

Questions and Answers:

1. Section 3.1.5 reads:

“3.1.5 Section E, Resumes of Key Personnel Proposed for this Contract

a. Key Personnel: Submit resumes and experience for the following:

Principal In Charge;

A/E Project Manager;

Principal Architect;

Associate Architect;

Principal Mechanical Design Engineer; and,

Principal Electrical Design Engineer

Note: If a person has less than five years with his/her current employer, Proposers are to provide prior employment history for this Key Person (i.e. prior employer(s) name and number of years with that employer(s)).

Note: These key personnel must be **direct** employees of the applicable design or consulting firm.”

This might be interpreted as if only firms having both architectural and engineering services in house can qualify for this contract. Is this what you really intend?

No, this was not the intent. The note indicates that each key person needs to be a direct employee of the applicable design firm. This does not necessarily mean the Prime A/E firm.

As a follow-up. If this is not what you intended, can an Engineering Firm be the Prime?

The University does not have a preference as long as the RFP requirements are met.

2. **Can the Project Manager and the Principal Architect be the same person?**

Yes this can be the same person, however, each role will be evaluated independently.

3. **Can the Prime architecture firm also be the “Lab Planners” Can we show the same personnel as lab planners?**

Yes

4. **If the M/E engineers are coming from two separate firms, can we show one project from each for a total of 7 projects instead of 6?**

Please refer to the note located under the Mechanical/Electrical firm experience.

5. **Who are the Incumbents on this contract?**

There are 5 firms on the current contract and they are: Ammon Heisler Sachs, Cannon Design, Colimore Architects, Gaudreau, Marshall Craft.

- 6. How old can submitted projects be? In past solicitations, UMB has shown preference to projects completed within three years and a maximum of five. Should we assume the same for this one?**

Please refer to the criteria in the RFP. All projects submitted must be maximum of five years old based on the project completion. The University prefers projects less than three years old.

- 7. When do you anticipate the references will be contacted? With the anticipated shortlist in January, I would assume it would be late December. Can you please provide a timeframe?**

References will begin to be contacted following the due date of December 5th.

- 8. For the M/E Engineer's required project, would a chiller plant renovation serving a research complex count towards the "research/teaching facility" requirement?**

Please follow the criteria in the RFP.

- 9. How should we handle pending MBE statuses. Our associate architect has a pending status that will not be complete at the time the submission is due. Should we still include them in our MBE percentages?**

Firms must be MDOT certified at the time the proposal is submitted.

- 10. Can the A/E Project Manager (key personnel) and Laboratory Planning Consultant (other key personnel) be the same person if the Prime A/E Firm is to also perform the laboratory planning?**

Yes this can be the same person, however, each role will be evaluated independently.

- 11. Can the Principal Architect (key personnel) and Laboratory Planning Consultant (other key personnel) be the same person if the Prime A/E Firm is to also perform the laboratory planning?**

Yes this can be the same person, however, each role will be evaluated independently.

End of Questions and Answers