

## **DORMITORY AUTHORITY - STATE OF NEW YORK**

### **University at Albany**

#### **Ten Eyck, Bleeker and Van Cortlandt Halls Renovations Construction Management – Build**

**1. Question:** Is the Construction Manager only submitting their costs for Phase 1?

**Answer:** Yes.

**2. Question:** Do the MWBE goals (18% MBE, 12% WBE & 6% SDVOB) approved for this project cover only the construction contract?

**Answer:** Each contract has its own separate goals of 18% MBE, 12% WBE & 6% SDVOB.

**3. Question:** Can General Liability insurance be obtained by any means as long as the requirements and limits outlined in the contract are met?

**Answer:** The Construction Manager may obtain insurance by any means as long as the requirements are met.

**4. Question:** Can the Subcontractor Default Insurance (SDI) program be used in lieu of bonds? Is this acceptable?

**Answer:** No.

**5. Question:** At what point in the process do liquidated damages start?

**Answer:** Liquidated damages will be assessed in the amount of \$11,000.00 per day for each and every calendar day beyond the substantial completion date of July 1, 2025, that the Construction Manager fails to complete within this timeframe.

**6. Question:** How soon will the University at Albany vacate the building?

**Answer:** May 15, 2023. June 1, 2024 will be the start of the project. Other University at Albany activities will take place in preparation of June 1, 2024, construction activity (furniture clean out, cleaning, etc.)

**7. Question:** Is Ten Eyck Hall connected to other buildings?

**Answer:** Ten Eyck Hall and Ten Broeck Hall have one feeder tied together in terms of electrical. Some coordination will be required. The University at Albany's Office of Facilities needs to be involved and shutdowns need to occur during the summer months only, when students and residence staff are not inhabiting the buildings.

**8. Question:** Does the water main need to be replaced in Ten Eyck?

**Answer:** Yes. The University at Albany's Office of Facilities needs to be involved and shutdowns need to occur during the summer months only, when students and residence staff are not inhabiting the buildings.

**9. Question:** Will Air Monitoring be needed for this project?

**Answer:** Yes, only during the abatement process. Indoor Air Quality testing will be performed after the completion of the project.

**10. Question:** Will the existing roof need to be removed?

**Answer:** A new single ply EPDM roof with 1 foot of insulation was installed about 10 years ago. Yes, a roof replacement is part of the plan. A roof hatch will need to be added to allow for immediate access.

**11. Question:** Does the client have a preference regarding the software to be utilized for this project?

**Answer:** The preferred software to be utilized for this project is Submittal Exchange. PMWeb will be required for meeting minutes, payments, change orders etc.

**12. Question:** Are there cameras located in the tunnels?

**Answer:** Yes, only at the loading dock.

**13. Question:** Is there a generator?

**Answer:** No.

**14. Question:** Is there Federal funding for this project?

**Answer:** No, there is only State funding.

**15. Question:** Who will be responsible for removing existing physical items from the building?

**Answer:** The University at Albany will salvage anything ahead of time. Everything else that remains will be removed and disposed of by the selected Construction Manager.

**16. Question:** What finishes will the Janitor Closets receive?

**Answer:** The Janitor closets will receive wall tile, floor tile, and floor drains.

**17. Question:** Will there be triple rooms?

**Answer:** There will be no triples in the new floor plan.

**18. Question:** Has any hazardous materials abatement already been completed.

**Answer:** Yes. Many spaces have already been abated.

**19. Question:** What is one thing DASNY and the University at Albany are afraid of in terms of long lead items?

**Answer:** Mechanical, high temperature valves and other high temperature water accessories.

**20. Question:** Is self-performance by the selected Construction Manager permitted? Some DASNY Contracts allow for it and others don't.

**Answer:** No.

**21. Question:** Are there any blackout dates?

**Answer:** Yes. See below.

Spring 2024:

- Final Exam Week: (No Noisy work) Thursday May 2nd to Wednesday May 8, 2024

- Commencement: (No work activities) Thursday May 9th to Sunday May 12, 2024

Fall 2025:

- Final Exam Week: (No Noisy work) Wednesday December 10th to Tuesday December 16, 2025

From Specification Section (Colonial GH & Pavilion) for reference:

- During normal times when students are in the building/on-campus the work hours shall be: 7AM -9PM
- During times students are off campus work hours are 24/7
- No work activities of Graduation Weekends in 2024 and 2025 (For Phase 1 – Ten Eyck)

Noise, Vibrations and any Odors: Coordinate operations with Owner that may result in high levels of noise, vibrations and any odors or other disruption to occupants in adjacent buildings:

- Notify owner two (2) days in advance of disruptive work
- Obtain owner’s permission in writing before proceeding with disruptive operations
- Control noise to the greatest extent possible at all times
- No noisy work during “Quiet Week” for Fall 2024, Spring 2025 and (added) Fall 2025
- Activities that result in noise levels of 8-db or higher at the construction fence are not before 9AM and after 8PM

Please see the attached Academic Calendar.

