

**SAN MATEO COUNTY OFFICE OF EDUCATION
REQUEST FOR QUALIFICATIONS AND PROPOSALS (RFQ/P)
For
FACILITIES MASTER PLANNING SERVICES
INCLUDING FACILITY SUSTAINABILITY INITIATIVES**

ADDENDUM #1

Issued April 24, 2025

NOTICE IS HEREBY GIVEN that the San Mateo County Office of Education (“SMCOE”) issues the following Addendum that modifies the originally issued San Mateo County Office of Education Request for Qualifications and Proposals (RFQ/P) for Facilities Master Planning Services including Facility Sustainability Initiatives.

Addendum #1

Addendum #1 consists in its entirety the below sections.

A. Prequalification Mandatory Conference

Per the The RFQ/P Schedule of Activities on page 3, the Pre Qualification Mandatory Conference will begin at 9:00 AM at the SMCOE offices located in Redwood City, California. The conference will begin in a conference room where there will be introductions, a brief overview of the RFQ/P followed by 30 minute building tours of six district facilities. The conference agenda is on the following page.

Pre Qualification Mandatory Conference Begins at:

San Mateo Office of Education

101 Twin Dolphin Drive
Redwood City, CA 9494065

Contact:

Ron Soper, Director, Sustainable Construction and Facilities
rpsoper@smcoe.org
(650) 590-6895 cell
(650) 802-5608

Agenda

9:00 – 10:00	Prequalification Conference
10:00 - 10:30	SMCOE building tour
10:30 - 11:00	Travel to Anne Campbell Center
11:00 - 11:30	Anne Campbell Center Building Tour
11:30 - 12:00	Gateway Center Building Tour
12:00 - 1:00	BREAK (Travel to Special Services Center)
1:00 - 1:30	Special Services Center El Portal School Building Tour
1:30 - 2:00	Special Services Center, Palos Verdes School Tour
2:00 - 2:30	Travel to Rollins Road Facility
2:30 - 3:00	Rollins Road Facility Tour

{END OF AGENDA}

B. Future Contracting Opportunities

The FMP selectee would be precluded from providing future building design services or Project Management / Construction Management services with the SMCOE or any other district within the county of San Mateo.

C. Summary of the Scope of Work Approach

In section D of the RFQ/P, the Summary of the Scope of Work is intended to serve as guidance in the development of the FMP. The FMP is an integrated document as it also will include various sustainable initiatives. This integrated effort draws from several disciplines and welcomes an “open minded” flexible approach.

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C. Addendum Schedule

In addition to the requested Statement of Qualifications and Fee proposal outlined in section I of the Facility Master Planning Services Including Facility Sustainability Initiatives RFQ/P, bidders are required to issue the below Addendum Schedule with a check or X in the confirm column acknowledging receipt of the listed documents.

RFQ/P ADDENDUM SCHEDULE

Date	Issue	No. of Pages	Confirm
Wed, April 9, 2025 Wed, April 16, 2025	Initial Release - Facility Master Planning Services Including Facility Sustainability Initiatives RFQ/P.	20	
Wed, April 24, 2025	Addendum #1 - Sections A, B & C	3	

END OF ADDENDUM #1