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**Addendum No. 1
December 29, 2009**

**The City University of New York
Request for Qualifications
York College Academic Village and Conference Center
Project No. YC-CUCF-04-09**

This Addendum is issued for the purpose of conveying the attached Questions and Answers, which include responses to the questions that were emailed to the CUNY Contracts Department. All information provided herein is made in good faith for information purposes only and does not in and of itself change the Solicitation. Changes to the Solicitation may only be made by formal amendment if and when required.

Contact: Michael Feeney, DDCM.ContractsDept@mail.cuny.edu

By signing in the space provided below, the Responder acknowledges receipt of this Addendum. This Addendum must be signed by an authorized representative of the Responder and submitted with the Response.

Name of Responder

Name of Authorized
Responder Representative

Title

Signature

Date

**Addendum No. 1
December 29, 2009**

**The City University of New York
Request for Qualifications
York College Academic Village and Conference Center
Project No. YC-CUCF-04-09**

The following Questions and Answers pertain to Project No. YC-CUCF-04-09, York College Academic Village and Conference Center:

- Q1. Is the swing space part of the \$69M budget?
- A1. Yes, the swing space is part of the \$69M construction budget.
- Q2. Is the cost to do pre-schematic design for the School of Pharmacy included in the \$69M construction budget or does that have an additional budget?
- A2. The School of Pharmacy will have its own budget which is not included in the \$69M construction budget.
- Q3. What is the timeline of this project? Is there a shortlist / interview step?
- A3. The timeline for this project will be addressed at a later date. There will be a short list-Request for Additional Information, and Presentation and Interview steps.
- Q4. Can the Architect of Record serve as the Associate Architect?
- A4. The Prime Consultant for this project is to be the Architect of Record.
- Q5. What firm is doing the Master Plan Amendment?
- A5. Perkins + Will, Inc.
- Q6. Will compliance with the City or State environmental review procedures (CEQR/SEQRA) be part of this solicitation, or will that aspect be procured separately?
- A6. CUNY will procure SEQR/CEQR separately.
- Q7. Do you have copies of the Master Plan referenced in the RFP available?
- A7. Not at this time. However, it is our intention to release the Master Plan materials that are available at the time to the short listed firms.

Q8. In the RFQ, in section **VI. Submission to this Solicitation**, it asks to submit SF-254 and SF-255 forms or SF-330 form, and it also asks to submit resumes. Do you want resumes in the SF forms *and* separate resumes, or can we just put the resumes in the SF forms?

A8. Resumes' as part of the SF form is acceptable.

Q9. Will the Master Plan Amendment, which you expect to be completed by the end of this year, be made available to firms submitting for this phase of RFQ?

A9. See answer to question 7 above.

Q10. Will the firm completing the Master Plan Amendment be allowed to submit for this RFQ?

A10. Yes.

Q11. Are there any required forms that will need to be completed to show M/WBE participation? If not, where in the RFQ would you prefer us to illustrate M/WBE participation?

A11. Yes, the M/WBE utilization plan form will required as part of the next step in the solicitation process.

Q12. Will we need to include M/WBE certificates as a part of the submission?

A12. See answer to question 11 above.

Q13. I understand 12/15 is the last day for questions, does this mean you will not continue to answer questions at all or in an official capacity?

A13. No further questions for the RFQ will be answered. This Addendum contains answers to all questions submitted by the 12/15/09 deadline set forth in the RFQ.

Q14. Are there any "recommended" sub-consultants for this submission that we need to be sure to have on the team?

A14. No.

Q15. If two architectural teams are going to be associated together are both going to need to turn in separate SF330s? If no can both teams submit 10 projects each or will we be required to share the 10 in the SF330?

A15. Yes.

Q16. Is the brochure to be bound separate to the RFQ or may it be bound with the SF330 and Resumes?

A16. A bound submission is preferred, but not required.

Q17. Can you provide us with any recommendations for a civil engineer and landscape architect who have worked on the York College Campus?

A17. No.

Q18. Are the MBE/WBE requirements absolute? Or are they intended to be a good faith effort? Can you provide a clarification or additional guidelines in this regard?

A18. The required forms and instructions will be part of the next step in the solicitation process. There is information available at the following link: www.nylovesmwbe.gov.

Q19. The campus site plan on page 10 is illegible, is there a more legible version of the site plan available?

A19. Yes: A pdf Site Plan file of greater clarity is attached.

Q20. Is traffic engineering required for this project?

A20. Vehicular access to the building will be required to be designed by the selected Consultant.

Q21. Please elaborate on the scope? Is landscape design, geotechnical, etc. involved?

A21. Yes.

Q22. Please confirm the following, in regard to the Scope of Services for this project:

- The writing of the Program for the Academic Village and Conference Center will be **included**.
- The writing of the Program for Swing Space will be **included**.
- The writing of the Program for the School of Pharmacy will be **excluded**, as it is part of the Master Plan Amendment.

A22. Confirmed.

Q23. Will it be possible to attend a site visit to the campus prior to submission?

A23. No, a site visit is not part of the RFQ process.

Q24. Do we need to submit a design fee for all phases of the project for our entire team?

A24. The RFQ does not require the submission of a fee proposal.

Q25. In addition to Structure and MEP, what sub-consultants should be included as part of our team? What consultants if any will be contracted directly with CUNY? ie. landscape architect or civil engineer.