**22. Question:** Who permits the job?

**Answer:** DASNY.

**23. Question:** Is there an area where we can receive deliveries?

**Answer:** The loading dock is located at the back side of Building G – Schuyler Hall

**24. Question:** How do the utilities enter the building?

**Answer:** The utilities feed from tunnel at southwest side of building and underground of the north side of the building.

**25. Question:** Where does the chilled water come from?

**Answer:** Chilled water comes to the Quad from the central power plant.

- 26. Question:** How does waste from demolition activity leave the building?
- Answer:** In the past, contractors have cut the mullions out and removed the waste from these areas.
- 27. Question:** What type of fencing is required around the project limits?
- Answer:** Typically, a chain link fence with fabric at lay down areas and painted plywood at the perimeter of the project.
- 28. Question:** Does the building have high temperature hot water?
- Answer:** Yes, high temperature hot water is supplied by the Central Power Plant. The University at Albany's Office of Facilities needs to be involved and shutdowns need to occur during the summer months only, when students and residence staff are not inhabiting the buildings.
- 29. Question:** Are stair towers required for the project for roof access?
- Answer:** Stair tower scaffold is usually set up in the early stages of the project.
- 30. Question:** Are one-sided wall inspections required?
- Answer:** Yes, once firestopping and insulation are installed before being closed up. This is not a third-party inspection. DASNY will schedule the inspection for the contractor.
- 31. Question:** Is lock/out and tag/out required?
- Answer:** Yes, the Construction Manager and the Client add locks.
- 32. Question:** Where is the fire lane located?
- Answer:** The Fire lane is located at the northside of Ten Eyck Hall. There is also a lane located at The southside of the Quad.
- 33. Question:** Are there procurement exemptions for this project?
- Answer:** Yes, doors, hardware and fire alarm.

- 34. Question:** Are MWBE & SDVOB Consultants required for Preconstruction phase services?
- Answer:** Please refer to Question No. 2
- 35. Question:** Do MWBE & SDVOB goals apply to the total value of the project or just the cost of the construction phase services?
- Answer:** Please refer to Question No. 2.
- 36. Question:** Tab 2a: Direct Salary Costs. There is an Excel “Classification and Rate Form” included in the RFP package. Can positional rates be listed for the RFP response without actual employee names? For example: Pre-construction estimating staff are assigned at the time of need.
- Answer:** Names are required.
- 37. Question:** Tab 2a: Direct Salary Costs. There is an Excel “Classification and Rate Form” included in The RFP package. Please confirm that the Add, Delete, Update columns do not need to be filled out at this time.
- Answer:** Yes, they would need to be filled-in for all technical employees including their name, title And actual hourly salary.
- 38. Question:** Tab 2a: Direct Salary Costs. The RFP requests hours for pre-construction. Is there an Excel sheet to indicate hours by position?
- Answer:** No, a DASNY cost breakdown form is not provided. The costs should be broken down in your own format.
- 39. Question:** Tab 2a: Direct Salary Costs. Please confirm the duration for pre-construction services that should be the basis for hours required by position.
- Answer:** Any pre-construction services timeframe is estimated to occur from September 1, 2023, through October 28, 2023. Proposals should be reflective of the hours required to complete the pre-construction phase services. Subject to review and approval by the Owner.
- 40. Question:** Tab 2b: Fringe benefits. There is an Excel “Construction Management Multiplier Form” included in the RFP package. Please confirm that we can add additional Fringe Benefits applicable to our staff and are not limited to those items currently populated.

**Answer:** Yes, please explain what the actual expense is for DASNY's review.

**41. Question:** Tab 2b: Fringe benefits. There is an Excel "Construction Management Multiplier Form" included in the RFP package. Please confirm that cell B8 is the sum of all fringe benefits.

**Answer:** Yes.

**42. Question:** Tab 2b: Fringe benefits. There is an Excel "Construction Management Multiplier Form" included in the RFP package. Please confirm that the "Deduct" and "Adjusted" columns do not need to be filled out.

