

Addendum No. 1, RFQ 21-06



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Purchasing
JOSEPH A. CURTATONE
MAYOR

To: Prospective Applicants RFQ 21-06, Architectural and Engineering Design Services for Building Renovation and Department Relocation Master Plan

From: Angela M. Allen, Director of Purchasing

Date: September 29, 2020

Re: Responses to Requests for Information

Addendum No. 1 to RFQ 21-06

This addendum documents responses to all requests for information (RFIs) submitted by prospective applicants to this RFQ.

****ACKNOWLEDGE THIS ADDENDUM****

Please sign below and include this form in your application package.

X

Name of Authorized Signatory

Title of Authorized Signatory

**ADDENDUM #01 FOR RFQ 21-06 Architectural, Engineering Design (Designer Services)
for Building Renovation and Department Relocation Master Plan
Somerville, MA**

	Question	Response
001	Different lists of what should be covered in the "Summary of Qualifications & Experience" section. Page 6 and 8 shows different lists. Need clarification on which list is being requested	The lists included are intended to be complimentary. If there is a conflict, the more detailed or stringent requirement is requested.
002	Request of information regarding virtual walkthrough / briefing	No pre-bid site visit (virtual or otherwise) is planned.
003	Request for list of 27 buildings	Please refer to attached list of city owned and operated buildings, each of which is potentially eligible for consideration as part of this solicitation.
004	In regards to a Project team's Net-Zero Ready Facilities Experience, does the lead applicant (offeror) need to have the net-zero ready facilities experience or can this requirement be met by a proposed consultant on the project team? Is Design Team and Project Team used interchangeably?	This requirement can be met by a proposed consultant on the project team. The terms design team and project team are used interchangeably.
005	Can the City clarify that the selected design team is expected to provide all services listed, inclusive of full building renovations?	Correct, all services from feasibility through closeout are anticipated, although the initial contract will focus on feasibility phase services.
006	Is there an anticipated schedule for design/renovation of each building, or will the design team work with the City and potentially a CM to establish this?	The design team will work with the City and the OPM to identify overall sequencing and priority of buildings and develop a master schedule for each building. The CM or GC will be responsible for development of the detailed construction schedule(s).
007	Can Somerville confirm when the print copy of the submission would need to be placed into the School Street drop box to be compliant with the submission deadline?	Submissions are due on date and time listed in the RFQ package.
008	Can you clarify that LEED certification at the Platinum level will be pursued for each building that is a part of the scope?	Each building renovated as part of this program will adhere to the City's sustainability goals as outlined within the RFQ.
009	Is Somerville's approach to Net Zero focused on GHG emissions?	Greenhouse gas emissions are a major component of Somerville's Net Zero approach, but are not the sole focus.
010	Will the NZE approach to City Hall and the 1895 building be joint or individual to each building?	To be determined as part of the feasibility study.
011	Is the NZE approach driven by the Central Hill master plan and is it campus wide – including the new High School?	The Net Zero approach is driven by the City's long-term sustainability goals and applicable zoning, both of which were implemented after the design/bidding of the new High School. The High school is Net Zero ready however.
012	Does the City of Somerville consider an analysis of embodied carbon to be part of the Net Zero / carbon neutrality approach?	The city expects the design team to advise on the most effective way to approach NetZero and citywide Carbon Neutrality.
013	Can the City clarify whether water use is a part of the NZE approach and how the stormwater systems for City Hall and the 1895 building will relate to recent work at the High School?	Water use is a component of the City's NZE approach. The stormwater systems at the City Hall and 1895 will be independent from the work recently completed at the High School.
014	What is the current attitude in the City regarding public bidding process, i.e. Chapter 149 vs. Chapter 149A?	Delivery method may vary based upon each individual project's complexity, to be determined during feasibility study.
015	Are the specific W/MBE percentages that our team should hit?	The City's participation goals align with the DCAMM AMP 2020 Program changes effective July 1, 2020 (MBE 6.6% and WBE 15%). Please refer to https://www.mass.gov/info-details/dcomm-amp-2020-program-changes for additional information.
016	Should our response to the RFQ be formatted entirely within the Standard Designer Application for Municipalities, or is that form meant to be included as part of a larger, non-form submission?	The format of the submission shall follow the requirements outlined in the RFQ "Application Format" section.
017	Do only the disciplines explicitly listed in 2.6 (1) need to be registered in MA and licensed?	The minimum qualification requirements are listed in the "Minimum Qualifications Required of Design Team." As this is a complex and multifaceted program, if additional disciplines are required to be added throughout the project their licensure will be reviewed with the design team at that time.
018	So that we can include the right consultants, can you provide more scope definition for the security and parking scope of work?	There is no additional scope definition available at this time. To be reviewed as part of the feasibility study.
019	There are some consultant disciplines that were not include in the list that we believe will be needed. Do we need to provide the DSB form section 6, 7, and 8b for all consultants, just key consultants, or the ones that you have listed in the RFQ?	Please include completed DSB form sections 6 and 7 for all subconsultants anticipated to be directly involved in this effort. At a minimum, the subconsultants listed within the RFQ should be provided.
020	Should resumes of key personnel be included in the Qualifications section, as well as in the DSB form section 7?	DSB Form is required, you may also include information within the Qualifications section.
021	DSB form Section 7 says "Include Resumes of Project Managers. Resumes should be consistent with the persons listed on the Organizational Chart in Question #6". Individuals listed in Section 6 are the Principals/Partners-in-Charge of a particular discipline. Should resumes be provided for both Project Managers and Partners-in-Charge in Section 7?	Please provide resumes for only those who will be directly involved in this effort.
022	Does the town have existing building drawings for any or all of the listed properties?	Limited record drawings are available and will be made available to the selected designer.
023	A schedule is referenced in the Appendix of the RFQ, but it either seems incomplete or no longer relevant. Do you have an updated one?	The schedule included in the appendix only covers designer selection through program development, from there each individual project schedule will be dependent on the outcome of the approved master plan program.
024	From reading the RFP, it seems that the City of Somerville is looking to do SD on all of the projects, with thoughts of continuing into construction. Is the contract through SD, and then possible additional contracts, or is it opened-ended through construction?	To be reviewed during fee negotiation. It is anticipated that the original contract will include feasibility study and master plan development, with potential contract amendments for SD through Closeout for each individual project.

