

Taft Library Building Committee

Owner's Project Manager Questions and Responses

May 13, 2013

1. Because of the project cost, an OPM is not legally required

Response: We had the same question, and requested a clarification from Town Counsel who informed us that the total project cost would require us to have an Owner's Project Manager on board for the project. An Owner's Project Manager is required, pursuant to M.G.L. c. 149, §44A½, for public building construction projects estimated to cost \$1,500,000.00 or more.

2. There is a long list of required tasks specified and the fee available is quite small. They wanted to know if this list was taken from a boilerplate RFS or if you expect everything on the list to be handled by the manager.

Response: We realize that the fee is minimal; however the Town takes the position that, for the right firm, the work is manageable.

3. They feel that no one will have experience converting a church to a library as this has probably never been done. This firm is 'willing to stretch' as they have never done so either and would like to add this conversion to their list of accomplishments.

Response: Upton MA has converted a former church into its town library.

4. They would like clarification as to whether there will be daily on-site clerking done by the Town. It sounded like he interpreted the RFS as there would be.

Response: There will not be an onsite clerk provided by the Town.

5. We missed the informal voluntary site visit today. I would like to visit the project if possible sometime next week perhaps Thursday or Friday.

Response: The Site Walk was conducted on May 2, 2013 as advertised in the Request for Services. At this time, it is not the committee's intent to conduct an additional Site Walk that was not advertised in the Request for Services. They are welcome to visit the property on their own, and gather any details from the exterior that may be beneficial to them.

6. How long is the anticipated construction duration for the new library building?

Response: The architect who provided the schematic design used for the Town Meeting approval of the project estimated that the construction duration would be between twelve (12) to fourteen (14) months.

7. Please confirm the maximum total fee for OPM services through the closeout of construction is \$31,400.

Response: The maximum total fee for the OPM services through the closeout of construction is \$31,400.

8. Is the Clerk of Works position included in the OPM services or is this position to be manned by a Town employee.

Response: The Clerk of the Works position is included as part of the OPM services.

9. How will the answers to RFS questions be distributed? Will they be available online on the Town website?

Response: The answers to the RFS questions will be emailed to bidders who have provided contact information to the Board of Selectmen's office, and posted to the Library website.

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