



CITY OF MOORPARK

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ARCHITECT RFP – CLARIFICATION #2 September 9, 2021

The RFP Deadline has been extended to September 21, 2021 at 5:00 p.m. Final day to submit questions to the City is September 14, 2021 at 5:00 p.m.

CITY CLARIFICATION

Within Task 2, interested firms should have the capability to provide a realistic representation of the front of the library from two different angles/views for presentation, discussion, and ultimately, selection by the City Council. Perspectives should accurately depict proposed materials, colors, and architectural details, and shall be similar in quality to those provided for the High Street Depot project. (Ref: RFP Clarification #1 for links)

RESPONDENTS CLARIFICATION REQUESTS

1. Should teams include a Geotechnical Subconsultant or will they be a direct-hire of the City?

AQ1: Teams should include a geotechnical subconsultant to prepare a supplemental geotechnical design report as indicated in the Preliminary Geotechnical report.

2. Does the City wish for us to use the concepts developed by the previous firm as a starting point, or should our fee proposal assume we are starting over with pre-design?

AQ2: Firms should start over with pre-design in order to prepare original concepts. The concepts developed by the previous firm will be available for review and discussion as a part of that process.

3. Can the pages of the submittal be 11 x 17?

AQ3: Yes the pages can be 11 x 17 so long as they stay within the 15 page limit.

4. Clarification on submitting the RFQ/P document

AQ4: The City would like this submittal to come via thumb drive rather than e-mail or file sharing link to avoid e-mail submittals getting caught in the City's spam filters. The address to use for delivery service is 799 Moorpark Avenue, Moorpark, CA 93021. The City's front counter is open and available to receive mail and overnight delivery packages.

5. We could not find any reference to Cover letter. Is cover letter needed, if yes, does it count as part of 15 page limit.

AQ5: Cover letter is not required, and if included is not part of the 15 page limit.

6. Is 15 pages for single side or double side pages?

AQ6: Double-sided pages are acceptable.

7. Is Audio-Video going to be by our consultant or is design-build?

AQ7: Firms should provide AV Consultant

8. Is IT part going to be done by us or by the City and supervised/coordinated by us?

AQ8: Firms should provide IT design with input provided by the City.

9. Is there any Art work program part of this development?

AQ9: Art work is not part of the selected firms scope, however, firms will work with City on identifying potential public art locations on the project site.

10. Do we need to have design presentation to the community and if yes, how many times and also if we should incorporate their comments in our design?

AQ10: All design presentations will be in front of the City Council. Specify a minimum of 3 meetings.

11. Is there any plan to provide Photovoltaic/solar panels in this project?

AQ11: Per the RFP, the project is to be a LEED Gold Certified project. To the extent Solar PV plays into that certification, it could be considered, so long as the budget allows for it.

12. Section Technical Qualification Item 11, is General narrative (1 page) part of the page count? Also our statement about our overall approach and methodologies part of this one page?

AQ12: General narrative is not to exceed 1 page, of the 15 page count. Approach and methodologies can be on the same page or its own page.

13. What is the extent of our site/landscape design, the 42,000 sq. ft.?

AQ13: Yes.

14. In the hours and task breakdown, do we have to include an hour breakdown? Can we just include the fees and provide the hourly rate sheets?

AQ14: A hour breakdown is not required

15. Will interviews be in person?

AQ15: TBD based on the COVID-19 situation in our County at the time interviews are scheduled.

16. Can we provide additional materials as an appendix to the submittal?

AQ16: Please save any additional materials for if you are selected to move forward in the interview process. We do not need the additional items at this point in the process.