

AMENDMENT 1

**REQUEST FOR PROPOSALS
UOG RFP No. P21-01**

Date Issued: October 19, 2021

“ARCHITECTUAL & ENGINEERING (BASIC) SERVICES”

This is to notify all prospective offerors of the following amendment set forth below:

- 1.1 Modify UOG RFP No. P21-01 to DELETE / ADD / REPLACE herewith as set forth in the attached.**
- 1.2 Question & Answer Sheet 1 as set forth in the attached.**
- 1.3 Copy of Pre-Proposal Conference held on October 1, 2021 set forth in the attached.**

All other terms and conditions remain the same.



Emily G. Gumataotao
Supply Management Administrator

Please acknowledge receipt and return by email to uog.bids@triton.uog.edu:

Name of company: _____

Print Name/Signature/date

AMENDMENT NO. 1

(October 18, 2021)

- 01: **ADD** the following **TEXT** to the RFP's **PART 1 of 5**, Document **1.05 INSTRUCTIONS TO OFFERORS**, under instruction **16 PROPOSAL SUBMISSION** (*on page 7*), **before** the first paragraph:

ELECTRONIC SUBMISSIONS OR MANUAL SUBMISSIONS WITH A THUMBDRIVE OR CD ATTACHED WILL BE ACCEPTED.

- 02: **ADD** the following **TEXT** to the RFP's **PART 1 of 5**, Document **1.05 INSTRUCTIONS TO OFFERORS**, under Instruction **16 PROPOSAL SUBMISSION** (*on page 7*), **after** the last paragraph:

ALL REGISTERED OFFERORS WILL BE SENT A LINK ONE DAY BEFORE THE SUBMISSION DEADLINE TO UPLOAD THEIR RFP PROPOSALS, FOR THOSE OFFERORS WHO WISH TO SUBMIT THEIR RFP PROPOSALS ELECTRONICALLY. THE LINK STRICTLY ALLOWS OFFERORS TO UPLOAD FILES. NO OFFERORS WILL BE ABLE TO ACCESS OR VIEW ANY FILES THROUGH THIS LINK.

- 03: **REPLACE** text found in the RFP's **PART 1 of 5**, Document **1.08 ATTACHMENT C: Proposal Offer Requirements & Instruction For Written Proposal Offer**, **SECTION 2: RFP Submittal Requirements (Overview)**, specifically in **Subsection 2.2.C THE PROPOSAL** (*on page 18*); as follows:

2.2.C THE PROPOSAL

- 1) The plan for performing the required services
 - 2) The ability to perform the services reflected by technical training and education, general experience, specific experience in providing the required services, and the qualifications and abilities of personnel proposed to be assigned to perform the services
 - 3) The personnel, equipment, and facilities to perform the services currently available or demonstrated to be made available at the time of contracting.
 - 4) A record of past performance of similar work.
- 04: **DELETE** text found in the RFP's **PART 1 of 5**: Document **1.08: Attachment C: Proposal Offer Requirements & Instruction For Written Proposal Offer**; **SECTION 3 Submittal Format Requirements (Expanded/Detailed)** in its entirety (as found on pages 19 through 21) and **REPLACE** with the following:

SECTION 3.3 Proposal Contents

- 1) The plan for performing the required services.
- 2) The ability to perform the services reflected by technical training and education, general experience, specific experience in providing the required services, and the qualifications and abilities of personnel proposed to be assigned to perform the services.

- 3) The personnel, equipment, and facilities to perform the services currently available or demonstrated to be made available at the time of contracting.
- 4) A record of past performance of similar work.

SECTION 3.4 Form Submittals. Offerors must complete the following forms and attach them to their proposals

a) Submission Form B-1: OFFEROR'S QUESTIONNAIRE FORM ^{AG-35}

The type of Offeror must be determined. If the Offeror is a Joint ventures or partnership.

b) AIA DOCUMENT B305-1993: ARCHITECT'S QUALIFICATION STATEMENT

For the FIRM submitting: three (3) Project Samples for Part 5 page 6.

For the PROPOSED TEAM: three (3) Project Samples for Part 5 page 7.

For the PRIME ARCHITECT: four (4) Project Samples for Part 5 pages 8, 9, 10, and 11.

- 05: **ADD** the following **TEXT** in RFP **PART 1 of 5**, Document **1.15 EXHIBIT 06** DISCLOSURE OF LOBBYING ACTIVITIES (SF-LLL Form) on page 28:

If you have Lobbying activities, you must fill out and submit the SF-LLL Form.

If you DO NOT, you must fill out and submit the ACKNOWLEDGEMENT FORM only.

- 06: **ADD** the following **TEXT** in RFP **PART 1 of 5**, Document **1.16 EXHIBIT 07** CERTIFICATIONS REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION LOWER TIER COVERED TRANSACTIONS AND LOBBYING (FORM CD-512) on page 28:

You must fill out this form and submit it with your Proposal Offer.

You must also fill out and submit the ACKNOWLEDGEMENT FORM with the Proposal Offer.

- 07: **ADD** the following **TEXT** in RFP **PART 1 of 5** Document **1.17 EXHIBIT 08** NOTICE OF REQUIREMENT FOR AFFIRMATIVE ACTION TO ENSURE EQUAL EMPLOYMENT OPPORTUNITY (E.O. 11246 & 41 CFR PART 60-4)

You must fill out and submit ONLY the ACKNOWLEDGEMENT FORM.

- 08: **ADD** the following sentence in RFP **PART 1 of 5**, Document **1.08** ATTACHMENT C: Proposal Offer Requirements; Instruction For Written Proposal Offer, **Section 1** General Requirements, under sub-section 1.3.C (on page 16) after the last sentence as follows:

The construction costs of \$8.5M, does not include A&E fees.

