

**CHESHIRE PUBLIC SCHOOLS**  
**REQUEST FOR PROPOSAL FOR COMMISSIONING AGENT FOR THE**  
**NEW NORTH END ELEMENTARY SCHOOL CONSTRUCTION**  
**PROJECT**  
**RFO# 2223-31**

Addendum 1 - Responses to Questions Received

1. The only thing that we need to submit is the fee proposal, correct? *Fee proposal and relevant information to support your bid.*
2. Do you want a breakdown of the fee or do you just want one lump sum that covers all phases? *Breakdown*
3. Do you only want one hard copy of the fee proposal? *6 hard copies*
4. Do you wish us to put together a PowerPoint presentation for the June 29<sup>th</sup> interview? If so, is there a projector available for us to use? *You may present however you feel comfortable. The window of time you are scheduled for is not to exceed 30 minutes. There is a computer/monitor in the room available for use.*
5. Can you tell me who will be present for the interview? *There are four members of the school building committee scheduled to attend: Chris Daddi, Chuck Neth, Greg Rosenblatt, and Dennis Rioux.*
6. In preparation for the interview, is there a specific format we should seek to follow for a presentation, subject of discussion, Q and A and time limits for each? *You should highlight important facets of your proposal. The time limit is 30 minute inclusive of questions and answers.*
7. Proposed Systems List: Can you provide an early set of drawings or a proposed systems narrative that we can be provided for reference for our proposal? *Unfortunately, we do not have a set of drawings at this time. We are still relatively early into the design phase.*
8. Square Footage: Can you provide the building square footage? *Square footage and additional details are provided in the Educational Specifications available on our website.*

*This is the link for the North End:*

<https://drive.google.com/drive/folders/1TBNsAIF9Uy3mk7mtCnooacAzs0fJsEwE>

*This is the link for Norton School:*

<https://drive.google.com/drive/folders/1golz88Elrg1czdUaqnB9HOPgNYtMiW5K>

9. Schedule: Can you provide a milestone schedule for each project (Design, Bid, Construction)? That information is available on our website under each site, Arcadis information, and the June 8th meeting minutes. The milestone link is:  
[https://drive.google.com/file/d/1YVWvdIA35luKMS4uLESAl35M1\\_1jt2mE/view?usp=sharing](https://drive.google.com/file/d/1YVWvdIA35luKMS4uLESAl35M1_1jt2mE/view?usp=sharing)
10. Scope: The scope in the RFP is limited as it pertains to design phase services. Can you confirm if the following services are being requested for design services in an effort to meet the requirements of the CT HPB?
- Cx Plan Development- *Yes*
- OPR and BOD Review (OPR to be provided to the CxA at the time the CxA is brought on)  
*OPR is a YES and BOD is a NO*
- Design Reviews:
- DD Review
- 60% CD Review- *Probably at 50%*
- 90% CD Review- *Probably at 100%*
- Commissioning Specification Development- *YES*
- Integrated Design Meeting (Remote)- *YES*