

The following changes, additions, deletions, clarifications, or corrections shall become part of the Request for Proposals for the above listed project. This Addendum #01 forms a part of the RFP document and modifies the original documents. **Addendum #01 MUST Be acknowledged in the cover letter.** Failure to do so may subject response to disqualification.

Owner: Glendale Community College District	Program Management Office (PMO): Gafcon
Project: PROGRAMMING ARCHITECT SERVICES	Program Manager: Joe Jackson
Bid No. GCC-009	Contracts & Risk Manager: Silva Sorkazian

Informational Updates
1. Request for Clarification (RFC) / Information (RFI) QUESTIONS & ANSWERS
2. Measure GCC Project List, Baseline Budget, Schedule - Board of Trustees Approved June 9, 2026

No.	REQUESTS FOR CLARIFICATION (RFC) DUE 6/12/2026 BY 2:00 PM PST	DISTRICT RFC RESPONSES ISSUED BY 6/18/2026
1	1. On the Glendale Community College Capital Improvement at GCC webpage, the Verdugo Project Sound Stage Studio is listed with a budget range of \$26M - \$29M with escalation. What is the anticipated construction cost for the Sound Stage Studio project.	Total Sound Stage Studio project is budgeted for \$30M.
2	2. What is the general anticipated size (ASF or GSF) for the Allied Health Physical & Occupational Therapy Building?	The Allied Health PTOT project is approximately 25,000 sf
3	3. What is the anticipated construction cost for the Allied Health Physical & Occupational Therapy Building project?	Total Allied Health PTOT project is budgeted for \$51M.
4	4. What is the anticipated construction cost for the Garfield Campus Improvements?	Total Garfield Campus Improvements are budgeted for approximately \$2M.
5	5. The RFP Section 4.3.3.2 Evaluation Criteria Proposal Quality notes "ability to accurately portray the size, scope, technical complexity, stakeholder coordination requirements, and unique challenges of the Project, as well as its proposed approach to addressing those complexities and delivering a successful Programming Criteria Document. Where should this information be included in the required proposal organization format? May proposers add narrative sections for Project Understanding/Approach to the format in 4.2, and do these count against the 15-page limit?	It is at the proposer's discretion how to articulate this request. Response to this section will count against the 15-page limit.

6	<p>The RFP Section 4.3.3.5 Evaluation Criteria Proposed Schedule says, "Provide a proposed schedule for completing obligations under the Consultant Agreement" Where should this proposed schedule be included within the required proposal organization format? May proposers add narrative sections for Proposed Schedule to the format in 4.2, and do these count against the 15-page limit?</p>	<p>It is at the proposer's discretion how to articulate this request. Response to this section will count against the 15-page limit.</p>
7	<p>Could the District please clarify whether the Cover Sheet, Table of Contents, and divider/tab pages are included in the 15-page limit or excluded from the page count?</p>	<p>The Cover Sheet, Table of Contents, and divider/tab pages are excluded from the page count.</p>
8	<p>Who is on the selection committee?</p>	<p>TBD</p>
9	<p>Attachment A Agreement for Programming Architect Services Section 3.3 Responsibilities of Consultant Item (e) Maintenance of Construction Records says "Consultant shall maintain complete and accurate construction records with respect to DSA-required records and all record related to the Project." As the Scope of Services appear to be limited to a Program Criteria document, what "complete and accurate construction records" are being referred to here?</p>	<p>There are no DSA requirements except potentially clarifying the pedestrian path of travel for the Sound State Studio due to its location in the far SE corner of campus at Lot B.</p>
10	<p>Exhibit "A" Scope of Services states, "Services include . . . design basis materials to guide the design team and support board approvals." Additionally, the Exhibit "A" Summary Deliverables Table includes "Design Basis Document." However, page 2 of the RFP says, "The selected Programming Architect's services will inform but not include the development of the project Basis of Design, which will be the responsibility of the future Progressive Design-Build Team." Please clarify if (1) Basis of Design documents are a required deliverable, and (2) what is meant by "Design Basis Document" listed under deliverables.</p>	<p>The Programming Architect is not responsible for preparing the project's Basis of Design (BOD), which will be developed by the future Progressive Design-Build Team. The "Design Basis Document" identified in the Scope of Services refers to an Owner Project Requirements (OPR) document that establishes the District's goals, priorities, performance criteria, and project requirements to guide the design process and support Board approvals. At a minimum, the OPR/Design Basis Document is expected to address project goals and purpose, space and program requirements, operational needs, sustainability objectives, maintenance expectations, technology requirements, security and access considerations, budget and schedule constraints, performance expectations, and District standards and preferences. Additional requirements may be identified and incorporated through stakeholder engagement and Steering Committee meetings. The OPR/Design Basis Document will serve as an input to, but is not a substitute for, the Basis of Design that will subsequently be developed by the Progressive Design-Build Team.</p>

