



## Senior Learning Community

### Questions and Answers – Final – December 19, 2014

RFP #PCAC-081814 Architectural Consulting Services

RFP #PCAC-091014 Civil Engineering Consulting Services

Proposal Due Date/Time: December 23, 2014/2:00 pm

1. *Question:*

Page 1 of the RFQ specifies that questions will be answered by Friday, December 19, leaving just one business day (usually reserved for proposal production) before the Tuesday, December 23 submittal deadline. If answers are provided on December 19 as specified, will the College consider either extending the submittal deadline or answering the questions several days earlier to ensure respondents have adequate time to address the answers in their submittals?

*Answer:*

**The timetable for submissions will not be adjusted.**

2. *Question:*

Page 19 Section 7.1.4.4 of the RFQ requests “letters authorizing each reference to respond to inquiries” and Page 19 Section 7.1.7. requests “a letter authorizing each credit reference to respond to inquiries.” Should respondents interpret this to mean letters from \*\*\*\*\* to Purchase College authorizing these references to discuss our work and/or finances, or letters from the individuals themselves agreeing to serve as references for \*\*\*\*\*?

*Answer:*

**Letters should be from your firm, addressed to the references, authorizing them to respond to inquiries from Purchase College Advancement Corporation or its representatives.**

3. *Question:*

Reference Article VI, 6.02 Insurance, Pg. 4. The prime consultant and the subconsultants have varying limits of insurance coverage with limits less than the amounts specified. Please advise if lower limits of insurance will be permitted and if subconsultants are required to provide same coverage.

*Answer:*

**PCAC expects that firms will carry various different levels of insurance. The limits stated in the RFQs indicate PCAC's preferred amounts. Insurance coverage limits and contract language related to insurance issues will be negotiated with the successful respondents.**

4. *Question:*

Has freshwater wetlands been identified on or adjacent to the project site?

*Answer:*

**Some preliminary wetlands studies have been performed. There is an intermittent stream along the eastern edge of the lease parcel. Verification of the presence or absence of wetlands will be part of the scope of services of the civil engineering team (RFQ# PCAC-091014).**

5. *Question:*

Reference Part 1:0, Pg. 4. Do subconsultants need to file Vendor Responsibility Questionnaire?

*Answer:*

**Not for this submission.**

6. *Question:*

Reference Part II 4.1.4, Pg. 15 Has Purchase College commenced SEQRA, declared Lead Agency status and prepared a DEIS scoping document? If not, will the Consultant need to work with the Owner Team to develop the Scope of the DEIS or will the Scope be prepared by an outside Consultant?

*Answer:*

**PCAC has not commenced the SEQRA process, Purchase College has not yet been declared Lead Agency, and a DEIS scoping document has not been prepared. We anticipate that the consultant team will work with the owner team to develop the scope of the DEIS.**

7. *Question:*

Part II 4.1.5, Pg. 15 Will the landfill closure design be performed under a separate contract with PCAC?

*Answer:*

**All work related to the closure of the landfill will be executed under the contract for civil engineering and related services (RFQ# PCAC-091014).**

8. *Question:*

What phase of the design process will the DEIS be expected for completion?

*Answer:*

**We anticipate that the design process will not proceed beyond schematic design until the DEIS has been accepted.**

9. *Question:*

Part II, 6.2 Pg. 18 The consultant will be expected to provide services for the closure of the landfill. It was stated at the Conference that NYSDEC has approved a final Landfill Closure Plan. Since the conditions of the closure plan could affect the project schedule and/or design is there a position the Owner would like the Consultant to consider at this time? Will removal of landfill material offsite be considered and analyzed by the consultant?

*Answer:*

**It is unclear whether there was ever a finally approved closure plan. In any event, informal discussions with the NYSDEC have led us to believe that even if there was an approved closure plan, it is no longer valid, and an amended Consent Order with an approved closure plan will be required. At this time, PCAC believes that the most reasonable plan regarding the landfill closure will be that the material be graded into an attractive and reasonable shape and that it be capped with low permeability material. Removal of the landfill material off-site seems cost prohibitive at this time. Although, as part of the studies related to the landfill, the cost of this alternative should be verified.**

10. *Question:*

Will the consultant be required to provide post construction monitoring of the landfill site which may be required as a condition of the closure plan?

*Answer:*

**If long term monitoring is a condition of the closure plan, then that scope of services could be negotiated with the consultant.**

11. *Question:*

Part II, 6.1.2, Pg. 17 It appears the project will be constructed in multiple phases with a construction period of approximately of 15 months (Completion in June 2019) Will the consultants be expected to prepare a single construction document for the entire project or separate documents depending on the number of phases? Does the Owner anticipate that the project design could be altered between phases based on marketing conditions and demand?

*Answer:*

**The scope of services for the contract will cover the initial phase as described in the RFQ. Contracts may be extended to cover subsequent phases of the project. The project design could be altered for subsequent phases based on market conditions.**

12. *Question:*

Exhibit A-2, Pg. 1, B. Services What level of LEED certifications will be required for the project?

*Answer:*

**The type and level of LEED certification has not been finally determined.**

13. *Question:*

Exhibit A-2, Pg. 1, B. Services Will the owner retain a LEED consultant to document the building and site components of LEED compliance?

*Answer:*

**To the extent a LEED consultant may be required, we anticipate that it would be a sub-consultant to the architect.**

14. *Question:*

Since other projects planned for the campus may affect capacity of existing or proposed utilities, will the owner provide the necessary technical information to the consultant for inclusion in their project assessment and design?

