



Procurement Services
Lucas Administrative Center, 617
1 Nunn Drive
Highland Heights, KY 41099
859.572.6605
FAX 859.572.6995

ADDENDUM NO: 3

IFB/RFP No: NKU-41-19

Commodity: Campus Master Plan

Date: 6/19/2019

Due Date: 7/05/2019 @ 2PM

BIDDER/RESPONDER SHALL CONFORM TO THE FOLLOWING CHANGES AS SAME SHALL BECOME BINDING UPON THE CONTRACT TO BE ISSUED IN RESPONSE TO THIS INVITATION FOR BID.

Please see the answers to the questions that were submitted regarding NKU-41-19 Campus Master Plan.

1. Q: The RFP does not refer directly to technology / infrastructure planning. Should submitting firms include a subconsultant specializing in long-range technology planning as part of their submittal team?
R: No.
2. Design teams are able to access additional NKU campus aerial photos at this site:
<https://www.nkuphotography.com/University-Stock-Photo-Database/Drone/n-dtHXtv/Spring-2019-Drone/>
3. Q: The document (Tab 8) that comprises the RFP response include "SF330 Parts II." The response instructions state that Part II must be included in our proposal *for each member* of the design team. Part I seems to be more of a team-member-specific form, while Part II applies to the organization (but does include a list of team members). We would like to confirm that it is Part II that NKU needs us to complete, and not Part I.
R: Yes, it is Part II. Provide a copy of Part II for each firm who is part of your team.
4. Q: The Personal Services Contract that the consultant would sign if awarded the work contains the following requirement "...list on a separate sheet of paper the name and Social Security Number for each individual who will be connected with the contract." Our firm seeks to maintain employee information including SSNs in strict confidence as a matter of policy. We would like to know if this is a non-negotiable requirement, or whether there is an option if the contractor does not wish to provide this.
R: SS#'s will not be required, however; the firm that is awarded the contract will need to provide a Fed. Tax ID # for the Personal Services Contract.

END OF ADDENDUM

RS-6/19/2019