



# **BLISSFIELD COMMUNITY SCHOOLS**

## **FACILITIES DEPARTMENT**

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**Scott D. Moellenberndt**, Superintendent

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March 26, 2009,

Dear Rebecca,

Thank you for your interest in our Request for Proposal and Request for Qualifications. We are currently in the process of screening all of the proposals submitted in order to determine the firms to invite back and provide a detail interview meeting with our Board of Education. In review of the proposals submitted, we have several follow-up questions that are intended to clarify and clearly outline some of the differences between firms. Please respond with as much detail as you can in answering the questions and reply by 9:00 am Tuesday, March 31, 2009 to [tkasfan@blissfield.k12.mi.us](mailto:tkasfan@blissfield.k12.mi.us).

1. Including but not limited to all drawings, blueprints, CADD files, project visuals, and any other materials developed in relation to all projects worked on with Blissfield Community Schools: Will the items be considered the ownership of Blissfield Schools or will ownership be retained by your company? If there are any items listed above that will not be owned by Blissfield Community Schools, please be specific in describing them.
2. Your submitted proposal includes references to planning, developing, and other services that you recommend prior to any potential request of support from the public for a new bond levy. There is indication that you would not change a direct fee for many of these services. You further indicated that fees for the preliminary planning and development process could be deferred or included in a later construction project once a bond levy was passed. If a bond levy is ultimately not requested of the public, or does not receive a favorable vote, what fees (if any) would you seek to recover for the earlier planning and development phases for the project?

- 3 Assuming a public bond levy for construction receives a favorable vote of the public, please clearly outline the amount (if any) of fees/charges that you would seek to recover for the pre-bond processes. Are the pre-bond expense amounts you seek to recover absorbed in your overall project fee schedule going forward, or will you bill directly to recover those costs?
- 4 Please clearly outline and clarify your fee schedules for any specific projects you could work on with Blissfield Community Schools. Is there more than one fee schedule based on whether or not a bond levy proposal is supported by the public? What would the specific fee schedule be if the Board of Education decides not to request support from the public for a new bond levy?
- 5 Knowing what you do currently about Blissfield Community Schools and the feedback from our public, if you are selected as a finalist to present a proposal in person to the Board of Education, how would you answer the following questions:
  - a. What amount (if any) would you recommend that the Board of Education ask for support of the public in a new bond levy? What is the time frame in which the bond levy proposal should be made to the public from today's date?
  - b. What projects and scope would you potentially see being completed from this new bond levy if the public is favorable? (attach amounts to projects)
  - c. What projects and scope would you potentially see being completed if a new bond levy is not supported by the public? (attach amounts to projects)
  - d. As a finalist in this Architect firm selection process, what level of detail would you include regarding your potential recommended project(s) above in making a formal presentation to the Board of Education?

Thank you once again for your interest in Blissfield Community Schools!