- 09: **ADD** a **TEXT** to RFP PART 1 of 5, Document **1.08** ATTACHMENT C: Proposal Offer Requirements; Instruction For Written Proposal Offer, **Section 1** General Requirements, AFTER sub-section 1.4.I (on page 17) as follows:

1.4.J ENVIRONMENTAL – see PART 3 of 5 of this RFP. A summary is provided below:

On **October 21, 2019**, US Department of Fish and Wildlife determined that no federally listed threatened or endangered species are present with the proposed building area for the WERI site. No designated critical habitat exists within or near the project site.

SHPO determined “no historic properties affected” on **October 31, 2019** for the WERI building site and determined “no historic properties affected” for the Nursing Annex site on **January 22, 2020**.

On **January 23, 2020**, the US Department of Fish and Wildlife determined that no federally listed threatened or endangered species are present with the proposed building area for the Nursing site.

In further communication with FWS regarding migratory birds on **February 20, 2020**, UOG must monitor a tree within the WERI project site regarding possible nesting site for White Terns.

In a letter dated **March 19, 2020**, EDA Regional Environmental Officer wrote to SHPO Lujan, “Through this delegation of authority, EDA would like to accept your October 31, 2019 letter with the concurrence of “no historic properties affected” as fulfilling its responsibilities under NEPA and the NHPA.”

In a letter dated **July 27, 2020**, EDA Regional Environmental Officer wrote to SHPO Lujan, “Through this delegation of authority, EDA would like to accept your January 22, 2020 concurrence letter and April 7 verification of concurrence for WERI as fulfilling its responsibilities under NEPA and the NHPA for the combined Nursing Extension Building/WERI project. Please let us know if your concurrence is valid for the combined project.”

On **July 28, 2020**, SHPO Lujan wrote “I accept the separate concurrence letters already issued as valid for a determination of “no historic properties affected” for the combined Nursing Extension Building/WERI EDA project, and that EDA's obligations under Section 106 of the NHPA are complete.”

On **April 23, 2021**, the Bureau of Statistics and Plans determined UOG's WERI and Nursing building project to be consistent with the approved development and resource policies of the Guam Coastal Management Program in accordance with the Coast Zone Management Act of 1972.

An environmental assessment may need to be developed, incorporating the information above and any other additional information that may be required by EDA.

10: **ADD** the following TEXT in the RFP PART 1 of 5, Document 1.05 Instructions To Offerors, at the end of item 42 on page 10:

The CONTRACT documents for this RFP P21-01 award is in PART 4 of 5: CONTRACT DOCUMENTS.

Refer to RFP PART 4 of 5: Contract Documents, (pages 94 through 98) which contained EDA checklist requirements for obtaining approval for the A&E Services contract. UOG must submit to EDA a complete copy of the procurement record and its recommendations for the award of UOG RFP P21-01 - in order for the Architectural & Engineering (Basic) Services contract to be eligible for EDA funding under the Grant Award No. 07 79 07557.

11: In the RFP P21-01's PART 1 of 5, Document 1.05 *Instructions To Offerors*, in the title of Instruction number 31. CONTRACTOR PROVIDED INSURANCE - **REPLACE** the **WORD "CONTRACTOR"** with "**ARCHITECTURAL & ENGINEERING (BASIC) SERVICE.**"

Then, **ADD** the following **TEXT** after the last sentence in that section as follows:

In the RFP P21-01 packet, **Insurance Requirements** are **cited** in the following areas:

Part 1 of 5:

- Page 9, document 1.05 *Instructions To Offerors*, instruction 31. A&E Service Provided Insurance.
- Page 26, document 1.08 *Attachment C: Proposal Offer Requirements; Instruction For Written Proposal Offer* Section 5 Participation in the RFP Solicitation Process, sub-section 5.14 **INSURANCE.**
- Page 27, document 1.08 *Attachment C: Proposal Offer Requirements; Instruction For Written Proposal Offer*, Section 5 Participation in the RFP Solicitation Process, sub-section 5.14 **INSURANCE**, see sub-section 5.14.A for references to types of insurance coverages.
- Document 1.12, EXHIBIT 03: U.S. DOC – EDA, EDA CONTRACTING PROVISIONS FOR CONSTRUCTION PROJECTS (29 items), Item number 13 Contractors and Sub-Contractors Insurance (page 8).
- Document 1.13, EXHIBIT 04: U.S. DOC – EDA, EDA SUMMARY OF EDA CONSTRUCTION STANDARDS (July 2018), page 8, item E. ARCHITECT/ENGINEER SERVICES.
- Document 1.13, EXHIBIT 04: U.S. DOC – EDA, EDA SUMMARY OF EDA CONSTRUCTION STANDARDS (July 2018), page 19-20, under item (g) Bonding and Insurance Requirements, after sub section (iii), below See 2 C.F.R. § 200.325. minimum and equivalent insurance coverage.

