Please clarify if this means 50 pages, printed double-sided onto 25 sheets of paper, or 25 pages double-sided onto 13 sheets of paper.

*Each side of a sheet of paper counts as a page.*

Also, do tabs, divider sheets and covers count in the 25-page limit?

_No_

It looks like the practice rooms and adjacent hallway/corridor has been recently renovated - will this space remain as is, or do you anticipate it to be a part of the scope for the project?

*Yes, the black box theater and practice rooms are to remain as is. The newly renovated areas in the lower level (approx. 6,000 SF) are excluded from the project scope.*

Please confirm: It is our understanding that FF&E will be completed by the College, and the design team will provide layouts as part of our scope, this correct?

*Yes, the design team is required to provide room furniture layouts for design and infrastructure coordination. The College will finalize the furniture selection, specifications and procurement.*

Is the College pursuing active learning environments for both the classroom and teaching laboratories? Is there a projected growth horizon for the staff and space for the programming effort?

*Yes, the College will provide additional information regarding this will be provided to the selected design team during the programing phase.*

Does the College have any established guidelines or standards that will influence the programming efforts?

_The College has design and space requirement guidelines, which will be provided to the design team. However, preparing a building program as indicated in the RFP is part of this project scope of work._

The duration of construction administration appears to be difficult to determine at this time, and will of course be based upon the final phasing established collaboratively by the design team and the College. However, this has a large impact on design team cost during this phase of the project. A 20 month total construction administration phase will be much less costly than one twice this duration given the RFP requirements for weekly site visits and periodic updates/reports. Please provide a construction duration that can be used as a baseline for establishing our fees during the construction phase.

_For the purpose of this RFP assume a multiple phased construction schedule with a 28 months total duration. As stated, the number of phases and actual durations will be determined during the programing phase._
In section 8.1.3 of Appendix A (AIA B101 2007) the standard waiver of consequential damages has been amended such that the Architect waives these damages, whereas the Owner does not. Please confirm that this is non-negotiable. I do not know that standard professional liability insurance policies would even cover a claim for consequential damages.

As indicated at the pre-proposal meeting, these terms are non-negotiable.

I do not see Building Commissioning addressed in the RFP, except that it was struck from the potential list of additional services in the B101 Agreement. Will the College require that the project have full systems commissioning by an independent commissioning agent? If so, would the College add this consultant as an additional service anyway, would the Owner consult with this firm directly, or is that expected to be included under the Architect’s basic services?

It is the intent of the College to require fundamental commissioning for the project. A consultant will be procured under a separate RFP to provide this services.

Page 17, item 6 – Licenses and Permits states, “The Architect shall secure and pay for all permits, governmental fees and licenses necessary for the proper execution and completion of the work”. However, I believe it was stated at the meeting yesterday that the College would pay for permits. As is typical, I understood this to mean that the College would be fiscally responsible for the payment of any land development, building permit, or other review fees required by township, county or state and these are not required in the Architect’s Basic Services. Can you confirm this to be the correct interpretation?

Correct, the College will pay for land development, building permit, or other review fees required by township, county or state.

I had a question about who will be allowed to bid. I represent a Mechanical, Electrical and Plumbing Engineering firm, and attended the mandatory meeting yesterday. I understand that an architect will be the prime on the project, but I was wondering if that meant that the architect had to be present at the meeting yesterday. If we were to partner with an architect and explain to them everything that happened at the meeting, would that architect then be allowed to submit a proposal even though they had not attended the meeting?

Yes, the attendance to the meeting was mandatory for the prime proposer. That is for the entity proposing to contract with the College.

Given the complexities that can arise during a renovation project, is the College considering hiring a construction manager?

The College has a construction manager on staff.

If the College does not pursue LEED, will you commission the building?

Yes, at a minimum the College intends on pursuing fundamental commission.
Please provide Appendix A, it was not attached to the RFP.

*Appendix A is posted on the College Website*

Project Goals and Objectives: Please confirm that the statement that the project may be required to achieve “Energy Start” should read “Energy Star”.

*Confirmed, it should read Energy Star.*

Scope of Services: Please clarify the scope of food services. Does the college anticipate that a commercial kitchen / food service will be required and if so, for what component of the program?

*The College does not anticipate a commercial kitchen being part of the program scope. However, a small café with limited menu to coffee, cold drinks, and pre-prepared sandwiches and snacks may be included.*

Existing Conditions Survey: Please clarify if a “full set” of A/E drawings are available for the existing building.

*Yes, a full record set of the existing building will be available to the successful firm.*

Please clarify if CAD drawing files are available for the existing building?

*No, the College only has CAD drawings of the building floor plans, which will be available to the successful firm.*

Has the College done any site, environmental, building assessments and or studies pertinent to this project that will be available to the A/E/C?

*A building Environmental assessment was conducted in the early 90’s and the report will be available to the successful proposer. Additionally, the College will commission an Environmental Engineer to update said report, and will share the results with the design team.*

c. 6.d. Please confirm that this clause requires only (1) set of the Contract Documents (drawings and specification).

*Confirmed.*

d. 6.m. Please clarify if the Architect will be responsible for all permit processing: submission, tracking, etc.

*Confirmed.*

e. 6.n. Decision regarding LEED Certification: When will the decision to pursue LEED certification and the level of certification be made?

*Programming phase*
QUESTIONS AND ANSWERS - REVISED
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Does Montgomery County CC have a LEED Coordinator on staff?

No

Please clarify if CAD civil survey (location, boundary and utility) drawing files are available for the existing building?

Hard copies of original surveys and utilities maps are available.

Phasing: Is the Architect responsible for designing and coordinating swing space outside of the building?

No

Are site utility upgrades anticipated for the building: domestic water and or fire service, electrical power, Information Technology feed (fiber), etc.?

Evaluating the existing site utilities is part of the scope of work, except for the Technology Feed (fiber).

Proposal Preparation: Are the non-collusion pages counted as part of the 25 double-sided pages?

No

Information Technology: Will installation of IT cabling be under the contract to the College or the Contractor?

Contractor.

Security: design and equipment: Will the College (vendor) provide security design equipment or will the Architect be responsible for specifying same?

The Owner will provide the Architect specifications of the selected equipment for inclusion in the Contract Document.

Will installation of security be under the contract to the College or the Contractor?

College.

Has any consideration been given to using CM at Risk contract?

The College is obligated, by statutory procurement law, to use a design/bid/build multiple-prime construction delivery method.

Will the College be responsible for Hazmat survey and removal?

Yes.