

- 1) Could you please share the list of attendees from the 10/27 site visit? **Posted on the Town's website.**
- 2) Construction Management is noted as well as bidding in the RFP. Please confirm that the desired procurement delivery method is CM and bidding refers to subcontractor bidding to establish the GMP. **Yes**
- 3) Page 7, under the Experience section of the RFP notes "high performance design and building renovation" should be included in the proposal submission. Could you please share a little bit about the sustainability, energy, and/or performance goals of the Town for the project so we can assess what level and scope of services might be pertinent to include? **Town officials and the town Energy Committee will provide comments and feedback throughout the project with expectations that, at a minimum, the Armory building will exceed the requirements of the VT Commercial Building Energy Standards.**
- 4) Page 3 of the RFP notes that civil engineering is to be included as a part of the design team and contracted through the lead architectural firm. There was some discussion yesterday if this was the desired approach or if civil engineering would be directly to the Town. Please confirm if civil engineering should be included in the proposal as noted in the RFP or otherwise. **Yes, civil engineering should be included in the proposal.**
- 5) Will any of the existing conditions drawing files be made available to the selected design team in AutoCAD or REVIT format? **Yes, we will confirm the format.**
- 6) Please confirm if Furniture, Fixtures, and Equipment (i.e. FF&E) design is or is not to be included in the proposal? **Please include the FF&E in the proposal.**
- 7) Additional grant funding the Town intends to pursue are noted on page 3 of the RFP. Can you please clarify to what extent support of these efforts by the A/E team should be considered and therefore included in the proposal at this time? (i.e. Is there a baseline allowance for number of hours that should be carried, or would these services be added in the future when there is more information about which may be relevant?). **Any additional assistance needed relating to grants will be negotiated on a time-and-materials basis at a later date.**
- 8) The RFP requests a fixed fee, broken out by phase.
  - a. Could you please confirm what Total Construction Cost should be used as the basis or if the DRAFT Budget prepared by Austin Hill Estimating should be used with escalation at a specified rate, and what that rate should be? **Use a total construction costs that you feel is appropriate based on your experience, or the Austin Hill estimates, to determine your fee.**
  - b. Is it acceptable to provide a fixed fee for Schematic Design and a % fee (or range of anticipated % fees) for the following phases, which would be converted to a fixed fee in the contract once the scope of work is more completely defined? **Yes, we will consider this method, but, you should clarify when the fixed fee will be determined.**
- 9) The response format noted in the RFP is electronic. Please confirm that we can submit electronically only (no paper copies). **Yes**

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- 10) When will Historic Preservation make a determination on the proposed removal of a portion of the drill hall? **Although we do not know when we get final approval from HP to tear down the drill hall, for this proposal assume that we have that approval.**
- 11) Are there reasons the Town is not extending its contract with the firm that provided the preliminary plans? **Procurement policy.**
- 12) Are there portions of the preliminary plans the Town feels are not feasible or otherwise would require redesign? **No**
- 13) Please confirm that remediation scope will be performed starting April and ending September 2022. **The updated timeline shows remediation commencing in August 2022 with construction starting in October 2022.**
- 14) Will the Civil Engineer be hired by the owner? Is the Dufresne Group the preferred choice? **No**
- 15) Are there specific sustainability goals for the project? **Town officials and the town Energy Committee will provide comments and feedback throughout the project and will expect that, at a minimum, the Armory building will exceed the requirements of the VT Commercial Building Energy Standards.**
- 16) Is a list of site visit attendees available? **Posted**
- 17) In the evaluation proposals, will each of the sections (Approach, Experience, Procedures and Scheduling, and Fees and Costs) carry equal weight? **Yes**

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18) I'm wondering how to get copies of the attachments that are referenced in the rfp – I know others at the site visit had copies of them, but they aren't included in the rfp pdf that I have. Could you advise? **The full RFP, including attachments are on the town website.**

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19) Question: Since Wiemann Lamphere Architects provided the preliminary floor plans and elevations, will there be a hand off to the winning team, specifically the architect of any electronic files? These files would be considered instruments of service and would need to be released to the architect awarded the project. I understand that these files are only preliminary (and probably not based on a full survey), but may be useful in developing the plans that would then be used to push the final design forward. **Yes**

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20) Should we assume that the project civil engineer will be contracted directly to the Town, via an existing contract with the Dufresne Group? **No** (RFP calls for a civil engineer to be on the architectural team). Or are the teams to have their own civil engineering consultant to take the project from permit level documents/drawings to a construction level package. **Yes, that is the expectation.**

21) Is the entire gymnasium structure (steel truss roof, masonry walls and foundations) to be removed for a completely new addition? The WLA D1.01 plan seems to indicate (by hatching and note 3D) that the existing roof is to be removed and a portion of the gymnasium walls and foundation are to remain to form the north and south walls of the new addition. **That is correct, but the team structural engineer will have to evaluate this for feasibility.**

22) It is safe to assume that all mechanicals are roof top units, and not ground mounted units. **TBD by team engineers.**

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23. Has an existing structural assessment been completed on the building? If so, can that be shared? **No**

24. Is the intent to insulate the existing building envelope to current VT CBEC standards? If so, has an envelope consultant been engaged? **TBD. The town will be looking for the team to make recommendations. No, an envelope consultant has not been engaged.**

25. Will the design team be required to assist with development and/or coordination of the environment remediation scope bid documents for the building? **There will likely be collaboration with the town's QEP, who will be responsible for preparing the remediation bid documents.**

26. If the remediation scope is from April to September 2022, how will any building issues uncovered during remediation phase be factored into the Construction Documents which are due in May? Will time be set aside for revisions to bid documents based upon discovery of any issues during remediation that require re-coordination with the design team? **The town will consider changes in scope as they arise. Yes, time will be set aside for revisions to bid documents if necessary.**

27. Is there a schedule for submission and (tentative) receipt of all permit approvals? If so, could that be shared? If not, who is responsible for developing this? **Please refer to the RFP.**

28. Three estimates are called for (one in each design phase) – was time to develop each estimate set and an associated estimation period factored into the proposed schedule? **Yes.** Is it the intent of the RFP that the design team would continue developing the design & drawings while the estimates are being produced, or would design work slow or **halt** while the estimating is being done? **Yes, we will review cost estimates before we move to the next phase.**

29. The schedule for the SD through CD phases is aggressive at roughly 5 months, including two major holidays just after award of the project. Given the complexities and design coordination required to renovate this historic structure, the submission of multiple permits, the presence of hazardous materials and required coordination with that scope of remediation work, assistance in the CM RFP process, and multiple cost estimates, has consideration been given to revising the schedule? **Please provide a schedule that you believe is realistic within your proposal.**



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