



**Central Bank of The Bahamas
Response To Vendor Questions Regarding RFP
CBOB New Premises Project**

Lighting

1. With reference to Phase 1 above, would 'Civil' include Site/Landscape/Roadway? All of which are excluded from the scope lists on Exhibit X and P4 of the RFP. There is mention of a historic tree to remain that will be incorporated into the project design, but no other mention of site.

Answer: *We expect the Consultant to assist with the design of exterior lighting as referenced on page 4 of the RFP under General Items "Exterior of all buildings on-site", "Grounds, perimeter, walls/fencing, and signage". Also, under 2.2.4.1 "for each area of the building's interior and exterior; and for all areas and structures on the site, including its perimeter."*

2. In Exhibit X there is a Child Care/School and Visitors Centre listed - please confirm these are the two existing buildings on site that will be addressed in later design phase/proposal, as mentioned on P4 in RFP.

Answer: *The visitors centre is incorporated into the design of the new premises. The two buildings referred to for later design phases are Curry House and Little House.*

3. Paragraph 5 on P3 of RFP alludes to our involvement with designing the Art Gallery would be for Core and Shell only, and interior architectural design services would be provided by a separate Owner's Consultant. Please confirm we should therefore only include the facades of the Art Gallery in our proposal.

Answer: *The owner does have an interior design consultant; however, your services are required for the art gallery and all other interior spaces.*

4. P3 of RFP states above grade gsf is 88,000. The 2-level parking garage (below-grade) is an additional 120,000 gsf. Please verify the Art Gallery is not part of this gross square footage.

Answer: *The art gallery is a part of the above grade square footage but not the underground parking square footage.*

5. P4 of RFP - Lighting Consultant is required to provide prelim design for egress lighting - will Graphite Engineering Ltd provide official stamped/final egress layouts and calcs for construction set?

Answer: *Graphite Engineering is serving in the capacity of owner's representative. The owner has an electrical engineering consulting firm that will review all lighting for code compliance and will provide regulatory sign-off.*

6. P6 of RFP lays out documents we will provide in CDs - includes final circuiting layouts as well as system(s) description for coordination by EE - this project is Revit 2019. We will be sharing models, is it considered Graphite Engineering Ltd scope to show all final wiring connections and power/control panels in Revit for all lighting fixtures? Does the system(s) description refer to the lighting consultant providing the controls specification? If Graphite Engineering Ltd. is already part of the team, please confirm if there are project specs already in place along with building codes to keep all electrical coordinated?

Answer: *Graphite Engineering is serving in the capacity of owner's representative. The owner has an electrical engineering consulting firm that will review all lighting for code compliance and will provide regulatory sign-off. This team would coordinate with the selected lighting consultant regarding wiring, control, panels, lighting fixtures and prepare final lighting drawings for submission to the relevant authorities.*

7. The engineering RFP indicated that the scope of work was only through DD phase, with CD's and CA done locally. This RFP includes all work through Construction Administration, correct?

Answer: *Kindly provide a proposal for construction administration. This should be clearly identified in your proposal.*

8. The RFP mentions the Landscape and Water Features consultant. Do we assume that the Consultant is doing the portion of the lighting design scope? If not, what is the extent of work?

Answer: *Your proposal should provide for lighting design of landscape and water features.*

9. Is a 3 name lighting specification required?

Answer: *The question needs to be clarified.*

10. Local Bahamas participation is to be 70% minimum. Is a local lighting representative required?

Answer: *70% participation is a goal. We advise bidders to conduct their own research around potential local partnerships. A tender with no domestic partnership would not be considered non-responsive and would be reviewed.*

11. Is there a lighting manufacturer's line card that needs to be followed?

Answer: *We will provide no lighting manufacturer's linecard that needs to be followed.*

12. Is there a set price budget for lighting?

Answer: *There is no set lighting budget available at this time.*

13. We assume the exterior light fixtures should be marine grade fixtures. Is Marine-grade required for the interior lighting, adjacent to entrances/exits?

