

**REQUEST FOR PROPOSALS FOR
COST CONSULTATION SERVICES
ADDENDUM 1
6/30/23**

**Master Campus Plan
Cooper University Health Care – Camden, New Jersey**

RE: RFP issued to cost consulting firms on 15 June 2023

Clarifications and responses are provided below related to cost consultant firms developing their fee proposal. In addition, Page 8 indicated Exhibit C has been revised to include the correct agreement, the C103-2015 (in lieu of the C202-2015 as noted). Proposals remain due by 3pm EDT 7 July 2023, as denoted within Page 6, Section D (Proposal Requirements) of the RFP.

1. The AIA Document C103-2015 (Standard Form of Agreement Between Owner and Consultant) was as a reference document for the cost estimating firms. Per Section 5.0 (Standard Form of Agreement) of the RFP, cost consultants are to provide a sample contract which your firm has utilized successfully in the past with the understanding of Cooper's scope of services and deliverables described within Article 2 and will be incorporated within the final agreement to be executed with Cooper. Please indicate where your firm's proposed Agreement has variances from the standard AIA Document C103-2015.
2. Values does not include Towers B & C and Campus Infrastructure services.
 - Question: Should our proposal include cost estimating services for Towers B & C (Pre-Design & Schematic), and Campus Infrastructure (Pre-Design & Design)?
 - Question: Should Campus Infrastructure cost estimating include Design Development, CDs and GMP Development as indicated on Exhibit B Master Program Schedule?
 - Question: Do we need to provide separate fee proposals broken down by Tower A, Tower B & C, and Campus Wide Infrastructure?

RESPONSE: Campus Infrastructure improvements, scope of upgrades, and timing is not fully understood at this time, however Cost Consultation efforts will be included for this project work within the relevant milestone estimates for Tower A. Towers B&C will only be brought to the Conceptual and Schematic Design levels. Provide an qualifying allowance of your firm's time and effort. See revised Exhibit D.

3. Section 2 Scope of Project Phase 1: The RFP indicates the following:
- Tower A: Programming, Conceptual, Schematic, Design Development, Construction Documentation and Construction Phases
 - Tower B & C: Programming, Conceptual, and Schematic Design Phases
 - Question: Should we consider Programming and Conceptual as two (2) separate phases with each requiring an estimating deliverable, one each for Programming and Concept?

RESPONSE: Yes see above.

4. Towers B & C Pre-Design & Schematic Design:
- a. Question: Should we anticipate separate estimate breakouts for Core/Shell, Tenant Fit-out, and Sitework for Towers B & C?

RESPONSE: Yes, as well as Departmental based upon the [5] service lines and Support Services in Tower A.

5. Scope of Services Pre-Construction Phase: The RFP indicates “Create milestone construction cost estimates; one at conceptual design, one for schematic design, and one design development estimate along with one progress construction documents milestones as well as other milestones agreed upon by the project team to support design development and the project schedule”.
- a. Please confirm that one (1) estimating deliverable should be considered at Design Development (DD) and Construction Documents (CD) phase for Tower A Design.

RESPONSE: That is correct plus GMP with reconciliations with CM as well as other milestone estimates noted in the RFP.

6. Can we request an updated Project Schedule for Towers A, B, C and Campus Wide Infrastructure if one is available?

RESPONSE: Schedule is undeveloped and will be provided to awarded firm. Design of Core & Shell is anticipated to be complete by April 2024 with interior FitOut complete by August 2024.

7. What % of points / weight will be given to a firm that is based in NJ or Philadelphia?

RESPONSE: Scoring is unweighted but a priority.

8. What % of points / weight will be given to a firm that is NJ certified?

RESPONSE: Scoring is unweighted but a priority.

9. What % of points / weight will be given to a firm that has significant NJ and PA healthcare experience?

RESPONSE: Scoring is unweighted but a priority.

10. If one doesn't comply with a RFP submission request for proprietary reasons, does this disqualify the firm from consideration?

RESPONSE: Yes.

11. Are large CM firms who have a in house cost estimating department being invited to respond to this RFP?

RESPONSE: No.

12. On RFP page 5, under the Pre-Construction Phase scope-first bullet point, at the end of the paragraph they say they will solicit a Cost Consultant – does this mean that they're asking an additional cost consultant to work on the project, along with the firm selected through this RFP? Below I've copied the full quote from this section for your reference:

RESPONSE: No, one cost consultant will work with Cooper and the Team.

13. How many remote meetings and site visits are anticipated for the Construction Administration phase?

RESPONSE: Based upon your experience, provide an allowance indicating time and durations [per month] and identifying staff participation and experience level or role.

14. Section 4.1 of the RFP asks for an explanation of our *"approach to investigating and securing approvals and adjustments to current entitlements"*. This scope of service is typically not provided by the Cost Consultant.

RESPONSE: Omit.

15. Please provide further clarification for the expected scope of services during the construction administration stage (i.e. Project Financial Control and Reporting, Change Orders Management, Final Account, etc.).

RESPONSE: Anticipate assisting the Owner during Construction Management with evaluating the CM and their subcontractors change orders and other project related cost events. Cost consulting firms can estimate and allowance of time per month coupled to proposed staff for the duration noted.

16. The RFP states in Section C. Scope of Services the following: *“Create milestone construction cost estimates; one at conceptual design, one for schematic design, and one design development estimate along with one progress construction documents milestones as well as other milestones agreed upon by the project team to support design development and the project schedule.”* It is our understanding that only ONE estimate will be required at the end of each design stage i.e. 100% Concept Estimate, 100% SD Estimate, 100% DD estimate, and 50% or 80% CD estimate. Please confirm or advise otherwise.

RESPONSE: Yes.

17. Reading Page 3 of the RFP it seems Tower B and Tower C programming, concept and SD is part of the project in Phase 1. But as per exhibit D, a fee proposal is only sought for Tower A. Do we need to send a fee proposal for Tower B and Tower C limited scope up to SD for this proposal?

RESPONSE: Correct.

18. Further on page 3 it says fee for Tower B & Tower C is not needed for DD and CD because they are in Phase 2.

RESPONSE: Correct.

End of Addendum #1

Exhibit D Cost Consultant's Compensation & Schedule of Values

COST CONSULTANT FEES & REIMBURSABLE EXPENSES CAP

	Fixed Fee
TOTAL COST CONSULTANT FEES (Conceptual Design + SDs + DDs + Construction Phase & GMP)	\$ _____
TOTAL COST CONSULTANT FEES (Campus Infrastructure)	\$ _____
TOTAL COST CONSULTANT REIMBURSABLE EXPENSES	\$ _____

Schedule of Values	Fixed Fee
Tower A Conceptual Design Phase	\$ _____
Tower A Schematic Design Phase	\$ _____
Tower A Design Development Phase	\$ _____
Tower A Construction Documents Phase	\$ _____
Tower A Guaranteed Maximum Price Estimate	\$ _____
Tower A Construction Administration Effort [anticipated estimate of services]	\$ _____

Towers A, B & C Conceptual Design Phase – Infrastructure; Time allowance = _____	\$ _____
Towers A, B & C Schematic Design Phase – Infrastructure; Time allowance = _____	\$ _____
Tower A Design Development Phase – Infrastructure; Time allowance = _____	\$ _____
Tower A Construction Documents Phase – Infrastructure; Time allowance = _____	\$ _____
Tower A Guaranteed Maximum Price Estimate - - Infrastructure; Time allowance = _____	\$ _____

HOURLY BILLING RATES FOR ALL COMPANIES INCLUDED IN PROPOSAL

Rates, inclusive of DPE, to be provided for all Cost Consultant Team members/roles