



Division of Finance and Business Operations

Procurement & Strategic Sourcing  
5700 Cass Avenue, suite 4200  
Detroit, Michigan 48202  
(313) 577-3734  
FAX (313) 577-3747

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### **Addendum Three To RFP STEM Innovation Center dated July 26, 2017**

As a result of the Mandatory Pre-bid Meeting for the University's RFP for STEM Innovation Center for the Facilities Planning & Management, questions have been submitted for clarification. A summary of the questions asked and the University's responses are as follows:

1. Question: CONSTRUCTOR - Will the delivery of the project be by a General Contractor or Construction Manager? If a Construction Manager, when is it anticipated that they would be engaged?

*Answer: The University plans to enter into a Construction Manager at Risk relationship for this project. The CM at Risk will be engaged early in the design process. The attached contract documents supersede the "Contract for Professional Services" contract included in the RFP. The allocation of roles, responsibilities, and risks are defined in the attached contract documents titled "CONTRACT FOR DESIGN PROFESSIONAL SERVICES FOR PROJECTS ORIENTED ACCORDING TO CONSTRUCTION MANAGEMENT" and the General and Supplemental General Conditions of Construction. The CM remuneration will be the cost of work plus fees with a guaranteed maximum price (GMP). The design consultant and the CM will work cooperatively and be jointly responsible for the successful completion of the project within budget and on schedule.*

2. Question: Will the project be LEED silver, formally. Or are we to design towards the certification but not submit to USGBC? Also will the team have access to good AutoCAD backgrounds?

*Answer: The project will be designed to meet or exceed LEED silver and the design team must plan on submitting to USGBC. The design proposal should include anticipated costs to design and submit the project. The University will provide AutoCAD backgrounds to the selected design team, however these are to serve as a basis for design and do not negate the need for the design team to perform a thorough field investigation.*

3. Question: The RFP for the project indicates that LEED Silver accreditation may be pursued, which will require Commissioning. If Commissioning is to be part of the project, will it be provided under the design team's contract or will WSU engage a third-party Commissioning Agent?

*Answer: The University will hire the third-party Commissioning Agent. The selected design team and construction manager will be required to provide documentation and submission to support the USGBC application process.*

4. Question: The RFP lists the professional liability insurance requirements as \$5,000,000 in Schedule B and \$1,000,000 in the contract (article 9). Which is the correct amount?

*Answer: The professional liability requirement for the design consultant is \$2 million.*

5. Question: Is replacement of any sidewalks and/or landscaping surrounding the building included in the project scope?
- Answer: The project scope includes protection of existing trees, turf and sidewalks during construction. With regard to building and hardscape, include the building line and any concrete screen walls.*
6. Question: Have any of the major power distribution components been replaced since the building first opened, if so which components and approximately when?
- Answer: The University will provide access to archival information to the selected design team as well as provide access to our building engineers and the building site for field verification.*
7. Question: From your Level of Effort Work Plan Table, would you please clarify what the following categories involve and to what level of design completion for the first three? Design Development, Bidding Services, Construction Documentation, Construction Observation?
- Answer: The University adheres to the AIA standard guidelines for architectural services related to construction documentation and construction activities.*
8. Question: CONSTRUCTION COST - Our assumption is that the \$29.5M budget is the "total project budget". Is this correct? Is there a general breakdown of expected project costs? Has the "construction cost" been determined (architects commonly establish their fees based on the construction cost)?
- Answer: \$29.5 Million is the State-approved total project budget. As stated in the Pre-Bid meeting, the University expects that the project scope may need to grow to meet current demands. We expect the selected design team to assist with developing cost-benefit analysis to determine final project cost. Historically, construction costs average 80% of the total project costs.*
9. Question: EXTERIOR BUILDING ENVELOPE IMPROVEMENTS - Is there information available that determines the quality of the existing exterior envelope? Does WSU anticipate either envelope improvements or modifications to be part of this project?
- Answer: One of the goals of this project is to ensure that the building shell and building systems are functioning efficiently. While WSU will provide the selected team access to our archival information regarding the building, we anticipate that the design team will perform a thorough analysis of the existing building conditions in order to determine final project scope.*
10. Question: TECHNOLOGY - Has a budget expectation been established for building technology?
- Answer: Building technology needs should be determined as a part of the Programming phase.*
11. Question: SECURITY SYSTEMS - To what extent do you expect the design team to play a role in security systems?
- Answer: The University expects the selected design team to provide security design to meet the University security standards, as appended to this Appendix.*
12. Question: FURNITURE, FIXTURE, EQUIPMENT - Has a budget expectation been established for FF&E? What involvement are you expecting from the architect in the selection and specification of these elements?
- Answer: Please see Question #7 with regards to budget expectations. The University has Preferred Vendor relationships for both Office and Classroom furniture. The design team will be expected to work with the University's selected furniture provider(s) to incorporate furniture layouts into construction documents. The design team may propose finish selections, however the University will provide final approval on all finishes.*

13. Question: SITE - Have the site limits been established and what is the expected level of improvement of civil/site and landscape?

