

**Cape Henlopen School District
Request for Proposals for Professional Services Construction
Management Services
Contract #CHSD2018-0001**

Response to Questions:

Question	Response
1. Are you requesting a single proposal to cover both projects or two separate proposals (one for each project)?	1. We are requesting one proposal to cover both projects.
2. Section V.C.2: Does the "five projects" in the this section apply to this RFP? <i>"Criteria Weight, A. Understanding of the project (3 page limit) - 5 points, State your firms understanding of the project and the issues surrounding the construction for the five District projects as detailed in the project description."</i>	2. Delete the "five" and insert "two" into the statement. The correct statement should read: <i>"State your firms understanding of the project and the issues surrounding the construction for the two District projects as detailed in the project description."</i> Only projects included with this RFP are the high school expansion and new middle school.
3. Will space be available inside the school for an on-site office for the CM firm's use during the construction phase of the High School Addition. If not, please advise if space would be made available on the property for an office trailer.	3. Space will not be available for use inside the existng school. Space will be made available onsite for a construction/office trailer. The trailer should be large enough for site construction meetings with subcontractors.
4. Appendix A/paragraph 2/pg.40: Is pricing being considered? "proposal package shall identify how the vendor proposes meeting the contract requirements and shall include pricing."	4. The phrase "and shall include pricing" should be deleted. Pricing is not part of proposal scoring. Pricing will be negotiated with the selected CM after vendor is selected by the District. If a price cannot be agreed upon with the selected CM, then we will move on to the 2nd place CM for negotiations.
5. Attachment 5/paragraph 1: Text of passage being questioned: "If you have held a State contract within the last 5 years, please provide a separate list of the contract(s)." Please confirm if this separate list is in lieu of the required Business References or if it is in addition to the Business References.	5. The "state contract list" will be in addition to the business references if a firm wishes to include the additional state employee references.
6. Section V / paragraph G / pg. 14: Text of passage being questioned: Requirement for, "Percentage breakdown of change order documents due to architectural or design errors, architectural or design omissions, field conditions and owners' request." Please confirm this requirement for Recent Project History for a Construction Manager	6. The percentage breakdown of change order documents is required as described. The CM has a responsibility under the preconstruction phase to review drawings for constructability and should assist in finding errors before bidding.

7. Section V / paragraph 24 / pg.11: Text of passage being questioned: References to award of contract. Please confirm if the anticipated contract is for services of a Construction Manager as Advisor (CMA) or a Construction Manager as Constructor. Specifically, is the intent that the CM holds the contract with the Construction Contractors or will the School District hold the contract with the Contractors?

7. Contract for services is for a Construction Manager as Advisor (Cma). The contract for CM will be executed using the AIA form C132 standard form of agreement between owner and Construction Manager Advisor.

8. Section 1 / paragraph 1 / pg 1: Text of passage being questioned: The Deadline for Questions is noted to be 3/28/18 and the Mandatory Pre-Bid Meeting is noted to be 4/4/18. As scheduled, there will be no opportunity to submit questions that may arise as a result of information presented at the Mandatory Pre-Bid Meeting. Can the date for Deadline for Questions be extended to a date after the Pre-Bid Meeting with a corresponding extension of Receipt of Proposals to 4/25/18 or later?

8. The deadline for questions is 03/28/18 and responses will be documented on mymarketplace. There will be minutes from the pre-bid meeting (04/04/18) on mymarketplace and these minutes will include any additional conversations that come up during the pre-bid meeting.

9. Section V / paragraph C / pg 13 & 14: Text of passage being questioned: D. Capacity and H. Financial Capacity & Supplemental Information both indicate "Provide a copy of your most recent audited financial statement and a letter from your bonding company stating your maximum bonding capacity and your bonding capacity currently available." Please confirm that this requirement is only to be provided in H. Financial Capacity & Supplemental Information section.

9. This requirement is only to be provided in H. Financial Capacity & Supplemental Information section. The wording "*Provide a copy of your most recent audited financial statement and a letter from your bonding company stating your maximum bonding capacity and your bonding capacity currently available.*" can be removed from section D -Capacity but must be included in H-Financial Capacity & Supplemental information.