

**ADDENDUM 02**  
**March 6, 2024**

**Request for Qualifications**

**For**

**Consultants to Perform Landscape Design and/or Architectural Design Services for  
Carmichael Recreation and Park Measure G General Obligation Bond Program  
RFQ #2023-02-2024-02**

To: ALL HOLDERS OF RFQ FOR THE LANDSCAPE DESIGN AND/OR ARCHITECTURAL DESIGN SERVICES FOR THE ABOVE-REFERENCED RFQ.

This Addendum forms a part of the RFQ for Landscape Design and/or Architectural Design Services and modifies the original Documents.

This Addendum consists of Addendum Item 1.01, which provide additional information for the RFQ. All prospective bidders for the above-referenced project are to be aware of the following changes, additions, and/or clarifications, and they are bound by all conditions set forth therein.

<b>Item No.</b>	<b>Bid Document Sheet</b>	<b>Description of Change or Clarification</b>
1.01	Questions	Answers to questions regarding the RFQ for clarification

All other parts of RFQ #2023-02-2024-02, including its attachments, forms, certifications, etc., remain the same.

**Item 1.01 - Questions**

Proposer #1 Questions:

1. *The RFP states that it is for Landscape Design and/or Architectural Services. Please clarify that this means we can submit for either the landscape architectural or architectural scope and are not required to submit for both scopes. If we are able to submit for one scope, shall we indicate that in the cover letter?*

**CRPD Response: Yes, the proposer can submit for either service or both. Please indicate which service(s) are being submitted on the cover letter.**

2. *Do we need to list consultants at this time; such as civil, electrical, architecture, arborist, etc.?*

**CRPD Response: Consultant services are not required to be listed now.**

3. *Please confirm that the completed and signed Submittal Forms and Addendums pages can be included in the appendix and will not count in the page count requirement.*

**CRPD Response: Submittal Forms and Addendum pages can be included in the appendix and will not count in the page count requirement.**

4. *Has the district created a ‘master planning’ related document for the work planned under this bond? And if yes, where can we access that document?*

**CRPD Response: The Carmichael Rec and Park Master Plan was updated on December 2023, and here is the link: [Measure G - FAQ - Carmichael Recreation and Park District \(carmichaelpark.com\)](https://www.carmichaelpark.com). The scope of services in this RFQ does not cover all the needs of each park specified in the Master Plan document.**

5. *We are assuming that the Table of Contents and a Cover Letter will not be included the page count. Please confirm.*

**CRPD Response: Confirmed.**

6. *The Insurance requirements for General Liability are higher than the typical requirements for Landscape Architectural firms with public entities. We would like to propose that those limits are revised to the following - please confirm.*

*General Aggregate \$4M*

*Products Comp/Op Aggregate: \$4M*

*Personal & Adv. Injury \$2M*

*Each Occurrence \$2M*

**CRPD Response: CRPD recommends the proposer identify any suggested edits to the terms of the sample agreement in the Statement of Qualifications for further discussion during the Request for Proposal stage.**

Proposer #2 Questions:

1. *Does the Table of Contents count in the 10 page limit?*

**CRPD Response: The Table of Contents does not count in the 10-page limit.**

2. *Does the RFQ Form count in the 10 page limit?*

**CRPD Response: The RFQ form does not count in the 10-page limit.**

3. *Does the Statement of Non-Conflict of Interest sheet need to be included with the proposal? If so does it count in the 10 page limit?*

**CRPD Response: The Statement of Non-Conflict of Interest does not count in the 10-page limit.**

4. *Does the Insurance Coverage Statement sheet count in the 10 page limit?*

**CRPD Response: The Insurance Coverage Statement sheet does not count in the 10-page limit.**

5. *Does the Fee Schedule Template sheet count in the 10 page limit?*

**CRPD Response: The Fee Schedule Template sheet does not count in the 10-page limit.**

6. *Would full project cut sheets count as exhibits and not count in the 10 page limit?*

**CRPD Response: Project cut sheets can count as exhibits and do not count in the 10-page limit.**

7. *Can we provide full project cut sheets and full staff resumes in the appendix?*

**CRPD Response: Yes.**

8. *Can you verify a typo on page 10 of the RFQ, under Proposal Content, Firm Information, Item E. states "Design Experience. Identify similar types of projects by name, location, client, scope of work, construction costs, and year project was completed. Include on" Are we expected to include more than what is listed in this section of the RFQ documents?*

**CRPD Response: "Include on" is a typo and should be omitted. No additional information is required to be included other than what is listed in this section of the RFQ.**