*Answer: The project currently is limited to the Science and Engineering Library and adjacent screen walls. Any site work required will be as a result of work to ensure the building shell and systems are functional and efficient and protection of existing sidewalk, trees and turf during construction.*

14. Question: INTERVIEW DATES - The RFP states that the firms short-listed for interview will be notified "week of August 30" with interview presentations on September 6. Considering that the span between these dates includes Labor Day weekend, would WSU consider moving the interview date to the following week (September 11) to assure that all team members can attend and there is appropriate time for preparation?

*Answer: No. While we are sympathetic to vacation schedules, the project schedule is based on a desire to submit Programming and Schematic design to the State of Michigan for inclusion of construction authorization in the FY19 Budget cycle.*

15. Question: Page 9, Item F - Schedule of the RFP states the following: Present a milestone schedule for the proposed project. Prepare the schedule in sufficient detail to define major project milestones, release of a maximum of five phased bid documents, (describe generally what work will be associated with each release), and the anticipated overall project duration. Project schedule must indicate that Program Statement and Schematic Design Submission for this project are to be completed no later than February 28, 2018. Please clarify what is meant by the statement "Prepare the schedule in sufficient detail to define major project milestones, release of a maximum of five phased bid documents" above.

*Answer: The University is looking for the design team to prepare a schedule showing and defining the major project milestones as understood by the team. The "release of a maximum of five phased bid documents" may have been mis-worded. If the team sees a benefit to phasing the project in order to meet the desired full occupation by Fall 2020, these should be described in the proposal and shown in the milestone schedule.*

16. Question: Should the 11-point font size be consistent throughout the entire document (ie. titles, section headers, page numbers, etc.)?

*Answer: Yes*

17. Question: Should we include SIEMENS bio/quals in Section D?

*Answer: This is not necessary as the University already works with a dedicated SIEMENS team.*

18. Question: Are we limited to the amount of relevant project experience to include in our Experience section?

*Answer: There is no limit to the relevant project experience to be included, however the total page limit as described in the RFP and at the Pre-Bid meeting does not change and must include this information.*

19. Question: Is signage already installed on the building?

*Answer: No. Both interior and exterior signage to meet University standards should be included in the construction documents.*

20. Question: Is this a full gut renovation?

*Answer: The level of renovation will be ultimately determined as a result of the project programming which should be included in the design proposal as detailed in the project scope and requirements.*

21. Question: With regard to the comments on the contract, do you prefer we insert any comments into the multiple page contract, or can we make a list of the comments noting the sections they pertain to?

*Answer: Please list all comments in one document, noting sections/page numbers.*

22. Question Do the comments on the contract count towards the page limit of the proposal?  
Answer: *No*
23. Question: Is there a set list of consultant disciplines that the University would like included in the proposal?  
Answer: *The design team should include all consultant disciplines they feel are necessary to meet the needs of the project based on the provided project scope.*
24. Question: Can you confirm if the stated budget for the project is construction cost, or full project cost?  
Answer: *Please see answer to Question #7*
25. Question: Page 7, Item 3 Construction Documents of the RFP states the following: Site and Exterior Construction Documents: Civil drawings noting existing utilities and new; and landscape plans including site lighting, hardscape and planting materials as necessary. Please clarify the scope intent for the exterior of the facility, at the pre bid meeting, nothing was mentioned about updating anything on the exterior of the facility or surrounding area.  
Answer: *Please see answers to Questions #4 and 12 above.*
26. Question: Please clarify scope intent if there is any work with required work to be completed for the elevators.  
Answer: *All building systems should be analyzed as a part of the site investigation process. Any renovations necessary should be noted in the cost-benefit analyses and project estimates to assist the University in determining final project scope.*
27. Question: Is there a current survey available for area around the building? If not will the AE be responsible for procuring a site survey?  
Answer: *If additional site surveys are determined to be required, this work would be contracted directly by the University.*
28. Question: Please clarify if the restrooms are part of the project.  
Answer: *The project scope includes the entire building.*
29. Question: - Please clarify if the corridors and core areas are part of the project.  
Answer: *Refer to Question #28*

Included with this addendum are the following documents as attachments:

- Contract Design Professional Services for Construction Managers
- WSU Security Specifications and Requirements
- General Conditions for Construction – Construction Management
- Supplemental General Conditions of Construction - CM

**Please Note: The Bid Due Date has been extended. The new date is Monday, August 21, 2017 at 2pm. No late bids will be accepted.**

Should you have any questions or concerns about this Addendum or on any other aspects of the Request for Proposal, please send them by email to Kimberly Tomaszewski, Senior Buyer, Email; [ac9934@wayne.edu](mailto:ac9934@wayne.edu) and to Leiann Day, Associate Director, Email; [leiann.day@wayne.edu](mailto:leiann.day@wayne.edu). Copy both Kimberly Tomaszewski and Leiann Day on all E-Mail questions.

Thank you,  
**Kimberly Tomaszewski**  
**Senior Buyer**