Part 4 of 5:

- Page 10~11, document 4.04 **AIA DOCUMENT B108™-2009 Standard Form of Agreement Between Owner & Architect For Federally Funded Project**, Article 2 ARCHITECT'S RESPONSIBILITIES, §2.5 ... (Identify types and limits of insurance coverage, and other insurance requirements applicable to the Agreement, if any.) and the sub-articles §2.5.1 *General Liability*, §2.5.2 *Automobile Liability*, §2.5.3 *Worker's Compensation*, §2.5.4 *Professional Liability*.
- Page 20, **ARTICLE 8 CLAIMS AND DISPUTES** and its sub-article sections §8.1 *General*; §8.2 *Mediation*; and §8.3 *Arbitration*.
- Page 32, document 4.06 **AIA Document A201®-2017 General Conditions of the Contract for Construction**, Index refer for Insurance and Limitations of Liability.
- Page 77, document 4.09 **AIA DOCUMENT C401™-2017 Standard Form of Agreement Between Architect and Consultant**, Article 2 CONSULTANT'S RESPONSIBILITIES, sub-article **§2.8 The Consultant shall maintain the following insurance for the duration of this Agreement.** Followed by §2.8.1 *Commercial General Liability*; §2.8.2 *Automobile Liability*; §2.8.3 *Comprehensive General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, excess policy ...*; §2.8.4 *Worker's Compensation at Statutory limits*; §2.8.5 *Employers' Liability with policy limits not less than (blank) for each accident, (blank) each employee, and (blank) policy limit*; §2.8.6 *Professional Liability*; §2.8.7 *Additional Insured Obligations*; and §2.8.8 *The Consultant shall provide to the Architect certificates of insurance evidencing compliance with the requirements in this section 2.8.*
- Page 97, document 4.13 EDA PROCESSING TO OBTAIN EDA APPROVAL ON A&E CONTRACT, Checklist item number 18 – The A/E agrees to be responsible for any damages arising from any defects in design or negligence in the performance of the construction inspector, if the inspector is furnished by the A/E. (EDA recommends that the A/E take insurance, when available, to cover liability for such damages.)

- Page 100, document 4.15 INSURANCE REQUIREMENTS

12: **MODIFY** the following forms listed below:

- a) RFP PART 1 of 5, Document 1.20, EXHIBIT 11: CERTIFICATION OF COMPLIANCE ~ SEISMIC SAFETY COMPLIANCE, page 28;
- b) RFP PART 1 of 5, EXHIBIT 11: CERTIFICATION OF COMPLIANCE ~ SEISMIC SAFETY COMPLIANCE, Acknowledgement Form;
- c) RFP PART 4 of 5, Document 4.16 Seismic Safety Compliance, page 101;
- d) RFP PART 5 of 5, Document 5.24, RFP Submission Form for Exhibit 11, page 45.

To **READ** as follows:

The DESIGNER will comply with Executive Order 12699, "Seismic Safety of Federal and Federally Assisted or Regulated New Building Construction," which imposes requirements that federally-assisted facilities be designed and constructed in accordance with the most current local building codes determined by the awarding agency or by the Interagency Committee for Seismic Safety in Construction (ICSSC) and the most recent edition of the American National Standards Institute Standards A58, Minimum Design Loads for Buildings and Other Structures.

QUESTION & ANSWER SHEET NO. 1

(Prepared on October 18, 2021)

QUESTION A: RECEIVED ON 09/21/2021 08:00 AM FROM SSFM INTERNATIONAL:

	<p>PART 5 OF 5</p>	
<p>5.12 SUBMISSION FORM J: WRITTEN QUESTIONS OR REQUEST FOR CLARIFICATIONS <i>Required Submission Form for Written Questions / Clarifications - Receipt Confirmation (Mandatory form use, please provide a separate form for each written question submitted.)</i></p>		
<p><u>A QUESTION TO BE ANSWERED OR A CLARIFICATION REQUEST ON CURRENT RFP INFORMATION.</u></p>		
<p>REQUEST NO. <u>1</u> FOR [] WRITTEN QUESTION, OR [X] CLARIFICATION</p>		
<p>DATE: <u>09/21/2021</u> TIME: <u>8:00am</u></p>		
<p>FROM: <u>SSFM International</u> <small>Company Name</small></p>		
<p>SENT BY: <u>Joseph Duenas</u> METHOD: <u>E- Mail</u> <small>Company's Employee Fax E-Mail Hand Delivery</small></p>		
<p>QUESTION OR CLARIFICATION: <u>(See Attachment)</u></p> <hr/>		
<p>ATTACHMENT PROVIDED? <input checked="" type="checkbox"/> [YES] or [NO] Describe attachment(s) below: <u>Attachment includes three (3) questions/ clarifications</u></p> <hr/> <hr/> <hr/>		
<p>UOG RFP NO. P21-01: ARCHITECTURAL & ENGINEERING SERVICES FOR IMPLEMENTATION OF THE U.S. DOC ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) GRANT AWARD NO. 07 79 07557 FOR THE UOG SCIENTIFIC EDUCATION & RESEARCH FACILITIES CONSTRUCTION PROJECT IN MANGILAO, GUAM</p>		
		<p>Part 5 of 5: RFP Submission Forms, Page 31 September 3, 2021 (Edition)</p>

WRITTEN QUESTIONS OR REQUEST FOR CLARIFICATIONS ATTACHMENT

Firm: SSFM International

Date: 09/21/2021

Questions/ Clarifications:

Part 1 of 5, Section 2 RFP Submittal Requirements

Under 2.2.C, item 4) references GSA Standard Procurement Requirements.

Question: What are the GSA Standard Procurement Requirements to be submitted in our proposal?

