



Design Services RFQ Questions as of 4/2/15

1. Where can I find the link to form SF-330?
 - a. It can be found on the RFP page of our website: <http://www.firstlineschools.org/firstline-rfps.html>
 - b. Important note: please download this form and open it in Adobe Reader (or another version of Adobe). If you are using a Mac or a web browser like Google Chrome, the default reader is not compatible with this form.
2. Part of the Evaluation Criteria are the qualifications and experience of sub-consultants.
 - a. Do they need to fill out the SF-330 form?
 - b. Or Do we need to include they resumes?
 - c. Answer: Any firm you plan to subcontract with should be listed on the SF330. Resumes and projects both the prime and the subcontractors have worked on should be listed, highlighting the ones they worked on jointly.
3. I'm trying to find out if there has been any general contractors chosen for these schools as of yet?
 - a. No - this RFQ is the first step we're undertaking.
4. Can you please tell me the estimated budget as well as how many schools are considered "multiple elementary schools"?
 - a. We believe it is 1-2 schools but do not yet have a budget for them. We need assistance from a design firm to get an idea of what it would realistically cost us to build a school.
5. Can a Licensed Professional Geoscientist with a license for Hazardous Waste Treatment or Removal in Louisiana be substituted for the Environmental Engineer sub-consultant?
 - a. Yes, if, as the architect, you believe that person can provide the services you need for this project.
6. The RFQ states "Statements of Qualifications shall only be submitted on FirstLine Standard Qualifications Form SF-330. An electronic file is available on FirstLine's website at <http://www.firstlineschools.org/SF-330>" and then later says "Additionally, failure to submit all of the information on Standard Form FIRSTLINE/BAYOU DISTRICT-AE (09-10-04) shall be considered non-responsive and may be disqualified."

Can you please clarify that the SF330 form available for download via your website is the "Standard Form FIRSTLINE/BAYOU DISTRICT-AE titled 09-10-04" form required by the RFQ? The SF330 available for download does not contain that title and has a different date.

- a. yes, please use the SF330 form that is available for download on this page of our site: <http://www.firstlineschools.org/firstline-rfps.html>
- b. **See question 9 for additional clarification.**



7. The highlighted text first states that only the Prime needs to submit the form, then it states that Consultants need to submit the form. Please clarify: Do consultants need to fill out their own Standard Form that is attached to the Prime's Form?
 - a. Only the Prime needs to fill out the form, consultants do not. We apologize for any confusion.

8. Is there a limit for the number of example projects or pages in Section F: Example Projects of the SF330 form?
 - a. No.

9. Which form should we be using? The one included in the RFQ? Or the SF330 that was posted to the FirstLine RFP site and referenced **in question 6 above**.
 - a. Please note: we will accept EITHER The form in the RFQ document OR the form that we posted separately and refer to in the Q&A document. If you have begun to complete the SF330, please plan to submit that. If you have not yet begun completing a form, please complete the one included in the RFQ document. No company submitting an RFQ will be penalized or rewarded for which form is utilized, both are acceptable.

10. To what extent will the RSD or OPSB be involved in this effort? If they are not involved, could you explain how FirstLine and Bayou District will secure appropriate funding?
 - a. The RSD and/or OPSB are not involved in this construction project.
 - b. We are working on securing appropriate funding via a variety of channels, though none are confirmed as of yet. We are considering tax exempt bonds, new market tax credits, traditional bank financing, and working with a company that specializes in building charter schools. We need to engage an architect to be able to continue down any of these paths.

11. What is the anticipated budget/construction costs?
 - a. Please see **question 4 above**.

12. There is language that mentions tenant improvements. Have you already ID'd the buildings/sites that would receive care via this solicitation? If so, can you share their names/location?
 - a. No. We do not yet have a building for this project. We are working on finalizing an MOU for the site and will share that once it is official.

13. In order to maximize the involvement of small businesses, is there a prescribed percentage you would like us to meet? And to clarify, points will be awarded for either a prime submitting as a SBE/WBE/MBE etc. or as a team which comprises representation from the small business community, correct? Is one weighted more favorably?
 - a. As an organization, we have a goal of at least 35% utilization of socially and economically disadvantaged businesses as certified a SLDBE and or UCP for all public spending or private projects that utilize public funding and/or incentives, such as this contract.
 - b. This is a Request for Qualification process, not a Request for Proposals, therefore there is no scoring rubric. We are expecting that we may work with a variety of qualified architects on a variety of projects.