*Answer:*

**Yes.**

15. *Question:*

Part I, X.3, Pg. 8 Do sub consultants need to provide audited financial statements, interim financial statements, or credit reports? Some sub consultants do not have prepared professional financial statements.

*Answer:*

**No.**

16. *Question:*

Part II, 7.1.7, Pg. 19 Are subconsultants required to provide detailed financial information?

*Answer:*

**No.**

17. *Question:*

Exhibit A-2, I.G.1.b, Pg. 3 Will the code related site meetings be managed through the Owner in order to manage the number of required consultant meetings and site visits?

*Answer:*

**Site meetings will be managed by the owner through its representative (LCS/SCD Partners).**

18. *Question:*

Exhibit A-2, V.B, Pg. 9 Since there will be two prime contracts and changes in design of the project on one contract could significantly affect the other contract. How will the Owner manage the two contracts to minimize scope changes?

*Answer:*

**The project will be managed by LCS/SCD Partners. The team members from LCS/SCD Partners each have significant experience in managing complex projects with multiple prime consultants. While design changes will inevitably occur through the course of the project development, it will be incumbent on each member of the project team to provide timely communications as to the effect of the changes on its discipline.**

19. *Question:*

Exhibit A-2(d) O – Do you anticipate that a tree survey will be included in the scope of the topographic survey or will there be a mechanism to obtain individual trees in selected areas once the plan is developed. This would be to ensure preservation of trees that will add to the landscape quality.

*Answer:*

**We don't anticipate performing a tree survey unless one is required as a part of the DEIS.**

20. *Question:*

Do the sub consultants have to meet the same insurance limits as the prime?

*Answer:*

**See answer to #3, above.**

21. *Question:*

Will the Civil Consultant team be responsible for site lighting design, wiring of site lighting and main power distribution? If yes, clarify responsibility break between Boiling MEP and Civil power and lighting.

*Answer:*

**The division of the scope of services related to site lighting and power distribution has not been finally determined at this time. For this qualifications submittal, assume that site lighting and power distribution will be designed by the building MEP engineer.**

22. *Question:*

Will the Senior Living site considered on a separate parcel ? Will the Boundary survey be limited to that parcel of land?

*Answer:*

**The Senior Learning Community will be developed on a leased parcel within the Purchase College campus. A survey of the lease parcel will be required. There will be some survey work required on the larger campus property to tie in the lease parcel and to locate off-site utility connections.**

23. *Question:*

Should financial statements be submitted for sub consultants or just the prime?

*Answer:*

**Just the prime. See answers to Question #15 and #16, above.**

24. *Question:*

Page 7 – Section V.18 (Additional Terms and/or Conditions) – first paragraph states that liability insurance needs to be \$3 million per injury and no less than \$5 million for property damage. Would a typical industry standard of **\$1M/\$2M and \$6M umbrella** be acceptable to PCAC?

*Answer:*

**See answer to Question #3, above.**

25. *Question:*

Can one perform clearing in currently wooded portions of the site if necessary to perform the test borings for the proposed buildings?

*Answer:*

**Yes, if necessary.**

26. *Question:*

Can SUNY Purchase provide a test pit location plan and test pit logs that are referenced in the preliminary geotechnical report?

*Answer:*

**A point of clarification – this project will be developed by Purchase College Advancement Corporation (PCAC) on lands leased from SUNY Purchase. PCAC will provide all information in its files to the successful respondents.**



27. *Question:*

7.1.4 – Experience: With respect to experience in Westchester County (whether or not comparable in size or scope), experience with the SEQRA approval process and experience working with the New York DEC on landfill closures, does the PCAC expect the consultant to provide simply a Project Name, Location and Description associated with such experience or provide all items listed in 7.1.4.1 through 7.1.4.8 as requested for projects of comparable size, scope and character?

*Answer:*

**This question is in reference to RFQ# PCAC-091014. Respondents should specifically list and describe all recent relevant experience in Westchester County, New York, experience with the SEQRA approval process, and experience working with the New York DEC on landfill closures. It is not necessary to provide all of the information requested provided that there is sufficient detail to assess the relevance of the experience.**

28. *Question:*

Can SUNY Purchase provide access to additional documents such as the following:

- Order of Consent dated April 2001
- Further correspondence from 2004 between the College and NYDEC that sought to amend the original order.

(As discussed in the Specifications, Section 4.1.2 of the RFQ.)

- The NYDEC approved Landfill Closure Plan
- Any other NYDEC approved engineering plans
- Original report dated December 14, 2000 referenced in the NYDEC letter dated April 20, 2001
- Post Closure Monitoring and Maintenance Manual (if developed)
- Beneficial Use Determination approved by the DEC

(As discussed in the Preliminary Geotechnical and Environmental Engineering Report prepared by SESI dated December 14, 2012.)

*Answer:*

**See answer to Question #26, above. Additionally, Purchase College will make available all information in its files.**

29. *Question:*

Attachments A and B reference "construction" contracts. Should architects respond by listing their architectural contracts?

*Answer:*

**Respondents should use their best efforts to interpret and complete the state's Vendor Responsibility Questionnaire. PCAC will review the questionnaires to make preliminary determinations as to whether each respondent will be deemed "responsible" in accordance with the state's criteria. Once selected, the respondents will have the opportunity to refine the questionnaire prior to review by the state's Office of the State Comptroller.**

30. *Question:*

Vendor Responsibility CCA2, section III "contract history" item 3.0 and 3.1 references "construction contracts". Should architects answer "no" to this?

*Answer:*

**See answer to Question #29, above.**

**\*\*\*\*\* End of Questions \*\*\*\*\***