

REQUEST FOR PROPOSALS FOR ARCHITECTRAL SERVICES
RFP #759
RESPONSE TO QUESTIONS

1. Article (X), **Full Opportunity**, Page 6: “The District here by affirmatively ensures that Disadvantaged Business Enterprises (“DBE”), Small Local Business.....”.

Question: What weights will be assigned to each criteria listed in this Article?

Response: Bidders are requested to identify or list if their firm falls under any of the criteria mentioned in this Article. However, no weights will be assigned for evaluation.

2. Article (XII), Selection/Evaluation Criteria:

Question: What weights will be assigned to each of the evaluation criteria:

Response:

- a. Firm’s Background, Credentials, Experience, Project Team: 15 %
- b. Firm’s Resources: 20 %
- c. Client Satisfaction and References: 15 %
- d. Price Structure: 30 %
- e. Project Closeout Process: 20 %

3. **Question:** Who will be in the District’s Evaluation Team?

Response: The District’s Evaluation Team will consist of, but not limited to, Co-Superintendent/Chief Business Officer, Director of Facilities & Modernization, Director of Maintenance & Operations, School Site Administrator, and other school district experts.

4. **Question:** Does the District have a CHPS/Leeds Certification?

Response: The District adopted Resolution No. 058-0405 on January 27, 2004, to develop more resource efficient design criteria on future construction and modernization of existing District schools and campuses.

5. **Question:** Is there a page limit for the Proposal?

Response: Please submit proposals according to submittal requirements. While there is no page limit, the District hopes that clarity and consistency will be maintained in the Proposals.

6. **Question:** On Page 8 of the New Haven Unified School District RFP #759, there is a box asking for the corporate seal of the Incorporated Organization submitting the proposal. Our firm is a limited liability partnership. What would you like us to put in this box in

place of that seal? Is a signature / architectural stamp enough? Does this sheet need to be notarized?

Response: The signature page should be signed by an authorized officer of the company/firm submitting the Proposal. If a seal is not applicable, the company/firm's stamp will suffice. The signature page does not need to be notarized.

7. **Question:** I checked your website for the information that was to be posted and there were no new postings. I also did not see any answers to any questions that may have been submitted to you. We really want to submit but based on the lateness in receiving the additional information, we were wondering if the due date of Monday, 5/4 can be extended?

Response: The deadline to submit all written questions was April 28, 2015. Response to ALL questions was scheduled to be posted after this deadline. The Proposal submission date will not be extended.

8. **Question:** On page 4, IV, 3. You specify "state agency advocate," can you explain in more detail what that title means to your district?

Response: The District expects the Architect's Team Representative to be familiar with rules & regulations of Office of Public School Construction (OPSC), Division of State Architect (DSA), and other state agency regulations.