

Reisterstown Branch Improvement Project

1. What is the expected duration for the design phase?

Pratt is leaving it up to the vendor to provide a complete project schedule, to include design duration. Pratt will work with the selected vendor to identify which purchases can be made and received no later than June 30th. These items will be supported by grant funds.

2. Please confirm that the CM proposed project duration is for construction phase only. That is after all design phase work is completed.

As this project is a design/build effort, some elements of the project will be designed before the start of construction and others will be designed during the construction effort.

3. Is there a target completion date for the project?

The selected team will work with Pratt to identify specific elements that can be completed by June 30, 2026. While it is assumed these elements will be limited, the majority of the project's completion date will be identified by the selected vendor.

4. Is CM required to provide a temporary office trailer onsite for the duration of the project or can we use space inside the existing library? If a trailer is required, are there any minimum size / # of rooms / other requirements for office trailer that CM should have included within their Proposal General Conditions cost per month?

CM is able to use existing space inside of the library.

5. Please verify that the entire library will be shut down for the duration of the project.

That is correct, the library will be completely closed to staff and patrons during the construction effort.

6. Is it required that an itemized general conditions cost per month breakdown be provided with a bid / proposal? If so, are there any specific form or cost breakdown requirements CMs must comply with and or use as a template for their general condition cost breakdown sheet attached to / submitted with their proposal form?

Proposals are expected to include general conditions. Also, proposals ~~also~~ providing breakdowns of the general condition will be considered favorably. There is no requirement for the format or level of detail provided.

7. Verify Owner is selecting / contracting design team directly / under a separate contract.

The project is to be completed as a design/build effort. The contractual agreement will be with the GC and the GC is expected to partner with a design firm.

8. Will the CM costs to prepare the GMP, which is to be included within the CM's final GMP lump sum total, be a separate budget line item within the GMP or will cost of preparing the GMP be a part of CM's fee?

All anticipated costs are to be identified by the bid proposal.

9. The pre-construction pricing does not include a line for CD Estimate. It seems like this should be the last item of the pre-construction phase.

Submissions should include all the costs anticipated by the vendor/team. The vendor/team is free to include any additional information they see as significant or necessary to understand the vendor/team's expertise.

10. Can an existing floor plan of the building be provided?

We have architectural drawings. Please use the link below to review.

11. Confirm liability insurance CM responsible for providing is per the RFP insurance requirements only and CM will not be responsible for providing any additional insurance policies as part of their CM proposal Liability insurance cost including but not limited too:

Ø builders risk insurance

Ø pollution insurance

Ø professional design liability insurance

Ø umbrella liability insurance

Ø other

Submissions are to comply with the insurance requirements as indicated in the solicitation documents.

12. What is the owner's estimated total project cost?

EPFL is looking for the bid proposals to identify the current market cost to complete the project as described.

13. Bid form states 3 min subcontractor bids required for each DIV2-50 scope of work. However, RFP Section 1 Part 5 states bidders to identify subcontractors they propose to be a part of their team. Please provide further clarification on what will be required of bidding GCs / CMs with regards to submitting list of subcontractors which will be subject to vary until final GMP subcontracts given nature of this design bid build method.

Teams submitting proposals are required to identify the subcontractor they anticipate working with on this project. The selected team will be required to identify a minimum of three proposals used to select the actual subcontractors that will be using on the project.

14. Please also confirm GC / CM will not be held liable to using any subs listed on a prelim list of subs that if GC / CM is required to submit a list of proposed subs w/ their bid for this RFP.

EPFL understands the anticipated list of subcontractors submitted during the proposal phase may change prior to final negotiations.

15. Provide copy of modified AIA short design build consultant noted to have been solicited as part of this RFP's bid documents.

Please see the updated RFP, attached.

16. Are CM financial statements required to be submitted as proof of CMs financial health?

All requested information identified by the solicitation is intended to ensure EPFL understands the vendor/team and the ability of them to complete this project.

