



**ADDENDUM NO. 1 TO RFQ/RFP NO. 213**  
**FOR**  
**FULL SERVICE**  
**ARCHITECTURAL AND ENGINEERING SERVICES**  
**AT**  
**San Bernardino High School – Building M “Maker Space” Project**

June 5, 2018

This Addendum No. 1 shall be included as part of RFQ/RFP NO. 213 and all related documents.

The text of the Request for Qualifications/Proposals (“RFQ/P”) is amended as follows (revisions are shown in blue font.):

**PURPOSE OF THE RFQ/P:**

NOTICE IS HEREBY GIVEN that the San Bernardino City Unified School District (SBCUSD) Facilities Management Department acting by and through its Governing Board, hereinafter referred to as the DISTRICT, is soliciting and issuing this Request for Qualifications/Proposals (“RFQ/P”) and will receive qualifications submittals up to, but no later than **June 14, 2018** by **3:00 p.m.** from interested individuals, firms and entities who can provide professional full service architectural and engineering design services (“Services”) for the San Bernardino High School Maker Space Project.

The purpose of this RFQ/P is to select a qualified consultant to provide architectural and engineering design services for the District for the San Bernardino High School Maker Space Project. The design should address both short and long term District and campus educational goals and objectives for project. For a more detailed Scope of Work, please see “Exhibit A” to this RFQ/P.

Respondents should note that qualifications received may also be used by the District to develop a shortlist of qualified firms for the design of a separate second project, currently envisioned to be an elementary school modernization with a total project budget of approximately \$6 million.

Responses must be submitted in a sealed envelope, addressed as indicated on the front page, with the name and address of the firm in the upper, left corner, under which should be clearly printed: **RESPONSE TO REQUEST FOR QUALIFICATIONS/PROPOSALS FOR SAN BERNARDINO HIGH SCHOOL MAKER SPACE BUILDING.**

For additional information regarding the District, please visit the San Bernardino City Unified School District Internet web site at [www.sbcusd.k12.ca.us](http://www.sbcusd.k12.ca.us) or by calling (909) 381-1100.

And later section changes as follows:

## **PROCUREMENT PROCESS OVERVIEW**

The District is seeking to procure full service architectural and engineering design services for the San Bernardino High School Maker Space Project. This selection process for these services will be a two-step process. The first phase (Phase I) is focused on the qualifications of the proposing firms as judged by elements including but not limited to; the submitted staff qualifications and related experience, the firm's demonstrated experience and creativity as evidenced in your submittal, and the strength of references cited.

Entities submitting qualifications proposals in response to Phase I of this procurement process shall bear, at their own expense and without reimbursement by the District, all costs and expense associated with their participation in the process of preparations and submittal responding to the request for qualifications phase.

Those firms who are "shortlisted" and advanced to Phase II of the [San Bernardino High School Maker Space Project selection](#) will be compensated with an \$8000 stipend to help defray proposal development and/or presentation costs of the Phase II portion of the competition. (See *section below for additional detail regarding the stipend.*)

Following the receipt and scoring of qualifications submittals, up to three (3) selected ("shortlisted") firms will be notified of their advance to the second phase (Phase II) of the [San Bernardino High School Maker Space Project selection](#) process, a design competition. (Notifications to shortlisted firms are expected to take place on or about July 2, 2018.)

[Respondents to the Phase I request for Qualifications should note that qualifications received may also be used by the District to develop a shortlist of qualified firms for the design of a separate project, currently envisioned to be an elementary school modernization with a total project budget of approximately \\$6 million. Firms shortlisted for this possible alternate project would be invited at a later date to submit design proposals. The project parameters and details are still pending. At this time it is not anticipated that the separate second design procurement would include a stipend being awarded to the firms shortlisted for that project.](#)

To aid the shortlisted firms in preparing their design concepts, The District will schedule "visioning sessions", led by representatives of the District's Master Planning Architect. These are face-to-face confidential exchanges between the shortlisted proposers and the primary stakeholder(s) of the project. These are planned to be held during the week of July 9, 2018 with the goal of assure a full understanding of stakeholder goals for the projects and the requirements of the design competition phase responses.

END OF ADDENDUM NO. 1