**Answer:** The "Deduct" and "Adjusted" columns are used throughout the project whenever a change in staffing is needed.

**43. Question:** Tab 2b: Fringe benefits. There is an Excel "Construction Management Multiplier Form" included in the RFP package. Please confirm that we are not responsible for any programming errors in formulas contained within this form, should there be any.

**Answer:** If any formula errors are found within the "Construction Management Multiplier Form," please notify the Designated Representative immediately.

**44. Question:** Tab 2c: Overhead & Profit. Please confirm that this information should be indicated in the Excel form labeled "Construction Management Multiplier Form" included in the RFP package.

**Answer:** All overhead expenses should be indicated on the Construction Management Multiplier form.

**45. Question:** Tab 2d: Construction Phase, Field Staff Direct Salary Costs. Please confirm that the Excel form labeled "Classification and Rate Form" included in the RFP package should be utilized for this.

**Answer:** Yes.

**46. Question:** Tab 2d: Construction Phase, Field Staff Direct Salary Costs. Please advise where hours per staff position should be made.

**Answer:** Office and Field Staff should be listed on the “Classification and Rate Form.”

**47. Question:** Tab 2d: Construction Phase, Field Staff Direct Salary Costs. Please confirm the duration for construction services that should be the basis for hours required by position.

**Answer:** The contract award is anticipated to occur around February 20, 2024, of which work can commence with project administrative work. Actual construction field work is estimated to occur from June 1, 2024, through July 1, 2025. Proposals should be reflective of the hours required to complete the pre-construction phase services. Subject to review and approval by the Owner.

**48. Question:** Tab 2e: Field Staff Fringe benefits. Please advise if the excel from labeled “Construction Management Multiplier Form” included in the RFP package should be used for Field Staff.

**Answer:** Yes.

**49. Question:** Tab 2f and Tab 5: Construction Phase Fee %. Please confirm that there is no form to indicate this percentage.

**Answer:** The Construction Phase Fee percentage should be shown on the Construction Management Multiplier form.

**50. Question:** Tab 5: Construction Phase Fee % states, “No additional overhead or profit on direct labor for the Construction Phase will be paid beyond the Construction Phase Fee.” Please confirm that “labor” is Home Office labor not direct project labor.

**Answer:** The Construction Phase Fee percentage is applicable to project labor, not home office labor.

**51. Question:** Excel Form, Construction Management Multiplier Form: Is there a breakdown for cell B5, “Direct Wages” or should a lump sum estimate be filled in at our discretion?

**Answer:** No, all information provided on the Construction Management Multiplier Form should coincide with the firm’s financial statements.



**52. Question:** Pre-Construction Phase Contract, Article VI.A.1: Please confirm that “Certified Payrolls” are not required for salary personnel.

**Answer:** DASNY may request certified payroll.

**53. Question:** The specs indicate monthly progress photos. Do the specs require the photos to be indexed to the floor plans and available online?

**Answer:** The Construction Manager should provide monthly photographs in a report format that indicates location, type of work and progress of the scope of work being performed. This would typically be conducted in the Construction Manager’s field report and then uploaded to either a shared drive and/or uploaded to a program that may be utilized for the project such as Submittal Exchange.

# FUTURE ACADEMIC CALENDARS

The Registrar's Office consults with units across campus to construct planning calendars. Please review the [Planning Calendar Guidelines](#)

([https://livealbany.sharepoint.com/:b:/s/web\\_registrar/EUWsBQeM\\_NRHrzEG2h5Yp1gBqmg1C2-xSVyOPH2QcN2o\\_A?e=RbGQKV](https://livealbany.sharepoint.com/:b:/s/web_registrar/EUWsBQeM_NRHrzEG2h5Yp1gBqmg1C2-xSVyOPH2QcN2o_A?e=RbGQKV)) for detailed information on the process and the [Instructional Year Calendar Report](#)

([https://livealbany.sharepoint.com/:b:/s/web\\_registrar/Ef0EvjJapL1lijEMShmnWPEBtgJhBCWM9R7sCG\\_sR5yrRQ'e=4rZvmz](https://livealbany.sharepoint.com/:b:/s/web_registrar/Ef0EvjJapL1lijEMShmnWPEBtgJhBCWM9R7sCG_sR5yrRQ'e=4rZvmz)) for a comprehensive history.

