RFP – ADDENDUM #1
Owner’s Representative RFP
St. Paul College
East Tower Masonry Restoration and Window Replacement Project

April 1, 2019

A mandatory pre-proposal informational meeting was held on March 29, 2019 at 1:30 p.m. The sign-in sheet from that meeting is attached to this Addendum.

The following items from the RFP are clarified and/or updated as follows:

A. Page 5, paragraph 3, states the project will be completed in two phases, though the schedule included shows only one construction phase. Final construction schedule will be developed with the Construction Manager (CM) when they are on board. The Owner’s Representative (O.R.) candidates should base the hours in their proposal on the matrix attached to this Addendum.

B. Page 6 shows a Project Schedule table. Please replace this schedule with an updated version attached to this Addendum which moves up the hiring of the CM by approximately 4 weeks and allocates 2 more weeks to the Schematic Design phase.

C. Page 9, Mandatory Information Meeting, shows an incorrect email address for Scott Wilson. The correct email is listed on Page 14, Information Contact.

D. Section 3, Vendor Requirements, Design Phase, Page 11, number 2: Delete this sentence in its entirety. As we discussed at the information session, the campus will qualify the Construction Management firm. Replace instead with the following:

   a. Assist the campus with the evaluation of CM firms who submit qualifications for the RFQ for this project. Review the CM RFP document with the campus and distribute to shortlisted CM firms.

E. Section 5, Submission, Page 22. Submittals are due at 1:00 p.m. on Wednesday, April 10th, as shown in the schedule table on Page 7.

Be sure to acknowledge that you have received this addendum in your proposal response.

Scott Wilson, Vice President of Finance and Operations, St. Paul College

Attachments: Updated Owner’s Representative Matrix
               Updated Schedule table

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SPC EAST TOWER MASONRY O.R. MTG.

3/29/2019

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7.

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