



# City Of New London

Department of Finance-Purchasing Agent  
13 Masonic Street • New London, CT 06320 • Phone (860) 447-5215 • Fax (860) 447-5297

## Request for Proposals

### ADDENDUM 4

Proposal No.: 2022-04

Addendum No.: 4

Date Issued: October 28, 2021

Construction Manager at Risk- Community Center

Opening Date and Time: **\*\*BID OPENING HAS BEEN EXTENDED\*\* November 5, 2021 at 2:00 P.M.**

**Bidders Notes:** This addendum is issued to provide all potential bidders with answers to questions submitted.

All other terms and conditions remain the same.

**This Addendum cover page must be signed and returned with your bid.**

\_\_\_\_\_  
Authorized Signature of Bidder

\_\_\_\_\_  
Company Name

**Return Bid To:**

Joshua Montague, Accounting Purchasing Agent  
City of New London  
13 Masonic Street  
New London, CT 06320

Bids cannot be accepted after the Bid Opening Date and Time indicated above.

# **2022-04 Construction Manager at Risk- Community Center**

## **ADDENDUM 4**

**RE:** 2022-04  
**FROM:** Joshua Montague, Accounting Purchasing Agent  
**TO:** Prospective bidders

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This Addendum shall be part of the Contract Documents and modifies the original bidding documents. This Addendum is to be acknowledged by the bidders on the Bid Form. Failure to do so may subject the bidder to disqualification.

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### **Changes to prior Addenda:**

- No changes to prior addenda

### **Q&A:**

- Section 2.4 references laser scanning – please identify the extent to which laser scanning will be required for the project and if that cost is to be included in the CMR GC/GR costs.
  - Not required. No scanning will be required throughout construction.
- Section 2.9.1 requires CMR to provide and then turnover (5) licenses for Autodesk. Section 2.9.2 requires CMR to provide (5) tablets with accessories be provided. Please confirm these costs are to be INCLUDED in the CM GC/GR cost and where they should be assigned. Please also confirm that the duration of this license should be for the duration of the project, and any renewal of the licenses at the end of the project will be by others.
  - Initial cost should be included in the GC/GR breakdown and license renewal at the end of the project will be carried on by others.
- There is reference made to 4D scheduling. Please advise to what extent this will be required on the project.
  - Not Required
- Please confirm that a cost loading is not required for the proposal? If required, please provide previous budget.
  - Not required for proposal, but will be incorporated into schedule updates after award.
- Item #16 on the Invitation for Bid outlines local New London requirements and item number 2.21 Economic Inclusion outlines the expectation related to state CHRO goals. Does one of these requirements govern over the other or are both mandatory?
  - CHRO goals govern, but offerors should make good-faith efforts to achieve both when reasonably possible.
- Section 4.1 of the subcontracting plan mentions a ROM price for the subcontractor packages. Please confirm this is not required to be provided with the subcontractor list. Please also confirm that the certified business enterprise certificates are not required to be included in the proposal.
  - ROM pricing is required to the extent that it communicates how the prime contractor plans to achieve the sub-contracting requirements. Enterprise certificates are not required from sub-contractors as part of this proposal.
- The Offeror shall ensure that a minimum of three (3) Past Performance Evaluation forms Attachment G, are completed and submitted on behalf of the Offeror directly to New London's POC stated in Section 1.7 by the due date for Proposals as specified in Section 5.3.
  - Attachment G should be filled out by owners or client representatives from previous projects and sent directly to Josh Montague [JMontague@newlondonct.org](mailto:JMontague@newlondonct.org)
- The cover sheet (page 1 of the overall pdf) states that questions should be directed to Greg Benson and Randall Simons with a copy to you, Joshua Montague. However, Item 1.7 on Page 4 of 115 states that New London's sole point of contact for matters related to this RFP is the only individual authorized to discuss the RFP with any interested parties, including Offerors. All communications with New London's POC about the project or this RFP shall be sent in writing to: Joshua Montague and Felix Reyes. Please confirm that Mr. Benson and Mr. Simons should also be included in communications regarding this RFP.
  - Confirmed

## **2022-04 Construction Manager at Risk- Community Center**

- Are there any drawings of this new building we can review?
  - In Part 1.1 under “Project Overview,” there is a statement that covers this. The current Concept Design report and drawings will be issued via addendum as Attachment A. Upon completion of the Permit Drawings, which will serve as the Bid Documents, the CMAR will develop and submit a Guaranteed Maximum Price (“GMP”) proposal to New London to complete the work.
- In Part 5 Proposal Submission, it says to submit a project schedule 11 x 17, but does not discuss a project schedule in any of the tabs, so do we submit a project schedule?
  - Section 5.4.4 Project Management Plan - states that “the Project Management Plan should contain the information requested in Section 3.4.3 of the RFP”. Section 3.4.3 outlines the requirements for the schedule to be submitted as part of the proposal.
- Where is Attachment H?
  - See City website for updated RFP/Q or CTSource.
- The attachments C, J, K, L, M, N O in the back of the packet are not labeled, could they be labeled appropriately?
  - See City website for updated RFP/Q or CTSource.

### **General Items:**

- Revised submission checklist attached

**City of New London**  
**Community Recreation Center**  
**CMAR Submission Checklist**

Proposal Section	Component	Component Description	Attachment	RFP Section	Complete?	Notes
<b>Technical Proposal</b>						
	Executive Summary	Cover letter and summary of contents contained in proposal	N/A	5.4.1		
	General Team Information	CM Team directory with additional information as requested in the RFP	N/A	5.4.2		
	Past Performance, Relevant Experience, and References	List of all similar projects that Offeror and/or subconsultants worked on in last 5 years (matrix format)	N/A	5.4.3		
		Detailed description of no more than 8 projects demonstrating experience and qualifications	N/A	5.4.3 - A		
		Past Performance Evaluations - to be completed by others and sent directly to New London (3 for prime and 2 for subconsultants)	G	5.4.3 - B		
	Specialized Experience and Technical Competence of Key Personnel	Description of CM and subconsultants Key Personnel experience and professional qualifications including resumes, org chart, etc.	N/A	2.13, 5.4.4		
	Capacity of CM, Subconsultants and Key Personnel	Analysis/Matrix of firms and key personnel current and future workloads and capacity to commit to the project.	N/A	5.4.4		
	Project Management Plan	Specific approach and management plan for the project.	N/A	3.4.3, 5.4.4		
	Small, Local or Minority-Owned Business Certification/Affidavit	Provide Affidavit for Offeror if qualified and pursuing additional preference points as outlined in the RFP	I	3.4.5, 4		
	Subcontracting Plan	Complete subcontracting plan to demonstrate intended compliance with Section 4.1 of the RFP	Tab 2	4.1, 5.4.6		
<b>Fee Proposal</b>						
	Form of Agreement / Contract	Complete Form	C	7		
	Form of Offer Letter	Complete Form	H			
	Equal Employment Opportunity Certification	Complete Form	J	5.4.7		
	Non-Collusion Affidavit Prime Bidder	Complete Form	K	5.4.7		
	Non-Collusion Affidavit Subcontractor	Complete Form	L	4.1, 5.4.6		
	Affirmative Action Policy Statement	Complete Form	M	5.4.7		
	Certification of Non-Segregated Facilities	Complete Form	N	5.4.7		
	Anti-Fracking Provision	Complete Form	O	5.4.7		
	Statement of Qualifications	Complete Form	Q	8		

NOTE: This checklist is intended to provide assistance to Offerors in organizing proposals and is not intended to summarize the complete requirements outlined in the RFP. Should any information stated in this checklist differ from the RFP, the RFP shall prevail