



Department of Procurement Services

160 South Hollywood Street · Room 126 · Memphis, TN 38112 · (901) 416-5376

QUESTIONS AND ANSWERS

RFQ# 02022023LJS PROJECT MANAGEMENT SERVICES – NEW EAST REGION HIGH SCHOOL

1. **As there are only 5 business days from the release of the questions/answers to the RFQ due date, we would respectfully like to request an extension of one (1) week to February 8, 2023 for the due date of the RFQ to provide complete and thoughtful responses to the RFQ requirements and questions/answers that may arise.**

Unfortunately, we cannot extend the due date.

2. **The Scope of Services indicates the successful Construction Project Manager shall provide “Sourcing/Procurement” services as indicated in the third bullet on page 16 of the RFQ. Can we assume this includes managing the entire procurement process for Architectural/Engineering, Site Surveys, Geotechnical Evaluations and Other Professional services required for the project?**

MCSC Procurement Department will provide sourcing/procurement services, ie. the entire procurement process for all services required for the project.

As outlined in RFQ, it is requested that the successful construction manager provide assistance in coordination in the following areas:

1. Project Management
2. Project Administration
3. Sourcing/ Procurement
4. Construction Specifications
5. Budget Management
6. Permitting Management
7. Reporting, tracking tools, means/ methods approaches
8. Quality Control of staffed assigned to specific projects.

CM will prepare, coordinate, and ensure that all bid documents are clear, concise, and complete in their entirety for advertisement. The solicitation will be in collaboration with the representative from the SCS Procurement department as well as the SCS MWSBE department.

3. **Would MSCS consider a fixed fee contract?**

Yes, it will be considered.

4. **Is the client/owner MSCS or another agency?**

Yes, MSCS is the owner.

5. **If liquidated damages apply, what is the dollar value for such damages and at what time or date do they commence? If there is a penalty clause, is there also a bonus clause?**

The amount will be negotiated at a later date. Liquidated damages apply if the CM does not perform services. No, there is no bonus clause.

6. Bid Bonds are required in some cases for GCs, not construction project managers. Would you please clarify if something else in lieu of a bid bond may be required?

No. A bid bond will be required as stated in RFQ.

Thank you,

Procurement Services