17. Please verify CM fee noted on Proposal form will exclude all other general conditions costs such as dumpsters and snow removal and that these other costs will be included in the division 2 -50 final GMP subtotal cost.

Submittals should provide complete and accurate information to all questions/requests. The submitted CM fee should include all CM fees identified by the vendor/team. The General Conditions should include all anticipated general condition costs.

18. Has an Architect already been selected?

The owner has not selected a design team.

19. Will the Architect be under contract to the Owner or the CM?

The architect is anticipated to be under the contract of the GC.

20. Are the architect's fees to be included in any of the Pre-construction cost items?

All anticipated fees are to be included in the submittal. Submissions are to include all anticipated project costs.

21. Please clarify on payment terms for pre-construction services CM is to provide during design phase (SD / DD estimates / VE & constructability analysis + bi-weekly meetings). Moreover, will CM be able to submit monthly applications for payment for all pre-construction services provided.

All services provided by the selected vendor/team can be invoices and will be paid by EPFL.

22. With regards to the pre-con/design meetings CM to provide a unit cost for please advise on the following:

- if CM will be responsible for anything aside from attendance of bi-weekly design meetings (i.e. who responsible for meeting minutes)

The CM will provide meeting minutes.

- if meetings will be in person at owner / design team office or virtual.

Meetings will be both in-person and virtual depending on the phase of the project and agreed upon needs of EPFL and the vendor/team.

23. Can a copy of the sign-in sheet & meeting minutes from the onsite pre-bid meeting / site walk be provided via an addendum pre-bid?

A copy of the sign-in sheet from the on-site pre-bid meeting will be provided. The questions and responses provided reflect questions received and recorded from during the site meeting and during the bid question period.

24. Will official AIA forms / monthly applications for payment be required?

Monthly applications for payment should be submitted using the standard AIA payment application.

25. Will Project Management software be required to be utilized by CM for project document + correspondence / coordination between CM, design team, & subcontractors throughout duration of project?

It is expected that the selected vendor/team will utilize a project management coordination tool. This tool can be a recognized combined software solution. Submitted information should convey the ability of the proposed solution to

26. Confirm CM costs that'll be incurred for submitting, review & payment of all fees for project building permit will be included as a budget line item within final GMP and not a part of any pre-construction / design phase CM general condition costs / CM fee / SD & DD Pre-Con services.

Any and all costs associated with securing the required permitting for the project will be reimbursed to the vendor by Pratt.

27. Please clarify the scope of the “exterior improvements” referenced on page 1 of the RFP.

Only interior improvements are needed, per the walk through.

28. Should the assumed 25% MBE participation be carried as a premium cost in the estimate/fee proposal, or will that be evaluated separately?

Any cost associated with achieving the MBE participation level should be included in your submission.

29. Please confirm whether bid, performance, and payment bonds are required for this procurement. If required, please specify the percentages and timing of submission.

Submission should include the vendor's recommended level of bond coverage. The exact percentages will be negotiated with the selected team.

30. If the GC should want to participate by self-performing multiple divisions, please clarify if those bids can be submitted on a single bid sheet or if each division will require a bid to be submitted separately?

Subcontractor scopes of work can be completed by the GC. In instances of self-performed work the GC will still be required to submit bid sheets and evidence of the self-performed work being in Pratt's best interest.

31. Please confirm whether the library will remain open during improvements, operate on a reduced schedule, or be fully closed/suspended during construction. If open, please confirm any phasing or noise restrictions.

The library will be fully closed to staff and patrons, during the construction efforts.

32. Please confirm whether architectural services should be included under the General Conditions cost, or if all design work is fully covered by the library’s design team.

Architectural services should be provided under the General conditions cost.

33. The RFP lists both March 18 and March 23 as due dates, please confirm the correct official submission date.

Please see updated RFP on webpage; the deadline is March 23.

34. Since the answers to bid questions to EPFL were supposed to be sent on Monday the 16th, will this then extend the bid deadline?

Yes, the submission deadline for the RFP will be extended by one additional day to accommodate this delay; the new date being Tuesday, April 24th.