

Mystic River Boathouse Park

Professional Architectural Services, Structural Design, Regulatory Permitting, Bid Documents and Construction Oversight Associated with the Construction of the Hart Perry Boathouse

RFQ#2018-001 – Addendum #1

Request for Information Log “RFI”

Request:

- 1.) First, is this an RFQ or an RFP?

Answer: RFQ, we have removed the requirement for fee proposal at this time, Exhibit B is no longer required to be submitted with RFQ submissions. Fee proposals will be requested in the future after submitters have been short listed.

- 2.) If you are looking for proposals, I think more information is necessary. Most importantly, I did not see enough information about the size and requirements of the building to completely understand the design effort that will be necessary for the project. There is also not much information regarding the schedule. There is a reference to an 18-month fundraising effort. When will this occur in the project’s schedule?

Answer: We have posted an addendum on this site “Addendum 3- Building and Program Summary” which has more information about the building size and program requirements.

- 3.) A few other items that should be discussed or clarified: Is this project subject to the requirements of public projects (i.e. public bidding laws, etc.)? It appears that the client will be Friends of Stonington Crew, but I wasn’t sure of the requirements given that the project will be on public property.

Answer: The Boathouse will be built on property belonging to the Town of Stonington, the boathouse will be built with private funds and transferred to the town once completed. The Friends of Stonington Crew will be a lease tenant. We are using a public bidding process to provide for future state grants should they become available.

- 4.) It is unclear if the “soil cap” is different from the “soil stabilization” and who should be providing design for that.

Answer: The environmental clean-up and remediation of the property will be handled by Kent & Frost (K&F) “the master planner” and the Town of Stonington. The architectural firm and the engineer chosen will be responsible for determining soil conditions at the building site and the appropriate structure required to support the building. There is no other site work in this RFQ .

- 5.) Page 5 states that drawings will “become the property of the town.” I think this item is really semantics: at the end of a project, we generally turn over documents to the client, for their use in operation and maintenance (subject to some language in our contract), but the architect typically retains “ownership” of the documents. Transferring ownership presents some insurance challenges, and also requires our consultants to agree. This is not typically done and would be difficult to negotiate. My guess is that you would like copies of the drawing files, but that “ownership” is not necessary.

Answer: Ownership is not a requirement. Copies of the final approved drawings and as-built drawings will be filed at completion of the project.

- 6.) The RFQ clearly breaks many items out of the architect’s scope: site utilities, parking, site design, etc. This is consistent with the way most of our projects are split up. Does this include grading and site design right up to the building? In other words, will the architect need to hire a civil engineer for this work? On a site this small, that is probably not a cost effective approach.

Answer: Landscape Architect will provide all site related design. Architectural firm will coordinate building elevation, access to building, and site related requirements.

- 7.) The RFQ also seems to call for work that is generally outside of the architect’s scope: the “site stabilization” work and geotechnical consulting would generally be in the owner’s scope. Both of these items are unknowns, which makes it hard for us to assign fee numbers to them. Typically, that means we need to incorporate a fee for that work that will protect us if the work becomes more expensive than anticipated.

Answer: “Site stabilization” Work is in the scope of the Landscape Architects Kent+Frost. Boathouse Architect is responsible for foundation design for soil conditions. Fee requirement has been removed.

- 8.) The Dock for launching rowing shells is listed as being in the architect’s scope, while the rest of the park design is not. This seems inconsistent.

Answer: Rowing dock size and location and access to it, as well as a rigging area adjacent to the boat bays to will be by the K+F TEAM. Architect will work in close coordination as These elements of the park have a direct impact on the function of the boathouse.

- 9.) There is a good bit of work that would be best provided by an owner’s rep (and by consultants working for the owner, who would report to that rep), rather than the architect. This includes zoning, permitting, soil testing, and soil “stabilization.” The most significant item is the requirement to be “the site representative of FOSC and the Town” (page 6). This could be seen as a conflict of interest, and is certainly unusual. Architects typically observe work on a periodic basis for consistency with the construction documents. They do not generally “oversee” construction. That is the responsibility of the General Contractor.

Answer: Friends of Stonington Crew (FOSC) will have an owner’s rep working on the project. Architect will be responsible for providing permit sets of drawings for zoning and building to the Town for approval, including an engineered foundation plan for Coastal Zone A that meets site

conditions. The term “Oversee” relates to the weekly review meetings of the construction project to assure the Town and FOSC that the Architectural intent of the design is being properly executed and the engineering requirements are being met.

- 10.) Will interviews follow the proposal process? This is only mentioned on page 9, and is not mentioned in the Submission Process section, even though that section goes into discussion of accepting “offers” and contracting with the town and/or FOSC. Proposals before interviews is a little unusual to us. The process has usually gone either of two ways for projects we have been involved with: Proposal→Selection or Qualifications→ Short List (with or without interview)→Selection→Proposal (sometimes the last two are switched).

Answer: Process will be; Qualification, Short List, Interview, Proposal, Final Decision.

- 11.) I just want to make sure that we put together a complete and consistent package to respond to the RFQ. Also, I only received a single document—RFQ:2018-001. If there is additional information that should have accompanied this, please let me know how I can obtain it (that could address my first question above about size of the building, etc.). Let me know your thoughts about these items. I’m looking forward to hearing more about it!

Answer: Interested firms should monitor the Town of Stonington’s “Bids and RFP’s” web site as well as the CT DAS contracting portal for additional information and addendums.

- 12.) I am seeing that you are on the Implementation committee so if you feel that you should not answer this question by all means please let me know and I will direct it to Mr. O'Neill and Mr. Sullivan.

Answer: All questions should be forwarded to Mr. O'Neill and Mr. Sullivan per the RFQ instructions and will be answered in addenda to the RFQ.

- 13.) There is an article in the Westerly Sun from August 17th which shows a series of renderings for the proposed boathouse. Do you know if the selected architect will be expected to develop the design from these published images or is the Stonington Community Rowing Center looking for an architect to provide full design services as described in the RFQ solicitation?

Answer: Initial concept drawing were developed by FOSC for budget and fund-raising activities. They reflect the spirit of the project and are the basis of the cost model developed by Stuart-Lynn Company Inc.

- 14.) I am writing regarding the above-referenced RFQ and I have a question regarding the fee portion of the submission. Since the RFQ does not stipulate a building program, gross square-footage or construction budget it is extremely difficult to establish a fixed dollar amount for the professional services fees required. Would it be acceptable to submit the fees on a percentage of construction cost or a dollar per square foot basis instead?

Answer: Fee requirement has been removed at this stage of the process, Exhibit B is no longer required to be submitted with RFQ submissions. Fee proposals will be requested in the future after submitters have been short listed. See question #1.

15.) Can you tell me if the copy of the Site Plan and A2 survey will be provided at the site meeting or sent to interested parties?

Answer: A copy of the A2 is posted on the Town's bid web site as well as the CT DAS contracting portal as Addendum #4.