

**AMENDMENT NUMBER 2**  
**(June 30, 2020)**

**REVISED (06/19/20)**  
**REQUEST FOR PROPOSALS (RFP)**  
**Architectural Services**  
**RFP #2020-002**

**Mission Achievement and Success Charter School**  
**1718 Yale Blvd. SE**  
**Albuquerque, New Mexico 87106**

**now posted to the MAS Website:**  
**<https://www.maspublicschools.com>**

**DEADLINE FOR RECEIPT OF PROPOSALS IS AS FOLLOWS:**

**DATE: July 16, 2020**

**TIME: 10:00 AM MDT**

The date and time received will be stamped on the proposals when received at the MAS Main office. Late Proposals will not be accepted. It is the responsibility of the Offeror to ensure that proposals are delivered on time to the correct address.

**The purpose of this amendment is to provide Mission Achievement and Success Charter School's written response to the following list of questions that have been timely submitted. Note, all other terms, conditions, specifications, requirements and criteria remain unchanged.**

***NOTE: Questions #1 through #32 were submitted prior to the release of Amendment Number One; which was released on June 19, 2020.***

**Question #1: Do the MAS Charter school need to comply with APS design standards (i.e. hardware, roofing, etc.) or does the MAS school has its own standards?**

**Answer:** No, they do not need to comply with APS design standards. MAS will need to meet New Mexico PSFA design standards, though.

**Question #2: Is there a pre-proposal meeting?**

**Answer:** Due to the tight timeframe, a pre-proposal meeting has not been scheduled. A site visit can be scheduled by contacting JoAnn Mitchell, joann.mitchell@mascharterschool.com

**Question #3: When is the question / answer period?**

**Answer:** Question submittals must be submitted in writing no later than June 29, 2020.

**Question #4: What is the source of funding?**

**Answer:** Multiple sources of funding including, bond, mill levy and HB32

**Question #5: Are there public moneys involved? State procurement may prohibit solicitation of fees for services during the RFP process.**

**Answer:** Public money is involved. Cost will not be used as an evaluation criteria.

**Question #6: Has a construction budget or project size (SF) been identified?**

**Answer:** Final budget is still being determined. Projected square footage is between 68,000 – 72,000 square feet. The MACC for the Project is estimated to be \$14,000,000.

**Question #7: Has a program document or ed-spec been conducted?**

**Answer:** Yes, please see RFP Exhibit F.

**Question #8: What is the expected delivery method for construction?**

**Answer:** The discussions to date have been centered around a design, bid, build delivery method for construction.

**Question #9: Section C mentions a developer: “Architectural Construction Administration including attendance at Developer’s weekly onsite construction meetings”. Has the developer been selected?”**

**Answer:** The Mission Achievement and Success Charter School Foundation is currently in “Build to Suit” negotiations. See RFP Section I

**Question #10: What is the role of the developer?**

**Answer:** The developer will be responsible in overseeing the design, construction and deliverables associated with the project. See above response to question #9

**Question #11: Section C outlines occupancy by August 2021 “We will require the buildings to be ready for occupancy by August 1, 2021”. Sequence of events A outlines Contract award by July 13th 2020. In one scenario, this schedule allows for approximately 2 ½ months for A/E contracting and design and 2 months for permit/bidding/negotiation and contacting of GC and 8 months for construction. Has an alternative delivery method been discussed?**

**Answer:** No, not at this point in time.

**Question #12: Has phasing been identified as an alternative?**

**Answer:** No, not at this point in time.

**Question #13:** I want to confirm if this RFP was set up for a contractor rather than an A/E firm? Some of the requirements are different from what I am used to seeing on a A/E RFP.

**Answer:** The scope of the RFP is for architectural design services.

**Question #14:** Can you clarify what Items e. Response to Contract Terms & Conditions and f. Offeror's Additional Terms & Conditions on page 17 entail? Do you want an acknowledgement that we understand the terms and conditions of the contract?

**Answer:** Please see the Revised RFP (6/19/20)

**Question #15:** Is there a page limit for this proposal? If so, are there any exclusions?

**Answer:** There is a 30 page limit, see Revised RFP (6/19/20).

**Question #16:** Page 18, Organizational Experience asks us to indicate how many charter schools and school districts designed in the last two years. Is it possible to extend this time frame?