See ANSWER 1:

We are assuming these are the following documents:

See ANSWER 2:

5.05 FORM C: AFFIDAVIT RE DISCLOSING OWNERSHIP & COMMISSIONS
(Major Shareholders)

Government of Guam Requirement: AG Procurement Form 2 [Rev. 11/09/10]

5.06 FORM D: AFFIDAVIT RE NON-COLLUSION

Government of Guam Requirement: AG Procurement Form 3 [Rev. 11/09/10]

5.07 FORM E: AFFIDAVIT RE NO GRATUITIES, KICKBACKS AND/OR
FAVORS

Government of Guam Requirement: AG Procurement Form 4 [Rev. 11/09/10]

5.08 FORM F: AFFIDAVIT RE ETHICAL STANDARDS

Government of Guam Requirement: AG Procurement Form 5 [Rev. 11/09/10]

5.09 FORM G: DECLARATION re COMPLIANCE WITH U.S. DOL WAGE
DETERMINATIONS

Government of Guam Requirement: AG Procurement Form 6 [Rev. 11/09/10]

5.10 FORM H: AFFIDAVIT re CONTINGENT FEES

Government of Guam Requirement: AG Procurement Form 7 [Rev. 11/09/10]

5.14 EXHIBIT 01: EDA REGULATIONS AT 13 C.F.R. CHAPTER III; 108 pages
(Acknowledgement Receipt Form)

5.15 EXHIBIT 02: UNIFORM GUIDANCE – SEE 2 C.F.R. PART 200, SUBPART F:
AUDIT REQUIREMENTS

(62 pages, 02/12/16) (Acknowledgement Receipt Form)

5.16 EXHIBIT 03: U.S. DEPARTMENT OF COMMERCE ~ ECONOMIC
DEVELOPMENT ADMINISTRATION
EDA CONTRACTING PROVISIONS FOR CONSTRUCTION PROJECTS

(Acknowledgement Receipt Form)

5.17 EXHIBIT 04: UNITED STATES DEPARTMENT OF COMMERCE ~
ECONOMIC DEVELOPMENT ADMINISTRATION

SUMMARY OF EDA CONSTRUCTION STANDARD (Acknowledgement Receipt Form)

A Reference Tool for Construction Investments Made under Sections 201 or 209 of the
Public Works & Economic Development Act of 1965, as Amended (42 U.S.C. § 3121 et.
seq.)

- 5.18 EXHIBIT 05: COMPLIANCE WITH EDA DISASTER ASSISTANCE PROGRAM REQUIREMENTS FRAUD AWARENESS TRAINING (40 pages) (Acknowledgement Receipt Form)
- 5.19 EXHIBIT 06: DISCLOSURE OF LOBBYING ACTIVITIES (SF-LLL FORM), 2 Pages.
- 5.20 EXHIBIT 07: CERTIFICATIONS REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY & VOLUNTARY EXCLUSION LOWER TIER COVERED TRANSACTIONS AND LOBBYING (FORM CD-512)
- 5.21 EXHIBIT 08: NOTICE OF REQUIREMENTS FOR AFFIRMATIVE ACTION TO ENSURE EQUAL EMPLOYMENT OPPORTUNITY (EXECUTIVE ORDER 11248 AND 41 CFR PART 60-4)
- 5.22 EXHIBIT 09: FEBRUARY 25, 2021 (SER J4/0177) DEPARTMENT OF NAVY (JOINT REGION MARIANAS) LETTER TO UOG RE: Foreign Labor for the UOG Scientific Education & Research Facilities Construction Project (Acknowledgement Receipt Form)
- 5.23 EXHIBIT 10: CERTIFICATION OF COMPLIANCE ~ ARCHITECTURAL BARRIER (Acknowledgement Receipt Form)
- 5.24 EXHIBIT 11: CERTIFICATION OF COMPLIANCE ~ SEISMIC SAFETY COMPLIANCE (Acknowledgement Receipt Form)

Exhibits 06 and 07

Do we need to complete these forms if we are not a recognized lobbyist firm or are not involved in lobbying activities?

See ANSWER 3:

Exhibit 08

This Exhibit applies to Offeror's or Bidder's for construction contracts. Since this is for AE professional services, do we assume that this Exhibit does not apply and can be eliminated?

See ANSWER 4:

RIM

ALASKA

CALIFORNIA

GUAM

HAWAII

RFI#2

1. On page 2 of RFP instructions, it states "Proposal offers may be submitted electronically through UOG Procurement Office SHARE folder link." How will that information and instructions be shared with the Offeror?
2. On page 7 and 8 of the RFP it indicates Hard Copy Forms for submittal. Is this proposal ONLY electronically submitted? *[I don't understand the question]*
3. On page 19, item 3.3.A it states, "Submit completed SF 330 for all A/E team members." Does that mean each consultant (required discipline) on the team will have to submit a FULL SF 330 package? Or can we submit ONE SF 330 package and include all A/E team members in the Part I, Sections A-I, and Part II?
4. On page 19, item 3.3.B it has reference to Construction Contractors. Do we omit that section since this is only a Design Contract?
5. On page 20, items 3.5.B thru 3.5.E it indicates Construction period and construction activity. Since this is a Design Contract, and the requirements included are detailed per a Contractor generated schedule, do we omit those sections?
6. On page 20, item 3.6.A it indicates "bonding capacity". Since this is a Design Contract and designers do not bond their work, do we omit that section?
7. On page 20, item 3.7.C it has a section for "Construction Cost Estimated". Since this is a Design Contract, and the requirements included are detailed per a Contractor estimate, do we omit that section?
8. On page 23, item 4.2.B.3.1 states "Offeror shall submit no less than three (3) and no more than five (5) project examples. but in item 4.2.D.1 it states, "Offeror shall demonstrate corporate experience with no more than four (4) projects". Please confirm the correct number of projects to include, and do we put these projects in the SF 330 Part I, Section F. section?
9. On page 2, it notes "the project will be 83% funded by the grant and 17% by local matching sources" – does that mean that the construction budget is closer to \$10M instead of \$8.5M?
10. Does the Grant of \$8.5M include the design fees, permit costs, and FF&E costs?
11. Does an archeological survey need to be done of the property?
12. Does an environmental survey need to be done of the property?
13. Work Involved items 9 to 10 list "supervision", "inspections", and "CM services". Does this include Special Inspection per the IBC or DPW? Will subconsultants be required to perform construction progress reviews?
14. Insurance. Contractor Insurance section lists limits that exceed a subconsultant's current coverage for Prof Liability & General Liability. Will subconsultants need to meet these limits?

