



EUGENE SCHOOL DISTRICT 4J  
ADDENDUM #1  
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**PROJECT:** Request for Statements of Qualification for Architectural Services for Design North Eugene High School.

**DATE:** April 24, 2019

**TO:** Prospective Proposers

**SUBJECT:** Addendum #1 to the Request for Qualifications

### **Questions and Responses**

**Question:** Section 5.1 of the North Eugene High School RFQ requests “annual dollar volume figures for the past five years”. Please clarify if this is gross revenue for the firm or construction project cost totals?

**Response:** It is the gross revenue for the firm.

**Question:** Please clarify the last date for questions concerning this RFQ.

**Response:** The last day for questions regarding the RFQ is April 24, 2019 at 5 p.m.

**Question:** Section 5.2, Can you please be more specific about which resumes you want to see: key personnel from architecture firms only? Or key personnel from architecture firms and listed sub consultants?

**Response:** Resumes to be included should be those key personnel to be assigned to this project from the architecture firm or firms.

**Question:** Please share who will be reviewing proposal responses and/or who is on the selection committee?

**Response:** The members of the review committee have not yet been finalized. Committee members will all be employees of Eugene School District 4J.



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**Question:** Section 5, Does “maximum 15 pages” mean one face of a page, or double-sided pages?

**Response:** Maximum 15 pages means one face of a page (single-sided).

**Question:** Section 5, Submittal Requirements: Are front/back covers and the table of contents included in the 15 page maximum?

**Response:** Table of Contents is included in the 15 page maximum. Resumes, Proposed Certification Statement Form and Cover Letter are not required to be included in the 15 page maximum.

**Question:** Section 5.3, Recent Firm Educational Facility Experience – since we are required to provide 10 years of project data on a chart for this section, can the chart be formatted on an 11x17 page to make more room?

**Response:** It is acceptable to use an 11x17 “Z-fold” Page for the chart in Section 5.3, it will count as one page.