



**City of Phoenix**  
OFFICE OF THE CITY ENGINEER  
DESIGN AND CONSTRUCTION PROCUREMENT  
200 W. Washington Street, 5<sup>th</sup> Floor  
Phoenix, Arizona 85003-1611

**CHILDREN'S MUSEUM OF PHOENIX  
GO BOND EXANSION  
ARCHITECTURAL SERVICES  
AR0000022  
RFx6000001633**

**NOTIFICATION NO. 1**

**JULY 19, 2024**

This notification letter shall become part of the Request for Qualifications for the above referenced project.

Q1.	Are any grant funds supporting the project that have time requirements for contract execution or substantial completion of construction?
A1.	<b>Not currently.</b>

Q2.	Will the existing windows or doors be renovated or replaced as part of the interior skin?
A2.	<b>Existing windows or doors aren't being replaced. Damaged windows or doors will be replaced by the City of Phoenix. Egress doors will be part of the project scope and added at basement level in northeast side of the building. There is a distant possibility that windows may be modified in the future to access outdoor space, but not expected as part of this RFQ.</b>

Q3.	Is the museum currently receiving federal tax credits for its national registry status? If yes, will the secretary of interiors standards apply for preservation guidelines?
A3.	<b>The museum is not receiving any tax credits.</b>

Q4.	Are the following reports available, lead, asbestos, mold, structural evaluation by a licensed engineer?
A4.	<b>There is lead paint, No abatement for asbestos, microbials or mold. The full environmental report will be shared with the selected firm.</b>

Q5.	Are consultants required to be registered on the vendor portal?
A5.	<b>Yes.</b>

Q6.	To what extent are As-Builts available?
A6.	<b>As-Builts will be available to the selected firm.</b>

Q7.	What are the special structural reinforcements expected?
A7.	<b>More than likely, a limited amount of structural reinforcement will be necessary due to age of building and code. There may be a need for structural designs based on the programming of spaces. This will be part of the pre-design effort and determined by the structural engineer of the selected firm.</b>
Q8.	What rooms need occupancy certificate?
A8.	<b>All rooms as part of this project will need Occupancy Certificate.</b>
Q9.	We understand that the facility completed a Facility Conditions assessment (FCA) in 2022. Will this FCA be shared with the RFQ responders?
A9.	<b>The FCA will be provided to the selected firm.</b>
Q10.	Has any preliminary programming or imaging workshop happened, or will programming be part of the Project scope of services? Has any workplace strategy discussion or planning occurred? If any programming documents or summaries are available, will that information be shared prior to the submittal date?
A10.	<b>An “Imagine Workshop’ has taken place to gain feedback from the community but no programming decisions have been made. Any exhibit design discussion will take place during the pre-design with the selected firm.</b>
Q11.	The RFQ scope of work mentions “identify private and public utility assessments.” Will a civil engineer be hired directly by the City/owners or should civil engineering services be included in the RFQ response?
A11.	<b>A Civil engineer will not be hired by the City. Civil engineering services will be the responsibility of the designer.</b>
Q12.	Does the project scope anticipate any building additions or exterior sitework or landscape scope? Or is the project scope expected to be limited to the existing interior building spaces?
A12.	<b>There will no be any additions to the building. Exterior sitework is being considered and will be addressed in pre-design with the selected firm.</b>
Q13.	Will the City handle any archaeological studies of the unexcavated spaces?
A13.	<b>The City will be responsible for any archeological studies for the project</b>
Q14.	Is utility easement identification necessary? If so, wouldn't the city have an ALTA from previous renovations?
A14.	<b>Unknown if utility easement is necessary. To be investigated by selected firm.</b>
Q15.	In section 4 Statement of Qualifications Evaluations Criteria, item B, bullet point 3. This seems like a cut and paste from Section A. Do our consultants really need to provide original contract value and final contract value on projects that they've worked

	on as consultants? Please advise. Could even for item 4 too, project start date and completion date. These two items seem more relevant to the prime firm experiences.
A15.	<b>Criteria A asks for Firm experience. Criteria B asks for Team, Key Personnel and Subconsultants experience.</b>
Q16.	Would you anticipate the projects scope of work to require landscape architectural design services for various site improvements such as landscape and hardscape?
A16.	<b>Exterior sitework is being considered, but not included in the RFQ. Exterior work, if any, will be addressed in pre-design with the selected firm.</b>
Q17.	In reviewing the RFQ, we saw that the selected firm may be asked to consult on potential exterior programming, however, exterior spaces were not discussed in the pre submittal. We wanted to confirm if exterior spaces will be included in the project scope?
A17.	<b>Exterior sitework is being considered, but not included in the RFQ. Exterior work, if any, will be addressed in pre-design with the selected firm.</b>
Q18.	On the organization chart, it specifies to include “current professional licenses and certifications” – do you want to see digital copies of the licenses or simply list the license numbers?
A18.	<b>List name of license/certificate and license/certificate number(s) is adequate.</b>
Q19.	The online portal specifies different instructions for submitting the SOQ. Can you confirm we must all do 3? a. Submit an SOQ through the online portal b. Submit title 34 design bid build responses in person at 200 W. Washington Street c. Email SOQ to Tom Carroll Contract Specialist II Tom.Carroll@phoenix.gov
A19.	<b>Use only the RFQ Submittal Requirements directions.</b>
Q20.	Can we print our SOQ as a double page spread, understanding that the total page would not exceed the equivalent of fifteen 8.5” x 11” pages?
A20.	<b>It is up to you how you print your SOQ as long as it meets and does not exceed the requirements listed in the RFQ.</b>
Q21.	Is there a maximum file size for City of Phoenix email submissions?
A21.	<b>Submitting SOQ to the CS’s email does not have a maximum file size limit.</b>
Q22.	Can you clarify whether the scope of work will include the replacement of exterior windows and doors?
A22.	<b>Existing windows or doors aren’t being replaced. Damaged windows or doors will be replaced by the City of Phoenix. Egress doors will be part of the project scope and added at basement level in northeast side of the building. There is a distant possibility that windows may be modified in the future to access outdoor space, but not expected as part of this RFQ</b>
Q23.	Are the lighting upgrades for functional lighting or for exhibition lighting?
A23.	<b>This will be determined with the selected firm in the pre-design phase.</b>

Q24.	Confirm if the abatement is to be done by the contractor or abatement specialist, and not the design team?
A24.	<b>Any required abatement will be performed through a City of Phoenix contracted vendor.</b>
Q25.	For the exterior programming, should a landscape architect be included on the team?
A25.	<b>No, this will be addressed with the selected firm during the pre-design phase.</b>

All other terms and conditions remain unchanged.

*Tom Carroll*

Tom Carroll  
 Contracts Specialist II  
 CITY OF PHOENIX  
 DESIGN AND CONSTRUCTION PROCUREMENT

\*\*\*\*\*END OF NOTIFICATION\*\*\*\*\*

