



**Construction Management Services
Rice Public Library
Addendum 1
January 9, 2020**

This addendum is to respond to questions and to clarify or correct the RFP or information shared at the pre-proposal conference held on January 6, 2020. Changes to the RFP language are presented as ~~strikeouts~~ (deletions) and **bold** (additions).

1. Sealed Price Proposal

Section 3.C, 3.D, and Proposals Sections of the RFP are amended as follows:

C. Each proposal shall be submitted in a sealed envelope clearly marked with the Company's name and "Construction Management Services, Rice Public Library" on the outside. **Each price proposal shall be submitted in a separate sealed envelope within the proposal package, clearly marked with the Company's name and "Construction Management Services, Rice Public Library, PRICE PROPOSAL" on the outside of the price proposal envelope.**

D. **Proposals shall consist of the following:**

- a. Proposals shall consist of 1 hard copy and one (1) PDF on compact disc, USB drive, **or via a file share platform (e.g. Drop Box)** of the proposal including all components specified in the Proposal Requirements, such as resumes, examples, ~~the price proposal~~, and supporting documents.
- b. **One (1) signed price proposal in a separately sealed envelope and marked as noted above. Do not include the price proposal in the PDF.**

Proposal Requirements

K. Identify key personnel to be involved in preconstruction and the tasks that are to be completed during the preconstruction period **including the level of effort/number of hours**. Special emphasis should be given to the proposed interaction with the SSA Team and the Building Committee, during this period.

Price Proposal

R. Confirm and identify the tasks that are to be completed, during the preconstruction period. Identify the ~~persons~~ who will complete these tasks and the level of effort, i.e.: **Provide proposed costs for preconstruction** (person hours x average hourly rate x billing multiplier) + direct expenses. The billing multiplier shall be identified and not included in the average hourly rate. Not identifying the multiplier for Preconstruction Services and Construction Services in the proposal may result in the rejection of the proposal.

2. Submission of Electronic File

The Town will accept submission of electronic files by Drop Box or other file sharing platform in lieu of compact disc or USB drive. Access to the files should be granted to kamaral@kitteryme.org and a notice of invitation/access to the files must be received by the RFP deadline.

3. Phasing Expectations

The Town expects to work with the CM to develop a phasing approach that meets the needs of the Town and Library. The Building Committee will work with the CM and SSA team to identify objectives to guide the phasing development. The Town does not anticipate construction will take place in an occupied facility, rather there may be some portion of construction where work can be occurring adjacent to the existing building while the library operations continue.

Proposal Requirements, Section I is amended as follows:

~~I. At this time, the Town does not expect to close the Library operations for the construction. Provide insight on how you will maintain cleanliness and housekeeping in all construction areas, and how you intend on mitigating nuisance noise and dust, particularly in occupied areas.~~ **Provide insight on how you would manage construction activities, site access, and housekeeping to mitigate the impacts on Library operations and occupied areas while minimizing the overall construction duration.**

4. Environmental Information

The Stonehill letter and DEP report related to environmental contamination in the vicinity was provided in the RFP materials. There is no indication from data received that there are contaminated soils on the project site. We do not expect this project to require remediation of soils.

Added to the files is the Soil Gas Investigation Report generated for the drycleaner that is located in the vicinity of the Rice Library site.

5. Proposal Requirements - Bio of Key Subs

The Town is interested in understanding who you normally do business with and who has helped you deliver successful projects. This is also an opportunity to identify who you believe might be available to do this project. A competitive process is expected for subs.

6. Supplementary General Conditions

We have reviewed this item with the SSA team and determined we do not have supplementary general conditions at this time. Construction hours will be consistent with Town Ordinance, and access restrictions will be addressed in Division 1 of the specifications, but are expected to be within standard expectations.

Section 12 Form of Agreement and Owner Conditions is amended as follows:

The form of agreement between the Town and CM shall be AIA-A133. General Conditions shall be AIA-201, General Conditions of the Contract for Construction. ~~with Supplementary Conditions to be prepared by the Town and SSA Team.~~

7. Sustainability Goals

The Building Committee has not identified certification goals for the building.

8. Asbestos

The Library tested for asbestos for its thermal insulation and mechanical pipe insulation and remediated. This is the only information the Town has on asbestos for the existing building.

Added to the files is the asbestos testing and disposal records.

9. Fire Escape

The fire escape is planned to be removed as part of the project. The timing of removal will need to coincide with the construction phasing schedule, as it must remain in place while the Rice Building is occupied.

10. Power Wires in Parking Lot

The Town is contacting CMP regarding the power lines and determining what options are available to address them for construction and/or permanently.

11. Existing Roof Conditions

Added to the files are drone images of the roof.

12. Master Schedule

The master schedule provided is for information only and is intended for planning purposes not construction. The overall goal is to open the new library in late 2021 or earlier depending on the actual schedule agreed to in the CM Agreement.

The Town expects to work with the CM and SSA team to refine the schedule to meet the objectives of the phasing still to be articulated.