316 Heman Cortez Avenue
 Suite 300
 Hagåtña, Guam 96910

- See ANSWER 6
- See ANSWER 7
- See ANSWER 8
- See ANSWER 9
- See ANSWER 10
- See ANSWER 11
- See ANSWER 12
- See ANSWER 13
- See ANSWER 14
- See ANSWER 15
- See ANSWER 16

QUESTION D: RECEIVED ON 10/11/2021 10:00 AM FROM RIM ARCHITECTS



PART 5 OF 5



5.12 SUBMISSION FORM J: WRITTEN QUESTIONS OR REQUEST FOR CLARIFICATIONS

Required Submission Form for Written Questions / Clarifications - Receipt Confirmation
(Mandatory form use, please provide a separate form for each written question submitted.)

A QUESTION TO BE ANSWERED OR A CLARIFICATION REQUEST ON CURRENT RFP INFORMATION.

REQUEST NO. #3 FOR [] WRITTEN QUESTION, OR [] CLARIFICATION

DATE: 10/11/21 TIME: 10:00am

FROM: RIM Architects
Company Name

SENT BY: Shellee Javier METHOD: Email
Company's Employee Fax | E-Mail | Hand Delivery

QUESTION OR CLARIFICATION:

Clarification: Item 5.02 FORM B-1: OFFEROR'S QUESTIONNAIRE FORM and AIA DOCUMENT B305™-1993: ARCHITECT'S QUALIFICATION STATEMENT In the RFP Item 3.3 Proposal Contents, it does not mention the B305 Document. This seems like redundant information that will be provided in the SF 330. Please clarify if we have to submit both a Full SF 330 with 10 projects, and the B305 document with 3 projects, and can they be same projects if it is a requirement?
Thank you.

**See
ANSWER
17**

ATTACHMENT PROVIDED? [YES] or [NO] Describe attachment(s) below:



ANSWER SHEET NO. 1 (October 18, 2021)

Answer No.(s):

- 01:** GSA can mean "General Services Agency" or "General Services Administration" with the federal government, which is a federally controlled online site. For the purposes of UOG's RFP P21-01 please see AMENDMENT 1 item 3.
- 02:** The forms provided in PART 5 of 5 of the RFP are required submission forms and have no relation to the GSA term.
- 03:** See AMENDMENT NO. 1 item 5 and item 6.
- 04:** See AMENDMENT NO. 1 item 7.
- 5a:** You can submit the form with a single written question or attach a list of questions to the sheet.
- 5b:** Resolved.
- 06:** See AMENDMENT NO. 1 item 2.
- 07:** See AMENDMENT NO. 1 item 1.
- 08:** See AMENDMENT NO. 1 item 3; and omit all construction contractor references in the other sections.
- 09: PROJECT SAMPLES**

There are *Project Sample* for the FIRM (or CORPORATION, or PRIME) and *Project Samples* for the individual Team Members that demonstrate their experiences as Architects and Engineers doing similar basic services for similar projects (*in size, cost, purpose, or program*).

- A. RFP's PART 5 of 5: Document 5.02, Form B-1: OFFEROR'S QUESTIONNAIRE FORM ^{AG-35}
- B. **RFP Part 5 of 5, Document 5.02 AIA Document B108-1993**
AIA DOCUMENT B305-1993: ARCHITECT'S QUALIFICATION STATEMENT
For the FIRM submitting: three (3) Project Samples for Part 5 page 6.
For the PROPOSED TEAM: three (3) Project Samples for Part 5 page 7.
For the PRIME ARCHITECT: four (4) Project Samples for Part 5 pages 8, 9, 10, and 11.
- C. STATEMENT OF QUALIFICATIONS FOR SPECIFIC PROJECTS
For JOINT VENTURE/TEAM OFFEROR: One (1) Project Sample (page 12).
For PRIME FIRM: Five (5) Project Samples (page 16).
For PRIMARY CONSULTANT(s): Three (3) Project Samples (page 16).
- D. SUBMISSION FORM B-2: COVERSHEET FOR WRITTEN PROPOSAL OFFER
Attach your Written Proposal Offer behind this cover sheet. *Which is the result of following the instructions from the RFP's PART 1 of 5: Document 1.08: Attachment C: Proposal Offer Requirements & Instruction For Written Proposal*

*Offer; **SECTION 3** Submittal Format Requirements (Expanded/Detailed) as found on pages 19 through 21 – and as MODIFIED by AMENDMENTS.*

- 10:** The Construction budget is \$ 8,500,000.00 as stated.
- 11:** The \$ 8,500,000.00 does not include the A&E fees and FF&E. However, it does include the permit fee.
- 12:** See AMENDMENT NO. 1 item 11 (archeological survey).
- 13:** See AMENDMENT NO. 1 item 09 (environmental survey).
- 14:** **Inspections;** see AMENDMENT NO. 1 item 10.
- 15:** **Insurance;** see AMENDMENT NO. 1 item 11.

See RFP Part 4 of 5: CONTRACT DOCUMENTS. See Document 4.04 **AIA Document B108™-2009 Standard Form of Agreement Between Owner & Architect for a Federally Funded Project;** Article 2 Architect's Responsibilities; sub-article 2.5 (AIA page 3 or *page 10 of the RFP's Part 4 of 5*).

- 16:** See AMENDMENT NO. 1 item 12 (Exhibit 11 – Seismic Safety Compliance).
- 17:** See AMENDMENT NO. 1 Item No. 3 and 4.

