CITY OF NEW BEDFORD

Designer services New Bedford Art Museum/ArtWorks

RFP # 19192053

ADDENDUM #1

The City of New Bedford issues the following Addendum # 1:

To: All Bidders of Record

This addendum is issued to advise Bidders of the following questions and answers:

- Are you expecting the selected firm to do an evaluation of the exterior envelope as part of this feasibility study? No, only if proposed interior adaptations directly affect the exterior of the building.

- What are the City’s sustainable design goals for the Museum
  - The City’s Site Plan Regulations do not have specific language relative to sustainable design, however the City embraces a sustainable design philosophy which encourages decisions at each phase of the design process that will reduce negative impacts on the environment and the health of the occupants.

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  - Truth-in-Negotiations Certificate: this form asks for hourly rates; do we need to include it in our qualifications response?
  - Please Remove this form from the RFQ Package

- Designer Application Form: do we need to include this? It was not attached to the RFQ.
  - This form does not need to be included in your RFQ Package

- What will be the next steps after this feasibility study, for complete architecture and construction services?
  - The Art Museum is taking a phased approach to this project and will be raising funds to complete the expansion based on the feasibility studies.

- Is the entire project funded, or will there be a waiting period between the feasibility study and proceeding with the project?
  - See answer to #1.
• What is the composition of the Evaluation Committee? Will it be the same people present at the walk-through?

• The Evaluation Committee will include members of the Art Museum Board of Directors, a New Bedford Library representative, Director of City Facilities and the City Preservation Planner.

• What are the submission requirements for this RFQ?

• Is it spelled out in the RFQ? Not sure the intent of this question....

• What are the submission requirements for this RFQ?

• Section III asks proposers to submit a statement and outline of the scope of our services, but doesn’t ask for specific information. What do you wish to see included here?

• Please see Sections IV and V of the RFQ.

• Which of the documents attached to the RFQ must be submitted with our response?

Included in the technical proposal to be submitted are the following forms:

• Certificate of Non-Collusion/Tax Compliance

• Vote of Corporation

• Form RCB-1 References and Company Background

• PLEASE DISREGARD THE SIGNATURE PAGE CONTINUED

• Do you want an original and four copies (page 3) or an original and three copies (page 5)?

• Please submit an original and four copies

• Should the envelope be marked as described on page 3 or as described on page 5?

• An original and four copies must be submitted in an envelope clearly marked “QUALIFICATIONS FOR DESIGNER SERVICES NEW BEDFORD ART MUSEUM”.

• Page 3 states that an "original and four (4) copies of the Statement of Qualifications must be submitted" and Page 5 states an "original and three (3) copies" must be submitted. Please confirm how many copies need to be submitted.

• See answer above

• On Page 10, under "Selection Procedures," criteria number 4 says that a "Completed application form for Designer Services" is needed. Is this referring to the "Commonwealth of Massachusetts Standard Designer Application Form for Municipalities and Public Agencies", which can be found on the state website? Or is this referring to forms that were provided in the New Bedford Art Museum application packet?

• PLEASE DISREGARD THIS FORM

• Does Page 16, "Vote of Corporation Authorizing Execution of Corporate Agreements" need to be completed and included in the RFQ submission?

• The Vote of Corporation needs to be included in the submitted RFQ package.

• Have there been any mechanical or structural assessments conducted for the existing building?
A structural assessment was completed in 1977 to determine the load capacity for the second floor additions. That was determined to be 80 ponds per square foot.

- Have the building systems been updated, if so when? A new 15 ton RTU with new ductwork was installed in 2018
- Are there existing drawings available or will an existing survey be necessary as part of this project? See attached
- Are there any aspirations for expanded programming for the education component of the museum? It is expected that the education programming would have the potential to grow in conjunction with the museum; however that is not the focus of this study.
- Does the City’s offer to move the City offices in exchange for the New Bedford art collection being exhibited at the museum include the requirement or expectation that all or part of the collection be stored in the building? That may be determined as part of the study.
- Is there a working long range schedule for the project that can be provided (potentially including the anticipated length of the feasibility study, expectations for what comes next and a target for project completion)? It is anticipated that this is a phased project and that the construction is dependent of securing funding. A definitive timeline has not been determined.
- Do you anticipate needing a hazmat report for their study? No
- How is the project funded? The feasibility study is funded through Community Preservation Act funding, Massachusetts Cultural Facilities Grant funding and private donation.
- Please expand on the “5 phase” building sequence mentioned before the walk through. It is not a (5phase)- but is anticipated that it is a multi-year project that may be phased based on funding.
- Will a comprehensive existing program be distributed? Have to ask Asley Occhino aocchino@newbedfordart.org
- When the drawings a distributed will it be only existing conditions or of original construction documents too? Basic existing conditions. The original blueprints are blueline and difficult to read and copy.
End of Addendum

By: Susan Bruce
Director of Purchasing
City of New Bedford

June 10, 2019