Construction Management RFP Questions:

1. Is there a time on May 1 when final RFP questions due? 3:00 PM

2. Where is the design/ permitting process at? Would you like support in either?  
The design is nearly complete. Permitting will likely begin in the next four weeks. It will not be necessary for the construction manager to assist in these two processes.

3. Where is procurement/ contracting process at? Would you like support in procurement?  
The RFP for construction has been released. It is anticipated that selection of the general contractor will be made shortly after selection of the construction manager. It will not be necessary for the construction manager to assist in that process.

4. Can you elaborate on the scope desired/ required for “Consultant’s Inspectors”?  
The Consultant’s Inspector shall be onsite as necessary to witness and verify that key portions of the construction project. It is not necessary that the inspector be onsite every day.

5. Can you clarify the Cost Response Form and the difference between Option Year 1 vs. Option Year 2? Option Year 1 shows dates 07/01/2020 through 6/30/2021, while Option Year 2 shows dates 07/01/2020 through 06/30/2020.  
Option Year 2 should have the following dates: 07/01/2021 through 06/30/2022.

6. Can you clarify what is meant by “Technical Environment” in the Response Requirements and Reference Form? I read this as asking for our firms technical and software capabilities, but want to be sure that’s a correct interpretation.  
Yes, the Department of Cultural Affairs would like to understand the extent of the firm’s software experience.

7. There are numerous references to a page count limit, but that limit is never defined. Is there a total page limit for submission? If so, is that page limit only for narrative sections?  
The page count for the proposal is limited to 15 pages excluded resumes and all appendices. The font size shall not be less than 12 point.

8. Please clarify submission format: Is it correct to say that we will email 2 files, one technical file and one business file (incl. cost proposal)?  
Yes, two separate files must be submitted electronically. The business file must contain the cost proposal.

9. Page 22 (§III.C.1) indicates 2 items (Business Specifications K and L) that are not referenced in other sections of the document. These are the “Response to Contract Terms and Conditions” and the “Offeror’s Additional Terms and Conditions (If applicable).” Will these documents be required, and if so, what format should they take?
Items K and L will no longer be required. An amendment will be posted to reflect this information.

10. Do you require an Affidavit Non-Violation of NM Pay Equity? (§III.C.1, Business Specification item G, page 22)
   item G, Affidavit Non-Violation of NM Pay Equity will not be required. An amendment will be posted to reflect this information.

11. Do you require an Affidavit Non-Violation of Labor Codes? (§III.C.1, Business Specification item H, page 22)
   Yes, please see the attached form. A

12. What is the conclusion to this sentence: “Cost will be measured by labor, materials, equipment, transportation, configuration, travel, taxes and fees, to include subcontractors and profit to provide the Services described in” (§IV.C.10, page 33)?
   Costs should be inclusive of all labor, materials. Equipment, transportation, configuration, travel, taxes and fees, to include subcontractors and profit to provide the Services described in the Scope of Work.
   An amendment will be posted to reflect this information.

13. Please clarify whether DCA desires what in effect will be a full time daily onsite construction manager and inspector who coordinates and schedules the General Contractor’s workforce and workflow or a construction manager who oversees the General Contractor’s work, reviews contractor schedules, submittals, claims and payments, etc., all on DCA’s behalf. The latter role is likely to be onsite every several days monitoring the work and in attendance at all Owner, Architect, Contractor (OAC) weekly and monthly meetings.
   The Department of Cultural Affairs is requesting the services of a construction manager who will responsible for review of the contractor’s work, contractor schedules, submittals, change orders, and invoices. DCA does not believe it will be necessary to have the services of a construction manager and an inspector onsite every day. It should be noted that all direction to the General Contractor will come from the DCA.

14. Will you accept a letter of reference from the bank we have been engaged with since our business formation in place of audited financial statements/Dun & Bradstreet registration?
   In Lieu of an audited financial statement and/or the Dunn & Bradstreet registration, DCA will accept unaudited financial statements provided the Offeror provides a sworn attestation as to the accuracy of those unaudited financial statements.
   An amendment will be posted to reflect this information.