

**RFP Contract #2020-02 Architectural Design Services - Granby Memorial High School**

**Question #1: Charles W. Boos, Kaestle Boos Associates**

Based upon our considerable experience, I respectfully suggest that this project be altered from a full service approach to a schematic design study of each area of interest. This approach would result in sufficient scope definition and budgeting to enable the School Administration and Town to prioritize the projects based upon need and cost and to move forward accordingly.

Answer # 1: **We will maintain the project as outlined in the RFP.**

**Question #2: Charles W. Boos, Kaestle Boos Associates**

Page 4 of the Legal Notice lists four projects. The third paragraph starting with, “The Granby School Building Committee... states the ‘Committee’ intends to select a firm... *for the preparation of two conceptual design options.*” During the walkthrough on Tuesday 3/10, I understood that you wanted separate designs for the four projects listed. Is it two or four? If it’s two, which two do you want?

Answer # 2 **This is one projects containing four variable spaces. The two conceptual design options should take this into consideration after meeting with the building committee. The program areas identified for upgrades are not tied to any particular space including their present locations. To maximize creativity and innovation, there is flexibility to allow consideration of all space for utilization. Two design options are requested for one project that consists of upgrading (and possible relocation) four program areas.**

**Question # 3: Anne Macion, ConstructConnect**

Do you have a copy of the Pre-bid Sign In Sheet available?

Have you issued any addenda for this project? Can I ask a copy?

Can we obtain copy of the plan holder’s list?

Answer # 3 the **list is on the Town Website**

**Question # 4: Sharon Pomeroy, QA+M Architecture**

The maximum page count for the Technical Approach and Relevant Experience is five pages (each.) The maximum page count for the General Information and Proposed Staff is 4 pages. Considering the depth of information required for this section’s response, can you please reconsider the maximum page count so more pages are allowed? Also, kindly confirm that pages printed double sided are acceptable.

Answer # 4: **Double sided are acceptable. Page counts will remain as listed. Pages can be double sided.**

**Question #5:** John D. Scheib, Jr., Northeast Collaborative Architecture

We have a question re: the RFP and its attached AIA agreement. We note that the insurance dollar coverage limits do not match (between the RFP and the AIA agreement). The AIA agreement seems to be more appropriate to a design consultant's policy. Generally, there's some language in the RFP re: insurance that seems more applicable to construction or other contractor. Please confirm that any discrepancies in the insurance language should default to the AIA agreement. Please confirm that fee proposals are expected only of firms short-listed for interview and at the time of interview.

Answer # 5: **The RFP. The figure in the RFP will take precedence. Fee proposals are expected only of short-listed firms.**

**Question # 6:** Zoraida Ramirez, Wiles Architects

I am preparing a submission for RFQ #2020-03 for Granby Memorial High School and am wondering if the deadline and submission type will remain the same, hardcopies submitted by March 19<sup>th</sup> @ 1pm to Granby's Town Managers Office?

Answer # 6 **No. The deadline has been moved three weeks to Thursday, April 9 at 1:00 pm.**

**Question # 7:** Robyn Minella, [Consulting Engineering Services](#)

The page limits on this RFP are extremely restrictive. Although I understand that the town is seeking to eliminate extraneous information, rest assured our firms are versed in responding to multiple RFPs and are extremely experienced in targeting the most relevant information for your evaluation.

In general, resumes are one page per person. Our (MEP) firm will submit a team of 5 people – Principal in Charge, Project Manager, Electrical Engineer, Mechanical Engineer, and Plumbing & Fire Protection Engineer. That alone puts us at the page limit for the entire section that also needs resumes from every other firm on the project and a cover letter.

A 5 page limit on the relevant experience and references will not allow each firm to show their most relevant 2 CT High School relevant projects either.

Page limits of this magnitude will require us to reformat all our materials to fit which is extremely time consuming. Further, we cannot even begin putting materials together without clarification of the page limits. Since the answers will be posted on Monday, March 17<sup>th</sup> at 5:00 pm, will the deadline be extended?

**Answer # 7: The deadline has been extended to April 9, 2020 at 1:00 pm. Pages may be doubled sided.**

Question #8. From Sharon Pomeroy on March 26. Will you accept digital copies rather than physical copies of the proposals?

Answer #8. Yes, responses to the RFP may be sent via DROPBOX to Anna Robbins at [robbins@granby.k12.ct.us](mailto:robbins@granby.k12.ct.us). Please send the digital copies may be sent on April 9, 20020 prior to 1:00 pm.