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**ADDENDUM NO. 3
(January 26, 2015)**

**RFQ No. 669
Design Services for
New K-5 IB Interdistrict Magnet School
at 200 Strawberry Hill Avenue, Stamford, CT**

Addendum No. 3 is being issued to all potential proposers to provide clarification, responses to inquiries received and the following information:

1. **LEED Certification:** Is the intent to design the facility as a **LEED Silver CERTIFIED** facility, or to design it to LEED Silver design standards?

Answer: Section B of Appendix L indicates that the buildings shall be designed, contracted and built to achieve, at a minimum, the LEED Silver certification level. This is further indicated in section 2.2 - Project requirements section of the RFQ.

2. At the walk through it was stated that architectural contracts would be executed in a phased manner as State Grant funding was confirmed. Please clarify which phases will be immediately contracted and which phases possibly delayed.

Answer: Phases I & II.

3. **Concept Design Plans:** Has the City prepared any site plan concepts for Phase II that would illustrate the approach to Phase II bus drop off and parking needs?

Answer: No. It is not anticipated that any changes to the site will be included as part of Phase II design other than code related items and to define the location of a suitable drop off and pick up area which separates the school bus traffic from parent traffic. The City has undertaken a preliminary traffic study of the on and off site improvements that will be necessary as part of the final project. A draft copy of this preliminary report will be furnished before the RFQ submission date. Phase III work shall include the necessary on and off site improvements.

The bus drop-off, and associated staff and visitor parking areas required to accommodate the final project should be the responsibility of the selected firm.

4. Master Planning All Four (4) Phases: Please confirm that master planning of the entire campus to accommodate all four phases will need to be developed during Phase I and Phase II work, in order to ensure overall program goals can be met.

Answer: Although the Master Plan should be developed in the earlier stages of project development, the overall project goals may be better realized once the project is underway, and may require further adjustment, for the potential of addition and the barn renovations. Currently the grant does not include grades 6-8, which may be included in the grant request at a later time.

5. Additional Master Planning: Confirm that Campus Master Planning will include future expansion capability to add grades 6-8.

Answer: The current grant application is for K-5. This said, it is conceivable that a grant modification may be requested by the BOE at a later date. As such, it may be prudent to consider this in the initial planning during phases III and IV. See response to #4 above.

6. Phase II FF&E Services: Please confirm that Phase II FF&E documents are not required within 6 months of contract signing. We would expect Phase II FF&E to roll out shortly after completion of Phase II construction documents.

Answer: The entire FF&E is not required immediately. However, the FF&E for the K to 2 in the new (altered) spaces of Phase II is necessary to be included as a part of Phase II, in order to accommodate immediate occupancy/use of those spaces by the fall of 2016. All necessary State approvals to go to bid, bidding, delivery and assembly and installation of any required FF&E for Phase II shall be in place prior to the occupancy date for phase II.

7. Item 16, page 9: Reference is made to production of "...a 3D electronic model rendering..." Is this a request for a physical model or 3D drawing renderings?

Answer: As indicated in item 16, a 3D Electronic Model is required to portray a general 3D rendering(s) of the proposed addition. This will be helpful for presentations to the community and the boards. The Model shall show interconnection to the existing building(s) and associated site.

8. Phase II Task Descriptions: Phase II is described as a "light renovation." It was further explained at the walk-through meeting that the objective was to perform the least amount of renovation work required to achieve occupancy in August 2016. The detailed task descriptions for Phase II process found on pages 9 & 10 seem to be in conflict with a reasonable definition of "Light Renovation." Specifically, site and

utility plans; Structural and framing plans; landscape and athletic fields; MEP plans; Control diagrams and sequencing of operations. Please clarify.

Answer: True. The intent was not to specifically include the expansive work, requiring elaborate site, utility, and MEP plans, as well as detailed structural, framing, landscape and athletic field plans. However, even with the "light renovation" concept, there may still be a requirement to provide some graphic documents depicting; some site, utility, structural, and MEP work related to the development of the facility to accommodate Phase II. This work will also include the minimum required work identified by the local Building, Fire, and Health officials for Phase II.

9. Sec. 2.9 A/E Firm Time Requirement: States "Services required during the warranty period shall extend 2 years from the buildings occupancy date." Please specify the services expected and/or required.

Answer: The 2-year period is anticipated in order to properly address the CT High Performance Building Standards post-occupancy reports following the completion of Phase III and IV construction work.

10. 3.5.4 Project Staff, p. 17: The third paragraph discusses "related costs" and "cost for sub-contractors should be included in the percentage of construction cost." Please confirm that there are no fee submission requirements.

Answer: The fees are to be addressed only by the firms that are short-listed.

11. Phasing: Has the OSF approved the four phases as described within the RFQ?

Answer: No phasing plan has been submitted to OSF to date. This will be done by the project team once the design professionals are hired and can provide their input. Typically, the OSF acknowledges and accepts the Phasing Plans submitted to their office, so long as the work of the Phases, as well as the sequencing follows the construction industry standards. The OSF also accepts reasonable modifications as the project progresses, so long as they are advised in a timely fashion by the district along with a reasonable acceptable explanation.

12. If we team with an architectural firm and provide estimating service on the project referenced above would that preclude us from bidding the project as a GC?

Answer: Project designer firms and their sub consultants are precluded from bidding the construction project(s). This should be discussed with parties prior to forming a design team.

13. In Sections 2.1, 3.2, 3.3, and 3.4 please revise the 5 year requirement for projects completed to 7 years.

All other terms and conditions of RFQ No. 669 remain the same.

A handwritten signature in black ink that reads "Beverly A. Aveni". The signature is written in a cursive style with a large initial "B".

Beverly A. Aveni
Purchasing Agent

Cc: Lou Casolo, City Engineer, Engineering Bureau
Domenic Tramontozzi, Senior Construction Manager, Engineering Bureau
Purchasing Department File