

CP142789  
Recreation Facilities Improvements

REQUEST FOR QUALIFICATIONS for  
ARCHITECTURAL SERVICES

ADDENDUM No. 1

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**Date Issued:** August 12, 2011

**Contact:** Thomas E. Goodhew, Facilities Planner  
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**Proposal Due:** August 16, 2011;

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The following clarifications, additions, deletions, and revisions to the Request for Proposals are hereby made and do become a part of these Contract Documents.

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It will be the responsibility of Respondents to submit the information contained in this addendum to all their sub-consultants. Acknowledge receipt of all addenda in the space provided on the Proposal Form. Failure to do so may subject the Respondent to disqualification.

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**Addendum No. 1, dated 08/122/11, consists of 4 pages.**

**CLARIFICATIONS TO THE DOCUMENTS**

| <b>Item Reference</b> | <b>Description of Clarification</b> |
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| IV. | Selection Criteria - Replaced in its entirety as follows to correct formatting inconsistencies. |
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**IV. SELECTION CRITERIA**

Consultant responses shall furnish credentials to be evaluated according to selection criteria established by the Board of Regents. These criteria include:

**A. Project Team**

- Location within Colorado of the team's principal office, and availability and appropriateness of and need for special consultants.
- Specific leadership staff from each member firm that will be assigned to the project including their roles and responsibilities.
- Evidence of experience and qualifications of staff that will be assigned to this project listing prior experience on projects of a similar type, size and complexity.

## **B. Firm Capabilities**

- Size and location of each firm that is a team member.
- Information technology techniques used to manage projects including but not limited to BIM software.
- Familiarity with institutional projects and availability of adequate resources (staff and facilities) to appropriately handle a project of this size and complexity (e.g. work load projections for firm and staff).

## **C. Prior Experience with projects of a similar scope and budget**

- Demonstrated firm design expertise, qualifications, and experience with similar projects. In particular, the submittal shall describe collegiate recreational facility design of the proposed team.
- Evidence of experience and qualifications for providing architectural design services to a public entity.
- Experience with designing to a program and budget.
- Experience working with student groups to understand user requirements while controlling expectations to meet project constraints.

## **D. Project approach to planning, scheduling, and managing this project or one of similar scope and budget**

- Commitment to projects of this size, scope and magnitude.
- Ability to collect, organize, synthesize, and communicate complex information from several university administrative and student groups in a timely manner.
- Description of the firms cost estimating procedures and methodologies.

## **E. Sustainability, Design and Understanding of the project and University goals**

- Demonstrated interest and understanding of this particular project (a collegiate recreation, sports and student life facility), by this organization (a major university), in this particular place (Boulder, Colorado).

- Sensitivity to the goals and objectives of the mission of Recreation Services, CUSG, Rec. Board and the requirements as reflected in the Program Plan.
- Approach to meeting the sustainability goals outlined in this Information Packet and in the program plan.

**F. Demonstrated understanding of the financial responsibilities in achieving this project**

- Ability to scale work performed to fall within the client's limited budget.
- Maintaining the proposed project schedule incorporating the scope of work and the dates listed in this information packet.
- Acknowledgement that the fee for this project is anticipated to be approximately \$5.4 million and that it includes all services discussed in this solicitation.
- Anticipated percentages of the effort and the fee devoted to the design effort for the major components of this project.

**G. Commitment to the University of Colorado at Boulder Design Guidelines**

- Recognition of the importance of the role of the campus architecture in defining CU-Boulder as a unique place.
- Certification of having read the Boulder Campus Design Guidelines available at <http://www.colorado.edu/facilitiesmanagement/pdc/architect/documents/CU-DesignGuidelinesFINAL3-14.pdf>  
This should include a discussion of the design architect's vision or process for accomplishing this project within the Design Guidelines.
- Understanding of the University of Colorado's design process, and responses consistent with the Boulder campus requirements.

To maximize the University's understanding of the consultant's credentials and qualifications, the University reserves the right to request of any consultant further clarification of its position or to supply additional information deemed necessary to further assess the consultant's qualifications, or to reject any or all responses received.

A screening committee, chaired by the Campus Architect or designee and composed of representatives from Recreation Services, Student Government, Design Review Board and Facilities Management staff, will review the submittals, conduct oral interviews, and provide a ranked recommendation of three applicants to the University Administration for approval.

**END OF ADDENDUM #1**