October 1, 2021 @ 10:00 A.M.
UOG RFP No. P21-01 Pre-Proposal Conference

MINUTES
(Prepared October 5, 2021)

ATTENDEES

UOG Official Present

- A. Representing Procurement Office: Glenn Leon Guerrero, *Director of UOG-FMS* (glennlg@triton.uog.edu)
Facilities Management & Services Office (FMS) | Desk 735-2376
Sandra McAuliffe, *PCII, UOG-FMS* (smcauliffe@triton.uog.edu)
Facilities Management & Services Office (FMS) | Desk 735-2377
- B. Representing the Grantee: Cathleen Moore-Linn, *Director of UOG-RC* (cmoore@triton.uog.edu)
UOG Research Corporation | Desk 735-0250.
- C. Representing the Owner: ♦ David S. Okada, *Chief of Staff for President* (dsokada@triton.uog.edu)
UOG Executive Offices ~ Office of the President | Desk 735-2902
- D. Representing UOG - FMS: ♦ Roberto Tolentino, *Engineering Tech. II*, (tolentinor@triton.uog.edu)
Facilities Management & Services Office (FMS) | Desk 735-2382

Public Attendees (Interested Parties)

1. E.M. CHEN & ASSOCIATES Endy Chen & Alan Chen; alanc@emchen.com; 633-2881/3 & 777-0951.
2. EMPCO ~ ENGINEERING Ferdie Cabuhat; ferdie.cabuhat@empco.net; 638-5716 & 988-4331.
3. GUMA ARCHITECTS Ben Coronal; ben@guma.space; 989-4862.
4. RIM ARCHITECTS Phillip Noret; pnoret@rimarchitects.com; 687-2554 & 477-2125.
5. GHD Aaron Sutton; aaron.sutton@ghd.com; 727-6804.
6. AMORIENT Karen de Waal; karen.dewaal@amorient.com; 864-3313.
- ♦ Mateo Matanane; 483-9733.
- ♦ Hernan Bonsembiante; 482-3309.
- ♦ Steve Teves; 727-7692.
7. SSFM INTERNATIONAL Ed Hipolito; ehipolito@ssfm.com; 488-8325/0.
8. DESIGN PARTNERS INC. Neil Mercado; neil.mercado@designpartnersinc.com; 489-0877.
9. KHLG & ASSOCIATES Alfred Leon Guerrero; alfredlg@khlgassociates.com; 482-3330.
10. DMCSI Marte Hara Parr; marte@dylanmechanical.com; 969-2921/2/686-8687.
11. RELIABLE BUILDERS Ignacia Atalig; nada@abilitysolutionsllc.biz; 483-3639.
- ♦ Nacia Atalig; 483-3639.
- ♦ Eng Adrian; 727-2938.
12. ARCHITECT CRISTOBAL John Aguon; eacarchitect3@outlook.com; 649-4499.
13. DAVID HURCHANIK, ARCHITECT ♦ David Hurchanik; david@hurchanik.com; 472-3262 & 480-6134.

♦ = Names from the Contact Tracing Sheet for Room 261 that were not on the PPC Attendance Sheet.

BRIEF DISCUSSIONS

- 01: The conference location was changed to the UOG JELG-SBPA Building Room 261; and UOG's Procurement Office sent out notices by email on 09/30/21 to those interested parties registered with UOG. Notices were placed on all UOG FMS Building entry points advising unaware attendees to proceed to the new location.
- 02: Mr. Glenn Leon Guerrero, Director of FMS, started the introductions for UOG RFP No. P21-01's Pre-Proposal Conference; apologized for any inconveniences that the last-minute relocation may have caused; and introduced the UOG staff present.
- 03: All attendees were requested to fill-out the room's contact tracing sheet-in sheet and the attendance sheet for the Pre-Proposal Conference.
- 04: A complete hard-copy set of RFP P21-01 was made available to the attendees who wished to review the RFP packet to confirm the completeness of their RFP set. One attendee mentioned that their CD had only Part 1 and now realizes there are five parts to RFP packet. Note: The CD(s) being distributed should contain 17 pdf files that make the entire RFP packet. All were advised that UOG has now resolved the issues with its website link; and that Procurement's web menu now includes a link to download the entire RFP (all five parts). Anyone still having trouble will need to contact the Procurement Office. Any responses to questions provided in this PPC are not official and interested parties will still be required to submit in writing their questions or clarification requests directly to the Procurement Office; however, UOG will try to answer some of your questions today.
- 05: One attendee asked for clarification: *Is that a Design-Build or Design-Bid-Build project?* The answer given was this is a **(sequential design)** Design – Bid - Build project (*see newspaper advertisements and the introduction in page 1 of Part 1 of 5 of the RFP packet*). This RFP is for hiring the Architectural & Engineering (Basic) Services needed to make the construction bid packet.
- 06: UOG acknowledges receiving written questions and clarifications from two (2) firms to date, SSFM and RIM Architects. Next week, the first Amendment will be distributed that include a) Questions & Answers Sheet, b) the PPC Minutes, and other c) modification instructions.
- 07: One attendee asked for clarification: *What is the grant's total budget?* The answer given was \$10,279,549.00 which includes the design services.
- 08: One attendee asked for clarification: *How much environmental clearance still needs to done?* The answer given was that the awarded A&E firm may need to prepare Environmental Assessment document(s). Note that most of the required documentation was done by Cathleen Moore-Linn, Director of UOG Research Corporation. If EDA requires other information to finalize the project's NEPA determination; then awardee should be ready to provide needed information.
- 09: David Hurchanik asked *who the members of the Selection Committee are* and if they allowed to know who they are. The answer given was "the committee members are being established." The Procurement Office will prepare a list of the RFP's Proposal Offers received and will share that list with the committee members to verify that there is no conflict of interests between the selection committee members and the Offeror who submitted a proposal.
- 10: This RFP solicitation is seeking interested A&E Service providers who can develop the plans (construction drawings) and specifications for the two (2) facilities referred to as **UOG Scientific Education & Research Facilities Construction project** being funded by the EDA Grant; given the grant's budget and time (schedule) constraints described in the RFP documents.

