

ADDENDUM 1

for

**RFQ for Planning and Conceptual Design Services
UNIVERSITY OF CALIFORNIA, AGRICULTURE AND NATURAL RESOURCES (UC ANR)**

**Locations Statewide, including Research & Extension Centers in Fresno, Imperial,
Mendocino, Orange, San Mateo, Siskiyou, Tulare, Yuba, and Ventura Counties**

This Addendum is part of RFQ Documents for the subject project issued July 2025.

Revisions to the RFQ Documents:

1. REVISE Advertisement for a Request for Qualifications, page 1 to read:

Submit qualification no later than **Monday, August 11, 2025 by 5:00 PM** via email to **Vkovacevic@ucanr.edu**. At the University's sole discretion, submissions received later than this date and time may be rejected and returned unopened.

2. REVISE Submittal and Insurance Requirements, page 6 to read:

Submit qualification no later than **Monday, August 11, 2025 by 5:00 PM** via email to Violeta Kovacevic, Contract Administrator at Vkovacevic@ucanr.edu, UC-ANR Facilities Planning & Management, 2801 Second Street, Davis, CA 95618.

3. REVISE the following item on page 11, first paragraph of Selection Criteria to read:

"Written narrative must not exceed **12** pages and shall provide sufficient information to allow the University to evaluate the Consultant's approach, experience, staff and availability."

Note: The Cover Letter, The Statement of Qualifications questionnaire and Rate Sheet are not included in the 12-page limit.

Additional Questions and Answers from the RFQ.

The following additional questions and answers were provided during the RFQ period:

1. **Question:** Approximately how many firms do you intend to select?
Answer: 3-5 firms, but it will depend on the applicants' credentials and experiences.

2. **Question:** Could you please explain the relationship of UCANR to UC Davis?
Answer: UC Agriculture and Natural Resources (UC ANR) is a statewide division of the University of California that works in partnership with UC Davis and the other UC campuses to conduct agricultural and natural resources research and outreach. For purposes of this RFQ and any future agreements, UC ANR operates separately from the UC campuses or UC Offices of the President.
3. **Question:** Who is part of the selection committee for this RFQ?
Answer: The selection committee consists of UC staff.
4. **Question:** Can we include our team members' resumes in an Appendix? Would it be acceptable to include a short bio and proposed role for each team member within the 12 pages, and then one-page resumes at the end of the submission?
Answer: Please submit short bios and roles for each member within the 12 pages of written narrative. Should we require any additional information, the selection committee will reach out directly to the firm.
5. **Question:** Scope of Services includes cost estimating. Should we provide Qualifications and rates for a cost estimating consulting firm?
Answer: Not required for this RFQ.
6. **Question:** The RFQ notes planning and conceptual design services. Do you anticipate construction of new facilities within the 3-year term of the consulting agreement? If so, which locations?
Answer: Information is not available at this time
7. **Question:** Are resumes included in the 12 page maximum?
Answer: Please submit short bios and roles for each member within the 12 pages.
8. **Question:** Are there specific sub-consultants that we should include?
Answer: Not at this time.
9. **Question:** Scope of Services (Page 7) - "Ongoing Services: Selected firm may be required to act as the planner for a given location, providing ongoing support for a period of up to three years." Based on this statement of the scope of services does this mean that we are precluded from any follow-on Architectural services on the development of the design?
Answer: Yes.
10. **Questions:** Statement of Qualifications: "8. List 5 major projects constructed within the past 5 years that indicate your experience with similar projects:" **Question 1:** Can the projects requested include Masterplan and Feasibility work aligned with the scope of this request?
Answer 1: Yes, the masterplan and feasibility work can align with the master work.
Question 2: Can the experience listed be extended to include the last 10 years?
Answer 2: No.
11. **Question:** May we reformat the Statement of Qualifications form if we make sure to include the same information?
Answer: No, UC ANR established this format for its review purposes.