**List of City fo Somerville Buildings
September 2020**

Nr.	LOCATION	Building Code	ADDRESS	SQUARE FOOTAGE	DATE BUILT
1	Argenziano Elementary	AEMMSC	290 Washington Street	110,000	1/1/2006
2	Capuano School	CAPSC	150 Glen Street	85,448	1/1/2002
3	Central Library	CLIB	79 Highland Avenue	29,000	1/1/1914
4	City Hall	CHALL	93 Highland Avenue	37,960	1/1/1930
5	City Hall Annex	CHALLAN	50 Evergreen Avenue	12,196	1/1/1962
6	Cummings School	CUMMSC	93 School Street	31,386	1/1/1930
7	DPW Facility	DPW	1 Franey Road	89,448	1/1/1900
8	East Branch Library	EBLIB	115 Broadway	5,080	1/1/1906
9	East Somerville School	ESSC	50 Cross St	152,832	1/1/2014
10	Elderly Center	EDG	8 Bonair Street	91,920	1/1/1920
11	Elderly Building	ELD	165 Broadway	10,947	1/1/1900
12	Fire Station: Engine 4	FIRE4	651 Somerville Avenue	6,925	1/1/1963
13	Fire Station: Engine 6	FIRE6	238 Holland Street	13,385	1/1/1900
14	Fire Station: Engine 7	FIRE7	265 Highland Avenue	9,743	1/1/1894
15	Fire Station Headquarters	FIREHQ	266 Broadway	10,772	1/1/1975
16	Founders Memorial Skating Rink	FMSKT	Somerville Avenue	13,361	1/1/2013
17	Healy School	HEASC	5 Meacham Street	53,863	1/1/1997
18	Kennedy School	KENNSC	5 Cherry St	151,986	1/1/1997
19	SCAT Building	SCAT	92 Union Square	13,965	1/1/1900
20	School Administration Building	SCADMIN	42 Cross Street	3,781	1/1/1920
21	Traffic and Parking Building	TRAFPKG	133 Holland Street	11,593	1/1/1940
22	Trum Field House	TRUMFH	Broadway	2,400	1/1/2008
23	Tufts Field House	TUFTFH	838 Broadway	2,964	1/1/1900
24	West Somerville Neighborhood School	WSNSC	179 Powder House Blvd	56,426	1/1/1995
25	Winter Hill Community School	WHCM	115 Sycamore St	90,034	1/1/1974
26	24 Cross Street	24CROSS	24 Cross St	811,933	to be confirmed
27	45 College Avenue	45COLL	45 College Ave.	~4,500	to be confirmed
28	Brown School	TBD	201 Willow Ave	28,745	1/1/1900
29	Somerville High School	TBD	81 Highland Ave.	377,345	under renovation
30	West Branch Library	WBLIB	40 College Ave.	~14,000	1/1/1909