ATTACHMENT 2


SCHOOL OF BUSINESS & PUBLIC ADMINISTRATION
 Office of the Dean

SIGN IN SHEET

DATE	TIME	NAME	REASON	CONTACT #
10/1	9:48	Alan Chen	Pre-Proposal	777-0951
10/1	"	Endy Chen	"	"
10/1	9:53	BEN CORONEL	"	989-4862
10/1	9:53	PHILLIP KLORET	"	687-2554
"	9:54	Aaron Sutton	"	727-6804
"	9:55	Karen de Waal	"	764-3313
10/1	9:55	MATEO MATANANE	"	483-9133
10/1	9:55	HERNAN BONVENIANTO	"	482-3309
10/1	9:55	STEVE TAVES	"	727-7692
10/1	9:55	EP HIPOLITO	"	488 8328
10/1	9:55	NEIL MARIANO	"	489-0871
10/1	10 AM	Alfred Leon Guerrero	"	482 3330
10/1	10am	Sandra McAuliffe, FAS	PPC	735-2377
10/1	10am	Gleyn Leon Guerrero	PPC	735-2376
10/1	10am	Cathleen Moore Linn	PPC	785-0250
10/1	"	David Huzethonk	PPC	480-6134
10/1	10:05am	MARTE HARA PARR	PPC	686-8287
10/1	10:05	Nadia Atalig	Reliable	483-3639
10/1	10:05	ENG Adriano	Reliable	977 2937
10/1	10:05	DAVID OEDA	PPC	688-1627



Phone: 735-2501/2520 | Email: sbpa@triton.uog.edu | Instagram and Twitter: @sbpa_uog |
 Email: sbpaconnect@triton.uog.edu | Facebook: @uogsbpa

ATTACHMENT 3

UNIVERSITY OF GUAM
ADMINISTRATION & FINANCE
Consolidated Procurement Office

REQUEST FOR PROPOSALS (RFP) P21-01 PPC ATTENDEE SIGN IN SHEET

UOG RFP NO. P21-01: ARCHITECTURAL & ENGINEERING (BASIC) SERVICES FOR EDA GRANT NO. 07-79-07557

DATE ISSUED: Friday, September 3, 2021
 PUBLISHED NOTICE: AMENDMENT NO. 1 (PPC_ATT)
 PRE-PROPOSAL CONFERENCE TIME: 10:00 AM AT UOG FMS - MOV 10 TO JEL-40 (PA ROOM) NO. 301
 PRE-PROPOSAL CONFERENCE MINUTES: DISTRIBUTION OF PROPOSALS
 DISTRIBUTION OF Q&A SHEET #1

QUESTIONS ANSWERED SHEET 1
 DISTRIBUTION OF Q&A SHEET #1

Draw prepared by: SAA-PCS on 10/5/21 - SAA
 Issued by: SAA-PCS (2021-047)

NO.	COMPANY NAME	ATTENDEE NAME & TITLE	EMAIL ADDRESS (PRINT NEATLY)	DATE	TIME	PROBATION # / FACILITY #	DATE	TIME	REC'D BY
1	E.M. Chen & Assoc	Eddy Chen		10/1	9:48	62-2021			
2	" "	Alan Chen	alan.c@emc.com	10/1	9:48	63-2023			
3	EM-PCS - ARCHITECTURE	RESERVE MEMBER	fendic.architect@emc.com	10/1	9:50	68-2023			
4	GUAM ARCHITECTS	PPC EXPERT	Van Nguyen - Space	10/1	9:53	68-5714			
5	RIM ARCHITECTS	Phillip Dorset	philip@rimarchitects.com	10/1	9:53	98-4531			
6	GHD	Amy Sutton	amy.sutton	10/1	9:54	987-9862			
7	AMERICAN	Karen de Wael	karen.de.wael@american.com	10/1	9:58	657-2554			
8	SSPM	BO HANON ITU	hanon.itu@sspm.com	10/1	9:58	471-2025			
9	DAI	WAL. WASSER	wal.wasser@daiconsultants.com	10/1	9:58	202-6824			
10	KHIG + ASSOCIATES	Adrian Low Co-ordinator VP	adrian.low@khigassociates.com	10/1	10:00	482-3330			

UOG GRANT PRESIDENT: *[Signature]*

PROCUREMENT OFFICER: *[Signature]*

REC - UOG

ADMINISTRATION & FINANCE
Consolidated Procurement Office

REQUEST FOR PROPOSALS (RFP) P21-01 PPC ATTENDEE SIGN IN SHEET

UOG RFP NO. P21-01: ARCHITECTURAL & ENGINEERING (BASIC) SERVICES FOR EDA GRANT NO. 07-79-07557

DATE ISSUED:
PUBLISHED NOTICE:

Friday, September 3, 2021

AMENDMENT NO. 1 (10/21)
DISTRIBUTION OF AMENDMENT 1

PRE-PROPOSAL CONFERENCE held on
PRE-PROPOSAL CONFERENCE MINUTES
DISTRIBUTION OF PPC MINUTES

10/01/21 AT 10:00 AM AT UOG FMS → MOVED TO
JELG-SSPAROOM NO. 281

QUESTION & ANSWER SHEET 1
DISTRIBUTION OF Q&A SHEET # 1

Draft prepared by SIM-PC2 on 10/01/21 → SMA
Issued by SMA 10/01/2021 (DAY)

