

Minnesota State Colleges and Universities



Normandale Community College

Request for Proposals for Architect/Engineering Services for
Parking Lots 1 & 2 Repair

Date: 10/30/2017

ADDENDUM #4

1. Questions submitted during Q& A period to campus:
 - a. Is construction observation required for the project?
ANS: Please review the requirements as stated in the terms of the Minnesota State AIA Document B101 – 2007 Standard Form of Agreement Between Owner and Architect, paragraph 3.6.2 Evaluations of the Work. In summary, weekly construction progress meetings and a weekly walk through of the project is required. Full time inspections are not required. The architect/engineer will be required to lead weekly progress meetings as well as take and distribute minutes to the project team. The Owner’s Representative will be a part of the project team.
 - b. Are there plans of the existing irrigation system that can be made available to the design team?
ANS: Yes, irrigation plans will be made available to the selected design team.
 - c. Is construction observation required for the project? Under Section V.3)iv) “Approach/Methodology,” Addendum #1 rewrote this paragraph and is asking us to describe our process for construction observation and enforcement of the construction schedule. Please clarify if this is correct since “construction observation and testing” were also eliminated from the scope and fee with Addendum #1. Or is this request intended to be for “construction administration” tasks?
ANS: Construction Phase Services are part of the scope of work as described in AIA Document B101 – 2007 Standard Form of Agreement Between Owner and Architect, Section 3.6. In summary, construction administration is included in the scope and part of construction administration include on-site inspections or observations.
 - d. Is the storm sewer under France Avenue from the four low point collection basins on the east side of Lot 1 to the outfall open for replacement if a larger pipe is necessary to mitigate flooding? Is the City ok with construction in their road and pond outfall?
ANS: All water has to be collected and treated before leaving Normandale’s property. The city will need to review and approve any construction in their road or outfall; they may not be ok with either. The selected design team will be expected to arrange meeting with the City of Bloomington regarding their requirements and approval.
 - e. Will awarded firm receive CAD files if Larson’s pre-design proposed layout?
ANS: Yes.

f. In Addendum #1, item 8 changed paragraph verbiage still includes construction observation and construction schedule enforcement. Item 10 deletes Construction Observation and it was also mentioned in the informational meeting that Construction Observation was to be deleted. Please clarify and if possible provide a revised paragraph description of the APPROACH/METHODOLOGY section of the Responder's Proposal (iv).?

1. ANS: Construction Phase Services are part of the scope of work as described in AIA Document B101 – 2007 Standard Form of Agreement Between Owner and Architect, Sections 3.6 through 3.6.4.5. In summary, construction administration – which includes on-site inspections, site visits, and observations of the Work performed - is in the scope of the project.

2. Refer to page 15, Section V. RFP Responses, Proposal Content, article 3) Responder's Proposal: (By Section), item iv) APPROACH/METHODOLOGY and item 8 Addenda No. 1. Change the paragraph to read:

“Describe your approach and handling of construction administration, observation, and enforcement of the construction schedule within the contract. Describe how your firm will coordinate the work of the campus. Describe your approach to problem resolution and overall project communications.”

g. Could a correct link be provided so the pre-design report can be reviewed?

ANS: The predesign report is actually called the “Normandale Community College Masterplan Lots 1 &2”. The report can be viewed at <http://www.minnstate.edu/vendors/index.html>

END OF ADDENDUM #4