

MINNESOTA SPORTS FACILITIES AUTHORITY
900 South 5th Street
Minneapolis, Minnesota 55415

June 14, 2012

MEMORANDUM

TO: Respondents – MSFA Request for Owner’s Representative Services

FROM: Steven C. Maki; PE

SUBJECT: RFQ Questions and Responses

Below are the submitted questions to the above RFQ and responses.

1. Can MSFA provide more specific dates to the proposed schedule?

Response: The MSFA was appointed this date and as such no schedule has been established yet. It is expected that the organization and work efforts will begin quickly. The successful respondent should prepare to begin work no later than July 30, 2012. The project is expected to be completed and ready for the Minnesota Vikings use in August of 2016.

2. Is the assumption in the RFP still such that the project delivery method be developed under this contract?

Response: There has not been any determination of project delivery method at this time. The respondent will provide advice and counsel to the Authority on types of project delivery methodology as well as recommendations as to the project delivery method to be used considering all factors of the project.

3. Do subcontractors need to fill in the Non-Collusion and Human Rights forms or is this just intended for the Prime Consultant?

Response: Primes and subcontractors need to fill out the Non-Collusion and Human Rights forms.

4. Will the MSFA allow submittals to include 11x17 size pages to be used for graphics?

Response: No.

5. As the makeup of a team could be comprised of various sub-consultants to the prime responder, will the sub-consultants also be required to submit completed Exhibits forms? Our concern is this will reduce the number of pages available for the submission. As an example if the team is comprised of four firms, that would be a total of 12 pages just for the completed exhibits. Therefore:

Are the two exhibits counted as part of the maximum 25 page submission or only the prime responder is to provide the completed exhibits?

Response: See the response to question number 3 above. We will accept those documents outside of 25 page response limit for all subcontractors

6. Will a list of all responding companies to this RFQ be published or sent to all bidders?

Response: The list of respondents will be published on the Metropolitan Sports Facilities Commission's website MSFC.com and the Minnesota Sports Facilities Authority's website MSFA.com

7. General – Of the three (3) primary groups responsible for implementing the new stadium (MSFA, Team and the Project Group), which group will be tasked with directly procuring and administering the professional services and construction contracts associated with the Project?

8. Response: This has not been specifically determined at this time. Both MSFA and Team will collaborate in the decision. This specific professional services contract will be under the MSFA auspices.

9. General – Are there any local and/or disadvantaged business inclusion goals or requirements for the Owner's Representative position?

Response: No specific goals have been formulated at this time. That being said however, the MSFA is a political subdivision of the State of Minnesota. Goals for Small, Minority, or Targeted Group businesses (as certified by State of MN Dept. of Administration) for any or all parts of the work will be established. It is expected that use of any firms accredited by the City of Minneapolis CERT program will be permissible.

10. Does the RFQ provide only that firms can provide responses or can individuals?

Response: Responses can be provided by firms or individuals.

11. Is work related to the Target Center in Minneapolis part of this project?

Response: No.

12. Is the firm/person selected from this RFQ disqualified from participating in design services? We believe that to be the intent, but paragraph three on page 1 of the RFQ is open to some interpretation.

Response: The MSFA owner's representative is not eligible to participate in the design services.