

**ADDENDUM NO. 02**

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Project/Location/Owner	Project Number	/ Date
CAMPUS SIGNAGE MASTER PLAN –PHASE I CSU San Marcos San Marcos, CA	B-1036-01	April 7, 2008

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This Addendum forms a part of the RFQ Documents and modifies the original RFQ Documents dated (2/26/07). Please acknowledge receipt of this Addendum in the RFQ. Failure to do so may subject Bidder to disqualification.

ITEMS INCLUDED IN ADDENDA: CSU Prequalification waived  
Change in last date for questions to be submitted  
Change in date questions to be answered  
Answers to questions received as of 4/4/08  
Description of scope given at site walk 4/4/08

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**SECTION I**

1.4 **SUBMISSION OF QUALIFICATIONS**

Submittals will be accepted on or before the date and time indicated in the Schedule of Events, Section II, in accordance with Section V – Qualifications Submittal Instructions and Format. One original proposal and five (5) duplicates are to be delivered to the Planning, Design & Construction Office.

In submitting a proposal, the Submitter agrees to enter into an agreement with the University. A Model Agreement is attached, including Agreement General Provisions as describe in Appendix B. ~~In submitting this proposal the Submitter acknowledges their firm has been Pre-Qualified by California State University. **Submittals by firms not Pre-Qualified will not be accepted.**~~

**SECTION II**

**SCHEDULE OF EVENTS**

Release of Request for Qualifications	March 17, 2008
Site walk	April 4, 2008 – 1:00 PM
<b>Last Day for Submission of Questions</b>	<b>Wednesday, April 9, 2008 - 5:00 PM</b>
<b>Response to Submitters Questions</b>	<b>Friday, April 11, 2008 - 5:00 PM</b>
Deadline for Receipt of Qualifications Submittals	April 22, 2008 - 2:00 PM
Notification of Award	May 7, 2008
Contract Award	To be scheduled

*\*NOTE: The dates subsequent to receipt of proposal may be adjusted without further notice.*

GENERAL INFORMATION:

The following General Information is being issued for informational purposes only, accompanies and forms a part of Addendum No. 02.

ANSWERS TO SUBMITTED QUESTIONS:

1. *What is the CSU pre-qualification process?*

**Answer: The CSU pre-qualification process has been waived on this phase of the project.**

2. *Is there a short form RFQ CSU could use to qualify the firms as the complexity and cost of the SOQ seems disproportionate to the project size?*

**Answer: No.**

3. *A DSA path of travel submittal will likely need the associated signage designs, which, as we understand the scope are not included.*

**Answer: The scope includes identifying where the signs should be placed but not the design of the sign.**

4. *Clarify what is meant by "documentation of existing and proposed sign types."*

**Answer: See Section III , 3.1 Project Description**

ADDITIONAL DESCRIPTION OF SCOPE GIVEN AT SITE WALK ON 4/4/08

The scope of this phase of the Campus Signage Master Plans requires review and evaluation of all existing Disabled Access Pathways and signage and proposal of new as required in order to provide suitable direction for a disabled person to navigate from the parking lots onto the campus and from building to building.

The consultant will then submit a document showing pathways for the entire campus which the campus will submit to DSA for approval. The consultant will also submit a document indicating existing and any new ADA signage. We would like the ADA sign locations to be incorporated in the standard way-finding signage where possible. Design of the signs is not part of this phase of the project.

The campus will provide the consultant with a campus topographic drawing and DSA approved drawings from existing buildings for their use.

The second item included in this project is documentation of existing major way-finding signage and a proposed hierarchy of signs. Major way-finding signs include monument signs at major road entrances, building monument signs, building ID signs and parking lot signs. The consultant would provide a document showing location and hierarchy of signs.

*END OF ADDENDUM NO. 02*