**Answer:** See Revised RFP (6/19/20)

**Question #17.** Are we encouraged to add FF&E and Cost Estimating consultants to our team?

**Answer:** Yes

**Question #18.** Are we as offerors permitted to contact you regarding the RFP and scope of work for this project? If so, is there a deadline for when questions may be asked?

**Answer:** Yes, question submittals must be submitted in writing no later than June 29, 2020

**Question #19.** Is it true that you will not be hosting a preproposal for this project?

**Answer:** Due to the tight timeframe, a pre-proposal meeting has not been scheduled.

**Question #20.** This section states we had to have submitted the signed Appendix A by June 12th. Are we still allowed to submit this and our proposal even though we missed this deadline?

**Answer:** Please disregard prior RFP solicitation and utilize the Revised RFP document (6/19/20). See RFP Amendment Number One.

**Question #21.** Page 6 states to include team chart and bios as well as a project schedule. However, the proposal format on page 17 does not list these requirements under content and organization. My question is can I fit the team chart, bios and schedule where they seem relevant in the proposal organization?

**Answer:** Please disregard prior RFP solicitation and utilize the Revised RFP document (6/19/20). See RFP Amendment Number One.

**Question #22.** What is the overall grade condition on the projected site, east to west and north to south?

**Answer:** Unknown

- Question #23.** Are there utilities that are imbedded within the considered site?  
**Answer:** Some utilities are imbedded within the site.
- Question #24.** What is the overall MACC for the project?  
**Answer:** The MACC for the Project is estimated to be \$14,000,000.
- Question #25.** Are we to assume that each playground area shown on the RFP map is to receive new playground equipment, shading structures, landscaping and ground coverings?  
**Answer:** Yes
- Question #26.** Is there any existing playground equipment we will need to coordinate with?  
**Answer:** No
- Question #27.** Is there any demolition of existing structures to be included in the scope of work?  
**Answer:** No
- Question #28.** Does the scope require professional topographic land surveys by a registered land surveyor, and if so, will MAS Charter School provide the legal boundary for the school property for tying into elevation controls?  
**Answer:** This will be provided by the developer.
- Question #29.** Will MAS Charter School provide existing survey data on utility service lines (both above and below grade), or will this be part of the land survey?  
**Answer:** This will be provided by the developer.
- Question #30.** It is assumed MAS will utilize existing site access points from main arterial streets, thus a traffic study is not required. Please confirm.  
**Answer:** A traffic study will be provided by the developer.
- Question #31.** Do you know the acres of disturbance for this project?  
**Answer:** Between 12 to 16 acres.
- Question #32.** Will there be any offsite infrastructure required?  
**Answer:** Yes, at entrance and exit location.
- Question #33.** On the page 10 of the addendum it states the page limit is, "Twenty (30) pages. Can you clarify if the page limit is 20 or 30 pages?  
**Answer:** The correct page limit is thirty (30) pages.
- Question #34.** Also, in Capacity and Capability, Section F, it requests proof of registration for our registered professional architects. Are we allowed to just list their licensure number and include their Resume or are we required to send their certificate of completion as well?

**Answer:** Respondents are asked to submit a photocopy of the certificate of completion for the architect(s) who will or may be assigned Responsible Charge for the project. For all other team members, please list each individual license number and provide a resume for each.

**Question #35. Will there be an option to transmit the proposal electronically in lieu of printed document?**

**Answer:** No, please refer to section III.B for submission requirements

**Question #36. The RFP refers to an attached site plan. Please provide this information as it does not appear to be included.**

**Answer:** Site plan provided in RFP Amendment Number One.

**Question #37. Will a Maximum Allowable Construction Cost (MACC) be provided for the project so that a fee can be provided based on the State of New Mexico Sliding Scale for Architectural services?**

**Answer:** Yes, please see Section I.C of the Revised RFP (RFP Amendment Number 1).

**Question #38. Is the school seeking LEED or Energy Star Certifications for the project?**

**Answer:** The Project is to be designed in compliance with Section 15-3-36, Energy Efficiency Standards for Public Buildings, NMSA 1978 and qualify for the Environmental Protection Agency's (EPA) ENERGY STAR®.

