Addendum #2 is added and shall become part of the RFP document posted April 8, 2019. Respondents shall acknowledge receipt of this Addendum on their proposal.

The following questions, and their responses, are addressed in this addendum:

Q: Addendum No. 1 references meeting notes as available information. We did not see these uploaded to the Minnesota State vendor website. Can the notes and the pre-proposal walkthrough PowerPoint be issued with a future addendum?
   A: These will be uploaded and made available as part of Addendum 2

Q: Can the current reroofing drawings be shared? The link from Minnesota State’s vendor website titled “Media Center Final Bid Docs” appears to be the same information as “Media Center Library”.
   A: This will be uploaded and made available as part of Addendum 2

Q: Is a roofing consultant going to be required as part of the design team?
   A: Yes

Q: Is any soil boring information available in the area near the proposed addition?
   A: Not at this time, but will be obtained by the College if necessary. We would expect the A/E firm to direct the location of the borings

Q: Please describe the desired design process from the College’s perspective. Will we be meeting with a committee, who will be on the committee, and is there going to be a single decision maker for the campus?
   A: The design firm will be meeting with a committee represented by students, staff, faculty, foundation staff and administrators. The College Provost or his designee will be the decision maker for the campus.

Q: Please clarify the status of project funding.
   A: The Foundation has fully funded the design phase of the project. The other funding details are clearly spelled out in the pre-design document. Please refer to the project budget worksheet. The Capital Campaign for the project begins in May, and will be completed before the project goes out to bid.

Q: Please share the most recent Comprehensive Facilities Plan.
   A: A copy of the 95% complete plan will be uploaded and made part of this Addendum. NOTE that since we are part of the Northeast Higher Education District, our plan is intended to be a component of a future NHED plan. That is why it is not a “100%” version, and has not been
approved by Minnesota State. It would be part of the NHED plan when that process is completed.

Q: Please clarify which documents must be attached to the Proposal submitted by our firm.

A: Firms are required to submit one original Transmittal form with their responses. The required form is attached. Please attach the following to the Transmittal form: affidavit of non-collusion, Workforce Certification Information, affirmative action data page, location of service form, organizational conflict of interest statement and immigration status certification.

NOTE: The “location of service form” and the “immigration status certification” items are not required for the transmittal.

NOTE: the affirmative action data page is now called the Workforce Certification Information. This is the form that was attached to the RFP.