

# LA MESA-SPRING VALLEY SCHOOL DISTRICT

Business Services Department

4750 Date Avenue  
La Mesa CA 91942

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ADDENDUM 1

May 2, 2025

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RFQ/P #24/25-006

Facilities Master Planning Services

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THIS ADDENDUM IS ISSUED AS ADDITIONAL INFORMATION AND/OR AS A  
CHANGE IN SPECIFICATIONS OR INSTRUCTIONS TO ALL PROSPECTIVE PROPOSERS  
INTERESTED IN THE ABOVE-MENTIONED REQUEST FOR PROPOSAL.

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This addendum contains one (1) item:

ITEM 1: (located in this document): Responses to requested information.

Question 1:

Can the District please share the "The Facilities Condition Assessment (FCA) is provided by others" (page 27 of the RFQ), so that we can tailor our site assessment to meet the District's needs?

Response 1:

The Facilities Condition Assessment (FCA) is not complete at this time, and will not be completed before the Facilities Master Planning Services (FMP) RFQ/P submittal deadline.

For the purposes of this RFQ/P, the terms "condition assessment" and "needs assessment" are not used interchangeably. The FCA is only evaluating the condition of the existing facilities; it is not envisioning a needs assessment for future or modernized facilities. The needs assessment, as it relates to new and/or modernized facilities, is part of the Facilities Master Plan.

Question 2:

What format will the FCA be available in?

Response 2:

PDF and Web-based portal. The District will set up access for the successful firm.

Question 3:

How much community engagement does the District envision during the FMP process?

Response 3:

Community engagement will be led by the District; however, firms should anticipate providing support through the development of drawings, sketches, narratives, cost estimates, and related materials to ensure that communications with the community are accurate, clear, and comprehensive.

Question 4:

Attachment E: Fee Schedule instructs the proposer to include additional pages as necessary. Do those pages count in the page limit for the Fee section?

Response 4:

No. However, while a comprehensive explanation of the Fee will not count against the page limit, respondents should make every effort to be concise.

Question 5:

The Methodology section asks us to "Identify and document Emerging Priorities." Please clarify if "Emerging Priorities" refers to general industry trends or district-specific goals.

Response 5:

In the context of this RFQ/P, "Emerging Priorities" refers to identifying and documenting District priorities. However, the firm's expertise and understanding of emerging priorities across the K-12 landscape are also appreciated.

Question 6:

In what section of the submittal should the Attachments be included?  
Please define "wet" signature. Is a digital signature acceptable?

Response 6:

Signatures should be in ink. Please scan the signature pages into the digital version of the response and include the original hand-signed documents in the physical copy.

Question 7:

Please confirm that it is acceptable for the proposed PIC, who is authorized to bind our proposal on behalf of the firm, sign the proposal and forms where required in lieu of the president or secretary.

Response 7:

Confirmed.

Question 8:

Are tabs acceptable and if so, do they count toward the page limit if they do not include any information pertinent to this proposal?

Response 8:

Tabs are acceptable and will not be counted against the page limit.

Question 9:

Please confirm that the district wants Attachment C – Non-Collusion Affidavit notarized

Response 9:

Confirmed.

End of Addendum 1

Sign and return with proposal

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Signature Acknowledgment