



RECREATION AND PARK COMMISSION
FOR THE PARISH OF EAST BATON ROUGE

Addendum No. 3
September 5, 2025

Solicitation No. 237 – Request for Qualifications
Professional Architectural Design Services for a
New Contemporary Arts Center at City-Brook Community Park
Submittal Deadline 11:00 a.m. CT on **September 16, 2025**
Recreation and Park Commission for the Parish of East Baton Rouge
BREC Planning & Engineering Department

The following additions/changes are being made to the solicitation:

QUESTIONS & ANSWERS/CLARIFICATIONS:

1. **QUESTION:** Will the selected design firm be able to assist with the CMAR selection?
 - a. **ANSWER:** This decision will be made after this selection after more discussions with BREC's in-house counsel.
2. **QUESTION:** Please confirm whether a firm's submission will be deemed nonresponsive or disqualified if it includes additional pages beyond those specified in the BREC Standard AE Form.
 - a. **ANSWER:** Yes, all submittals need to follow all instructions for completion of the form.
3. **QUESTION:** Please confirm the Affidavit (Attachment D) needs to be completed and included in the submission.
 - a. **ANSWER:** The attachments labeled "Sample Document – Information Purposes Only" are not to be included in the submission. These will be completed by the selected firm at time of award.
4. **QUESTION:** Will we be able to see any type of preliminary cost estimate for that design that works within the budget?
 - a. **ANSWER:** We did not get that far in the process.
5. **QUESTION:** What is the program refinement from Baton Rouge Gallery point of view?
 - a. **ANSWER:** Program point of view is desired space allocations for programming for the Baton Rouge Gallery, including art events, hosting artist exhibits, both short and long-term.
6. **QUESTION:** Will Dedra Fountain be emailing a received email back to design consultants that email her their contact information?

- a. **ANSWER:** Yes, Dedra Fountain will email out a confirmation email that she received your contact information.
- 2. **QUESTION:** Will there be a preference given to architecture firms that have in office interior firms vs. firms that partner with interior firms?
 - a. **ANSWER:** No preference, any team is welcome to submit for this RFQ.

This addendum is hereby officially made a part of the referenced solicitation and should be attached to the submitter's proposal or otherwise acknowledged therein.

If you have already submitted your proposal and this addendum causes you to revise your original submittal, please indicate changes herein and return to Purchasing prior to submittal opening in an envelope marked with the file number, bid opening date and time. If this addendum does not cause you to revise your submittal, please acknowledge receipt of the addendum by signing your name and company below and returning it in accordance with the provisions above.

(Name and Signature)

Date

(Company Name)