



FALLBROOK UNION ELEMENTARY SCHOOL DISTRICT

Request for Qualifications #426-25-26 Architectural Design Services Addendum No. 1 October 20, 2025

Purpose: This Addendum forms a part of and modifies the Request for Qualifications (RFQ) 426-25-26 Architectural Design Services dated September 15, 2025. All firms submitting a response must acknowledge this and all Addenda issued for this RFQ.

Addendum:

1. Would the district like us to include resumes or project references from subconsultants in an appendix that does not count toward the page limit?

Response: Responses to "3. Items for Inclusion IN SOQ" is limited to 25 pages. Please do not add to appendix, as appendix should contain descriptions, illustrations, photographs, etc., of school district projects. Reference pgs 7-8 of 86 "Required Submittal Documents Section: A and C. You may include under re-labeled K "Other".

2. Would the district like us to include fee schedules from subconsultants in an appendix that does not count toward the page limit?

Response: Responses to "3. Items for Inclusion IN SOQ" is limited to 25 pages. Please do not add to appendix, as appendix should contain descriptions, illustrations, photographs, etc., of school district projects. Reference pgs 7-8 of 86 "Required Submittal Documents Section: A and C. You may include under re-labeled K "Other".

3. After reviewing the RFQ, we noticed the section titled "*Client Reference List*" does not have a section letter assigned. Could you please confirm whether this should be designated as item **J**, with "*Other*" re-labeled as item **K**, or if the *Client Reference List* is intended to be included as part of the *Fees* section?

Response: Yes, "Client Reference List" should be designated as item J and "Other" should be re-labeled as item K. Reference pg 5 of 86 "Items for Inclusion in Statement of Qualifications".

4. Will the District accept hand-delivered submittals?

Response: No, the District will not accept hand-delivered submittals. Method of delivery: via USPS, FedEx, UPS or other means of delivery with tracking. Reference pg 2 of 86 "General Information" Section B. 2.

5. Does the "blue-ink" reference a requirement for wet signature or is digital graphic signature acceptable?

Response: The original SoQ shall be submitted and signed in blue ink, by an authorized individual or officer of the firm submitting the SoQ. Reference pg 2 of 86 "General Information" Section D.

6. Can the District provide the Facilities Long-Range Master Plan (2024)?

Response: The District does not intend to include the Facilities Long-Range Master Plan for purposes of this RFQ.

7. Are front and back covers excluded from the page count?

Response: Yes, the front and back covers are excluded from the page count. Reference pgs 4-5 of 86 "Items for Inclusion in Statement of Qualifications".

8. In the RFQ outline, the "Client Reference List" item appears to have been skipped in the alphabetical sequence. Can the District confirm whether this should be Item J and "Other" should be Item K?

Response: Yes, "Client Reference List" should be designated as item J and "Other" should be re-labeled as item K. Reference pg 5 of 86 "Items for Inclusion in Statement of Qualifications".

9. Do the project references need to be at a point where construction is 100% complete? For example, we would like to list a project for which construction is 75% complete.

Response: References can be from a project that is not 100%. Four of the references can be for existing clients. Reference pg 5 of 86 "Items for Inclusion in Statement of Qualifications" Revised Section J "Client Reference List".

10. Regarding Section J – Other (page limit 5): Are these pages required to be placed at the end in a separate section, or can they be distributed within other sections of the proposal?

Response: Please place (5 page limit) Section J, re-labeled to Section K "Other" in this section and do not distribute within other sections of the proposal. Reference pg 5 of 86 "Items for Inclusion in Statement of Qualifications" Revise Section K "Other".

11. Does the cover letter count toward the overall page limit?

Response: The Cover Letter will not count toward the overall page limit.

12. Does the four-page limit for resumes also include the organizational chart, or may the chart be submitted separately?

Response: You can include the organizational chart in Section C or you may choose to add to section J, re-labeled Section K "Other" as part of the 5 page limit in this section. Reference pgs 4-5 of 86

13. Were wondering if hand delivery would be acceptable, or if you're only accepting deliveries through USPS, FedEx, UPS or similar services?

Response: No, the District will not accept hand-delivered submittals. Method of delivery: via USPS, FedEx, UPS or other means of delivery with tracking. Reference pg 2 of 86 "General Information" Section B. 2.

14. The RFQ notes that an "original" copy must be signed in blue ink and also references an "unbound" copy. Can you please confirm if the unbound copy and the original are one and the same? If so, should the "original" be labeled on the outside of the proposal package?

Response: Yes, the unbound copy and the original are the same and need to be signed in blue ink. The "original" does not need to be labeled outside of the proposal package. Reference pg 2 of 86 "General Information"

15. Is it acceptable to include projects currently in DSA review that have not yet been constructed?

Response: It is acceptable to include projects currently in DSA review. These projects should be listed in the Appendix. Reference pg 8 of 86 Section C "Optional Presentation Brochure"

16. May we include projects in construction phase that are substantially complete before occupancy?

Response: It is acceptable to include projects in construction phase. These projects should be listed in the Appendix. Reference pg 8 of 86 Section C "Optional Presentation Brochure"

17. Are consultant hourly rates required, or should we provide only the Architect's rates?

Response: Consultant hourly rates can be included under re-labeled K "Other". Reference pg 5 of 86.

18. For section I – Client Reference List, may we include client references from projects outside San Diego County?

Response: References from projects outside of San Diego County are acceptable.

19. In Section 5 – Evaluation, Paragraph 3.2 refers to "experience with public works projects." Please confirm whether this refers specifically to public school projects?

Response: Yes, it is specific to Public Works in public school projects within San Diego County. Please reference pg 6 of 86, Section 5 – Evaluation 3.2.

20. Under required Submittal Documents, Section A limits the proposal to 25 pages. Please confirm that Sections B (Required Attachments) and C (Optional Presentation Brochure) are not included in this 25-page limit.

Response: Correct, Sections B & C are not included in the 25 page limit. Reference pgs 7-8 of 86 Sections B & C.