

**REQUEST FOR DESIGNER SERVICES (RFS)
East Longmeadow Public Schools
For
East Longmeadow High School**

Addendum #3 – February 16th, 2022

Question #3:

Please confirm if the 2013 Master Plan document can be made available for review.

Skanska (Owner’s Project Manager) Response:

East Longmeadow’s 2013 School Facilities Master Plan was included in Addendum #2 which was posted to the East Longmeadow School Department website on February 14th, 2022.

Please note that all addenda to the Designer RFS are posted on the East Longmeadow School Department website. All addenda must be acknowledged in your firm’s application. A link to the East Longmeadow School Department website is provided below.

<https://www.eastlongmeadowma.gov/377/District-Information>

Question #4:

The RFP notes that the duration between PSR Approval on 2/9/2023 and MSBA Project Scope and Budget on 6/1/2023 is 16 weeks for project development/ engagement/ submissions/ comments/ approvals. Please confirm this duration and advise as to Town criteria that could be informing this.

Skanska (Owner’s Project Manager) Response:

In the original Designer RFS the projected date of Preferred Schematic Report Approval is 02/09/2023. Project Scope and Budget Approval is 06/01/2023. Skanska feels that this duration of roughly four months between these two milestones is insufficient. Six months is a more typical duration between these two milestones. Please see below for adjusted milestone projected dates.

<u>Milestone</u>	<u>Projected Date</u>
Designer Contract Executed	05/05/22
MSBA Board of Directors Meeting –	
Preferred Schematic Report Approval	02/09/23
MSBA Board of Directors Meeting -	
Project Scope and Budget Approval	08/29/23

Please also note that the milestone dates included in the Designer RFS are estimates only. Actual dates may vary depending upon the agreed upon solution, the extent of required document revisions, the time required for regulatory approvals, etc.

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Question #5:

From observation during the Preproposal meeting the High School has a pool. Will a pool consultant need to be added to the list of current consultants? Or will that be determined during the Feasibility portion and be an added consultant if needed at that time?

Skanska (Owner's Project Manager) Response:

The prospects of including a pool in the design of the Project will be evaluated during the Feasibility Study. Ultimately if the Owner does elect to include a pool as part of the Project's preferred solution, then the Owner's Team may treat this as an additional service and may require the addition of an Aquatics Consultant at that point in time.

Question #6:

The Financial Stability of the firm is listed as an additional evaluation criteria. Could you be more specific regarding the information and format required?

Skanska (Owner's Project Manager) Response:

The Owner and Skanska will take the following aspects into consideration when analyzing a design firm's financial stability:

- Ownership (Number of Owners, Does the firm have a Board of Directors or not).
- Number of years in business.
- Longevity of the firm's employees.
- Litigation status/record.
- Track record of performance on past projects.
- Scale of projects compared to the size of the firm.
- General Liability Insurance coverage.