



City of Austin

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Contract Management Department, PO Box 1088, Austin, Texas 78767 Telephone 512/974-7181 Fax 512/974-7297

September 30, 2014

To: Consultants Requesting RFQ Package

SUBJECT: Request for Statements of Qualifications (RFQ) for providing Professional Architectural Services for Austin Studios Expansion
Solicitation Number: CLMP170– **CLARIFICATION 1**

This clarification 1 is in response to questions received which warranted a clarification.

Clarification:

Question 1: Will there be a Request for Qualifications issued for Commissioning Services? If not, will commissioning services be sub-contracted through the selected Architect?

Response: Given the scope and budget for this project, the Austin Film Society (AFS) seeks a single contract with the Prime Firm, and will not issue a separate RFQ for Commissioning Services. We anticipate that Commissioning Services will be performed by a member of the Architectural Services team. Section 2.8 of the development agreement between the City and AFS states AFS "will endeavor to achieve LEED Silver Certification" with this project. Sustainability is a priority for City-owned buildings, and if LEED Certification is deemed feasible, a commissioning authority will be required in order to meet the LEED Energy and Atmosphere Prerequisite. According to the LEED Reference Guide for Building Design and Construction v4.0, the commissioning authority for the Fundamental Commissioning Prerequisite for this project may be "an employee of the design or construction firm who is not part of the project's design or construction team, or a disinterested subcontractor of the design or construction team" (see page 322 of the LEED Reference Guide for Building Design and Construction v4.0). Should AFS and the design team choose to pursue Enhanced Commissioning, then the commissioning authority for this project would need to be a disinterested subcontractor of the design or construction team who is not an employee of the design or construction firm (pages 327-328 of the LEED Reference Guide for Building Design and Construction v4.0).

Question 2: Do we have to obtain and include consultants and their information in our Statement of Qualifications for the Other Scopes of Work?

Response: You should not include Form 11 for the *Other* Scopes of Work. Respondents shall use Form 11 in their Statement of Qualifications to identify consultants performing the Major Scopes of Work listed in the Scope of Services.

Question 3: How do you define the Major Scope of Work, Wayfinding? Also, since there are no consultants listed on the City's Subcontract Vendor List, do we just find a non-certified consultant?

Response: Wayfinding is using signs, paths, lighting and other cues to help first-time visitors navigate a site without confusion. A prime contractor may handle such duties themselves or subcontract. The

intent of listing Wayfinding in the Major Scopes of Work is to ensure the Prime Firm (or one of its sub-consultants) demonstrates experience performing those services.

The City does not have a commodity code that neatly aligns with Wayfinding. Wayfinding is commonly provided as a part of Architectural Services or Landscape Architecture Services. But it could also be found under Graphic Design Architecture or another specialty. Again, for this RFQ, the City and AFS are looking for demonstrated experience providing Wayfinding services; clearly state which member of the team will be providing these services, and if a subconsultant is utilized, be sure to follow SMBR policies.

Question 4: *Will the wayfinding scope of work make use of the two existing vehicular signs at the driveway entries and outside of the gates or will they need to be redesigned due to different needs for this project? Or alternately, will the new signage be an extension of the existing signage look and feel and the existing signs will remain to save funds?*

Response: The final wayfinding and signage solutions will be determined during the design process by the successful architectural services team.

Question 5: *Can you list some of the problems that AFS is having with the existing signage and can you list some of the goals for this wayfinding scope of work opportunity?*

Response: Current signage at Austin Studios is limited to gate entries, building entries, and building exteriors. AFS desires a comprehensive wayfinding approach that includes monumental signage, directional signage, maps, building interiors and environmental design elements.

Question 6: *The following two questions pertain to possible additional scopes of work:*

1. *Registered Accessibility Services (RAS) is not listed in the Scopes of Work. Will the City or AFS provide RAS services through other means? If there isn't a plan in place to include RAS services, would it be possible/advisable to add that to the scope?*

2. *One might anticipate that for a building as old as the armory, a fairly sizeable portion of the budget may need to go towards re-roofing. However, roofing is not listed under the Other Scopes of Work. Would it be advisable to add a roofing scope?*

Response: The City and AFS require the Architectural Services design solution to comply with all codes, including Texas Accessibility Standards (TAS). It is at the discretion of the respondent to determine whether or not their team needs to include a Registered Accessibility Services Specialist (RAS) in order to ensure that the design solution will comply with TAS requirements.

It is also at the discretion of the respondent to determine whether or not their team needs to include a roofing consultant or exterior cladding design specialist (or other design specialist).

The "Other Scopes" listed in the RFQ are not meant to be exhaustive; if your team identifies additional or other scopes of work for which sub-consultants are utilized, you are required to follow SMBR policies.

