

## **Elm Street School Project Questions and Answers**

**Q:** Can you clarify what is expected for a concept design submission?

**A:** We are looking for preliminary visual concept designs, not technical drawings.

**Q:** Are you able to furnish a site plan of the existing grounds, including parking?

**A:** Unfortunately, we do not have site plans at this point in time, but we are still trying to acquire them.

**Q:** What are the current mechanical systems in operation?

**A:** The heat is steam, and we believe that the steam furnace in the basement is five years old and are looking for more information.

**Q:** Does all of the parking required by the planned new occupancies need to be accommodated on site? If so, how many parking spaces are available, including HCAP?

**A:** No on site parking is required, but there are currently 10-12 on site parking spaces.

**Q:** Can you clarify what is meant by "bid documents?" Do you intend to get an initial estimate for the cost of work or will it literally be "bid" at this phase? What are the specific deliverables for the initial contract that will be awarded?

**A:** We intend to get an initial estimate for the cost of the work from the architect that we hire. We will get an actual cost after it goes out to construction bid and we choose a contractor. The deliverables for the initial contract are a complete set of bid documents for construction.

**Q:** How do you envision this project moving forward after this initial estimate?

**A:** We will work with the architect to finalize the concept/project vision and then the architect will work up cost estimates and bid documents.

**Q:** After the qualification phase, will this project be subject to public bid rules for design services?

**A:** No. we will negotiate with the top applicant.

**Q:** Will the construction phase of the project be a public bid?

**A:** The construction piece will be subject to public bid.

**Q:** The RFQ document states the following: "Following a successful bid process in the summer of 2024, the School District will consider a second professional contract for services including design development and construction administration." What is meant by "design development" under the potential second contract?

**A:** That only means any final design tweaks based on either construction issues, change orders, or VE. There is no guarantee that the firm chosen to design will carry the project all the way through to the end.

**Q:** Under 'Project Vision', the requirements for the day care use are listed, noting that they will be on the first floor. However, it also states 'along with a mix of apartment types'. The Select Board has not yet approved the change to the Ordinance to allow this to happen. Can you please clarify whether the intent is to have both day care and residential units on the first floor, or are the apartments only on the upper levels?

**A:** Our intention is to have at least childcare on the first floor. If we are successful in getting the town ordinance changed to also allow residential units on the first floor, then we will also include residential units on the first floor. That will likely be a bid alternate. We will work with the architect chosen to consider the options and how to package the construction bid documents.

**Q:** What is the anticipated teacher population to be housed in the apartments? Single individuals? Couples? Families?

**A:** We don't know exactly what the teacher population for these apartments will be, which is why we want a mix of possible situations, from studio to 1 bedroom to 2 bedroom.

**Q:** Are any shared facilities required for the tenants, such as common room, exercise space, or outdoor area?

**A:** We would like to have a shared laundry room for tenants, but no other interior shared spaces are required other than possible access points. The outdoor part of the property will be open to everyone.

**Q:** Do you require independent building access and circulation to separate the daycare and teacher-tenant populations?

**A:** Yes, we would like the two parts of the building to be separated.

**Q:** Is your goal to maximize the number of units or emphasize the quality/appeal of the units to attract teachers?

**A:** We are not using the quality of the living space to attract teachers. Instead, we are using the availability of housing to attract teachers. That said, we are looking for the quality to be mid-range in terms of aesthetics and size. Given those considerations, we would like to maximize the number of units that are reasonable with a variety of apartment types.

**Q:** What are the drop off requirements for the daycare? Pull off into the existing parking area or use the public way? Which street?

**A:** We have not reached this stage of the planning process yet, and so we do not know what the specifics of the drop off situation will be at this time.

**Q:** Is the current parking area to be used exclusively by tenants, or would daycare staff and/or parents occasionally park here as well?

**A:** No, the current parking area will not be used exclusively by tenants.

**Q:** Does the building have recognized historic status or any other constraints on changes to the exterior?

**A:** We are still looking into this question, but at this time we do not believe that there are any constraints on changes to the exterior of the building.

**Q:** Can you please confirm the deadline date of December 1st includes both the cover letter and the project vision concept?

**A:** Yes, the December 1st deadline includes both the cover letter and the project vision concept.