11	Does the College / District have any target delivery dates, such as when to complete programming and/or solicit design-build teams, for the three projects? If yes, what are they?	The initial priority is the Sound Stage (ASAP), second is Allied Health PTOT and third is the Garfield Campus Improvements.
12	What, if any, stakeholders has the College / District identified to participate in the programming process for the three projects?	The College has identified steering committee members that will meet with the programming team. The programming team will not meet directly with the stakeholders. The primary communication to the users will be exclusively through the steering committee.
13	Will USC stakeholders and leadership be involved in the Allied Health Physical & Occupational Therapy Building programming process? If yes, who will be involved?	Yes. USC stakeholders are TBD.
14	Is there an executed agreement or MOU with USC defining the clinical-space requirements, and will it be made available to the Programming Architect?	An MOU is not yet in place
15	The 2025–2035 Facilities Strategic Plan is referenced. Are there existing program studies, space lists, or concept documents for any of the three projects (especially from the bond planning effort) that will be provided to the awarded firm as a starting point?	Refer to Measure GCC Project List, Baseline Budget, Schedule, Board of Trustees Approved June 9, 2026
16	Exhibit A Phase 1 states the Programming Architect must "define the expected number of meetings, workshops, interviews, and review cycles so proposers can price the work consistently." Does the District want each proposer to propose these counts, or will the District issue a standard assumed count by addendum so fees are comparable apples-to-apples?	For purposes of this proposal, account for three (3) steering committee meetings for each project.
17	Will all three projects be awarded to a single Programming Architect under one agreement, or does the District reserve the right to split the award by project?	Yes. A single firm will be awarded.
18	Garfield Campus Improvements (infrastructure, parking, drainage, urban garden) is a markedly different scope/discipline mix than the two buildings. Does the District expect the same programming methodology and deliverable set (Exhibit A) to apply to Garfield, or a tailored scope? (for example, it appears Room Data sheets would not be applicable)	Correct.
19	Would A&E bidders need to be on the on-call contract or hold a master services agreement with Glendale CCD before bidding on this A&E services? Does Glendale CCD have on-call contracts for vendors? If so, please kindly	The College will issue a specific contract for this scope. The College will establish a bench of professional service providers for on-call services at a future date.

	provide the process or RFQ/P for vendors to get on the on-call contract. Thanks, Silva.	
20	Is the District able to provide us the approximate SF for the urban garden?	The urban garden is +/- 5k sf
21	Do Sub-Consultants need to provide insurance certificates?	No.
22	If Sub-Consultants have multiple disciplines in-house (e.g. MEP, Structural, etc.), is the entire company precluded from future pursuits, or only for the service or discipline that was provided on this assignment?	Yes. Subconsultants will be precluded from future pursuits on the specific projects listed in this procurement.
23	Are all sub-consultants, including limited specialty design consultants such as theater designers, prohibited from participating on future progressive design-build teams for these same projects?	Yes.
24	Can you please clarify the District's expectations regarding cost estimating. Is the Programming Architect expected to provide a formal construction cost estimate as part of the Preliminary Cost & Feasibility Assessment? If so, what level of detail is anticipated? Alternatively, is a conceptual budgeting exercise based on benchmarking and program area assumptions sufficient?	The requested cost estimate is not intended to be a detailed construction cost estimate, but rather a high-level Cost Model/Program Estimate that evaluates the project's major cost categories, including building construction, site work, utilities, FF&E, soft costs, escalation, contingencies, and design/construction allowances. The purpose is to verify that the projected project budget is generally aligned with the program requirements and overall project scope.
25	Has the District previously developed a target building area, preliminary space program, enrollment projection, or budget for the Allied Health Physical & Occupational Therapy Building that can be shared with proposers?	The College has outlined the location of the Allied Health project at the Montrose campus and allocated an estimated project budget of \$51M. We do not have a preliminary space program or enrollment projection.
26	The Facilities Strategic Plan identifies aging utility systems, planned electrification, deteriorated water infrastructure, and future central plant improvements. Should the Programming Architect include engineering assessments and infrastructure capacity evaluations as part of the Programming Criteria effort, or will utility investigations and infrastructure validation be deferred to the future Progressive Design-Build team?	This procurement is intended to develop programming criteria for the identified projects in preparation for a future Progressive Design-Build procurement. The Programming Architect should identify known infrastructure considerations, constraints, and project requirements to the extent necessary to inform the programming effort; however, detailed engineering assessments, utility investigations, capacity analyses, and infrastructure validation are anticipated to be performed by the future Progressive Design-Build team during design development.

