



MERCED CITY SCHOOL DISTRICT

Facilities Department
2111 Wardrobe Ave. Merced, CA 95340
(209) 385-6332

ADDENDUM NO. 01

DATE:	October 1, 2026
PROJECT:	5-Year Master Plan for Don Stowell Elementary School
ISSUED BY:	Merced City School District, Department of Facilities
TO:	All Prospective / Interested Architectural Firms

This Addendum forms a part of the original Request for Qualifications (RFQ) for the 5-Year Master Plan for Don Stowell Elementary School (dated September 3, 2026) and modifies, clarifies, or supplements the original planning documents as noted below. All other provisions of the RFQ remain unchanged.

1. Revision to Schedule of Events (on meeting agenda) - Interviews

- Original Date: November 15, 2026
- Revised Date: November 17, 2026

2. Clarification on Site Topography and Utility Studies

- Site topographic survey and utility studies shall be provided by the selected firm.

3. Clarification on Minimum Community Outreach Requirements

- One (1) staff survey regarding current conditions and reasonable priorities for modernization.
- One (1) community/parent survey regarding current conditions and reasonable priorities for modernization.
- One (1) meeting with site administration to discuss priorities and expectations.
- One (1) public meeting/town hall gathering at Don Stowell Elementary prior to conceptual design.
- One (1) public meeting/town hall gathering at Don Stowell Elementary at 75% progress.

4. Revision to RFQ Submittal Requirements & Procurement Guidelines

- Submission Logistics
 - Five (5) physical copies of submission packets are required.
 - No prequalification requirement.

5. Insurance

- An alternate proof of insurance is acceptable in lieu of the letter requested by #9 in the RFQ under "Consultant Qualifications and Capabilities."

6. Projects Underway/Not Underway

- For the section requesting the list of projects underway and those under contract but not yet underway, please provide the list for the individuals being proposed to work on this project.

7. Contractor References

- Contractor references are not necessary for master planning projects. Please only provide references for appropriate master planning projects.

8. Consultant Qualifications and Capabilities #5:

- Since a proposal for services for this RFQ shall be included with the submission, this item is asking for the construction cost associated with other site-specific master plans developed by the firm.

9. Selection Procedures - 6th Bullet:

- Don Stowell Elementary is composed of 100% portable classrooms, and our district has identified replacing portable classrooms with permanent buildings as a priority. Firm history of this type of project will be part of the evaluation process.

10. For clarity: Exhibit B

- Exhibit B will be part of the final contract, when awarded. It will be provided by the selected firm with a list of agreed-upon eligible reimbursable expenses after final negotiations are completed.

11. Budget:

- Merced City School District is targeting an approximate construction budget of \$15 million over the 5 years.
- For the planning services, MCSD will consider firm qualifications when determining the final design budget. A proposal should be included in the submission packet.

12. Timeline: Target completion of 5-year plan to Board of Education - June 8, 2027

- October 15, 2026 - Submissions are due
- October 21, 2026 - Firms selected for interviews will be notified
- November 17, 2026 - Interviews/Presentations
- December 15 - Contract Awarded at Board of Education Meeting

13. Will the firm that does the 5-year plan be eligible for pursuing projects associated with the plan?

- The District will not prohibit the firm selected for the 5 Year Plan from submitting for the subsequent design work.

14. Demographic Report:

- MCSD has a completed 25-26 demographic report that will be available to the selected firm, in addition to the 26-27 report that is currently being developed. This report is being compiled by a consultant.

15. Board Presentations / Translations:

- MCSD has a team of Community Outreach Specialists that will be available to assist with translation for community meetings, including reports to the Board of Education