

Q&A – WIMR Dock & Primate Center Renovation RFQ

1. Who produced the Basis of Design report included in the RFQ?

- The Basis of Design report was completed with internal resources.

2. Please expand on the expectations of socialization of infected animals.

- We expect to use the provided floor plan as it is currently laid out. Some cages already selected are specific for socialization.

3. What are the intentions of the \$2 Million grant to be used for?

- The \$2 Million grant would add scope to the project outside the current renovation area. This scope would be to convert an existing procedure space into a holding space.

4. What are your expectations for the extent of commissioning services for this project?

- The A/E consultants shall follow the Level 1 commissioning guidelines as set forth by the State of Wisconsin Department of Administration, Division of Facilities Development & Management Policy and Procedure Manual for Architects/Engineers and Consultants (DFDM form DOA-4518). Please visit the states website at https://doa.wi.gov/Pages/DoingBusiness/Forms_Docs.aspx and review Addendum No. 1, Revision No. 3 for additional details. Please note when reviewing the Policy & Procedure Manual, all references within noted as “DFDM” shall be replaced with “UWSA” and/or “UW-Madison Project Manager”.

5. Are Part II forms included in the 15-page limit?

- Yes. Please see Addendum No. 1 for page limit increase.

6. Will you be requiring Part II forms from all subconsultants?

- Please provide Part II forms for all key subconsultants.

7. The RFQ document indicates using the Form 330 format for submitting our qualification materials. In utilizing Sections E & F of this Form, resume information for each key team member and project profiles are required to be one page each person/project. With 10 pages of project profiles as the form calls for, and a team where the number of key individuals is as few as 5 people, the RFQ proposal

document maximum of 15 pages is reached before addressing any other sections of the form.

We are looking for your guidance in how to adjust the information requested, with the maximum pages allowed for the RFQ proposal?

- Please see Addendum No. 1 for page limit increase.

8. Please clarify the page limit referred to on Page 6, Section E of the RFQ. The RFQ states both a letter of interest (LOI) and SF330 form, with the total number of pages not to exceed 15 pages. Is the 15-page limit specific to Section H of the federal SF330? Can you anticipate how many pages each section would be, as we cannot see how all our information would be adequately presented in only 15 pages?

- Please see Addendum No. 1 for page limit increase.

9. Is Schematic Design part of our responsibility? Based on the schedule and information provided in the SD submission date 1/23/20, it would seem that this effort is complete, however the RFQ indicates that schematic design is a basic service.

- The schematic design work provided by the owner is the basic design intent. A full schematic design submission to NIH & the owner is required as part of the consultant's services.

10. What is the expected duration for the NIH reviews? At the end of each phase there is a submission and review by the NIH indicated. Will any of the reviews require face-to-face reviews or will they be conducted virtually?

- The expectation is for the A/E consultants to follow the direction as given by NIH and provide a scope of service to deliver a successful project.

11. What is the expectation for how closely the design team will follow the criteria and requirements established within the NIH DRM? Will the 2016 version of the NIH DRM be locked in for the duration of the project, or will the A/E be responsible to adjust the documentation if the NIH DRM undergoes an update, revision and resubmission?

- The expectation is for the A/E consultants to follow the NIH's Design Requirements Manual as dictated by NIH.

12. The RFQ mentions a modified AIA Contract B101. We do not see this in the referenced posting documents. Please post a copy so that we may review and comment in our submittal.

- Per Addendum No. 1, please visit our webpage for the AIA Contract B101:
<https://www.wisconsin.edu/procurement/construction/>

13. We understand that this is a qualification-based selection. No fee proposal is requested at this time. If our understanding is incorrect, please advise.

- Correct, no fee proposal is requested at this time.