Answer: *We would require the lighting consultant to make relevant recommendations.*

14. Does the Central Bank have lighting standards?

Answer: *We have provided some guidelines in the Owner Project Requirements document that would be made available to the successful bidder.*

15. Does Nassau require dark sky compliant fixtures?

Answer: *To the best of our knowledge, no requirement exists.*

16. Is Turtle friendly lighting required?

Answer: *This has not been considered, but we would be open to a discussion.*

17. Shall we address the proposal to the CBOB or the Architect?

Answer: *Kindly follow the instructions in the RFP.*

18. Is the parking garage included in the scope or just the 20,000 square feet of support space?

Answer: *The scope includes the entire parking garage and all the support spaces.*

19. Is the theatrical lighting to be included in the theatre part of scope? If not, will there be a theatre consultant?

Answer: *There will be a theatre consultant. Please provide itemized pricing for theatre lighting.*

20. Page 4 of 13, Scope: Performing Arts Auditorium. We assume that the lighting would consist of "House lighting." What if any "Theatrical Lighting" scope is required? Often performances bring in their own stage lighting and controls.

Answer: *There will be a theatre consultant. Please provide itemized pricing for theatre lighting.*

21. Often times, the entertainment control and dimming system for a multi-purpose theatre space is a separate controls system that is connected via a network to the main building architectural control system. We would like clarification if the theatre entertainment lighting control system is within our Lighting Consultancy scope, or if there is another consultant being procured for that scope.

Answer: *There will be a theatre consultant. Please provide itemized pricing for theatre lighting.*

22. What size paper shall we use for the 10-page proposal and supporting documents?

Answer: *Letter-sized or 8 ½" x 11" paper to be used.*

23. We presently do not have a NIB, is that required at this point? We understand it is absolutely required if awarded the project.

Answer: *Compliance requirements would be finalized should you be awarded the contract.*

24. Is the requested table of contents, in addition to the ten pages and cover letter or is it included in the ten pages and cover letter?

Answer: *The cover letter and table of contents may be excluded from the 10-page requirement. So too may be any resumés as an addendum.*

25. Is the project seeking LEED or WELL Building certification? If so, which level of certification is sought?

Answer: *The project is seeking LEED Platinum certification.*

26. Section 10 requests 70% local participation. Our firm is 100% US-based, and a quick search of the database on the International Association of Lighting Designers website does not show any Bahamas based lighting designers, so it does not seem that we could participate in this element of the project. Is that grounds for not being able to submit a proposal? We would assume the electrical installation work would be by Bahamian electricians.

Answer: *70% participation is a goal. We advise bidders to conduct their own research around potential local partnerships. A tender with no domestic partnership would not be considered non-responsive and would be reviewed. Locally licensed installers would perform the electrical installation.*

27. Section 1 of the RFP states that the two existing buildings are not in scope and will be covered at a later date but Section 2 references including the interiors of the existing buildings on site. Are the existing buildings included in this scope?

Answer: *The two buildings referred to for later design phases are Curry House and Little House. There is no need to provision for lighting design to these areas at the moment.*

28. Can we ask how many firms we are bidding against?

Answer: *We are not able to provide this information.*

29. Can we ask how you found our firm?

Answer: *It is an open bid. However, we did send a direct nudge out to several entities, mostly based on general recommendations and internet information.*

30. Thank you for your interest in our company. We would love to submit a proposal on your project, but we typically do not design back of house lighting, and as we are not electrical engineers, we do not design emergency lighting. These items are usually the purview of the Electrical Engineer. I typically only see architectural lighting designers doing these items if they are part of an electrical engineering company.

Does this preclude us from bidding on the project, or should I put together my proposal and just be clear about what is and is not included in our scope of services?

Answer: *You may bid and state your exclusions upfront.*

31. Typically, emergency egress lighting does not fall under lighting design scope and would be covered by the Project Electrical Engineer. This would include drawings of proposed emergency lighting layout. We would coordinate with the Electrical Engineers to ensure that architectural lighting suitable for egress is available in all areas.

