



Date: March 7, 2024

To: All VENDORS, BIDDERS, and RESPONDENTS

Addendum Number #1

Questions/Answers

****THIS ADDENDUM SHALL BE RETURNED WITH THE RFQ SUBMISSION****

Interior Architecture Design Services
RFQ #24-002

This Addendum forms part of Alliance's RFQ #24-002. All other requirements of the original specifications remain in effect.

- The last day for receiving questions regarding this project was March 6, 2024
- Qualifications are due: March 15, 2024 by 3:00 p.m. ET.
- Qualifications must be emailed to: admcontracts@alliancehealthplan.org
- All Addenda to be posted on the Alliance website <https://www.alliancehealthplan.org/about/rfps/>
- The following questions have been received, and are answered herein:

ITEM #	VENDORS, BIDDERS OR RESPONDENTS QUESTION	ALLIANCE HEALTH RESPONSE
1	Re: Testfits - There is reference to tesfits being available within the RFQ, can those be shared at this time?	Test fits will be shared with the most responsive firm(s).
2	RE: Testfits - For the reference to Tesfit provided by others, can you confirm who was involved in the testfit development?	Turner & Townsend Heery provided test fits to confirm if the space would meet the program requirements.
3	RE: Consultants - Confirm any consultants that will be contracted to the Client/PM that design team would coordinate with?	Turner & Townsend Heery Owner's project manager. AV/IT, Security, Furniture
4	RE: Consultants - Designer assumes consultants such as MEPFP and if needed Structural, Acoustician, AV/IT integrator, food services and any role that would impact the completion of the project directly will be contracted through the designer.	Designer consultants such as MEPFP and if needed Structural, Acoustician should be contracted through the designer. No food service design is required. AV/IT integrator will be contracted through Alliance
5	RE: Consultants - How does the partnership with the PM group affect the design teams contract and decision making within the consultant partnerships and contractor selection?	PM reviews RFQ responses based on the documentation submitted as it pertains to the evaluation criteria.
6	RE: Budget - Has a budget been established for the two locations and does it consider costs associated with expediting completion of the Charlotte location given the July1, 2024 date?	The best qualified firm will be selected, regardless of cost and if pricing is outside of budget limitations, negotiations will commence.

7	RE: Standards - Please confirm what level of standards/guidelines the Client has for these type spaces and does it include AV/IT and infrastructure requirements or will these need to be set by the design team as part of the design process?	Coordination of location for data and electrical with furniture and AV will be required.
8	RE: Space Description - Space is described as training and administration. Are there occasions where public or clients will be there? Does the program need reception and brand experience at the level to host outside people?	Branding is done internally.
9	RE: Space Description - Are there any programmatic requirements that involve Alliance specific Healthcare standards/requirements?	No healthcare services are provided at this site. This is administrative office space with training functions for internal employees and providers.
10	RE: Existing Conditions - Are digital base plans available for both locations and can you confirm the format? CAD? BIM?	Digital base plans are available in CAD and pdf.
11	RE: Existing Conditions - Will Alliance be repurposing or relocating existing equipment or furniture? Will the design team be responsible for taking inventory of existing product and evaluating condition for re-use?	Yes, Alliance will be repurposing or relocating existing equipment and furniture. The design team will not be responsible for inventory of existing product and evaluating condition for re-use. The design team will be responsible for identifying locations for data/electrical connections in conjunction with the furniture.
12	RE: Section 3.0 - Within the schedule it notes "negotiations complete". We do not see a request for fees required within the RFQ. Can you confirm the reference to negotiations and when the fees may be required in the process?	This is a request for qualifications. After review of qualifications, fees will be negotiated with the firm deemed most responsive.
13	RE: Section 5.0 - Second paragraph speaks to delayed delivery and states that email, telephone or fax will not be accepted. Earlier in the document, Section 3.0, request is made to submit the response to an email. Are both digital and hard copy required?	Hard copies are not required, and digital/emailed copies are acceptable. We strike the statement in section 5.0, paragraph 2 that states "Submittals received by email, telephone, or facsimile will not be accepted."
14	RE: Section 5.0 Item#3 - This references the need to send multiple emails and their titles. Can you confirm the file size accepted by the email to which we will be sending the response?	Email size limit is 20MB. We can also receive/send large files through LiquidFiles.
15	RE: Tab 1 - Final Sentence reads "Submit a brief statement of history including ownership, mergers/acquisitions, business partnerships, and other significant business events." Please confirm to what level you would like this information; i.e., regional, national, global. We are a global company with NC office which will be servicing this work. Assume you want the history on the local office primarily, is that a correct understanding?	Provide firm overview for i.e., regional, national, global. Focus of this RFQ is on similar projects and history of work in the local jurisdictions.
16	Is there a page limitation? If so, is the page limit considered double-sided or single-sided?	No

EXECUTE ADDENDUM:

VENDOR, BIDDER, RESPONDENT: _____

COMPLETE ADDRESS: _____

AUTHORIZED SIGNATURE: _____ **DATE:** _____

NAME (PRINT): _____

TITLE (PRINT): _____