



JANUARY 31, 2025

ADDENDUM NO. 3

RECREATION CENTER FEASIBILITY STUDY

RFQ 2024-081

Proposers are directed to revise and incorporate into their responses the following answers to questions posed during the allowed proposal timeframe:

Question 1: Please confirm the deadline for SOQs. On the front cover of the RFQ it says February 5, but on page 13 it says February 8?

Answer: The correct deadline for SQQ's is February 5. Please note that this has been revised via Addendum No. 1.

Question 2: On page 2 item 5, it states that "one (1) complete consolidated electronic copy of files in PDF format on a flash drive" must be submitted along with two hard copies. However, on page 13, section VII, it only states "One (1) original and one (1) copy of the Statement of Qualifications are required." Is a flash drive required, or no?

Answer: The correct submittal requirements have been revised via Addendum No. 2. Please note that Respondents can submit via either method:

- Via the BidNet Direct at <https://www.bidnetdirect.com>.
- or
- One (1) original and one (1) copy of the Statement of Qualifications with one (1) complete consolidated electronic copy of files in PDF format on flash drive.

Question 3: Do any of the following required items count towards the page count?

- a. Conflict of Interest Questionnaire
- b. Non-Exclusion Affidavit for General Contractors
- c. Prohibition On Contracts with Companies Boycotting Israel – House Bill 89
- d. References
- e. Contractor's Signature Page
- f. Secretary of State Filing Certificate/Partnership Agreement
- g. IRS W-9

Answer: No, the following required items will not count towards the page count.

Question 4: Would it be possible to remove or increase the page limit? With 6 required sections, each with their own tab, the information requested will not fit within 10 pages. If not...

- a. May resumes in sections B and C be exempt from page limit? We often like to showcase full page resumes to highlight our depth of experience, but this would take the majority of the 10-page limit.

- b. May project examples in section D be exempt from page limit? We often like to showcase projects on full pages to highlight our depth of experience, but this would take the majority of the 10-page limit.

Answer: No, as the intent of SOQs are to be a straightforward and concise description of the firm's ability to meet requirements of RFQ.

Question 5: Would it be possible to remove the font size limit or decrease it to 10? If not, may captions under images be smaller than size 12 font?

Answer: No, the font size is standard in all solicitations. Yes, the captions under images may be smaller than standard 12 font.

Question 6: Page 13 section VI states "Provide any brochures or other marketing literature you wish to include in your submittal." Will these not be counted toward the 10-page limit?

Answer: No, but please be cognizant of Evaluation Committee bandwidth to review based on condensed timeline.

Question 7: What is the required "Certification page"?

Answer: The intent is to Respondent is in full knowledge and accordance of specifications and requirements, inclusive of addenda.

Question 8: When do you anticipate responding to questions? With the question deadline so close to the proposal deadline, we would appreciate the release of answers prior to the question deadline as many questions affect our strategy.

Answer: We will respond to questions in accordance with *Schedule of Important Dates*, identified on page 6 of solicitation.

Question 9: Is the pre-bid meeting for the (RFQ) NO. 2024-081 Rec Center Feasibility Study required for respondents to attend?

Answer: No. the pre-submittal conference for RFQ 2024-081 Recreation Center Feasibility Study is not mandated for Respondents to attend.

Question 10: Regarding the pre-submittal conference, which will be held at 10:00 a.m. tomorrow (Tuesday, January 28, 2025), is there a dial-in or MS Teams meeting? If so, can you provide that information? We would like to attend virtually.

Answer: The pre-submittal conference associated with RFQ 2024-081 Recreation Center Feasibility Study does not offer a dial-in or MS Teams meeting option. Please note that all questions posed (prior to meeting and up to Question Submittal Deadline) will be complied and released via Addendum on Friday, January 31, 2025.

Question 11: Does the City have any ideas for potential sites?

Answer: Not currently. Please note that this information is internal but will be communicated to selected/awarded firm.

Question 12: Who will the Evaluation Committee consist of?

Answer: The Evaluation Committee will include primary stakeholders, inclusive of Director of Parks & Recreation and City Manager.

Question 13: On page 11 Section V. Submittal Requirements, it references an example of completed feasibility study. Is this included in 10-page limit?

Answer: No, it will not be included in 10-page limit. Please include as a link or an attachment.

Question 14: Has a budget been established for this particular project?

Answer: No. The estimated budget should come from the feasibility study.

Question 15: An example of a completed feasibility study is required as part of the response. A number of companies and agencies prohibit the sharing of their studies. May we redact the example feasibility report to maintain client confidentiality?

Answer: Yes.

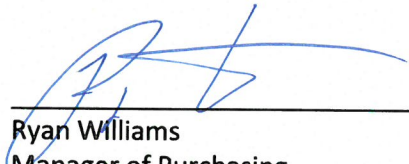
Question 16: Is the anticipated facility new construction or addition/alternation of an existing facility?

Answer: New construction.

Question 17: Is there a specific requirement regarding the discipline of the architect (e.g., commercial, landscape, etc.)?

Answer: No, there is not a specific requirement for the discipline of the architect.

If you should have any other questions, do not hesitate to contact the Purchasing Office via email at purchasing@cityofmesquite.com.



Ryan Williams
Manager of Purchasing

ACCEPTANCE:

We, the undersigned, do hereby acknowledge receipt of this Addendum No. 3 to Solicitation RFQ 2024-081; Recreation Center Feasibility Study and agree to the instructions herein written.

Company Name

Authorized Signature

Date