Answer: *We ask that you note any exclusions when you submit your proposal.*

32. Similarly, we will provide control zones on our plans, and the Electrical Engineers will provide circuiting.

Answer: *This is correct.*

33. Page 4 of 13, Scope: We assume that "Interior of buildings on-site" includes an underground parking garage, is this correct?

Answer: *This is correct.*

34. Pages 5 and 6 of 13, Phases: We assume standard SD, DD, and CD design phases, is this correct?

Answer: *This is correct.*

35. Pages 6 of 13, Phases: Document Drawing production: Will the project be requiring that drawings be done in Revit or AutoCAD? Note: It takes much more time for us to produce documents in Revit (instead of AutoCAD), and as a result increases our fee. Please confirm that Revit is required.

Answer: *This is correct.*

36. Page 8 of 13, Cost Estimate: We are assuming this relates to our overall fixed fee? We bill per percentage of completion during each phase. Are we to provide a breakdown in our proposal of our projected % of completion monthly for each phase?

Answer: *Provide a cost for each project phase — schematic design, design development, construction documents.*

37. Pages 5 of 13, Lighting design criteria: You reference "Heat Load data", are you referring to Watts per square foot?

Answer: *Data on watts per square foot is required.*

38. Pages 6 of 13, Emergency Lighting layout: Please note that we have no problem designing the emergency lighting layout and producing photometric analyses for the emergency lighting, but the final emergency lighting layout needs to be reviewed and approved by the Electrical Engineer of Record, as the Lighting Designer does not "stamp" drawings. Agreed?

Answer: *This approach is agreed.*

39. According to the concept design plans and renderings, the Proposed Building for the Central Bank of the Bahamas is semicircular in shape with closed walls along the outer arc and open windows along the inner arc. Is the Lighting Consultant responsible for daylight studies as they pertain to daylight entering into the building or reflecting off of window surfaces into the plaza and surrounding spaces?

Answer: *Include for daylight studies and itemize the costs associated with the same.*

40. Does the Owner desire a static look or a dynamic lighting design for the exterior façade and grounds of the building? The ramifications of whether the lighting is desired to be static or dynamic has many implications with regards to costing lighting fixtures and controls for either scenario.

Answer: *The owner would like dynamic lighting design.*

41. As the world is experiencing the horrible virus spread, does the Bank consider installing UV-C light fixtures in the project?

Answer: *The owner would be open to the consideration of the same.*

42. Interior – Is there an interior designer on board? Or Architecton designs the interior space as well?

Answer: *There is an interior designer on board.*

43. In the building program, there are yellow, highlighted items. Any meaning of the highlight?

Answer: *There is no specific reason for highlighting.*

44. Any energy code filing required? If so, usually the electrical engineer will file the form, but we help on the load calculation. Please clarify our scope for filing the energy code if needed.

Answer: *At the moment, there is no requirement for energy code filing.*

45. Egress path – Normally an engineer does the calc as they are responsible with their PE license. We can help with the calculation, but the engineer needs to give us the exact location of egress path. Please advise if the engineer can provide us with the egress location.

Answer: *State all exclusions in your proposal.*

46. The back of the house, electrical, mechanical rooms, and plumbing closet are also under the engineer's scope typically to reduce the fees of lighting consultants. Do we really need to include those spaces?

Answer: *State all exclusions in your proposal.*

47. Exterior façades of the existing two buildings will be in our scope as part of this project's plaza?

Answer: *The two buildings referred to for later design phases are Curry House and Little House. There is no need to provision for lighting design to these areas at the moment.*

Code

48. Which energy code to follow? ASHRAE 90.1 or IECC?

Answer: *The Bahamas is about to adopt the International Code Council's, CARICOM Regional Energy Efficiency Building Code. We recommend that you design to these parameters.*

49. Wireless dimming system is allowed in the Bahamas? We could not use wireless in Bermuda as the specific frequency was not allowed to use. Please advise.

Answer: *Dimmable switching is allowed.*

50. Does the building have an emergency generator inside? Or we shall specify the light fixtures with an integral battery back up?

