



Trustee Hall Preservation and Renovation Initiative - Architect RFP  
Questions and Answers  
January 4, 2022, rev1 (1/12/2022)

1. We [contractor] are however only a GC. If you would consider a CM at Risk form of contracting, we would be interested.

**Answer:** Unfortunately, a CM at Risk form of contracting is not acceptable for this historic initiative.

2. Can you provide a date and time for the Bidder's Meeting that is being held for this RFP?

**Answer:** The Bidder's Meeting will be by invitation only and scheduled upon final review and approval of the proposal.

3. Items F, G, H, I, J, K, L appear to be project deliverables that should be included in the final project documents. Can you please confirm that these are not required to be submitted with the RFP packet?

**Answer:** Project deliverables are not required to be submitted with the RFP packet. However, deliverables are included in the RFP as the capacity to produce them is an essential part of the project.

4. Can you please provide clarification on the scope or work required?

**Answer:** The scope of work required includes, but is not limited to the following:

1. Condition Assessment Report (findings from the building assessment)
2. Historic Structures Report and Preservation Plan
3. Upgrade HVAC and electrical system
4. Upgrade security and safety alarm system
5. Window repairs
6. ADA door replacement
7. Repair interior finishes
8. Roof replacement
9. Exterior repainting
10. ADA-compliant first floor restrooms
11. Architectural/Consultant services [*Note: Requires approval by NPS ATR prior to hire*]

5. Please confirm that the intended project scope is to the Assess the building, develop an Historic Structures Report and Preservation Plan.

**Answer:** We are primarily seeking architectural/consulting services. The condition assessment report is intended to supplement the original pre-project assessment.



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6. Please confirm that the scope of work excludes architectural plans and specifications to address deficiencies identified during building evaluation.

**Answer:** A completed building assessment should include a review of the mechanical, electrical, and plumbing (MEP), building envelope, and roof as indicated in Question 4. Findings identified in plans, specifications, and recommendations to remedy identified deficiencies should be recorded in the Condition Assessment Report.

7. Can you provide a copy of the previous professional assessment?

**Answer:** A copy of the previous assessment is available for review by clicking the link that follows (Reference: 7152020 Trustee Hall Preservation Plan). <https://www.clafin.edu/news-events/news/2020/06/17/clafin-university-to-receive-funding-to-preserve-trustee-hall>

8. We want to confirm that pursuant to SC LLR Section of the Law 40-3-300, we are not allowed to bid for architecture services. Please advise whether a qualifications submittal without a price proposal will be considered.

**Answer:** This is a federally funding project and there are no federal regulations regarding whether Clafin University may evaluate qualifications received without a price proposal. Therefore, although we prefer a specific bid, a non-bid proposal that describes qualifications, processes, associated rates, etc., can be submitted without a price proposal. For the purposes of the grant requirements, review of the proposed candidate will include their qualifications to ensure that they have the requisite experience to complete the grant funded work.

9. We can submit and provide you with our qualifications, our process, and hourly rates?

**Answer:** Your qualifications, process, and hourly rates will be reviewed and given due consideration. Reference Answer to Question 8 above.

10. Is there any additional public RFP information available regarding this project?

**Answer:** Additional public RFP information regarding this project is available for review by clicking the link that follows (Reference: Trustee Hall Preservation and Renovation Initiative). <https://www.clafin.edu/news-events/news/2020/06/17/clafin-university-to-receive-funding-to-preserve-trustee-hall>

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