

**Addendum #1 to RFP #05132011  
Facility Master Plan Study  
McHenry County College**

This Addendum is in response to the inquiries from potential bidders. This Addendum constitutes changes to the specifications as sent out in the original RFP and other pertinent information shared with all vendors. All changes and information listed on this Addendum should be considered as the official modifications to the specifications and should be included in your proposal with these in mind.

Please acknowledge your receipt of this addendum by attaching a signed copy of the addendum with your proposal response.

Received and acknowledged by: \_\_\_\_\_

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**What is the budget or anticipated range for fees? Having an understanding of your expectations will help us organize our team and responses accordingly.**

Please refer to items #1-9, Basis of Award. We are required to follow Illinois law.

**Is there any preference in scoring or regulations regarding “local” or in-state firms?**

No

**Is there a preferred completion date for the master plan and for the pre-design services of any projects identified by the master plan? Are there any known or preferred milestones for reporting at phases to the Administration and Board?**

There is a preferred completion date for the successful candidate to deliver the final and completed Master Plan by March 1<sup>st</sup> of 2012.

**Is there a current facility master plan available for review, preferably an electronic version? Is that document similar in scope and format to what you anticipate for this new document? We found on your website the PDF versions of the several studies noted in the RFP but there was no mention of an existing facility master plan.**

The Facility Master plan done in the year of 2004 has been put on the website as a link.

**Will the planning services include preparation of enrollment projections, space utilization calculations, and space needs projections? Or will we be provided such analyses from the college or state annual reports? We found no mention of such services but the resulting data would be useful to the planning process.**

This will be done in a collaborative way with the College providing most of the data or assisting in developing the information.

**As mentioned in Section 3, c. on p. 11, please clarify your expectations of “architectural and educational specifications” for a master plan. Also, in this same item, are you requesting a formal architectural space program for every project identified by the master plan?**

Section 3C is on page #7 not #11. We are looking for modeling needed to visually represent the Colleges future layout and design.

**How does MCC intend to participate in the BIM process? Are there BIM-based drawings of the existing buildings and site?**

There are not B.I.M. drawings of the existing facilities. We don't have the ability to participate in producing B.I.M. drawings.

**Does the college currently utilize BIM for visualization, coordination, or construction related purposes, and is BIM expected to be a future facilities management tool for the college? Does the college have a BIM model of the existing buildings already?**

We do not currently use BIM but we will be requiring it for future projects. We do not have a BIM model of existing buildings at the present time.

**Please clarify the degree of pre-design and design work expected as outlined in Section 3, d, f, g, j, k, and l on pgs. 11 and 12. The point of separation between concepts generated within a master plan context and schematic design of specific projects is unclear.**

The only category that is not necessary to do during this planning is item #g. It will be done when we get ready to build the building.

**Please clarify how we should respond to item h on p. 11 in context with the prohibition of any fee-related information as defined in Section 1-9**

We do not understand your question. The fee for this project will be negotiated when a final agreement is worked out with the successful proposer.

**What procedures are required and are there any restrictions to visiting the campus and touring the buildings?**

There are no restrictions for visiting the campus during our normal scheduled work days, Monday-Friday. We would appreciate an advanced notice when you will be on campus.

**Item G. in the response outline suggests a preliminary schedule for accomplishing the FMP. Do you have a completion date established for presentation to MCC?**

There is a preferred completion date for the successful candidate to deliver the final and completed Master Plan by March 1<sup>st</sup> of 2012.

**It would be helpful to know what your expectations are, not for implementation, but completion of the study.**

We want to have the Plan done by March 1<sup>st</sup> if possible.

**Do you have a completion date established for presentation to MCC?**

The deadline for your proposal to be in our office is April 28, 2011 at 10 a.m. CST

**To what extent do you anticipate that the faculty and students will available to participate in the master plan process?**

We will expect them to participate in structured settings.

**What drawing resources and in what format (e.g. AutoCAD, BIM, etc.) can the College provide the selected architect?**

Currently the drawing are a mixed collection.

**Section 3/Item l. references "AutoCAD/BIM." Is it the College's intent that all plans be prepared in Revit or is a choice provided the architect to produce drawings in either AutoCAD or Revit.**

We can discuss that but prefer B.I.M.

**Will the firm selected for RFP 0322011 be allowed to submit for the Facility Master Plan RFP?**

Yes

**Is there a timeframe for executing the Facility Master Plan?**

No, it will depend on funding.

**Will a complete report of facility condition analysis for all buildings be provided for review or will a complete building assessment be part of the scope of work?**

Facility Condition Report is complete and will be available for use when the Facility Master Plan is being completed.

**Are surveys and building plans available?**

Yes

**Are there geotechnical studies available?**

No

**Are wetlands and floodplain/way identifies?**

No

**Is storm water management plan in place?**

Partially

**Is a traffic study completed?**

Yes, may not be current enough

**What is the current zoning or is there planned unit development in place?**

Planned Unit Development is in place.

**Has a program been preliminary developed?**

No

**What is the tentative schedule for decision making process past May 13<sup>th</sup>?**

The final selection hopefully will be made in July.

**Will there be a set shortlist number or will it be based upon qualifications with no limit?**

We will develop a short list.

**What is the process for picking up copies of the supporting documents (i.e Strategic Plan, et al)? Is there a difference from the online links to the printed documents?**

The Facility Condition Report is so large that we only made the summary available. The total report could be reviewed in our office if necessary.