

Questions from Request for Proposals Project Management Services for Municipal Complex Redevelopment
Friday, July 7, 2017

Question Number	Question	Answer
1	A standard bid bond form was attached to the RFP (B-1). Is this required to be submitted?	Bid Bond Form is not required.
2	What is the current status of design/bid documents for:	
2a	Phase 1 - Salt Dome?	50% complete.
2b	Phase 2 - Municipal Complex?	Anticipate Design Development phase to be completed by Mid August
2c	Phase 3 - Commuter Parking?	Preliminary site plan complete
2d	Phase 4 - DPW improvements and new structures?	Preliminary site plan complete
3	What is the current estimated (or desired) construction start date for:	
3a	Phase 1 - Salt Dome?	It is the Township's goal to have the salt dome complete for the 2017 - 2018 winter season. The new salt dome needs to be completed to allow the existing salt dome to be demolished to allow the start of the site preparations for the new municipal building.
3b	Phase 2 - Municipal Complex	March 2018
4	Does the Township anticipate bidding for one GC contract for all 4 phases? Or potentially four separate contracts?	It is the Township's desire to utilize a Construction Manager at Risk with a Guaranteed Maximum Price model to have one CM for all phases of the project. The only exception would be for the salt dome if the schedule does not allow for the new dome to part of the GMP
5	Can you elaborate/clarify the bonding requirements?	
5a	Bid bond form B-1 is not listed as mandatory for submission	Bid Bond Form is not required.
5b	What exactly needs to be submitted with the bid?	Mandatory documents as per section E and H of the RFP.
5c	Contract bond -- Is our proposal to include bond costs?	Contract bond is not required for this bid.
5d	Or would you prefer to see an Add Alternate to bond the contract?	Contract bond is not required for this bid.
6	Part G. -- Financial Proposal/Pricing Schedule: Should the fee proposal for the Project Design and Development Phase also be a per-month rate, as is requested for the Construction Phase and the Post-Construction Phase? If yes, how many months?	Financial Proposal fee for the project design and development phase shall be a lump sum price for the required services as described in section G of the RFP.
7	Part H-- Mandatory Submittal forms & attachments: <i>Bid bond form is not listed but attached</i> . Will the selected Project Management Firm be required to submit a Bid Bond.	Bid Bond Form is not required.
8	What is the budgeted 'construction' cost and budgeted 'total project' cost?	The construction budget cost for the municipal building, salt dome (demo and construction), site improvements and DPW expansion and improvements is \$23,000,000. The total project budget is \$28,000,000.
9	RFP Page 8, last paragraph. The RFP references a preliminary project schedule attached for reference. The schedule was not included in the RFP. Please provide.	Project preliminary schedule attached.
10	RFP Page 10. The preconstruction phase (design and development) has a potential start date for project management services of 8/1/17. We also understand from the RFP (page 7) that the current design is in the schematic design phase. What is the current targeted duration for completion of design, and what is the targeted schedule date for the issuance of schematic design, design development, GMP documents (70% construction documents), and 100% construction documents?	Target completion date for the complete design is February 2018. The project will not have a schematic design submission. Target design development phase completion is mid-August 2017. GMP documents target completion date is January 2018.
11	RFP Page 11. Construction Phase. What is the targeted date for the start of Phase One (salt dome) construction?	See answer to question 3a.
12	RFP Page 11. Full-time Onsite Project Management staffing. Please advise the minimum full time onsite project management staff envisioned by the Township during the construction phase? This directly impacts the proposed 'monthly' fee for construction phase services.	The township anticipates having full-time onsite project management at the start of the Municipal Building Construction until substantial completion of the building.
13	Field Office Trailer. It is typical that the field office trailer used by the selected project management firm (and for project team meetings, etc.) during the construction phase is furnished by the selected contractor as part of the budgeted general conditions. This typically includes the cost of a fully furnished trailer, electrical, internet, telephone installation and monthly service. Please confirm that these costs are not the responsibility of the project management firm.	The township will provide space for the Project Management Firm staff during construction.
14	Insurance Requirements. Please advise the minimum professional and general liability insurance requirements for this project management contract?	For Commercial General Liability it shall be \$1,000,000 for each occurrence and \$2,000,000 for General Aggregate. Automobile Liability shall be \$1,000,000. Umbrella Liability shall be \$1,000,000.
15	RFP Section H. The RFP includes a Bid Bond Form. Please note this is the responsibility of the general contractor/construction manager at risk, but is not required for professional services contracts including project management services. Please confirm that this is not a requirement of the project management firm.	Bid Bond Form is not required.