

# ADDENDUM NUMBER 1

Friday, December 11, 2020

TMHA CONTRACT NUMBER: 21-1

CONTRACT NAME: 21-1 Architects / Engineers - Request for Qualifications (RFQ)

OWNER: Trumbull Metropolitan Housing Authority  
4076 Youngstown Road SE Suite 101  
Warren, Ohio 44484

To all Request for Qualifications registered firms,  
This Addendum supplements and amends the original RFQ documents and shall be taken into account in preparing your qualifications statement. This information shall become part of the Contract Documents. It is your responsibility to make sure all trades and sub-contractors are made aware.

Each "Q"-Question is followed by an "A"-Answer

## **Item 1**

Q: Is this RFQ seeking design services, or construction services? A: Design services. The A&E services will be provided for various types of projects from small retrofits, to comprehensive mods, to new construction as well as other design possibilities.

## **Item 2**

Q: Scoring Section – Item 1: There is reference to “Classifications and Hourly Wage Scale”. This language seems to be geared towards a general contractor rather than an architect. Please clarify what should be provided here. A: Provide your firm’s employee classifications and wage scale. For example, Principal, Associate, Designer, Project Architect, Clerical, etc., and the associated rates of each.

## **Item 3**

Q: Scoring Section – Item 2: This section also seems to be strongly geared towards a general contractor, specifically the request to list “the firm’s equipment and facilities”. Please clarify whether this section applies to an architect. We can provide information on our design pipeline if that would speak to this section. A: This is specific to your firm’s equipment and facilities. Describe office locations, equipment (printers, plotters, software, etc.) that would support your ability to provide exceptional service to TMHA.

## **Item 4**

Q: Is the Cover letter include in the page count of section 1. A: Cover letter of 1 or 2 pages will not be counted against section page totals.

## **Item 5**

Q: If we include divider pages – are they included in the page count of that section.

A: No

Jeff Siwiec Capital Programs Coordinator  
Trumbull Metropolitan Housing Authority  
4076 Youngstown Road SE Suite 101  
Warren, Ohio 44484

TMHA Phone: (330) 369-7319

TMHA Contact Email Address: [jsiwiec@trumbulltmha.org](mailto:jsiwiec@trumbulltmha.org)