

# Addendum 1

## RFP for Consultant, Architectural, and Engineering Services for Agriculture Dept. New Building

Contract Number 19-10-10-17

## Questions and Answers

The work/ clarification/ answers listed in this addenda shall be considered part of the Bid/ RFP document for the referenced project/ product/ services, etc.

Below are questions and answers regarding subject RFP. All questions are written in black color font and the answers are provided in red color font.

- 1. Question:** For this initial phase, the University is seeking the services of an architect/ engineer to act as their consultant or design criterial professional. The successful firm will be required to prepare the concept drawing and assist in Request For Information (RFI) as well as the Request For Proposals (RFP) whatever comes necessary for the completion of this building. The architectural/ engineering team, or any firm associated with the architectural/ engineering team during the commission of these consulting services will not be eligible to participate in the RFI or RFP stages. **Question:** is this solicitation just for the concept design, and will there be a separate RFP for the full design of the building? The passage above indicates that it is just concept drawings and the awarded consultant will not be eligible to participate in further RFI or RFP stages. I just wanted to confirm that this solicitation does not include complete design for the new building.

**Answer:**

Yes, for concept design then selected firm will lead efforts for RFI and then RFP.

- 2. Question:** QUESTION 1: Since this project needs to be built to meet all the requirements of the National Institute of Food and Agriculture, is the project federally funded in whole or in part?  
Section: 1. Purpose and Background  
Paragraph: 2nd paragraph under "Purpose"  
Page: 2  
Text being questioned: "The ADN B should be built to meet all the requirements of the National

Institute of Food and Agriculture, U.S. Department of Agriculture."

**Answer:**

The project is funded by the USDA and State of Delaware

QUESTION 2: Is there a facilities masterplan you can share that shows where on the campus this building will be located?

Answer:

The exact location for the proposed building is not finalized yet and it will be determined during programming.

QUESTION 2a: If there is a facilities masterplan, can you share who did it?

Answer: The current masterplan is not up to date yet. That's why will be unable to share it at this time.

QUESTION 2b: Has there been a programming or massing/siting study done to determine the size and location of the ADN B

Section: 1. Purpose and Background

Paragraph: 2nd paragraph under "Purpose"

Page: 2

Text being questioned: "The ADN B consists of construction of a new building approximately 15,000 square foot located at 1200 North DuPont Highway, Dover, DE

Answer:

No programming has been conducted yet.

**3. QUESTION: Has the grantee (DSU) received notification in writing that the project has been "categorically excluded from such requirement" of a Preconstruction Environmental Assessment (EA)?**

RFP:

- Section number – Appendix A
- Paragraph – fourth unnumbered paragraph
- Page number –34
- Text of passage (last sentence): "Its terms and conditions are listed in a separate attachment as "Special Terms and Conditions 1890 Facilities Program, Section 1447."

Which refers to the USDA document: "Special Terms and Conditions 1890 Facilities Program, Section 1447:"

- Section number – Article 9 – Environmental Requirements
- Paragraph – 9
- Page number – 8
- Text of passage questioned:

In the second paragraph a "Actions under a grant that normally require the preparation of a Preconstruction Environmental Assessment (EA)..." is mentioned as required.

In the third paragraph "Unless the grantee is notified in writing from the authorized Department Officer that this grant project is categorically excluded from such requirement in

accordance with 7 CFR 3407.6(a)(2)(1), an EA shall be prepared by a qualified, independent person or entity...)"

**Answer:**

DSU is not exempt from conducting an environmental assessment study, this phase will be executed when the exact building location is finalized at the main campus.

- 4. Question Both** of the paragraphs above indicate submission of priced proposals for architectural and engineering services. This contradicts state regulations requiring non-priced qualifications statements as the basis for selection of professional architectural and engineering services. Please clarify.

**Answer:**

Answer to your question is available in section 2, page 14 of the RFP in the proposal selection criteria. There are no scores reserved for the pricing.