

**Minnesota State Colleges and Universities**



**System Office  
Request for Qualifications for Facilities Professional/Technical  
Consultant Master Contract**

Date: 01/12/2018

**ADDENDUM #1**

1. **Refer to the RFQ, Appendix, Minimum FAC PT Consultant Criteria. Add the following Specialty Service:**

Please note: this specialty service is for design services, not fabrication.

| Specialty Service                | Credentials of Key Personnel   | Years of Experience | Laboratory or Testing Service | Firm Project Experience – Projects must be complete   |
|----------------------------------|--|---------------------|-------------------------------|---|
| <b>Architecture - Wayfinding</b> | <ul style="list-style-type: none"> <li>MN Licensed Architect <b>or</b> MN Licensed Certified Interior Designer, <b>or</b></li> <li>4 (four)-year degree in Graphic Design, Marketing, Communications, <b>or</b> related equivalent, <b>AND</b></li> <li>Registration/accreditation with a professional organization related to specialty.</li> </ul> | 10 (ten) years      | None.                         | 3 (three) projects with a state or local government or higher education institution. Municipal, corporate, or other relevant design experience may be considered. |

2. **Refer to the RFQ, Section IV. Specialty Services & Responsibilities. Add the following Specialty Service and General Description of Responsibilities:**

| SPECIALTY SERVICE                | GENERAL DESCRIPTION of RESPONSIBILITIES  |
|----------------------------------|--|
| <b>Architecture - Wayfinding</b> | Provide interior and exterior campus wayfinding assessments. Create wayfinding plans, systems, and visual communication strategies. Develop campus sign design guidelines. Design and specify signage and graphics including monumental signs, emergency plans, and digital integration. Providing cost estimates for wayfinding elements and prepare project schedules. |

END OF ADDENDUM #1