A25. Include all sub-consultants required to design and file the project, which includes Construction Administration Services.

Q26. When does the University plan to complete the on-going Master Plan amendment that identifies the College's overall facilities needs and the distribution of space required for the new building(s)?

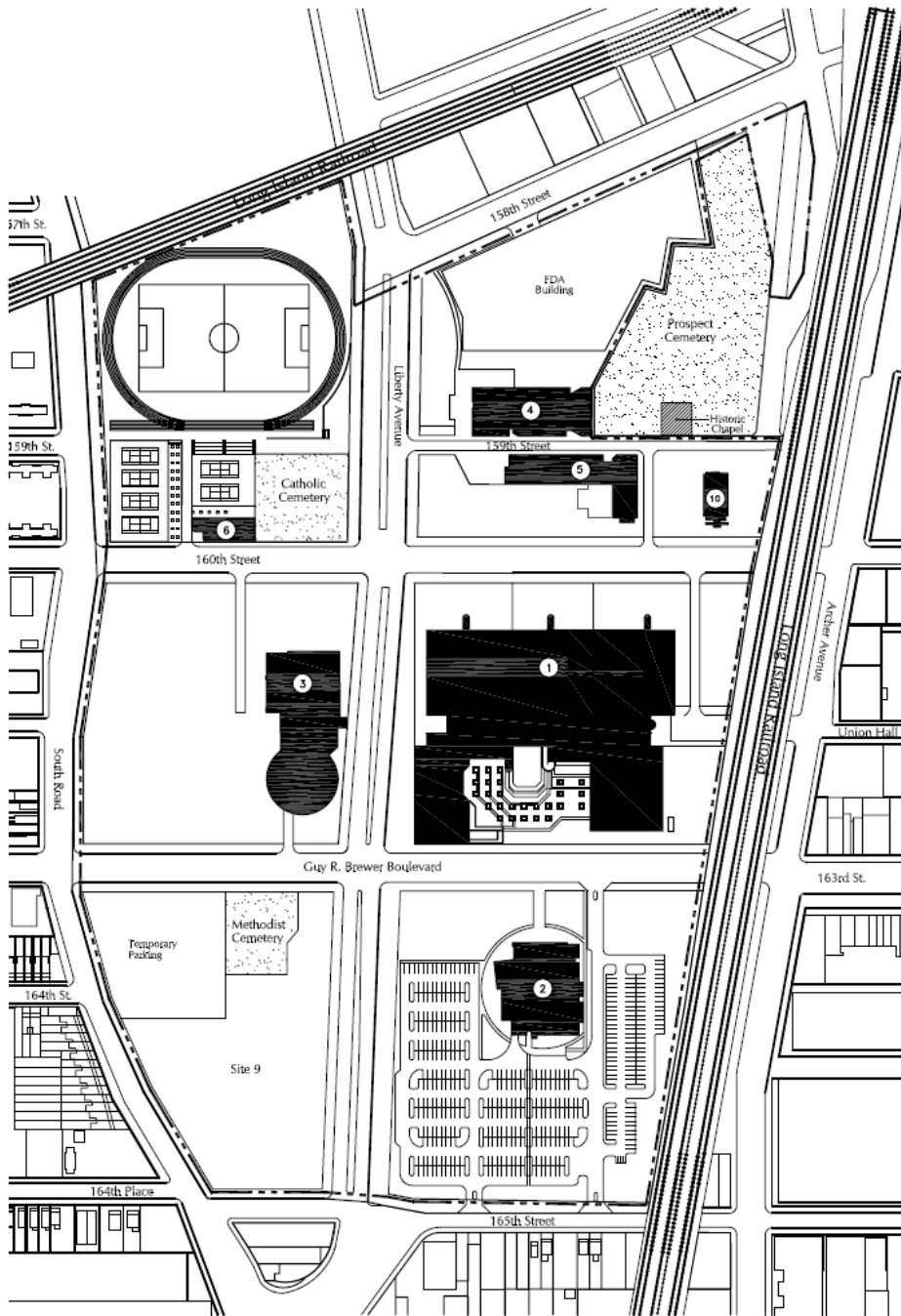
A26. The Master Plan Amendment is anticipated to be completed in the Spring of 2010.

Q27. I am working on a response to the York College Academic Village RFQ. I see that the MBE/WBE requirements are 7.25%% and 4.75. Are any forms required with the submittal regarding the MBE/WBE consultants, or can I just make a note of that in the proposed project team section?

A27. See answer to question 11 above.

Q28. Is an SF 330 Part II form required for each firm, the Prime and the Sub-consultants?

A28. The Prime is required to submit all required forms to identify the team. A separate SF330 from the proposed Sub-consultants is a not a requirement.



BUILDING KEY

- 1 ACADEMIC CORE
- 2 PERFORMING ARTS CENTER
- 3 HEALTH AND PHYSICAL EDUCATION COMPLEX
- 4 SCIENCE BUILDING (QUEENS HIGH SCHOOL FOR SCIENCES)
- 5 CLASSROOM BUILDING
- 6 ATHLETIC FIELD STORAGE
- 10 CHILD & FAMILY CENTER
- 12 ACADEMIC VILLAGE AND CONFERENCE CENTER (FUTURE)
- 13 SCHOOL OF PHARMACOLOGY (FUTURE)

LEGEND

EXISTING FACILITIES



PROPERTY LINE



YORK COLLEGE
The City University of New York