



**EOI # 25-0008**

**Addendum 1**

**Architect of Record**

**Questions will be received until 3:00 PM, Wednesday, October 23, 2024**

**Proposals will be received until 3:00 PM, Wednesday, November 13, 2024**

This Bid Packet contains 2 pages

**Expression of Interest 25-0008**

**Architect of Record**

The following questions were submitted by Perfido, Weiskopf, Wagstaff + Goettel

- 1. It looks like much of the work anticipated through this contract is “pre-design” related, including studies and preliminary concept designs, etc. Will the selected firm be able to submit proposals for the implementation phases of the projects?**  
We will potentially allow our Architect of Record to bid on projects, it will be determined on a project basis.
- 2. What is the fee structure for this type of contract? Will studies/concept designs be performed hourly (NTE) or lump sum negotiated fees?**  
This will be negotiated with the selected vendor.
- 3. Is WLU anticipating that firms submitting for this EOI include engineering consultants on their team? Or is this for architecture only?**  
There will be need for engineering consultants for some projects.
- 4. Can you explain how this contract might differ from the Open End contract(s)? Is it the University’s intent not to engage with Open End firms for this type of preliminary design work?**  
This contract will be open-ended in that there is no set number of projects or amount of services that will be required to be completed by the vendor. Our intention is to issue a one year contract with four renewal periods available. During the period the contract is in effect, we will use our selected vendor to do preliminary work, consultations on potential project feasibility and budgets, and smaller project design work. For larger projects, the actual design development and CD will be bid out.

The following questions were submitted by AE Works

- 1. If selected as the Architect of Record, will our firm also be eligible to submit proposals and compete for subsequent phases of the project (such as Schematic Design through Construction Administration), or will these phases be managed separately?**  
We will potentially allow our Architect of Record to bid on projects, it will be determined on a project basis.
- 2. Our firm provides Owner's Representation services in addition to architectural services. Is the university open to considering firms that offer a broader range of services, or are you specifically seeking architects for this position?**  
We are potentially open to a whole host of services, these services should be included as part of your proposal.