

Addendum 4

Questions

6/12/24

1. Ref – Background (page 3). This section notes that “the Town is currently finishing the design development phase of the Project and the Architect is beginning the contract document phase.” Could the Town verify that Rosenblum Coe Architects, Inc., is the selected Architecture firm that is leading the design effort and will be involved throughout the rest of the project? **Correct, they had a name change to Caplea Coa Architects, Inc. and they will be involved throughout the project.** Also, does the Town anticipate that the selected Construction Project Management Services firm under this solicitation will be involved in the selection of the General Contractor (or is that selection to be awarded by the Town separately to the lowest qualified bid received based on the advertisement/bid package anticipated to be issued in September of 2024)? **I anticipate the project manager to participate, along with the project team, in determining the lowest responsive and responsible bid that meets the requirements set forth in the invitation for bids.**

2. Ref – Selection and Evaluation Procedures (page 5). Item 6 under evaluation factors lists a Price Proposal. Does the Town have a preferred format for how that Price Proposal is to be provided (e.g., a percentage of actual construction bid cost; a fixed fee based on the estimated total project cost of \$10M as approved under the CPST; a % of construction fee with a NTE amount, etc.)? **Fixed amount per month with a not to exceed total.** The Draft Construction Management Project Management Services Agreement shows that fees will be paid at a fixed amount per month, with a NTE total, but we want to make sure that we understand how the Town prefers submitting firms present their pricing for evaluation. Mostly, we want the Town to be able to evaluate price proposals on a “apples to apples” basis. Lastly, is the Price Proposal to be included at the end of the main body of the proposal (or as a separately sealed document), and is there a page limit for the Price Proposal (we would assume 1 page maximum)? **Please include price proposal in the main body submittal section. Please limit to one page.**

3. Appendix B. We assume that the 5 Forms of Affirmation provided in Appendix B of the RFP are to be completed and included with our proposal submission (and would not count against any page count limitations). Please confirm. **Correct.**