Answer: *The building will have full standby power.*

Schedule

51. The project schedule is broken into Phase 1/2, wherein Phase 1 consists of Civil & Underground Parking levels. Phase 2 is not specifically labelled other than 'Design'. It appears we provide a single proposal, but it is not clear whether we break out fee for Phase 1 and Phase 2 and all design phases within (as they are completed during different timeframes).

Answer: Please provide one proposal and break out into phases- Schematic Design, Design Development, Construction Documents, Bidding and Construction Administration.

52. What is the design/construction schedule? The project schedule seems almost one year shifted. Can we consider the schedule that way?

Answer: Please see below. We have about one more month left in schematic design.

Schematic Design 3-4 months

Design Development: 3-5 months

Construction Documents: 4-5 months

Bidding & Negotiations: 3 months

Construction Administration: 30 months

Expenses

53. Will payments be made in US or Bahamian currency?

Answer: Payments may be made in US dollars, where required.

54. Reimbursable expenses are not mentioned; will they be reimbursed? If so, will the reimbursement be at cost or cost plus 10%?

Answer: The owner will cover reimbursable expenses as appropriate. Payment rates will be addressed in the contract.

55. Section 7 requests that the bidder may need to conduct a demonstration of the proposed solutions at the site, and those costs are to be borne by the bidder. Does this borne cost only include the presentation materials and time or does it also include airfare, hotel and other per diem costs?

Answer: The owner will cover reimbursable expenses as appropriate. This would include airfare, hotel and per diem costs.

56. Reimbursable Expenses for Travel for team meetings and to site. The Requested fee proposal does not include reimbursable expenses; is that correct?

Answer: This is agreed. All reimbursable expenses should be stated.

57. We will charge the costs of the trip as the reimbursable. Any specific diem excluding the flight cost the Bank wants to assign?

Answer: There is no per diem rate established for the project.

Meetings

58. Interview and conduct demonstration occurred before the project awards? Then all the expenses, we need to cover by ourselves? Is it possible to do in Video Conference?

Answer: Any interviews would be conducted via electronic conferencing.

59. RFP noted that the meeting might be required on-site or Los Angeles CA. We normally estimate the site visit days and travel days per phase. The time for those estimated days will be included in the base fee. If the additional days required for the meeting and/or on-site coordination, we will charge as additional. If there are no specific site visits days given, can we consider all trips as additional services?

Answer: *The bulk of the meetings will be conducted utilizing electronic conferencing. Please allow for one in-person meeting in Nassau and one in-person meeting in Los Angeles. This pricing should be clearly be itemized.*

60. Page 4 of 13, Meetings: Can you quantify the number of required in-person meetings in LA and/or Nassau so that all proposals are comparable? We propose including a base number of meetings requiring travel as: Schematic Design, 1 kick-off team meeting; Design Development, 2 team meetings in LA and/or Nassau; Construction Documents, 3 team meetings in LA and/or Nassau. For Construction Administration we would propose one in-progress site visit per Stage 1 and Stage 2. We propose one aim/focus/commissioning/punch-list trip for Stage 1, and up to 3 aim/focus/commissioning/punch-list trips for Stage 2. Does this sound appropriate/acceptable?

Answer: *The bulk of the meetings will be conducted utilizing electronic conferencing. Please allow for one in-person meeting in Nassau and one in-person meeting in Los Angeles. This pricing should clearly be itemized.*

61. We will include local meetings with Adamson Associates in our proposal. Could you please elaborate on how many meetings may be needed in Nassau? If the number is not known, we can make an assumption and provide a per meeting fee. Please confirm.

Answer: *Allow for one meeting in Nassau.*

62. Section 2 of the RFP asks that: the Consultant will need to assist the design team with meetings at the AHJ over the project as required. Any estimation of how many meetings this requires?