Question 7: *What will be the relationship between AFS, AFS Project Manager, selected Architectural Services firm, construction contractor, and the Subject Matter Experts (SME)? The organizational chart shown at the Pre-Response meeting showed the AFS Project Manager in a tangential relationship between AFS and the rest of the group, rather than as a single point of contact /Owner representative. Please provide clarification about how we should expect the flow of information to occur over the course of the project.*

Response: The diagram presented at the pre-proposal meeting illustrated the contracting relationship between AFS and the Project Manager, Architectural Services team, Contractor, and Subject Matter Experts. AFS will contract directly with the successful Architectural Services firm.

In terms of communications protocols, it is anticipated that AFS' Project Manager will serve as a single point of contact for managing and coordinating the entire Austin Studios Expansion project, including the Architectural Services team, the Contractor, and any Subject Matter Experts. The City and AFS, as "co-owners", will also have representatives who will be directly involved in the project representing their various interests; these representatives will channel their direction through the AFS Project Manager.

Question 8: *The successful applicant for the Architectural Services will work closely with an artist funded thru the City's Art in Public Places program. Can you provide the link to the RFQ for the artist?*

Response: The Request for Qualifications for the professional visual artist, or artist team, to design and fabricate artwork for the AFS Studios Expansion is available for review at the following link: http://austintexas.gov/sites/default/files/files/EGRSO/aipp_austinstudios_rfq.pdf

Question 9: *Can you provide a link to the RFP for the AFS Project Manager?*

Response: The Request for Proposal for Management Services for the AFS Project Manager is available for review by logging into Vendor Connection at the following link and searching for Solicitation No. PAX082914. Once you select the solicitation, the documents can be found in the Attachments tab: https://www.austintexas.gov/financeonline/vendor_connection/solicitation/closed_solicitations.cfm

Question 10: *What entities have worked on this project/solicitation document? Are there any firms that have been precluded from participating in the implementation of the design space?*

Response: The solicitation documents were prepared by the City's Contract Management Department in conjunction with the Economic Development Department and the AFS. The planning firm, Espero, LLC, who is already under contract with AFS, is the only firm that may not respond to this RFQ. Please refer to Addendum 3.

Question 11: *Is there a cost breakdown of the design services (\$578,800.00) in Exhibit C of the Agreement for Development and Construction of New Cultural Facilities?*

Response: There is no cost breakdown of the design services shown in Exhibit C; the selected Architectural Services firm will be requested to develop a cost proposal that meets the stated budget for design services.

Question 12: *Are City of Austin building permits required for all work?*

Response: The Austin Studios Expansion project is required to obtain site development and building permits per City of Austin regulations. The work is not exempt from building codes, TAS, or other requirements.

Question 13: *Please reference Evaluation Criteria, Consideration Item 5. It asks for respondents to complete Form 10 and include three projects to highlight within the last 10 years along with a two page narrative. It then requests us to submit the same projects from Form 10 but provide the name, date of construction, etc. for the three projects. How is this different than what is originally asked? Could you please clarify this Consideration?*

Response: The intent of Consideration Item 5 is for Respondents to provide three projects of similar programs and budgets completed in the last 10 years in a narrative form. Then include samples in two-dimensional format (drawings or photographs) for those same three projects. The drawings or photographs should be labeled with location, construction date, and design team for easy identification.

Question 14: *Please clarify the scope of work listed under theater/acoustics. Does AFS intend to have an actual theater with a stage and live production work? Or does AFS just want an acoustical consultant for sound quality design within the screening area and other possible acoustical separations within the project program?*

Response: If needed, an acoustical consultant would support the team in the design of a multi-purpose screening room (multi-media projection, sound and live-audience recording) and/or sound stages (filming/recording); the acoustical consultant would also support the team in providing acoustical separations between these spaces and adjacent spaces as appropriate.

Question 15: *Please tell us what is expected for the environmental remediation services. Does it go beyond needing portions of the building to be abated?*

Response: Based on AFS' current understanding, the types of environmental remediation required for this project are fairly standard for facilities that were constructed in the early 1970s (abatement of lead-based paint, appropriate handling and disposal of asbestos-containing materials, etc.).

Question 16: *I don't see where the RFQ requests resumes for consultants. The RFQ requests project information for consultants but not resumes. Is my understanding correct that you don't want them?*

Response: Resumes are required for the Project Manager, Project Professional and Project Principal. Resumes are not required for sub-consultants.

Question 17: *Our firm is responding as an Architecture firm. Do we still list three projects in Consideration Item 6 under Major Scopes of Work?*

Response: Each firm performing the Major Scope of Work, whether a Prime Firm or Sub-consultant, should provide three projects per Major Scope of Work.

This document is for clarification purposes only. Please remember this solicitation is currently in a "No Contact" period and all inquiries should be directed to the appropriate persons listed in the solicitation. If you have questions regarding this process, you may contact me at sofie.johnson@austintexas.gov or 512/974-9143. You may also contact Margaret Shaw, Project Manager; at margaret.shaw@austintexas.gov or 512-974-6497.

Sincerely,



Sofie Johnson, Buyer II
Contract Management Department
Contract Procurement Division

cc: Margaret Shaw