



MEMORANDUM

TO: RFP 21-004

FROM: Aaron Flure, Purchasing

DATE: April 12, 2021

RE: Question & Answer -RFP 21-004-1

- **Question:**
Is the 10% for contingencies based off the MAC?
- **Answer:**
Yes, contingencies of 10% will be \$400,000

- **Question:**
Setting aside \$300,000 for furnishings and then \$500,000 for equipment and computers fitting the labs?
- **Answer:**
Setting aside for Furnishings \$294,000. Setting aside for equipment and computers \$464,000. Total between the two will be \$758,000.

- **Question:**
Will the building be vacated during the construction or will it be partially occupied?
- **Answer:**
The building will be vacated.

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- **Question:**
Has abatement been completed on the building for items such as asbestos, lead paint...?
- **Answer:**
Some abatement has been done however, anticipating additional minor abatement as possibility.

- **Question:**
Is demolition part (moving walls, windows) of the entire package or is it part of a separate package? First one being demolition and then construction being the second.
- **Answer:**
This is part of the construction phase and will not be separate.

- **Question:**
Confirm the number of pages as there was mention of page limit being unrestricted?
- **Answer:**
The unlimited page limitation is strictly the price proposal, the technical remains the same. (See amendment)

- **Question:**
Document says the page limit is encouraged to stay within 10 pages
- **Answer:**
(See amendment)

- **Question:**
Could you expand a little bit on the format and the content you're looking for in the fee cost proposal?
- **Answer:**
Be as granular as possible with own creativity. No specific parameter or format. Main Phases of work as example.

- **Question:**
Does the fee proposal affect the scoring?
- **Answer:**
Yes. It is a fixed fee proposal and remain 10% of the MAC.



- **Question:**
Will award of project be based on proposals or will there be a round of interviews?
- **Answer:**
There will be a committee that will go through the first round and looking at proposals and making sure that everyone has responded appropriately to the RFP. It will be by this this committee that the company will be weighted based on responses. Then, top rated proposal will be requested at Board of Regents Meeting and top rated firms will present and give reasoning why firm is best firm for this project.
- **Question:**
Are you currently having any problems when it rains do you have any flooding or any low spots that pool?
- **Answer:**
No. Have had grading issues in the past with sewer but work was done to rectify. Possible look to see if sufficient.
- **Question:**
Want to clarify that digital and hard copy are still acceptable to turn in? Wanted to clarify as it won't look as nice as a printed book.
- **Answer:**
It is the choice of the offeror.
- **Question:**
Is it five copies if we choose hard copy? Is that five copies in addition to the original for a total of six or is it five total?
- **Answer:**
Five total.
- **Question:**
In previous experience, do committee members prefer to review the from computer screen or do they prefer to print them out?
- **Answer:**
It depends on the committee member. Typically printed.
- **Question:**
Firms financial statements for the last three years are asked for and typically that would be a separate sealed confidential envelope if hard copy submission, how does that work if online, is there a special place?
- **Answer:**
Please see addendum



- **Question:**
Is final budget refer to final cost or final estimate? Referring to Section V Paragraph 1.
- **Answer:**
Want to know if there are any overruns to the initial budget. End completion total budget.

- **Question:**
Don't always know the total project funds but have MAC figures. How to handle?
- **Answer:**
Do not guess. Indicate if it's the total project or if figures from total MAC. Example: If only privy to total MAC, indicate what the initial budget for the MAC was for the project and then what the MAC cost ended up as.

- **Question:**
If scope was changed or change orders affected final construction costs, would descriptions be appropriate?
- **Answer:**
Yes, you can explain and notate reasoning for cost differential.

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- **Question:**
Is there currently fire suppression?
- **Answer:**
Not currently, part of budget. Anticipated that pump will be needed for low water pressure.

- **Question:**
Where would exterior gathering space for students be located at?
- **Answer:**
By main entrance.

- **Question:**
What is existing HVAC and will it need to be replaced?
- **Answer:**
Prefer to replace with VRF Trane system to replace existing boiler and chiller system which need to be removed. Old piping will need to be demolished and removed.



- **Question:**
Is goal to make 2nd floor of building similar to the 1st floor?
- **Answer:**
No. 2nd floor houses offices and faculty which can stay same/similar size. 1st floor is geared towards program needs. Not looking to work on the hallways to help with budget.

- **Question:**
Will ceiling need replaced?
- **Answer:**
Yes, it is anticipated.

- **Question:**
Will restrooms need upgraded?
- **Answer:**
Yes. Complete renovation. In addition, they currently have steel piping that will need to be removed and replaced.

- **Question:**
Where would solar panel placement be if included?
- **Answer:**
Initial placement is on the ground on the west side of building. Will not place on the roof.

- **Question:**
Is tile existing from original build?
- **Answer:**
Tile has been replaced. Approximate replacement within the last seven years.

- **Question:**
Is there any space above the ceiling to the next floor?
- **Answer:**
Approximately two feet.

- **Question:**
Will the elevator need replacement?
- **Answer:**
Yes.

- **Question:**
What area of the exterior has new stucco?
- **Answer:**
West Side of building.



- **Question:**
Will all windows be replaced?
- **Answer:**
Yes, if necessary to meet LEED rating. No windows are currently operable. Would like option for operable windows in the building. There is only one known small make up air unit in the building. There are exhaust fans in the building.

- **Question:**
Is NMHU open to other systems besides the VRF system to replace current HVAC?
- **Answer:**
Yes. VRF systems have proven to be less costly over time to operate and have had success with using system on other buildings on campus.

- **Question:**
Has there been water floods on floor level?
- **Answer:**
No.

- **Question:**
Can the configuration of space change?
- **Answer:**
Open to the creativity of the firm.

- **Question:**
How are the walls between offices built?
- **Answer:**
Most are sheetrock with some plaster.

- **Question:**
Will the roof need replace?
- **Answer:**
Unknown. Need assessment which will be ordered. If assessment shows roof is needing to be replaced it will become part of the project. Roof is TPO.

- **Question:**
Where will kitchenette be located?
- **Answer:**
Will be located near one of the restrooms and will serve as a Student and Faculty Lounge.



- **Question:**
Are you looking to change the spaces due to COVID-19?
- **Answer:**
Possibly, open to firm design.

- **Question:**
In regards to the two cost estimates, what is more likely to happen for change of project, increase in funds or reduction in scope?
- **Answer:**
Reduction of scope, there is no extra funding for project.

- **Question:**
Will restrooms be a major renovation?
- **Answer:**
Cosmetic changes to bathrooms including tile and fixtures.

- **Question:**
Is Fire Suppression a major item in project?
- **Answer:**
Yes, Fire Suppression needs to be done. If possible, options to modify sprinkler system (alarm vs. suppression vs Firewalls to meet code).

- **Question:**
Financial documents submittal
- **Answer:**
See addendum.