27	Is there any LEED rating requirement and if so, what level?	The College seeks to achieve LEED Silver equivalent performance through project design.
28	Does the proposer need to be in the District's prequalified pool to respond to this RFQ/P?	A pre-qualified pool of Architects does not exist at this time.
29	Is there a preliminary schedule for the services?	See response to Item 15.

Measure GCC Project List, Baseline Budget, Schedule
Board of Trustees Approved June 9, 2026

GLENDALE COMMUNITY COLLEGE DISTRICT (GCCD)	BUDGET	CONSTRUCTION SCHEDULE		
		Start	Finish	Months
Instructional Building & Conference Center (IBCC)	\$ 125,132,275	11/30/26	12/30/28	25
Sound Stage Studio	\$ 30,372,197	05/01/28	05/30/30	25
Auditorium Replacement	\$ 78,702,572	02/01/30	02/28/32	25
Tongva Renovation	\$ 10,758,848	12/01/30	09/30/31	10
Entertainment Technology Swing Space	\$ 3,121,585	06/01/26	08/01/26	2
Fire & Public Safety Academy	\$ 47,014,162	11/01/32	11/30/34	25
Athletic Field Replacement	\$ 4,685,497	12/01/26	05/30/27	6
Field House Replacement & Locker Room	\$ 19,445,136	06/01/28	02/28/30	21
Mountain St. Entrance Upgrades & Marquee	\$ 5,043,230	12/01/27	09/30/28	10
GLENDALE - VERDUGO CAMPUS TOTAL	\$ 324,275,504			
Allied Health Physical & Occupational Therapy Building	\$ 51,473,393	01/01/31	02/28/33	26
GLENDALE - MONTROSE CAMPUS TOTAL	\$ 51,473,393			
Garfield Campus Improvements	\$ 1,930,386	01/01/28	11/30/28	11
GLENDALE - GARFIELD CAMPUS TOTAL	\$ 1,930,386			
ERP Implementation (Huron & Vantage)	\$ 7,638,782	10/01/25	12/31/26	15
EPM Conversion (Innofin)	\$ 700,000	10/01/25	12/31/26	15
College Phone System - VoIP Upgrade	\$ 1,000,000	10/01/25	12/31/26	15
GCC - Network & WiFi-7 Refresh	\$ 3,442,551	09/27/27	12/31/29	27
GLENDALE - DISTRICT TECHNOLOGY TOTAL	\$ 12,781,333			
Infrastructure Upgrade (Rerouting and Installing new fiber and copper cabling)	\$ 10,000,000	02/01/27	12/31/29	35
District Infrastructure - Sewer and Water	\$ 87,196,109	02/01/27	02/01/30	36
District Restroom Upgrades	\$ 10,029,466	09/27/27	09/27/29	24
District MEP Upgrades	\$ 73,273,367	02/01/27	02/01/29	24
GLENDALE - DISTRICT INFRASTRUCTURE TOTAL	\$ 180,498,942			
Program Implementation Expense	\$ 23,110,851	07/01/25	11/30/34	113
Program Contingency	\$ 60,000,000	07/01/25	11/30/34	113
GLENDALE - PROGRAM IMPLEMENTATION TOTAL	\$ 83,110,851			
Measure GCC Program Total	\$ 654,070,409			

END OF ADDENDUM #01