

## ADDENDUM NO. 2

**TO: REQUEST FOR QUALIFICATIONS FOR STATE OF MISSOURI:**

**Professional Design Services as the “Lead Design Firm”  
New Kansas City Mental Health Hospital  
Kansas City, Missouri  
PROJECT NO.: M2522-01**

Submission of Statements of Qualifications Until: **February 27, 2025, 1:30 PM (Not Changed)**

Firms are hereby informed that the Request for Qualifications (RFQ) for the above referenced project is modified as follows:

### **RFQ CHANGES:**

#### **3.3 – Cover Letter of Interest:**

Add the following:

If submitting as a Joint Venture, partners from all firms need to provide signatures on the Cover Letter of Interest. The official company name of the Joint Venture as registered with the Missouri Secretary of State’s office must be outlined in the Cover Letter of Interest.

#### **3.4 Tab 1 – Team Organization and Proposed Project Team:**

REVISE c. as follows:

“Provide a bar chart illustrating the timing, duration, and percentage of all the Firm’s core personnel assigned to the proposed Project team.”

#### **3.5 Tab 2 – Team Capacity and Experience:**

REVISE b. as follows:

“Provide additional resumes of alternate core personnel and explanation of the Firm’s capacity to substitute key positions in the event of unavoidable personnel changes.”

#### **3.7 Tab 4 – Past Performance**

REVISE a. as follows:

“Identify, summarize, and provide references on a minimum of three (3), but no more than five (5) projects of similar size and scope, which have reached construction completion, within the last ten (10) years by the Lead Firm.

#### **3.9 Tab 6 – Current Projects and Workload**

REVISE b. as follows:

List all proposed team members assigned to each of the referenced projects to demonstrate current workload and future capacity for this project.

ADD as follows:

“c. In the case that a list of all projects will exceed the request page limit, it is acceptable to submit an outline of projects in which the proposed team members are involved and their percentage of time allotted to each project.”

#### **3.10 Tab 7 – Financial Stability**

REVISE b as follows:

Provide evidence from the lead Firm’s insurance carrier supporting their ability to provide adequate Professional Liability Insurance in the amount of five percent (5%) of the total Allowable for Construction or \$5,000,000 for each claim and \$5,000,000 in the annual aggregate, whichever is less. The policy shall contain an endorsement that the Owner will receive written notice thirty (30) days in advance of any policy cancelation, termination or material change. In the event the insurance policy is written on a “claims made” basis, coverage

shall extend for two (2) years past the completion of the project. Any companies submitting as a Joint Venture must include the official name registered on the Missouri Secretary of State's website in the letter from their insurance carrier.

### **3.11 Format for SOQ Submissions**

REVISE b. as follows:

**“Ten (10) spiral bound hard copies** consisting of a maximum of forty (40) double-sided 8 ½ x 11 pages (or 80 total pages), not including the letter of interest, table of contents, organizational chart and bar chart, personnel resumes/qualifications, financial information, covers and dividers.

### **12.9 Joint Ventures**

Add the following:

Joint Ventures must be properly registered and approved with the Missouri Secretary of State's office at the time of the SOQ evaluations, as provided in Section 417.200, RSMo. An agreement will only be issued to the company name approved with the Missouri Secretary of State's office, provided all other requirements are met.

### **GENERAL COMMENTS:**

1. A preliminary space program has been developed for this project. This will be shared as part of the RFP process.
2. Additional information regarding specific facility needs and patient type will be shared as part of the RFP process.
3. This Project is NOT funded by the American Rescue Plan Act (ARPA) and will not be subject to ARPA requirements.
4. All questions, requests for clarifications, requests for modification of this RFQ, and project specific or technical questions must be submitted in writing to all point of contacts; [Becky.Mitchell@oa.mo.gov](mailto:Becky.Mitchell@oa.mo.gov), [Jared.Cook2@oa.mo.gov](mailto:Jared.Cook2@oa.mo.gov), [Michael.Varhola@oa.mo.gov](mailto:Michael.Varhola@oa.mo.gov) Firms must restrict all contact and questions regarding this RFQ to the individuals above, unless otherwise authorized by OA-FMDC.
5. **The last day for questions was February 17, 2025.**
6. All correspondence with respect to this project must include the State of Missouri project number as indicated above.
7. As a reminder, all Statements of Qualifications shall be delivered to the address provided in the RFQ or as modified via written addenda by the date and time specified. Late proposals will not be considered. The Firm is solely responsible for submitting a response on time.

### **ATTACHMENTS:**

None

**February 18, 2025**

**END ADDENDUM NO. 2**