Each semester typically has 70 total instructional days (Monday through Friday), with 14 instructional days for each day of the week (Monday through Sunday). There are typically six final exam days per semester.

Monday, Wednesday and Friday (MWF) classes typically meet 42 times each semester. Monday and Wednesday (MW) classes, Wednesday and Friday (WF) classes, Tuesday and Thursday (TTH) classes and Saturday or Sunday (S/SU) classes typically meet 28 times.

**Note:** The Academic Calendar is subject to change at any time by official action of the University at Albany.

## Spring 2024 ^

Friday, January 12, 2024	Winter 2023-2024 ends.
Monday, January 15, 2024	Winter 2023-2024 final grades due by 11:59 p.m.

Wednesday, January 17, 2024	Spring 2024 classes begin.
Saturday, March 16, to Friday, March 22, 2024	Classes suspended for Spring Break.
Tuesday, April 30, 2024	Last day of Spring 2024 classes.
Wednesday, May 1, 2024	Reading Day
Thursday, May 2, to Wednesday, May 8, 2024	Final exams Saturday final exams will be held on Saturday, May 4, 2024.
Thursday, May 9, to Sunday, May 12, 2024	<a href="https://www.albany.edu/commencement">Commencement 2024</a> ( <a href="https://www.albany.edu/commencement">https://www.albany.edu/commencement</a> )
Friday, May 10, 2024	Spring 2024 grades due to 11:59 p.m.
Monday, May 20, 2024	Summer 2024 begins.

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## Fall 2024 ^

Friday, August 9, 2024	Summer 2024 ends.
Tuesday, August 13, 2024	Summer 2024 final grades due at 11:59 p.m.
Friday, August 23, 2024	Convocation

Monday, August 26, 2024	Fall 2024 classes begin.
Monday, September 2, 2024	Classes suspended for Labor Day.
Monday, October 14, to Tuesday, October 15, 2024	Classes suspended for Fall Break.
Wednesday, November 27, to Sunday, December 1, 2024	Classes suspended for Thanksgiving Break.
Monday, December 9, 2024	Last day of Fall 2024 classes
Tuesday, December 10, 2024	Reading Day
Wednesday, December 11, to Tuesday, December 17, 2024	Final Exams Saturday final exams will be held on Saturday, December 14, 2024.
Thursday, December 19, 2024	Fall 2024 grades due at 11:59 p.m.
Monday, December 23, 2024	Earliest possible start date for Winter 2024-2025
Wednesday, December 25, 2024	Winter 2024-2025 classes suspended for Christmas.

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Spring 2025 ^

Wednesday, January 1, 2025	Winter 2024-2025 classes suspended for New Year's Day.
Friday, January 17, 2025	Latest possible end date for Winter 2024-2025
Monday, January 20, 2025	Winter 2024-2025 final grades due by 11:59 p.m. Martin Luther King Jr. Day
Wednesday, January 22, 2025	Spring 2025 classes begin.
Saturday, March 15, to Friday, March 21, 2025	Classes suspended for Spring Break.
Tuesday, May 6, 2025	Last day of Spring 2025 classes
Wednesday, May 7, 2025	Reading Day
Thursday, May 8, to Wednesday, May 14, 2025	Final Exams Saturday final exams will be held on Saturday, May 10, 2025.
Thursday, May 15, to Sunday, May 18, 2025	<u>Commencement 2025</u> ( <a href="https://www.albany.edu/commencement">https://www.albany.edu/commencement</a> )
Friday, May 16, 2025	Spring 2025 grades due at 11:59 p.m.
Monday, May 26, 2025	Memorial Day

Tuesday, May 27, 2025	Summer 2025 begins.
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## Fall 2025 ^

Friday, August 15, 2025	Summer 2025 ends.
Tuesday, August 19, 2025	Summer 2025 final grades due at 11:59 p.m.
Friday, August 22, 2025	Convocation
Monday, August 25, 2025	Fall 2025 classes begin.
Monday, September 1, 2025	Classes suspended for Labor Day.
Monday, October 13, to Tuesday, October 14, 2025	Classes suspended for Fall Break.
Wednesday, November 26, to Sunday, November 30, 2025	Classes suspended for Thanksgiving Break.
Monday, December 8, 2025	Last day of Fall 2025 classes
Tuesday, December 9, 2025	Reading Day
Wednesday, December 10, to Tuesday, December 16, 2025	Final Exams Saturday final exams will be held on Saturday, December 13, 2025.