



Request For Proposals
Design & Architectural Services for
MWDOC Admin Building Kitchen/Breakroom & Atrium Remodel
Responses to Questions
November 1, 2022

Requests for clarifications on the Request For Proposals - Design & Architectural Services for MWDOC Admin Building Kitchen/Breakroom and Atrium Remodel have been submitted. The questions and appropriate Municipal Water District responses are as follows:

- 1) Are concept renderings and presentation boards for review by the board to be included as a separate fee line item and not part of our main fee proposal?
 - a) Renderings and/or presentation board costs needed to illustrate design concepts for Board consideration of approval of the construction project, are to be included as a separate line item in the respondents proposal.
- 2) Can you provide the FF& E specifications package for the previous renovation project?
 - a) The FF&E Specifications package will be made available once the consultant contract is awarded.
- 3) Is replacement of the atrium furniture and lighting to be included in the project?
 - a) Atrium furniture is NOT included in the project. Replacement lighting attached to the pergola supports ARE part of the project.
- 4) Is there any information on the existing masonry structure of the exterior trellis?
 - a) Original 1971 plan sheets A-1 and A-6 contain the only available details for the pergola structure (See Attachment D).
- 5) Is the construction budget for the trellis repair work estimated at the same \$150/sf as the interior breakroom or is there a different estimated cost per square foot?
 - a) No. Design team is to present up to three (3) alternative design solutions to address sun control, and design aesthetics at varying price points.
- 6) Can interior roller shades be installed to the south facing office windows as a potential sun control solution?
 - a) Roller shades that do not completely block the view of the atrium can be proposed as a design solution to address sun control for the workstations along the northern side of the atrium; but the purpose of the design is sun control without blocking the view to the atrium from the workstations.
- 7) On page 2 of the RFP, it states that we can provide firm experience and qualifications separately. Is there a page limit for that?
 - a) The respondents' ability to concisely convey concepts and solutions are part of the selection criteria. Supplemental information is not limited by the number of pages, but rather the size of the file (graphics included). Note: MWDOC's email system may reject emails that exceed 20 MB causing the proposal to be deemed incomplete.

- 8) In Section 5, it lists the proposal contents with Experience and Competency and Team. If we were to submit our firm experience and qualifications separately, would that include Experience and Competency and Team in that PDF?
- a) Yes. The submission limitations are part of the review process to determine the capability of the respondent to convey concepts and solutions in a concise and well organized manner. The supplemental section is separate to allow for biographies, and past project experience with images to convey team qualifications and past project results; while maintaining a concise proposal size limit.