

CM / RFP-Q Questions: February 22,2018-

1. During the Pre-Proposal Meeting, there was a discussion about the different delivery methods for the projects. In order to include adequate fee for pre-construction services, can the District clarify which projects will be contracted under a Lease-Leaseback structure vs. Hard-Bid?
 - a. **Hard Bid;**
 - i. **Glenwood Multipurpose**
 - ii. **Davidson Annex Maintenance Upgrades**
 - iii. **Interim Housing – San Rafael High School**
 - iv. **Interim Housing – Venetia Valley-**
 - v. **San Rafael High School Demolition of Existing Shop Bldgs.**
 - vi. **Terra Linda High School Demolition of Existing Music Bldgs.**
 - b. **Lease-Lease Back**
 - i. **Venetia Valley Project**
 - ii. **Laurel Dell – Modernization- New Classroom/ Multipurpose Space,**
 - iii. **Davidson Middle School – 2 Story Science Center**
 - iv. **San Pedro Modernization- New Administration & Classroom Wing**
2. Please confirm that the CM is to only provide independent estimates per “*Pre-Construction Staffing item a. ii. 3*” for the Hard-Bid projects. Under the Lease-Leaseback projects, the CM is to only “*reconcile, coordinate, confirm estimates, VE items and constructability review comments*” provided by the Lease-Leaseback entity correct?
 - a. **Yes**
3. **Section II B.1, page 3**, indicates to “*Maintain reporting systems for the project, including without limitation, for the scope, sequencing, scheduling, budgets and communication.*” Is the District currently using a document control/financial reporting system and, if so, what is the name of the system(s)? Also, will the District provide training on the system(s)?
 - a. **Accountability used by District only for cost accounting tracking**
 - b. **EDOCs has been used at SRHS Stadium.**
 - c. **CM’s can coordinate with Arch/Contractor on document management package**
4. **Section II B.3, page 3**, indicates to “*Maintain accurate cost accounting records.*” Is this only for payment applications, change orders, and potential project costs? Please clarify the extent of accounting records that the CM should maintain for each project.
 - a. **Accounting records shall be maintained for the construction cost of the entire project from start to finish. This includes all payment application, Pencil pay application review, Change orders and all negotiations during the change order process, Potential change order calculation and logs. All financial impacts on the project should be documented filed and turned over to the District as a complete financial record for a project audit.**
5. **Section II B.8, page 3**, indicates to “*Ensure DIR reporting requirements are followed.*” Does the District have in their Division 1 specifications the requirement that the contractor provides the DIR reporting on a specified basis? **Yes**, Do the contract documents require contractors to provide access to the DIR reports for all active project(s)? **Yes**

- a. **Each General Contractor is required by the State of California to register and upload certified payroll. The District will be notified by the State if Certified Payroll is not up to date and will withhold payment until notified.**
6. **Section III B. page 5**, states that SOQs may not exceed twenty (20) pages, excluding table of contents, tabs, and appendices. Please confirm the total page count is (20) single-sided pages. Would the District consider resumes be part of the appendices? What information does the District consider being acceptable in the appendices?
- a. **20 double sided is ok. Yes, resumes can be part of the appendices**
7. What month should the CM consider as the official start date for the Venetia Valley Project?
- a. **May 2018**
8. On the San Rafael HS Projects, what is the scope of work considered to be for Phase 1 and Phase 2? Does Phase 1 only include the Transitional Housing and Site Work Project? Phase 2 is the New Commons, Administration, Kitchen and Madrone Buildings? Phase 3 would be the New CTE Building, Main Building Renovation, PE & Athletics Locker Room Addition and remaining Site Work? For fee purposes, the CM should only consider the Phase 1 & 2 scope correct? **Yes**
- a. **Phase 1**
 - i. **Interim Housing**
 - ii. **Demolition of Existing Shop Building**
 - b. **Phase 2**
 - i. **Construction of New Admin, Madrone, Commons & Central Cafeteria**
 - c. **Phase 3**
 - i. **Construction of STEAM building and interior Modernizations**
9. Can the District provide the anticipated schedule for the Proposition 39 Districtwide projects?
- a. **Prop 39 Projects will extend over 2018 and 2019 Summers.**