

**Minnesota State Colleges and Universities  
Anoka-Ramsey Community College  
Request for Proposals for Owner's Representative for  
ARCC/CR-18 – Nursing and Business Center,  
ARCC/CR-19 - College Services and Library Renovation,  
And Small Campus Projects**

Date: 06/04/2019

**ADDENDUM #1**

1. **The Sign-In sheet for the mandatory project informational meeting, held on Thursday, May 30, 2019 is incorporated as Attachment #1.**
2. Additional project information provided by the Owner during the informational meeting is as follows:
  - a. ARCC's enrollment is currently 7,000 FTE
  - b. The expectation is the OR will work directly and closely with Ken Karr. The emphasis is on developing a highly effective working relationship. Ken is interested in the OR's creative ideas to getting things done and seeks a complimentary skills set to his own.
  - c. Small campus projects may include projects and all three sites; Coon Rapids, Cambridge, and Anoka Technical College.
  - d. Selections for the College Services and Library Renovation are the A/E by June 14, and the Construction Manager at risk by July 3, 2019. The OR may participate in the CM selection as an advisor.
  - e. The biggest challenge Ken faces is working with e-Builder.
  - f. The OR should have a high degree of professionalism and relate well to others on campus.
3. Questions submitted during the informational meeting and their responses are as follows:
  - a. ***Does the campus have any core expectations for hours on campus?*** No.

Summary of Attachments:

1. Mandatory project informational meeting Sign-In Sheet.

**END OF ADDENDUM #1**