive lab equipment that needs to be considered?
 - a. Likely, but this will be determined during the early programming exercises for the project spaces.
4. Is the client’s intention for the design team to provide full FF&E services? What is the scope of services you will be procuring directly for the FFE?
 - a. The University will select and contract with a furniture vendor early in the project to be part of the design process with the intention to resolve coordination issues and reduce potential delays.
 - b. The design team will be required to update the project BIM model information during and throughout the design progress including final accurate installed furniture representation and not generic representations. This work will

include final updates of the project model, additional CAD/BIM files and documents of the furniture layouts at project closeout.

- c. At a minimum, the University will procure office and classroom furniture directly from the finished project design.
5. Understanding the complexities of the project, is the project schedule tied to any other specific institutional or industry factors that are setting the timeframes for delivery of the design phases?
 - a. The project schedule is tied to a Fall 2024 semester opening. The A/E and CM/GC teams will be active partners to potentially refine the project schedule including durations, deliverables, and early bid packages.
6. Given the building's site and role as a catalyst for the new Innovation District, with the intention to draw users from beyond CEDC, what public functions are anticipated to be included in the building?
 - a. This will be determined during the programming phase with the A/E team.
7. One clarification on the Diversity, Equity, and Inclusion Plan: The Minimum Requirement reads that it be specific to this particular project. Our website would include an overall commitment to DEI. Could you elaborate on the expectation?
 - a. CU Denver is interested in each firm's commitment to supplier diversity and will evaluate its historic Investments in MBE/WBE firms for previous contracts where they have served as Prime, as well as their plans commitment for future efforts to enhance diversity, equity, and inclusion in the industry.
 - b. To save space in the submittal packages, teams can provide a clickable hyperlink in their submittal pdf to their firm's public DEI plan on your firm's website. If you are submitting a website link, the plan must be easily found by the public on the firm's website.
 - c. If your plan doesn't address item (a) above, please include specific information related to (a).
 - d. If you do not have a published DEI plan, please include your firm's DEI plan to meet the minimum requirements.
 - e. All information included in the submittal will count towards the overall page count limit.
 - f. If multiple Architectural firms are teaming together, please provide DEI information for both firms.
 - g. There is no specific minimum involvement that must be achieved to meet the minimum requirement, but this may influence the project team evaluation scoring.
8. On PAGE 5: Number #9 under Minimum Requirements: At what point will you be requesting submission of a "Diversity, Equity and Inclusion Plan"?
 - a. This is to be included with your RFQ submission. Refer to question 7 for more information.

9. On PAGE 5: Reference is made to engaging an outside firm for project delivery services in the role of Project Director. Has the University hired this firm and if so, who? If not, when will this selection occur?
 - a. The outside firm selection is in progress and anticipated to be completed prior to the design team contract execution.

PROJECT TEAM RELATED QUESTIONS

10. On Page 4, item C.3. Please confirm any proposing team must have used staff operating from an office in CO on at least 2 completed projects of at least \$40M during the past 5 years to meet the minimum requirements of this RFQ. If the team has completed 2 or more projects of adequate size using offices outside of CO, they do not qualify for this RFQ, even if they team with a CO office to pursue this project, is that true?
 - a. The intent of this minimum requirement is that the firm provided a significant amount of design and construction administration services utilizing expertise present in their Colorado Office for two projects in excess of \$40,000,000 hard costs in the last 5 years. We want to know your local office can support a project of this size. The projects don't have to be located in Colorado.
 - b. Furthermore, the intent of this requirement is that the firm or team will have resources present in their Colorado Office to address the ongoing attention needed for this project. The goal of local expertise is that the design team will be expected to visit the project site at any moment to address on-site project needs and make design decisions. It is anticipated that the project team will need multiple site visits per week during construction and as necessary to support the CMGC to keep the project on schedule and monitor the work in progress. There needs to be a significant Colorado presence should air travel become more restrictive due to an ongoing pandemic.
 - c. The Prime firm in a team arrangement must meet this requirement.
11. Can an out of state firm team up with a local firm to submit a proposal for consideration? Will you only be considering proposal from CO based firms?
 - a. Yes, firms are allowed to team up for this RFQ.
 - b. No, a firm doesn't have to be 'based' in Colorado.
 - c. The Prime firm in a team arrangement must meet the Colorado Office minimum requirement as responded to in question 10.
12. Must the local teammate also have completed 2 or more projects meeting the criteria of item C.3?
 - a. See response to question 10.
13. Can you confirm whether we should include an independent cost estimator on our team?
 - a. The design team is responsible for meeting all contract requirements pertaining to the project design and the Fixed Limit of Construction Cost, CM/GC GMP, and CMGC Cost of Construction.

