

# City of Aurora



## Finance Department | Purchasing Division

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DATE: March 20, 2024  
TO: Prospective Contractors  
FROM: Jolene Coulter, Director of Purchasing  
RE: **CITY OF AURORA RFQ 24-009 – Addendum #1  
FIRE STATIONS CONSTRUCTION MANAGEMENT SERVICES**

This notice forms a part of the Request for Qualifications 24-009: Fire Stations Construction Management Services. All other information pertaining to this Request for Qualifications shall remain the same.

Submissions will be received at the City of Aurora, Attn: City Clerk’s Office, 44 E. Downer Place, Aurora, IL 60507 **until 2:00 pm CST, Friday, March 29, 2024**. It is the sole responsibility of the vendor to see that his Bid is received in the proper time. No late submittals will be accepted. There will not be a Public Opening.

Response/Clarifications to questions received by 12:00 pm, Monday, March 18, 2024:

1. What firm is the “Design Team” mentioned in the RFQ?  
[The City has hired two firms:](#)  
[FGM Architects, Inc. is working on Fire Stations #9 and #13](#)  
[Cordogan Clark & Associates is working on Fire Station #4](#)
2. The Schedule as included with the RFP, Page 11, Section 2.9 as copied from the RFP and shown below:  
“2.9 Proposed Project Schedule:  
The selected firm would be required to meet the following schedule:

Construction Management/Contractor Award:	April 2024
Preliminary Construction Phase:	April – September 2024
Construction Phase Documents Due:	September 2024 – March 2026
Closeout	April 2026

If there are concerns regarding components of the project that cannot be constructed in the above proposed project schedule, or there are concerns regarding material delivery timelines, that should be clearly identified in the project approach.”

The “Preliminary Construction Phase April – September 2024” and “Construction Phase Documents Due September 2024-March 2026” is particularly confusing.

Can you please clarify and provide more detail on the schedule for each project?

For example, what is the desired schedule for the service phases for each project as outlined below. We understand that you may not yet have a detailed schedule developed, but your “best guess” target dates will still be very helpful.

If all three projects will run concurrently with the exact same schedule, please note that.

If the projects will have individual schedules, please provide estimated target dates for each Station individually.

Architect’s Design/Construction Documents & CMC’s Preconstruction Phase

- |                          |            |            |
|--------------------------|------------|------------|
| • Schematic Design       | Start Date | Completion |
| • Design Development     | Start Date | Completion |
| • Construction Documents | Start Date | Completion |
| • Bidding & Bid Review   | Start Date | Completion |
| • Board Approval         | Start Date | Completion |

Construction Phase

- Construction Start
- Substantial Completion
- Final Completion

For Fire Stations #9 and #13:

Preconstruction Phase	April-September 2024
Construction Phase	September 2024-November 2025 (Station 13 to be substantially completed by September 2025)
Closeout	December 2025

Fire Station #4:

Preconstruction Phase	April 2024-February 2025
Construction Phase	February 2025-March 2026
Closeout	March 2026

3. Will the Construction Manager be allowed to self-perform work?

The Construction Manager will be the general contractor for the project(s). Subcontracts will be formally bid using the city’s Purchasing Policies.

4. Has any design work, preliminary planning, or space needs analysis been done for any of the proposed station projects? If yes, can you please share such information with the proposers?

Yes, the hired firms have been meeting with stakeholders on needs for the new facilities.

5. Can Aurora provide any additional information on the estimated size (total gross area) and/or an estimated budget Cost of Construction range for each Station? This information is important to aid proposers in developing their Fee in a manner consistent with the AIA A133-2019 and the requirements of the RFQ. These can certainly be an estimated range rather than a specific number. For example – Size: 10,000 SF to 12,000 SF. Cost of Construction: \$5,000,000 to \$6,000,000.