Answer: *There is no need to allow for this meeting as it relates to the lighting, communications, trash operations or building maintenance consultancies.*

63. The RFP mentions local Bahamas and LA meetings/site visits. Can you please provide quantities of these?

Answer: *Please allow for 1 meeting in California and provide for 4 in persons site visit to Nassau. Provide rates for each trip should additional trips be required.*

64. P6 of RFP under CA phase - provide preliminary and final site directions for lighting design adjustments, aiming, and dimmer system lighting scenes. Are these to accompany trips included in the design fee or will the trips during the CA phase be broken out separate?

Answer: *It is expected that this work would be conducted during CA trips. The number of trips included in the construction administration should be called out.*

65. Similar to Item 8 above, do we include the trips for meetings and presentations held in Nassau, Bahamas, and Los Angeles, CA as part of design fee or separate? Also, a question for P4 of RFP for meetings at the Authority Having Jurisdiction (AHJ) - will our in-person attendance be required?

Answer: *Lighting consultants would not be required to attend meetings with the Authority Having Jurisdiction. You should include for meetings in Los Angeles, and Nassau and these should be called out.*

66. The reason for the meeting in Los Angeles? Adamson architects is located in NYC, right?

Answer: *A portion of the architectural consulting team is based in Los Angeles.*

Bid form

67. Under Insurance, what is NIB?

Answer: *NIB refers to the National Insurance Board. Compliance requirements would be finalized should you be awarded the contract.*

68. Time analysis does not relate to us as we are not the contractor. Mobilization and Materials availability does not apply to us. Can you provide the design consultant fee chart? Base fees, site visit days, reimbursable per phase. We prefer to list the hours, we can add hours in the chart as well. Otherwise, we will attach the chart we normally use for the proposal.

Answer: *We do not have a design consultant fee chart established for this project. You may provide the chart you normally use.*

69. We do not have a Tax Compliance Certificate in this country. What would suffice for this requirement?

Answer: *Compliance requirements would be finalized should you be awarded the contract.*

Communications

70. Is project communications management being requested for the entire project, including between vendors and owner?

Answer: *Communications management between vendors and owner is not required.*

71. Is project communication management mostly required only between owners and external stakeholders such as media, press, the general public, etc.?

Answer: *This is correct.*

72. Who will be the point person in charge of all vendor relations and stakeholders?

Answer: *The point person(s) would be advised upon award of contract.*

73. Is the communication consultant role reporting to an established project management office with oversight for the project?

Answer: *The point person(s) would be advised upon award of contract.*

74. Is there a designated decision-maker the communication consultant will report to?

Answer: *The point person(s) would be advised upon award of contract.*

75. Will the communication consultant have to manage the direction and oversight of the project?

Answer: *This is not required.*

76. Who is providing the visual identity of the project and that of the owner that should be incorporated in the brand strategy?

Answer: *This information would be provided on award of contract.*

77. What is the distinction between project and owner, as they are referred to multiple times as separate stakeholders?

Answer: *The owner is the Central Bank of The Bahamas. The project refers to the Bank's new premises project*

78. Will the communication consultant work side by side with the project leader?

Answer: *This is expected.*

79. Will the communication consultant be in charge of designating the production company for the development of signage?

Answer: *The Consultant would provide input with the final selection through the Bank's tendering process.*

80. Is there an already established or estimated amount of stakeholders that will be involved in this project, as this adds to the complexity of communication channels needed?

Answer: *The communications consultant would collaborate with a team of about eight persons to assist with their work. There are scores of stakeholders and participants in the project.*

81. Will the communications consultant be in charge of designating technology or using a pre-existing technology for project communications?

Answer: *We would expect the communications consultant to make recommendations around the use of technology.*

82. Who will be responsible for when issues need to be resolved or escalated for resolution?

Answer: *The Bank will identify the relevant project lead for this purpose.*

83. Because we are based in the US, and this project is outside the US, we would like to review the proposed contract and insurance requirements before submitting a response to the RFP. Can you post these two requested documents for review?

Answer: *We plan to use the AIA Document C103-2015 Standard Form of Agreement between Owner & Consultant. A draft is available for download on the AIA site. The insurance costs would be agreed upon award of contract and is billable to the owner.*