

**Master Planning Services, Roof Design Services & HVAC Conceptual Design Services  
for the  
Broad Brook Elementary School, East Windsor Middle, School & East Windsor High  
School**

Addendum No. 1

May 4, 2023

1. **Question** – The cost proposal in Exhibit B is requesting design fees thru construction for the HVAC Projects, yet the conceptual design will determine the complexity of, and actual scope of services required. Can the fees for the HVAC design be expressed as a percentage of actual construction cost at this point?

**Answer** – Please see the revised cost proposal form on page two of this document. This revised cost proposal form shall be utilized by interested proposers. Design & Construction phase services for the HVAC projects at Broad Brook Elementary, East Windsor Middle School and East Windsor High School have been removed from the bid form and project scope.

2. **Question** – Under General Conditions paragraph 5, professional liability insurance is a minimum \$5,000,000. Will the Town consider lowering the professional liability limits to \$2,000,000 per incident and \$3,000,000 aggregate?

**Answer** – Yes, revise General Conditions Item #5 to read; “Professional liability insurance for protection against claims arising out of the negligent performance of services as Architect or caused by any errors or omissions of the insured in the amount of \$2,000,000 per incident and \$3,000,000 aggregate.”

END of ADDENDUM # 1

## **EXHIBIT B: COST PROPOSAL**

### **Town of East Windsor - Master Planning Services, Roof Design Services & HVAC Conceptual Design Services**

#### **1. DISTRICT MASTER PLANNING SERVICES**

1a. District Master Planning Services Fee Total: \$\_\_\_\_\_

#### **2. BROAD BROOK ELEMENTARY SCHOOL ROOF REPLACEMENT PROJECT**

2a. Grant Application & Conceptual Design Phase Fee Total: \$\_\_\_\_\_

2b. Design Development Phase Fee Total: \$\_\_\_\_\_

2c. Construction Documents & Bidding Phase Fee Total: \$\_\_\_\_\_

2d. Construction Phase Fee Total: \$\_\_\_\_\_

2e. Hazardous Materials Testing & Design Fee Total: \$\_\_\_\_\_

**2f. TOTAL FEE (2a. + 2b. + 2c. + 2d. + 2e. ): \$\_\_\_\_\_**

#### **3. EAST WINDSOR HIGH SCHOOL ROOF REPLACEMENT PROJECT**

3a. Grant Application & Conceptual Design Phase Fee Total: \$\_\_\_\_\_

3b. Design Development Phase Fee Total: \$\_\_\_\_\_

3c. Construction Documents & Bidding Phase Fee Total: \$\_\_\_\_\_

3d. Construction Phase Fee Total: \$\_\_\_\_\_

3e. Hazardous Materials Design Allowance: \$\_\_\_\_\_

**3f. TOTAL FEE (3a. + 3b. + 3c. + 3d. + 3e. ): \$\_\_\_\_\_**

#### **4. BROAD BROOK ELEMENTARY HVAC CONCEPTUAL DESIGN SERVICES**

4a. Grant Application & Conceptual Design Phase Fee Total: \$\_\_\_\_\_

#### **5. EAST WINDSOR MIDDLE SCHOOL HVAC CONCEPTUAL DESIGN SERVICES**

5a. Grant Application & Conceptual Design Phase Fee Total: \$\_\_\_\_\_

6. EAST WINDSOR HIGH SCHOOL HVAC CONCEPTUAL DESIGN SERVICES

6a. Grant Application & Conceptual Design Phase Fee Total: \$\_\_\_\_\_

7. TOTAL FEE

TOTAL FEE (1a. + 2f. + 3f. + 4a. + 5a. + 6a.): \$\_\_\_\_\_

(NOTE: Reimbursable expenses shall be included in the architect’s fee above.)

Company: \_\_\_\_\_

Name, Title: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

The above signatory acknowledges receipt of the following addenda issued during the bidding period and understands that they are a part of the bidding documents (if applicable).

Addendum #		Dated		Addendum #		Dated	
Addendum #		Dated		Addendum #		Dated	
Addendum #		Dated		Addendum #		Dated	