

REQUESTS FOR INFORMATION – GRAFTON COUNTY COURTHOUSE A&E SERVICES (RFP'S)

<u>Asking Firm</u>	<u>Question</u>	<u>Answer</u>
Lavallee Brensinger Architects	How many County departments are involved in the project?	<p>The selected firm will need to interview the following departments/agencies:</p> <ol style="list-style-type: none"> <li>1. County Attorney's Office</li> <li>2. Sheriff Dept/Dispatch</li> <li>3. Registry of Deeds</li> <li>4. NH Area of Courts (circuit &amp; superior courts)</li> <li>5. Probation/Parole</li> <li>6. Public Defender/Bar Association</li> <li>7. NH Dept. of Motor Vehicles</li> </ol>
Lavallee Brensinger Architects	How many schematic options for site and building are desired by the County?	<p>The selected firm will provide two schematic design options.</p> <p>Option 1 – New courthouse with an underground connector to the Dept of Corrections (DOC) J-connector</p> <p>Option 2 – New courthouse without an underground connector to the DOC J-connector</p>
Lavallee Brensinger Architects	Preliminary Opinion of Construction Cost – Is the County looking for one estimate for the selected Schematic Design option or costs estimates for several options?	<p>The selected firm will provide a Preliminary Opinion of Cost for the two schematic design options just mentioned. Additionally, we have a 2,000 KW generator (277/480) that supports the DOC, which could easily carry the entire electrical load of the new courthouse in addition to the DOC. We also want to know the cost difference between connecting to this existing source for backup power vs. installing an independent generator system to support the new courthouse.</p>
Lavallee Brensinger Architects	<p><u>CONSULTANT'S RFP PACKAGE MUST INCLUDE:</u></p> <p>Item 5: Provide a fixed company rate and fee schedule for your firm and each of your subcontractors. We need this for validating change order costs. Does this refer to the team's Hourly Rates?</p>	<p>We are looking for a standard rate schedule (hourly rates) for all architect and engineering staff who will be working our project.</p>

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Lavallee Brensinger Architects	We wanted to confirm that the submission of our information is in <u>digital electronic format only</u> to the County by October 25 <sup>th</sup> .	Although we initially requested one electronic copy of each firm's proposal, we've reconsidered and would like four paper copies as well.
Lavallee Brensinger Architects	Our MEP/FP engineer also had a question: <i>The question I have as it impacts mechanical design options is whether any of this is funded in a way that requires adherence to BABAA (Build America, Buy America Act) as this will exclude significant types of HVAC systems (VRF or Mini Splits) as nothing is compliant and will impact the cost of the MEP equipment.</i>	There is no buy or build America requirements for our project.
Leers Weinzapfel Associates	Our courts programmer is asking if they will be doing workload analysis in terms of caseload forecasts? That research could affect the recommendation on how many courtrooms they recommend, which may not be necessary...and it's a large effort.	No caseload information will be included in this phase.
Leers Weinzapfel Associates	What is the room and building for the interview?	<u>Building:</u> Administration Building located at 3855 Dartmouth College Highway, North Haverhill, NH. <u>Room:</u> Commissioner's Conference Room located on the 2 <sup>nd</sup> floor in the North wing of the building.
Leers Weinzapfel Associates	What are the names and titles of the interview panel?	<ol style="list-style-type: none"> <li>1. County Commissioner - <a href="#">Omer C. Ahern, Jr.</a></li> <li>2. County Administrator - Julie Libby</li> <li>3. Maintenance Superintendent - Jim Oakes (chairman)</li> <li>4. Assistant County Administrator - <a href="#">Holly Elsholz</a></li> <li>5. Assistant Maintenance Superintendent - Rick Colbeth</li> <li>6. Dept. of Administrative Services, Bureau of Court Facilities Superintendent - Sarah Lineberry</li> <li>7. Judicial Branch Special Projects Manager - Steve Lorentzen</li> </ol>
Schwartz-silver	Is the existing building to remain in operation until the new building is complete?	Yes
Leers Weinzapfel Associates	Are there specific cost-driven geotechnical issues that you would like us to address in this phase?	No

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Leers Weinzapfel Associates	Can you describe the interview room set up and if we will need to bring anything specific for technology/connections?	The interview room is a medium size conference room with a table that seats 13 people comfortably. There is seating around the perimeter of the room as well that could seat an additional 12-16 people. We have a Yealink Video conferencing system that allows participants to link in remotely as well as display audio-visual presentations. All you need to do is bring your laptop with your audio-visual presentation and our administrative/IT staff can help you connect to the system via an HDMI connection.
Lavallee Brensinger Architects	Does the County have a preferred framework for the 1-hour interview – duration of our presentation and Q&A?	Please keep your presentation to 30-minutes or less so it allows 30-minutes or more for questions and answers. If we run out of time in the question and answer session and have unasked questions, we will send them to you via email the following day, Nov 1st. We will need your responses no later than Monday, Nov 4 <sup>th</sup> .
Lavallee Brensinger Architects	Are there specific items you would like us to address in the presentation portion of our interview?	We essentially want to know why we should pick your firm over any other competitor. Its up to each firm to sell itself as it relates to the relevancy of our project. Things said in your presentation may precipitate questions from the committee.
Lavallee Brensinger Architects	Is there anything else you would like us to cover during the interview – review of the fee proposal, team structure, schedule, etc.?	Our plan is to review your proposals before the interviews, so if we have specific fee questions we will ask them after your presentation. Most firms presented their team structures in their RFQs as well as presented proposed schedules. If we need any clarification, we will ask following your presentation.