1) The minutes from the Pre-proposal meeting are attached.

END OF ADDENDUM #2
Pre-Proposal meeting for Hitt Hall and Intelligent Infrastructure Complex (208-L00049-001)

PROJECT MANAGER:

1. Introduction of Owner's Representatives at meeting and Project Design Professional, if applicable.

   Travis Jesse, Supervisor Project Manager  
   Bob Blackwell, Contracts Officer  
   Liza Morris, Office of University Planning

2. Background of Project:  
   Hitt Hall and the Intelligent Infrastructure Complex will be the epicenter of a new group of facilities integral to the Intelligent Infrastructure & Human-Centered Communities (IIHCC) Destination Area (DA) and expansion of the Myers-Lawson School of Construction at Virginia Tech. Hitt Hall and the IIC are to be located within the North Academic District of campus, anchoring the Intelligent Infrastructure corridor that will link the North Academic District to the Autonomous Study Park, west of the Duckpond and the Smart Village, west of Route 460.

3. Purpose of meeting is to provide an opportunity for A/E’s to request clarification of items found in the RFP or observed at the site of the proposed project. A/E’s are cautioned that all clarifications must be included in written Addenda which will be issued via the eVA website and the Virginia Tech Facilities website.

4. The following is a list of project milestones. The milestone dates specified are for specific items critical to maintaining the project schedule. These milestone dates shall be incorporated in the Contractor's coordination and planning and be included in the Schedule prepared in accordance with the Contract Documents.

<table>
<thead>
<tr>
<th>DAYS</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Day for Addendum to be posted</td>
<td>-</td>
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<tr>
<td>Receipt of Proposals</td>
<td>-</td>
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<tr>
<td>Tentative Shortlist Meeting</td>
<td>14</td>
</tr>
<tr>
<td>Tentative Interview Dates (3-5 firms)</td>
<td>21</td>
</tr>
<tr>
<td>Tentative Firm Selection</td>
<td>7</td>
</tr>
<tr>
<td>Criteria Document Completion</td>
<td>-</td>
</tr>
</tbody>
</table>

5. No members of the Criteria Consultant team will be eligible to propose on the Design-Build RFP or participate on a team that proposes on the Design-Build RFP.

   Question: Does this team need to include an MEP consultant?  
   Answer: No, MEP is not going to be detailed in the criteria documents that will be done by the Design-Build team that is selected. If you choose to include that, make them aware they will be unable to participate on the D-B Team.
Question: Is the Criteria Consultant required to have a food consultant on the team?
Answer: Yes

CONTRACTS OFFICER

1. Virginia Tech fully supports advancing and otherwise exceeding the Small, Women-owned, and Minority-owned (SWAM) participation goal of 42% as required by Executive Order 20, issued July 22, 2017.

2. Firms need to be sure to include all components of the RFP in your submission, that the submittal adheres to the RFP requirements and that it is properly executed. Failure to follow the requirements could result in determining your proposal as non-responsive. Be sure to include all A/E data forms and SWAM required forms found at http://forms.dgs.virginia.gov/.

3. All firms submitting proposals must be properly registered and licensed with the Virginia Department of Professional and Occupational Regulation (DPOR) as per Section 3.1.8.3 of the A/E Manual. For firms with multiple offices, the specific office submitting the proposal must be properly registered and licensed with DPOR.

4. The CPSM has been recently updated (September 2017), and the requirements thereto will be incorporated into the documents of this project.

5. Any questions should be directed to the Project Manager indicated in RFP Document.

6. AGAIN: Proposals are due: December 4, 2017. Proposals must be received at the Sterrett Facilities Complex (See RFP for complete address). Proposals which are hand delivered are to be brought to the receptionist desk at 90 Sterrett Facilities Complex with entrance off Sterrett Drive.

No questions were asked on this section.

OFFICE OF UNIVERSITY PLANNING:

1. Describe programmatic needs and goals of the project.

The attached Power Point was shown while description of the North Academic District was identified. The importance of understanding the location of other new projects that are in varying phases of planning, design, and construction included Multimodal Transit Facility, Undergraduate Sciences Lab, and Global Business Analytics Complex make this a very significant pedestrian corridor for the University.

This project will be the anchor for this area, Hitt Hall is approximately 30,000 square foot and includes the Intelligent Infrastructure Corridor and Smart Dining Facility to accommodate the needs of the students in this area.

Question: Will the current Virginia Tech Standards 2006 be utilized for this project?

Answer: The criteria documents will be, but the updated version of the Standards will be included as a requirement in the RFP for the Design-Build Team.

Question: How big do we think the auditorium will be?
Answer: That level of detail is not decided yet and will be determined during the Design-Build phase.

PROJECT MANAGER:

14. Discuss site visit opportunities

The site is accessible and you can go and walk it anytime, if you need any assistance in doing so, please let Travis know.

15. RFI Deadline: November 20, 2017

16. Known Addendum items:

   a. Agenda with Meeting Minutes and PowerPoint

Open up for discussion

Thank you for your interest and we look forward to receiving your competitive Proposal.