12. **Question:** 2nd bullet point under submittal requirements -- the request to “elaborate on a minimum of three projects listed in question 8 of the form” -- are you asking for this elaboration (with data, photos/graphics, team info) to be included within the SOQ form, or later, under the “Written Narrative” section?
Answer: In the written narrative.
13. **Question:** May we show projects that are in progress under the “Written Narrative” experience section?
Answer: Yes
14. **Question:** Is the point of this pool to create master plans, programming and bridging documents for design-build project delivery?
Answer: Yes.
15. **Question:** Scope of Services (Page 8): “Summarize anticipated project entitlements, including if required local approvals and permitting, and CEQA assumptions for UC ANR staff review.” Please confirm that the selected consultant is to provide UC ANR with a summary of the project entitlements and CEQA assumptions.
Answer: Yes, the selected firm(s) could be responsible for identifying the required project entitlements through other municipalities and CEQA assumptions; however, in most situations, UC ANR will rely on the Regents of the University of California’s entitlement authority.
16. **Question:** If you have any insight into how the University hopes to handle developing the REC’s varied programs and whether you anticipate hiring multiple firms.
Answer: The selected firms should have design experience working with public firms designing a wide array of uses, including but not limited to conference rooms, small labs, test or demonstration kitchens, educational facilities, and administrative offices. The selected design firm(s) will have an understanding the needs and requirements for each REC through an upfront investigative process. This requirement could have 3-5 selected firms for future projects.
17. **Question:** Is the UC ANR an authority having jurisdiction over the review of documents for permit (similar to UC campuses)? Are these facilities under the UC system’s review responsibility or would projects be going to the local jurisdictional authority where they’re physically located?
Answer: UC ANR is part of the UC system which has its own jurisdictional authority. However, in some cases the project may rely on some local services or utilities and would need to consult with and gain approval from those local jurisdictions.
18. **Question:** RFQ indicates the on-call contract running for up to three years. Is there a monetary total limit on the maximum professional design fees over those three years?
Answer: UC ANR is hoping to establish a bench of 3-5 companies. Our lowest consulting agreement can be as low as \$5K, and the highest can be as high as over \$1 million. Participation and selection under this RFQ does not guarantee issuance of any agreement in the future.

19. **Question:** Will the interviews be in person or virtual?
Answer: Interviews will be held virtually.
20. **Question:** Is the contract negotiable? If we do have comments on the agreement, can we submit them as part of our submission, or is the contract fixed?
Answer: Generally, the terms of our contracts are non-negotiable.
21. **Question:** Is there an inventory of anticipated projects and locations that can be shared?
Answer: No, the purpose of this RFQ is to select design firms with the appropriate experience, creativity, and resources to service UC ANR's requirements. This RFQ is designed to highlight a firm's ability.
22. **Question:** To what extent do these projects need to fit within UC Standards, understanding they are not necessarily on academic campuses?
Answer: UC ANR is part of the UC system and is therefore required to comply with its policies, including UC Facilities Manual, Sustainability Policy, and other related standards and state laws for planning and carrying out capital public works projects.
23. **Question:** Can you share a construction budget range?
Answer: Not at this time.
24. **Question:** What is the typical approach to procurement with builder partners? It looks like some of these are D/B or Design Assist.
Answer: The University's procurement will be in accordance with CAPCC and UC policies.
25. **Question:** Is funding secured already, and how do you procure your funding?
Answer: UC ANR's projects will have funding in place prior to the issuance of RFQs for specific projects.
26. **Question:** How can we fully understand your goal for 25% SBE/DVBE/DBE/WBE participation? Is this goal to be understood applicable evenly across the contract or is it to be applied to every future scope as applicable?
Answer: This is addressed in UCOP resource manual: <https://www.ucop.edu/design-construction-services/programs/small-business-enterprise/index.html>, and <https://www.ucop.edu/design-construction-services/programs/sbe-program/sbedvbe-resource-page.html>.
27. **Question:** Project Types: Please provide a sampling of the specific project types UC ANR will be undertaking.
Answer: For a sample of project types, please review our webpage at <https://ucanr.edu/site/facilities-planning-management/projects-and-information-contractors>.
28. **Questions:** Has the University developed applicable Master Plans or Capital Improvement Plans for each REC location to guide decision-making priorities?
Answer: The University is in the process of initiating a systematic upgrade to all its research and extension centers (RECs). At this time, the University has not developed master or capital improvement plans for the RECs, which are part of this RFQ.

29. **Question:** Has the University identified potential projects that would be covered under this request?

Answer: We have generally defined projects which will be further developed in the future.

30. **Question:** Have any feasibility studies, reports, or assessments been performed for the anticipated projects?

Answer: 3rd party reports for some of the RECs have been completed, but it should be assumed that any due diligence on future projects will require these reports to be updated.

31. **Question:** Each project could require a different set of specialty sub-consultant services; could the University confirm whether or not subconsultant information should be included in this response? (i.e., Civil Engineering, Landscape Architecture, Structural Engineering, Mechanical Engineering, Plumbing Engineering, Electrical Engineering, IT, A/V, Security, Building Automation, CASp Consultant, third-party Cost Estimator, etc.)

Answer: Subconsultants should not be included as part of your submittal.

32. **Questions:** When necessary, will third-party Geotechnical services be contracted directly by the University?

Answer: Yes, the University will contract directly with third-party providers.

33. **Question:** When building renovations are proposed, will as-built drawings or 3D scans of the existing buildings be provided?

Answer: As-builts will be provided, if available.

34. **Question:** In addition to supporting cost estimating efforts, should we include qualifications for in-house development of cost estimates?

Answer: Yes, please include your qualifications for developing in-house cost estimates.

All other conditions shall remain the same.

UCANR

July 28, 2025