14. In our net zero energy consulting, we have found that some issues benefit from close collaboration with the owner. Therefore, please clarify whether the separate procurement for sustainability services is also intended to include energy consulting.
 - a. It is our intent to procure an energy consultant that will be a team member working closely with the design team and University related to energy topics of the building design including building orientation, envelope, mechanical systems, renewable energy systems, and energy modeling. Net-Zero tracking, and commissioning services may also be included in this consultant's scope.
15. Per the RFQ and the pre-submittal meeting, it is noted that the University will be contracting directly with a LEED Consultant. Can the scope for this consultant be shared? Specifically, around LEED energy modeling, potential Net Zero tracking and certification, etc.
 - a. See responses to questions 14 and 18.
16. If the role of energy modeler is to be part of the design team, will that firm also be able to pursue the Sustainability and Commissioning RFPs?
 - a. We are currently anticipating the energy modeler to not be part of the design team, but the expectation that the design team and modeler will work together as part of one overall team.
 - b. This firm will be allowed to pursue sustainability and commissioning RFPs.
17. When are the sustainability and commissioning consulting RFPs anticipated to be issued and selected so that the consultants can contribute to early design decisions?
 - a. RFQ/RFP are anticipated to be released in December 2021.
18. Is the client providing a sustainability consultant or LEED consultant (someone to handle all of the paperwork for LEED)?
 - a. The University will procure a LEED consultant to work with the overall team to participate in the project design and coordinate all paperwork for certification.
19. Will the Xcel Energy Design Assistance program be utilized for this project?
 - a. Yes
20. How does the university plan to approach mechanical controls to achieve the LEED and net zero goals identified in the RFQ?
 - a. The mechanical controls component of this project has not yet been determined. This conversation will be part of the very early building system design discussion. Please comment in your submittal response as to any previous approaches your team has taken regarding controlling a building of this type. You can include this information as it relates to your prior design approaches under the 'Prior Experience' section of your submittal.

MISCELLANEOUS QUESTIONS

21. Are we allowed to include an appendix?
- Yes, your appendix can contain the requested University/State forms, which will not count towards the 23-page limit.
22. Would you consider excluding the cover letter and response to Minimum Requirements from the page count? Are responses to the Minimum and Preferred Requirements counted in the 23-page limit?
- The Minimum Requirements, Preferred Requirements, and cover letter are included in the 23-page limit.
23. Would you consider excluding resumes and subconsultant qualifications from the page count?
- No
24. Can we include additional resumes in an appendix? Will they be scored?
- Yes, you can include additional resumes, but they will count towards the 23-page limit.
 - We will request a full resume package from firms that are invited to the oral interviews. More info on the resume package requirements will be provide with the interview invitation.
 - Note: Step 1 RFQ Submittals are primarily focused on the firm's capabilities and the Step 2 Interviews is primarily focused on the team member's capabilities.
25. Is it acceptable to provide an organizational chart on 11x17 sized paper, or is it limited to 8.5x11?
- No, please keep all pages 8.5"x11".
26. Would it be possible for you to provide responses to questions as they come in before the November 30th deadline (prior to the response deadline of 12/3) so there is adequate time to make adjustments to our submittals?
- Unfortunately, this was not possible.
27. Is there a limit on the size of the file for the final uploaded PDF document?
- The submission website allows a 25 MB file upload. If your submittal pdf is larger, you can paste a shared link into the online submission form, and we will download the file. Please try to keep files under 50 MB.
28. I am in receipt of the CU-Denver CEDC RFQ (project #22-103067) and have a fundamental question about the Terms and Conditions starting on PDF page 78-of-139. Those Terms and Conditions are from CU-Anschutz Medical Campus not CU-Denver. Is this a mistake? Assuming the T&C are meant to be CU-Denver, is there a difference in the Additional Insurance Requirements #2 and #3 on PDF page 81-of-139?
- The terms and conditions for CU Anschutz and CU Denver are the same.

- b. The additional insurance requirements are the same for CU Anschutz and CU Denver.

SUBMITTAL DIVIDER QUESTIONS

29. Could you please confirm if tab/divider pages count towards the 23-page limit? If so, is it acceptable to include an image on these pages if it does not contain information for review by the selection committee? If we put a photo or caption on the divider page, does it contribute toward the page count?
- a. The divider page will not count towards the 23-page limit if it only contains the following info.
 - i. Section Title
 - ii. Section Table of Contents
 - b. Your divider can match the overall look and feel of your submittal but shouldn't contain any info or pictures that would influence your submittal scoring.
30. Is a back cover page also excluded from the 23-page limit? In addition, is a Table of Contents excluded from the 23-page limit?
- a. The front cover, back cover and table of contents are not included in the page count.
 - b. You can include pictures and images on the cover and back cover without being included in the 23-page limit.
31. Is EXHIBIT H (Service-Disabled Veteran-Owned Small Business and Minority/Women Business Enterprise Participation Report) in APPENDIX B (Architect/Engineer/Consultant Contract) required in the RFQ submission? Or during contract negotiations?
- a. Include with the submittal.
32. Could you please confirm if the following forms are the only forms required as part of the submission?
- i. Certification and Affidavit Regarding Unauthorized Immigrants
 - ii. Acknowledgement and Attestation Form
 - iii. Service-Disabled Veteran-Owned Small Business and Minority/Women Business Enterprise Participation Report
- a. Confirmed
33. During the pre-submittal conference there was reference to a form within the RFQ which could not be modified, or the submittal will be rejected, please clarify which form this is.
- a. Acknowledgement and Attestation Form

Note: In your submittals, please include who is the main point of contact including their phone number, email, and address.

END OF ADDENDUM 1