

RFQ Questions
12.28.15

1. Please confirm that suspect Hazardous Materials should be tested on all 3 buildings, inside and outside. This scope could be extensive, and cost prohibitive to the designer. We suggest confirming the scope of work with an approved plan, and then testing materials that may be impacted by the work only, under separate contract or as a reimbursable expense. **Agree. Actual Hazardous Materials testing too cost prohibitive, and agree that confirming scope of work with an approved plan is preferable**
2. Please also confirm that Historic Paint Analysis is required for all 3 buildings, inside and outside. This scope could be extensive, and cost prohibitive to the designer. We suggest confirming the scope of work with an approved plan, and then performing a paint analysis on only the materials that may be impacted by the work only, under separate contract or as a reimbursable expense.- **No. Historic paint analysis is not required.**
3. The RFQ includes work by the Designer to propose building layouts, “including locations within the three (3) identified buildings for the identified users.” Based on the adaptive re-use study and space needs, it may be determined that the existing building(s) lack sufficient space for certain program(s). Will the designer be responsible for identifying potential for additions to all three buildings to accommodate any program? **No, we need know what can be done with what exists.**
4. Likewise, will the designer be responsible for identifying additions to accommodate code requirements (such as accessibility), for example, an elevator addition? **YES**
5. Are the references to “construction costs” as part of the Project budget incorrect? Isn’t the entire budget of \$60,000 allocated to design fees? (These references occur at least on the “Notice to Responders” page and on the first page of “Section 1. Instructions to the Request for Qualifications.” Correct. **References to construction costs are incorrect.**
6. In Appendix 11, the “Addendum to the Standard Form of Agreement...,” paragraph 11.5 notes the breakdown of the fee as based on a full architectural design services contract (with percentages for 5 separate phases of services, from Schematic Design through Construction). However, since this project is for a study only (described as a “predevelopment project” in the “Description of Work” in Section 3), will the payments to the Architect be based on another work breakdown (for instance, the four categories of work called out as A. through D. under “Description of Work”), or will they be based on another schedule or system—such as monthly payments—since those four tasks may well overlap? **50% payment upon commencement, 50% at completion.**
7. The requirements for drawings under “Outputs” calls for “conceptual plans” to be drawn at “no less than 1/8”=1’ scale,” and “Standard architectural plans” to be at “no less than 1/4”=1’ scale.” However, the list of project requirements for the final report, just above this discussion of scale, does not call for “Standard architectural plans,” only for “Outline plans.” Are the “Outline plans” to be treated as “conceptual plans,” and drawn at 1/8” scale, or as “standard architectural plans,” to be drawn at 1/4” scale? **We want a 1/4” scale.**