1) Who is on the Selection Committee?

Selection Committee for this project will be composed of Paul Leef, Director of Planning, Design & Construction, Philip A. Simpson, AIA, Assistant Director of Facilities Planning, Facilities Planner, Tom McGann, Director of Athletics, John Krueger, Department of Intercollegiate Athletics, and Candy Roberts, Design Review Board. Phone numbers can be obtained by searching the CU-Boulder Phone Directory.

2) Does any firm have an advantage in the selection process?

The University of Colorado at Boulder selects firms solely on the qualifications listed in the RFQ and expanded in the Information Packet. Prior work of any kind at the university is not a guarantee that a particular project will be given to a firm. On the other hand, the fifth criteria, (Understanding of the Project), often is demonstrated by firms familiar with the building and programs. Clearly, any firm that can thoroughly research the project, synthesize concepts for the successful execution of the idea, and demonstrate that for the selection committee will succeed in getting this project.

3) How does the university feel about out-of-state consultants?

CU-Boulder has no policy prohibiting or encouraging out-of-state firms, however experience has shown that in-state firms provide better service to the university. Out-of-state firms must demonstrate that their experience is superior to that of in-state firms. Firms that partner with local firms should have experience with other projects, so that contractual arrangements have been worked out in advance of this project.

4) Are there any specific sub-consultants that are needed for this project?

The University uses a two step selection process for the selection of major sub-consultants. We would ask that you submit three firm names for each sub discipline that you anticipate will be necessary. We will discuss those in-house and with you to determine a ranked list for you to negotiate with during contract negotiations. We will use this process because there is no design required in this solicitation.

5) The RFQ implies that in-state firms must be in the lead, is that correct?

No, that assumption is incorrect. The RFQ's wording is to make sure that the engineer or architect of record is licensed in the State of Colorado. Any firm holding such a license may submit as the lead firm. Please refer to Question Three above and note that an out of state firm will have to demonstrate how their level of service will exceed that of in-state firms, particularly in the areas of capability, understanding of the project and methodology.
6) There are several inconsistencies in the day of the week in the proposal. Can you clarify the due date?

The due date is **Thursday**, August 2, 2012. We apologize for the confusion.

7) We noticed the Pre-application meeting was non-mandatory; could you elaborate on your view on why it is not necessary for a firm to attend the meeting?

The pre-submittal meeting is an opportunity for firms to find out general information about the project and the submittal process, at their option. For the RFQ submittal, we are primarily looking at engineers’ and architects' qualifications and not expecting much about this specific project at this time. Finally, we have found that many firms may have previous commitments on a pre-submittal meeting date.

8) Where and how do we submit our RFQ?

Submittal procedures are explained in the RFQ information packet; however, some additional clarification is required about addressing mail to Facilities Management. When mailing items through the US Postal Service, the item must go through Campus Mailing Services, which exclusively uses the campus mailbox designation 453 UCB. Express services (e.g. FedEx, UPS, DHL) and couriers deliver directly to Facilities Management's offices located at 1540 30th Street.

If a firm elects to use US Postal service, address the package as:

Paul M. Leef, AIA Campus Architect, Director PD&C  
Facilities Planning  
Facilities Management  
453 UCB  
Boulder, Colorado 80309-0453

**NOTE:** allow an extra day for delivery

Express mail and couriers should be addressed to:

Paul M. Leef AIA Campus Architect, Director PD&C  
Facilities Planning  
Facilities Management  
1540 30th Street, Room 301  
University of Colorado at Boulder  
Boulder, Colorado 80309

Of course, you may always deliver the submittals in person to the 30th Street address, Room 301.
9) At the pre-submittal meeting, you stated that the plan for the staircase being constructed as a part of the East District Energy Plant (EDEP) would be provided. Is it available?

The plan is included on the Construction Open Submittal page along with this FAQ. http://www.colorado.edu/facilitiesmanagement/pdc/construction/open.html

10) Is housing for athletes included in the master plan?

The university's philosophy is that athletes should be integrated into campus life as much as possible. This includes housing and dining where new facilities are perceived as meeting the needs of all students. There are no plans to segregate student athletes from the general population, thus there is no need for athletic housing and it will not be part of the master plan study.