



**The Finance Authority of New Orleans (FANO)
Request for Qualifications (RFQ)
Architectural Design and Consulting Services**

**ADDENDUM #3
October 15, 2018**

1. **Question:** Do you have an established budget for the renovation project?

Answer: No, this is in part the deliverable for the Schematic Design Phase.
2. **Question:** Attachment B, Submission of Information, page 10, number #5. Disadvantage Business (DBE) Information: All firms should complete and submit the DBE form Attachment G).

Answer: Please find attached (ATTACHMENT G)
3. **Question:** Has a Rough Order of Magnitude (ROM) or Available Funds for Construction (AFC) been established for the proposed renovations/additions?

Answer: A Rough Order of Magnitude will be established after final selection of the contractor.
4. **Question:** Regarding Attachment "B", Section 4. Fee Schedule. This section asks for a "Schedule of Hourly Rates." Further, in Attachment "C", paragraph six, line two, FANO indicates "price" will be a determining factor. Is FANO considered a political subdivision of the City of New Orleans and the State of Louisiana as per the Louisiana Trust Code? If so, would FANO consider using the state FP&C (Facility Planning & Control) fee formula for establishing the fee? See attached RS 38:2318.1 regarding fee negotiation for professional design services. Also see attached the 2018 FP&C formula for public entities.

Answer: No, The Finance Authority of New Orleans (the Authority) is a public trust originally created by a trust indenture dated October 11, 1978, pursuant to Chapter 2A of Title 9 of the Louisiana Revised Statutes of 1950, as amended.
5. **Question:** Could you please send me the size and budget for the FANO Main Office Facility?

Answer: Please refer to Question#1 above.



6. **Question:** On page 1, under "Instructions" section A: should the file be marked "Architectural Design and Consulting Services"?
- Answer:** Yes, The file should be marked "Architectural Design and Consulting Services"
7. **Question:** If the current respondent is a certified DBE, will that count towards the participation goal? Or does all participant for the goal needs to come from the subconsultants?
- Answer:** "5. Disadvantaged Business Enterprise (DBE) Information"
FANO seeks to extend subcontracting opportunities to City of New Orleans DBE Certified Disadvantaged Business Enterprises (DBE's) in order to promote their economic growth. A DBE contract goal of ten (10) percent has been established for this contract.
8. **Question:** What is the current square footage of the existing building?
- Answer:** The approximately building square footage is 6600 sq ft
9. **Question:** What is the approximate square footage of the building that FANO inhabits, if not the entire building?
- Answer:** FANO, inhabits the entire the building.
10. **Question:** Are existing as-built drawings available?
- Answer:** To the best of the Authority's knowledge, no drawings exist.
11. **Question:** Will there be an opportunity for a site visit prior to the RFP due date?
- Answer:** Yes, the site visit is schedule for October 16, 2018 at 11:00 am (CST).
12. **Question:** Are any special security or communications system required? If yes, please provide a general description.
- Answer:** This is in part the deliverable for the Programming Phase.
13. **Question:** Is there a pre-proposal meeting schedule before the submission.
- Answer:** FANO will not hold a pre-proposal meeting before the submission date.
14. **Question:** The RFQ mentioned the possibility for a renovation and addition to the building. Does that refer to your building on Baronne? If not, do you have a new site that you are



looking into or own all already? Or perhaps the thought is to demolition the current building and re-build.

Answer: Yes, the office building located at 618 Baronne New Orleans, LA 70123. The thought is not to demolition the current building and re-build.

15. **Question:** What is the maximum file size for email to FANO?

Answer: 150 megabytes

16. **Question:** Have any previous programming studies been commissioned or completed for FANO?

Answer: FANO has not conducted any previous programming studies.

17. **Question:** Does FANO have headcount projections already built or expect to do a full programming exercise with the selected firm?

Answer: FANO, does not have headcount projections already built in.

18. **Question:** Have any existing condition assessments of FANO's building been made?

Answer: FANO conducted a Commercial Inspection in March of 2018.

19. **Question:** What, if any, elements of FANO's building are considered historic?

Answer: This will need to be determined by the selected firm.

20. **Question:** Is a history of operation & maintenance issues of the building available?

Answer: FANO, does not have a history of operation and maintenance issues of the building available.

21. **Question:** Does FANO have any existing drawings of the building? If so, what level of detail exists? Or does FANO assume that the contractor will create those as needed?

Answer: FANO, currently does not have any existing drawings of the building.

22. **Question:** Is the project delivery method assumed to be design-bid-build, or is FANO open to alternate project delivery methods?

Answer: This is in part the deliverable for the programming phase.



23. **Question:** Does FANO expect to fully vacate the building for the work or does it seek a phased renovation with some off-site swing space?
- Answer:** This will be determined during the Programing Phase.
24. **Question:** What is the "settlement agreement" referenced in the first bullet point of "Schematic Design Phase" in Attachment A: Scope of Services?
- Answer:** Agreed upon settlements established during the Programing Phase.
25. **Question:** Hazardous material testing is mentioned in "Schematic Design Phase" in Attachment A: Scope of Services. Does FANO have evidence of hazardous material on site.
- Answer:** FANO, does not have evidence of hazardous material on site.
26. **Question:** Has FANO secured funding for this project?
- Answer:** FANO, has funding available for this project.
27. **Question:** Does FANO have a target budget?
- Answer:** Please refer to question#1 above.
28. **Question:** Does FANO have a target completion date?
- Answer:** This will be determined during the Schematic Design Phase.
29. **Question:** Please confirm this is a renovation/expansion of your existing offices at 618 Baronne?
- Answer:** The work to be perform will be at 618 Baronne Street, New Orleans, LA 70123
30. **Question:** What is the duration of the project, or are you looking for us to provide a schedule?
- Answer:** This will be developed during the Schematic Design Phase.
31. **Question:** Is the project pursuing historic rehabilitation tax credits?
- Answer:** This will be determined during the Programing Phase.



PLEASE NOTE: All revisions in this Addendum shall be considered as included in the original Request for Qualifications and shall take precedence over any part of the solicitation in conflict therewith.

[END OF ADDENDUM #2]