Work is continuing in regards space/needs for all locations, early estimations are as follows:

Fire Station #4:

Size: 25,000 to 35,000      Construction Costs: \$14,500,000 to \$22,000,000

Fire Station #9:

Size: 14,000 to 17,000      Construction Costs: \$9,000,000 to \$10,500,000

Fire Station #13:

Size: 18,000 to 21,000      Construction Costs: \$11,500,000 to \$12,500,000

6. Will each Station/Project be contracted under a separate contract?

Not necessarily. If the award is made to one firm, it may be one contract with noted limitations for each station. Award will be made to no more than two firms.

7. Is Aurora seeking LEED or any other “Green” or “Sustainability” certifications for any of the projects?

The City is seeking LEED-like, but not the certification. We are interested in all areas where savings can be realized.

8. Can the City please provide a detailed schedule for each project individually as this directly affects how the CMC will staff each project. It would be very helpful for proposers to understand Aurora’s preferred/required timeline for the Preconstruction/Design Phase start and completion dates, Bidding Phase start and completion dates, and the Start of Construction Date, and Final Completion Date for each project.

See response to question 2

9. Regarding RFQ Section 4 – Submittal Content – Item 2 Organization, Personnel and Staffing
  - a. Because this RFQ is for 3 individual Fire Stations, and the schedule information in the RFQ seems to imply the possibility that the projects may be constructed at the same time; should proposers provide information for 3 separate teams or individuals as may be necessary to staff the work? Specifically, this would be critical for the Site Superintendent as we expect Aurora would require one Superintendent for each project individually.

The City is hiring a Construction Manager to assist with this scheduling. We will work to determine the most appropriate way to construct if it's simultaneously, one after the other or start one and move trades from one station to the next.

10. Regarding RFQ Section 4 – Submittal Content – Item 4 Project Approach.
  - a. This section includes the language, “This section should also include narrative about the understanding of the unique work window and challenges that go along with it, given the months available to actually do the work and complete the project.”

This language seems to imply an especially short or challenging schedule. Can you please clarify how this requested narrative applies to the schedule for each Fire Station and as compared to the Schedule information provided in the RFQ in Section 2.9 which is not clear as to how it applies to each station.

See schedule information responded to in question 2. The CMc will be required to meet and work with the stakeholders to assist with coordination of selection of materials to ensure quality, economically responsible, and timing for project completion.

11. Regarding RFQ Section 4 – Submittal Content – Item 5 Task Timelines.
  - a. Because this RFQ is for 3 individual Fire Stations, is Aurora asking for a separate Task Timeline for each project, therefore a total of 3 one-page project schedules?

If you are submitting on each station, we will need to see your timeline based on your approach to meet the current timelines.

12. Regarding RFQ Section 4 – Submittal Content – Item 6 Proposed Fee.
  - a. Because this RFQ is for CMc services for “up to three (3) New Fire Stations over the next few years”, we assume Aurora is asking for a separate Fee for each project, therefore a total of 3 individual fees? Please note, based on the description for each station provided in the RFQ, it seems likely that each project could have a different Cost of Construction value and different Total Construction Schedule duration. Both of these parameters directly affect how the Construction Management Fees are determined, which is why a schedule for each project, budget for each project, and separate fee for each project is important.

Please provide a proposed fee for each station.

13. Item 7.1 on page 17 states “Construction Manager must be currently and have been for at least one year prior, a registered architect/engineer in the State of Illinois.” Please clarify if you are looking for Architects/Engineers or construction companies to submit on this RFQ.

Please disregard this item. It should be removed.

14. Please clarify if one or all three stations are being built. If all three are being built, are they being constructed one after another?

The City is hiring a Construction Manager to assist with this scheduling. We will work to determine the most appropriate way to construct if it’s simultaneously, one after the other or start one and move trades from one station to the next.

15. Would the construction of the three stations be concurrent or consecutive?

Please see response to question 14

16. What is the current status of the documents

Please see response to questions 4 and 5

17. Under firm qualifications, Experience requests a Design Fee for relevant experience. Is this the CM Preconstruction Fee?

The CMc will be required to assist with the preconstruction phase of all three stations.

**End of Addendum #1**