

# SHERMAN SCHOOL BUILDING COMMITTEE

## Addenda # 2

### RFQ/RFP #2

*for*

### PROJECT MANAGEMENT/ OWNER'S REPRESENTATIVE SERVICES

Please see responses to submitted questions related to RFQ/RFP #2 below.

*The RFQ/P notes that the OPM should provide costs associated with a full-time on-site service representative. Please confirm how the SSBC anticipates the procurement of office space for this representative.*

This will be determined in the planning process, it is assumed at this time that a “full-time on-site service representative” would have space within areas designated for construction management staff. Such space will likely be included within bid specifications for construction management services should a project proceed pending funding approval.

*Since there is the requirement for full-time on-site representation; In order to have consistent fee proposals could the Town provide a proposed construction schedule that all respondents can develop their fee proposals from? Otherwise each respondent will have their own opinion based off of incomplete information. Should the schedule change the Town will have a basis from which to make adjustments.*

There is no finalized construction schedule available at this time. The development of a conceptual option(s) is underway and more information on the likely contours of construction timing and phasing will be further refined in the coming weeks. Proposals should appreciate the need to adapt to a finalized construction and project phasing schedule as it is further defined during the conceptual planning stage which will be conducted through early May.

***Please confirm the OPM's role with estimating services; in various locations throughout the RFQ/P it references verifying and reconciling with the estimate. We are aware that your Architect, Antinozzi Associates, currently has estimating services as part of their contract and that the Town of Sherman will be issuing a RFP for CM services which will have estimating services as well. Is it the Town's intent to have a third estimator provided by the OPM to verify and reconcile the estimate(s)?***

Proposals should suggest the required services for an OPM to assist in reconciling and verifying estimates provided by the A/E team prior to referendum. The intent of requesting these services is to provide additional validation to cost estimates and ensure all factors are appreciated in estimates utilized to request project funds. The additional estimating services that may be required by a Construction Manager (CM) are dependent upon a variety of factors, timing may not permit a CM to be retained prior to funding approval, therefore the OPM services should reflect this and appropriately ensure estimates are accurate and appreciate all factors that could influence the anticipated total project cost.

***The Additional Selection Criteria outlined on page 9 of the RFQ/P appear to be more applicable to the selection of a construction manager/general contractor. Typically, an Owner's Project Manager is not required to supply this. Would it be acceptable to include a statement summarizing our Affirmative Action Plan?***

Respondents should interpret these requirements as stated in the RFQ/P, a summary of how respondents meet the criteria specified is acceptable.

***Can you please clarify the estimated date associated with "Review of Initial Design, Estimate and Financial Analysis" included in the "Proposed Anticipated Project Schedule" on page 9 of the RFQ/P, as it occurs after the "A/E Complete Conceptual Design and Budget Estimate"?***

The anticipated completion date for "Review of Initial Design, Estimate and Financial Analysis" included in the "Proposed Anticipated Project Schedule" is March 14, 2023, the anticipated completion date for "A/E Complete Conceptual Design and Budget Estimate" is March 28, 2023 as stated on Page 9 of the RFQ/P.

***During the construction phase of the project, is the SSBC requiring the OPM to have an on-site service representative during second shift and weekends overseeing the construction manager?***

No, respondents should consider how they will appropriately monitor construction activities which take place during a second shift or on weekends if they are not present on site at those times.

***If possible, please clarify what services the SSBC is specifically looking for in relation to Phase 2 – 4. Post Construction Phase – Item m. “Any and all other services not specifically delineated above that would be considered normal and reasonable services to be provided to a client by an OPM for the final design, bidding and construction of the Project of this scope and magnitude.”***

Respondents should review services that are delineated within the RFQ/P and where appropriate suggest additional services that would ensure adequate and appropriate representation of the Town in completing a Project of this scope and magnitude should it proceed.

***Please confirm if the SSBC is willing to have construction occurring while school is in session.***

Yes, it is anticipated that construction will occur while school is in session in an appropriately phased and protected manner.

***On the Bid Form under Base Bid – Phase 2 – Design Development to Project Completion; there is no line item to input a cost of the Post Construction Phase. Should this be included as a separate line item on the Bid Form?***

These costs should be reflected in the “Closeout Phase” line of the Bid Form.

***Please give further clarification on the scope for providing informational materials (i.e. printing, postage, distribution, etc.).***

The scope of these services is to be determined, respondents should suggest anticipated costs for informational materials required to effectuate the services specified within the RFQ/P.

***Please share an environmental testing report if one exists.***

New environmental testing will be completed by the A/E teams during concept development. Prior testing and other information that is available digitally can be found, specifically as it relates to the “K-Wing”, here:

[https://www.shermanschool.com/about\\_us/school\\_building\\_committee/documents](https://www.shermanschool.com/about_us/school_building_committee/documents)

***Please share the Foster Lyons report for wing K.***

The report can be found here:

[https://www.shermanschool.com/about\\_us/school\\_building\\_committee/documents](https://www.shermanschool.com/about_us/school_building_committee/documents)

*Please advise if we will be using existing partners or if we will be bidding new partners? Ie. AV, security, telephony, BMS, fire alarm*

A/E services will be provided for these needs.