Mission Achievement and Success Charter School has a continuing interest in increasing the energy efficiency and decreasing the negative environmental impact of school buildings. To that end, the successful firm must be prepared to address these issues as they relate to the USGBC LEED for Schools Rating System.

**Question #39. Evaluation criteria specifically under 1. Specialized Design letter H; 2. Capacity and capability letter C; and 7. Evidence of Understanding scope letter C all ask to provide a schedule. Can I just add a schedule in one of those sections and refer to that page when a schedule is asked to be provided in other sections? Seems redundant to add it in all 3 areas.**

**Answer:** Yes

**Question #40. On the required project listing form I wanted to clarify if we need to add only projects with the State of New Mexico that are less than 75% complete or all of the firms projects in general that are less than 75% complete?**

**Answer:** Offerors are to list the volume of work previously done for MAS which is not seventy-five percent complete with respect to basic professional design services.

**Question #41. Is MAS anticipating for this school to be a pre-engineered metal building?**

**Answer:** MAS has not taken a position with regards to utilizing a pre-engineered metal building type.

**Question #42.** We see that Cannady Architect Studio is currently working on a preliminary program schematic design. Will they be responding to the RFP?

**Answer:** All interested parties are encouraged to respond.

**Question #43.** We would like to tour the current MAS Yale Campus to see your school and improve our understanding of the school. If we may tour the facility, who do we contact to make arrangements?

**Answer:** Site visits may be arranged by contacting Tiffany Gutierrez, Facility Manager Mission Achievement and Success Charter Schools at (505) 242.3118 | Office or: tiffany.gutierrez@mascharterschool.com

**Question #44.** The RFP indicates that the Schematic Phase documents will be available in June. Will those documents be available to the RFP responders prior to the July 16 deadline for RFP response?

**Answer:** Yes, it is anticipated that these documents will be available for distribution on July 6, 2020; and will be distributed as Amendment Number 3.

**Question #45.** Will the design and code review process include NM PSFA approval?

**Answer:** No, New Mexico PSFA approval will not be required.

**Question #46.** What is the funding source for this project? Is there any funding from the State of NM?

**Answer:** Multiple sources of funding including, bond, mill levy and HB32.

**Question #47.** Is there a Topo/utility survey available for the proposed site?

**Answer:** A utility survey has been performed on the south side of the property and will be made available to the successful offeror.

**Question #48.** Attachment B outlines and extensive owner review process. What is the time required for the owner review portion of for each phase of Final Review Process? How much time will the owner team individual reviewers need to review the design drawings and specification and provide written comments back to the design team? How much time will the owner's representative need to review the Design Professional's written response to the owner's review comments and ensure the resolution is clearly stated? How much time will be scheduled between the design team submittal of each phase of review documents and the owner's final approval of the documents?

**Answer:** Review time requirements are to be mutually agreed to by the MAS (Owner's Representative) and the Design Professional. MAS will furnish information, approvals, and services required as expeditiously as necessary for the orderly progress of the work. Design Professional will promptly notify MAS in writing in the event orderly progress of the work is disrupted by failure of MAS to provide such information, approvals, or services, and the Project schedule will be adjusted as mutually agreed.

*Note, for purposes of preparing a projected timeline in response to this RFP, offers may assume a seven (7) calendar day owner review period for each phase of review.*

**Question #49. Paragraph I: Introduction, Subparagraph C: Scope – Architectural Services, indicates the necessity for coordination and documentation for entitlements for the project. As entitlement procurement can greatly influence the design schedule, can elaboration of the expected entitlement work be provided?**

**Answer:** Required City and County plan review and permitting processes that may include, but not be limited to: use permits, utility approvals, road approvals, landscaping, zoning, zoning variances, etc. MAS strongly desires to partner with an architectural design firm that has a strong team that is very familiar with, and has relevant experiences identifying and effectively and efficiently addressing, such process hurdles that may be encountered.