BID SUBMISSION

Friday, October 29, 2021

NO	COMPANY NAME	ATTENDEE NAME & TITLE	EMAIL ADDRESS (PRINT NEATLY)	DATE	TIME	PHONE NUMBERS & FAX NUMBERS	DATE	TIME	REC BY
1	DMS-F	MARTE HAEA FREE	Maeze@dylanmechanical.com	10/1/21	1005	969-2921 969-2922			
2	Reliable Builders	Ignacia Atang	nadia@absltdesignsllc.biz	10/1/21	1005	435-8639			
3	ARCHITECT CRISTOBAL	JOHN C. AQUON	saarchitect3@outlook.com	11	11	679.4499			
4									
5									
6									
7									
8									
9									
10									

UOG STAFF
PRESENT

DAVID OKADA CAS
PROCUREMENT

FACILITIES MANAGEMENT & SERVICES

RC - UOG

ATTACHMENT 4

Handout # 1: UOG FUTURE BUILDINGS BEING PLANNED (PLOTTED ON CAMPUS MAP)



Handout # 2: PHOTO VIEWS OF SITE LOCATIONS FOR THE NEW 3-STORY WERI & NEW 2-STORY ANNEX EXPANSION FOR HEALTH-SCIENCE

PROPERTY LOT NO. 5376 NEW-3 Muunipality of Managilao, Guam



Site of New 3-Story WERI Facility



PROPERTY LOT NO. 5376 NEW-3 Muunipality of Managilao, Guam

Potential Relocation of Site for the New 3-Story WERI Facility



PROPERTY LOT NO. 5376 NEW-5-R1 Municipality of Managilao, Guam

Site of new annex addition to the UOG Health-Science Building

UNIVERSITY OF GUAM
ADMINISTRATIVE SERVICES
RFP NO. P21-01

UNIVERSITY OF GUAM
ARCHITECTURAL & ENGINEERING (BASIC) SERVICES
FOR EDA GRANT AWARD NO. 07 79 07557

The University of Guam is soliciting proposals for the Architectural & Engineering (Basic) Services for the design and construction of a new annex addition to the UOG Health-Science Building. The project is located on Property Lot No. 5376, New-5-R1, Municipality of Managilao, Guam. The project is to be completed within 180 days of the start of construction.

SCOPE OF WORK: The Architectural & Engineering (Basic) Services shall include the following:

1. A **PRELIMINARY DESIGN** of the new annex addition to the UOG Health-Science Building, including the preparation of a preliminary site plan, preliminary floor plan, preliminary elevations, and preliminary sections. The preliminary design shall be completed within 60 days of the start of the project.
2. A **FINAL DESIGN** of the new annex addition to the UOG Health-Science Building, including the preparation of a final site plan, final floor plan, final elevations, and final sections. The final design shall be completed within 120 days of the start of the project.

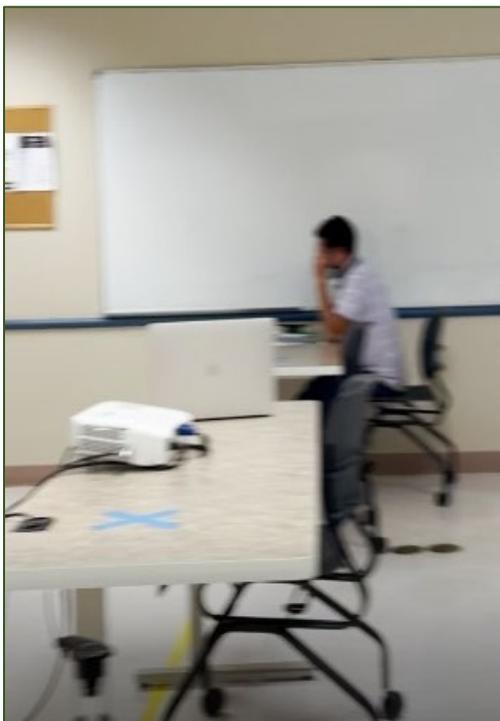
PROPOSAL SUBMISSION: Proposals shall be submitted to the University of Guam, Office of Administrative Services, 1000 University Avenue, Agaña, Guam 96916. Proposals shall be submitted in both hard copy and electronic format. The deadline for proposal submission is 10:00 AM on October 1, 2021.

FOR MORE INFORMATION: Please contact the University of Guam, Office of Administrative Services, at (671) 735-2000.



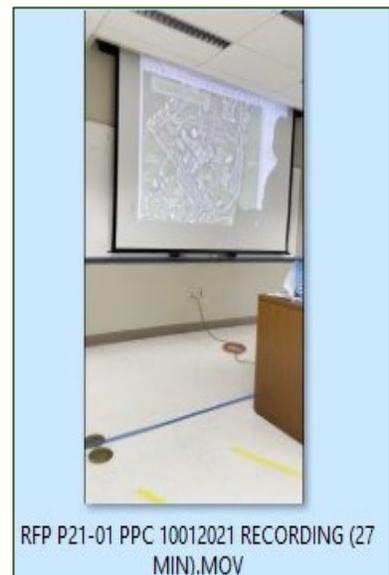
ATTACHMENT 5

10/01/21 10:00 AM Pictures from the Pre-Proposal Conference held in the JELG-SBPA Room 261:





RECORDING (27 MIN)



RFP P21-01 PPC 10012021 RECORDING (27 MIN).MOV

10/01/21 10:30 AM Pictures from Site Visit to the New WERI Site:

