



## **ADDENDUM NO. 001**

**DATE:** August 4, 2025

**OWNER:** Division of Public Works  
502 N. 4th Street  
Boise, ID 83702

**PROJECT:** **DPW PROJECT NO. 25218 – Design Professional RFQ**  
Riverfront Plaza  
Boise State University (BSU)  
Boise, Idaho

**NO. OF PAGES:** 3

### **NOTICE TO ALL RESPONDERS**

You are hereby notified of the following clarifications of and/or revisions to the Request for Qualifications for the project referenced above.

**THIS ADDENDUM** is hereby made a part of the project requirements and contract documents for referenced project. Submissions are required to acknowledge this addendum No.001 on the cover sheet.

### **ITEM NO.**

1. ***Section III. Required Services:***

- a. **Requirement:** “Programming services are not required for this project, as a conceptual study has already been completed.”
- b. **Clarification:** The study is independent of this RFQ. No information or materials regarding this study will be distributed.
- c. **Revised Excerpt:**

**III. REQUIRED SERVICES**

The scope of services shall be in accordance with DPW’s Professional Services Agreement (PSA) which is available on the [DPW website](#). The selected firm will be responsible for schematic design, design development, and preparation of construction documents, as well as obtaining proper approvals from Idaho Department of Occupational and Professional Licenses (IDOPL) and the Permanent Building Fund Advisory Council (PBFAC). Overall design should accommodate phased delivery of the site improvements. Additional responsibilities include providing support during the bidding process, overseeing construction administration, and managing project closeout. Programming services are not required, as a conceptual study has already been completed. Please note that the study is independent of the RFQ. No information or materials regarding the study will be distributed.

2. **Section C. Team Profile & Specific Qualifications:**

- a. **Requirement:** the section is limited to (1) page per team member. Only include individuals assigned to this project. Firms should list one individual per role, totaling a team of four (4).
- b. **Clarification:** Team members should fit into at least one of the four listed roles. Clearly identify if team member has more than one of the listed roles.
- c. **Revised Excerpt:**

**C. Team Profile & Specific Qualifications – 24 points**

*Limit to one (1) page per team member (photos optional). Only include individuals assigned to this project, totaling a team of four (4). ~~Firms should list one individual per role, totaling a team of four (4).~~*

1. Team Members

~~Provide qualifications for one of each of the following applicable roles.~~ Team members should fit into at least one of the four listed roles. Clearly identify if team member has more than 1 of the following roles.

- a. Project Manager
- b. Architect
- c. Landscape Architect
- d. Civil Engineer

3. **Section D. Project Examples:**

a. **Requirements:**

Projects should be similar in scope, size, and budget to this project: featuring landscaping design for food vendors, outdoor collaboration spaces, and gathering areas—particularly those that enhance pedestrian engagement and integrate with existing campus or community environments.

1. For each project example, include the following details:

- a. Project name, location, square footage, and substantial completion date.
- b. Project photo(s).
- c. Brief project summary, including the individual's role.
- d. Project owner's name, current phone number, and email address (*this individual may be contacted during selection*).
- e. Initial projected construction budget and final construction cost, with explanations for any discrepancies.

- b. **Clarification:** Project examples should be relevant and completed within the last 10 years. Example projects do not have to be completed through construction. Budget information on project examples is no longer required.

c. **Revised Excerpt:**

**D. Project Examples – 12.5 points**

*Limit each team member's project list to one (1) single-sided page.*

For each team member identified in Criteria C, provide three (3) relevant project examples completed within the past ten (10) years.

Projects should be similar in scope, size, and budget to this project: featuring landscaping design for food vendors, outdoor collaboration spaces, and gathering areas—particularly those that enhance pedestrian engagement and integrate with existing campus or community environments.

1. For each project example, include the following details:

- a. Project name, location, square footage, and substantial completion date (*if constructed*).
- b. Project photo(s).
- c. Brief project summary/description.
- d. Description of the individual's role and responsibilities.
- e. Project owner's name, current phone number, and email address (*this individual may be contacted during selection*).
- f. ~~Initial projected construction budget and final construction cost, with explanations for any discrepancies.~~

2. Additional points will be awarded for projects:

- a. Completed in the State of Idaho.
- b. Completed for the State of Idaho Division of Public Works (DPW).

4. **Section F. Format:**

- a. **Requirement:** To ensure a smooth evaluation process, format your submittal using the Section Headings provided. Keep responses clear and concise, adhering to the specified page limits.
- b. **Clarification:** The discrepancy for section C page limit on the table below has been corrected to match the section instructions. In the case of format instruction discrepancies – refer to individual section description and instructions.
- c. **Revised Excerpt:**

Section	Criteria	Page Limit
A	Cover Sheet	1
B	Firm Profile & Basic Qualification	1
C	Team Profile & Specific Qualifications	<del>5 page /per team member</del> 1 page /per team member
D	Project Examples	1 page / team member
E	Technical Approach to Project	2

\*\*\*END OF ADDENDUM NO. 001\*\*\*