

**November 14, 2011**

**Requests for Qualifications  
For the Regional Agency Headquarters Facility  
At 390 Main Street, San Francisco:  
Renovation and Seismic Retrofit Design**

**Questions & Answers 1:  
From Proposers' Conference and Tour at 390 Main on November 10, 2011**

Q1 In the first Minimum Qualifications on page 3 of the RFQ:

- A. Who is the “principal designer” who must have participated in two alternative delivery projects?
- B. Can you clarify the types of experience that will be accepted?

A1 A. The principal designer is the person from the architecture firm who is responsible for management of the work of the entire A/E team. The principal is not necessarily the architect of record; the principal would be responsible for management of the architect of record.

- B. For projects built by a Construction Manager at Risk (CMAR), the principal would have been responsible for management of the A/E team that produced the design documents. For design-build projects, the principal would have been responsible for management of the A/E team that was the subconsultant to the General Contractor (also acceptable is if the General Contractor was a subcontractor to the A/E team).

BAHA's intention in setting this requirement is to ensure that the principal has been responsible for designing in a collaborative delivery method. Preparing bridging documents alone for a design-build project does not satisfy this requirement.

Proposers are invited to inquire in advance if other alternative delivery methods besides CMAR and Design-Build will satisfy this requirement.

Q2 In the second Minimum Qualifications on page 3 of the RFQ:

- A. Who is the designer of record?
- B. What is considered a “multistory commercial property”?
- C. Does new construction qualify?

- A2      A. The designer of record is the person who will stamp and sign the drawings and specifications. Designers of record must carry an active license in the State of California at the time of SOQ submission, and the structural engineer of record shall be a licensed California Structural Engineer.
- B. BAHA used the term multistory commercial property to emphasize that, for example, an office building (governmental included), hotel, or medical center would be a similar project, while an industrial warehouse, parking structure, stadium, or airport hangar would not. Conversions do qualify; for example, the conversion of an industrial warehouse to a multistory office building would qualify.
- C. New construction does not qualify; the projects used to demonstrate qualification must be renovations (tenant improvements are acceptable) or retrofits that are each 200,000+ square feet.
- Q3      Does the RFQ have a small, local, or disadvantaged business enterprise requirement?
- A3      No.
- Q4      Does the project have federal, state, or city funding?
- A4      No. The project is being funded by the Bay Area Toll Authority.
- Q5      How will the Construction Manager at Risk (CMAR) contract work?
- A5      The Construction Manager (CM) will be selected early during design and will work collaboratively with the A/E firm in developing a constructible project. The CM will develop and bid subcontracts and become the General Contractor.
- Q6      What will be the contractual relationship between the A/E firm and the Construction Manager at Risk (CMAR)?
- A6      We do not anticipate there being any contractual relationship between the A/E firm and the CMAR. The A/E firm will be under contract with BAHA. The CMAR will be under contract with BAHA. The A/E firm and CMAR will have a collaborative relationship during design. This does not preclude the A/E firm from contracting with the Contractor on other concurrent Design-Build projects.
- Q7      Why is the initial contract for schematic design only? Or will the A/E be retained to complete the design?
- A7      The initial contract will be for schematic design because the final scope of work has not been determined. Once the final scope of work is determined, BAHA anticipates amending the initial contract to include completion of design, and then construction administration.
- Q8      Are the Core Services in Appendix A listed in order of priority?

- A8 No. All are important elements. The goal of the project, as stated on page 3 of the RFQ, is to “make ready 390 Main in San Francisco for its new use as the Regional Agency Headquarters Facility...” We do recognize the extent of what can be done will be influenced by the established budget for construction, and the A/E team will be tasked with designing the project within budget.
- Q9 BAHA has completed due diligence work during its purchase of 390 Main. Are firms that participated in this work precluded from this RFQ?
- A9 No. The due diligence work that was previously performed has not given any team an unfair advantage.
- Q10 Will BAHA make due diligence material available to the Proposers?
- A10 Yes. Due diligence material can be found linked to the following site:  
[http://www.mtc.ca.gov/news/current\\_topics/9-11/headquarters.htm](http://www.mtc.ca.gov/news/current_topics/9-11/headquarters.htm).
- Q11 The RFQ states design or selection of furniture, fixtures, and equipment (FF&E) may be included in the A/E's scope of work. Does the \$53 million construction budget include the purchase of furniture, fixtures, and equipment?
- A11 No, there will be a separate budget for the purchase of FF&E.
- Q12 Are floor plans available for 390 Main Street?
- A12 Rough floor plans have been included in various due diligence material uploaded to the above-noted website. See pages 57-64 of:  
[http://www.mtc.ca.gov/pdf/dd/Property\\_Condition\\_Assessment\\_Marx\\_Okubo.pdf](http://www.mtc.ca.gov/pdf/dd/Property_Condition_Assessment_Marx_Okubo.pdf).  
BAHA does not guarantee the accuracy of these drawings, and the furniture configurations are likely not current.