

Questions and Answers from the October 6, 2008 Dudley Square Municipal Office Facility RFQ Meeting

Question 1: Are there MBE/WBE requirements in the RFQ?

Answer: No. However, the application form from the Commonwealth of Massachusetts Division of Capital Asset Management (DCAM) entitled "Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction 2005" is part of the RFQ and requests applicants who are certified by the State Office of Minority and Women Business Assistance (SOMWBA) as a Minority Business Enterprise (MBE), Woman Business Enterprise (WBE), or Minority Woman Business Enterprise (M/WBE) to provide information regarding the same.

Question 2: If a firm has project experience in sustainable design, but that experience comes from projects in other countries that do not use LEED, can that experience be considered by the City in this RFQ?

Answer: Yes. Registered Applicants are encouraged to provide detailed information in their statements of qualifications regarding the same. The City will take such information into consideration during the review process.

The U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) certification is used by the City of Boston and currently the City's certification standard for new construction is LEED Silver.

Question 3: Does the City anticipate providing a security consultant or is that a position that applicant firms should expect to fill themselves and include a security consultant on their teams?

Answer: No, the City does not anticipate providing a security consultant. Registered applicants may include consultant services in their submissions that are beyond those listed in the RFQ. If an applicant firm feels there is a discipline needed that is not stated in the RFQ, you are not precluded from expanding your design team.

Question 4: With reference to the A, B and C rates for architectural/engineering design and construction administration services included in PFD's fee schedule, does the City have a suggested fee percentage for

this project, and how do other related services, such as furnishings and equipment, and traffic engineering, relate to the fee schedule?

Answer: The design fee will be negotiated between the selected finalist and the City of Boston's Public Facilities Department based on PFD's Designer Fee Schedule, the result of which will be converted to a fixed lump sum fee. However, PFD considers elements of both the B and C rates, as well as those for both new and renovation projects, to be applicable to the Dudley Square Municipal Office Facility Project, and anticipates negotiating a design fee between the B and C rates of those fee schedules.

With respect to services additional to the building design and engineering, such as site survey, geotechnical investigation, traffic engineering, furnishings and equipment, as outlined by Article 10 - Additional Services of the City of Boston Public Facilities Department Contract for Design Services, compensation for these services will be negotiated and authorized, as necessary, after execution of the base design services contract as the need arises.