Nantucket Regional Transit Authority

20 R South Water Street, Nantucket, MA 02554
Phone: 508-325-9571 • TTY: 508-325-7516
www.nrtawave.com • nrta@nantucket-ma.gov

Addendum 3. To the NRTA Bus Maintenance Facility Design
Project No. NRTA 2026-09

1. List of attendees.

NRTA Answer: Not applicable to bid submission.

2. Meeting notes.

NRTA Answer: This was Addendum 1.

3. Who is the OPM for this project?

NRTA Answer: An OPM for this project has not been decided. RFQ is in process.

4. Does the scope for commissioning include:
    a. 100% HVAC
    b. Plumbing: DHW Systems, Sump Pumps
    c. Electrical: PV, Generators, Lighting Control
    d. Building Envelope
    e. Security
    f. Telecom/AV

NRTA Answer: Commissioning of the building would encompass all components of the completed project.

5. There is mention of on-site storage capacity both indoor and outdoor for 45 vehicles. Is the indoor storage accounted for in the Four (4) 1375 sq ft maintenance bays or will this be separate indoor storage? If it is separate indoor storage, what is the estimated sq ft of indoor vehicle storage and how many storage locations will there be?

NRTA Answer: The maintenance bays should not be considered as part of the interior storage. The amount of interior storage will be decided on during design and as a function of the construction budget.

Your Island Ride

the WAVE
Nantucket Regional Transit Authority

6. Commissioning is mentioned in the Turnover Of Systems section of the RFQ. Is there a need for commissioning throughout the project as well? Design reviews, construction site visits, post occupancy review, etc.

NRTA Answer: Commissioning of building systems will be decided in conjunction with the OPM and NRTA as appropriate.

7. Is there a standard amount of Cx Meetings and Site Visits that should be carried?

NRTA Answer: No standard amount except as decided on with the OPM and the selected design team.

8. Is there a fueling station with a gas island planned to be installed as part of the project? Would NRTA like this system commissioned? We have seen projects in the past where diesel fuel islands are used in tandem with fuel polishers to provide fuel to the onsite backup generator.

NRTA Answer: Gas and diesel fuel facilities on site are proposed. Fuel supply for the generator is to be provided. These systems are to be commissioned for acceptance.

9. Is the NRTA pursing 100% electrification in the HVAC and Plumbing scope with the exception of a backup generator?

NRTA Answer: A backup generator will be considered during design and depending on budget. All systems should be 100 percent ready to go.

10. Page 8 of the RFQ states a monthly and quarterly DBE compliance report should be submitted to the NRTA as part of progress monitoring. Does the NRTA have a defined DBE contract goal for this project?

NRTA Answer: DBE goals are not necessary but proposers should make their best efforts to use DBE firms for this project.

11. Page 24 of the RFQ states a separate cost proposal should be provided in addition to the qualifications package. Later portions of the RFQ discuss fee negotiation with the first ranked respondent based on qualifications. Can the NRTA confirm if they are asking for a cost proposal as part of these submissions?

NRTA Answer: Cost proposal is not required with your submission.

12. In Section VII.A.1 under General Requirements, there is a reference to submitting a cost proposal along with the qualifications package. Please confirm whether there is a separate cost proposal template, fee schedule form, or pricing submission requirements associated with the procurement.

NRTA Answer: Cost proposal is not required with your submission.

13. Can NRTA confirm the process for monitoring addenda and whether a procurement portal, website, or distribution list will be used for future addenda?

NRTA Answer: Addenda sheet is in the package and should be included with your response.

14. For the Organizational Chart in Attachment A, may proposers identify additional support personnel within each discipline provided that a single individual is designated as the lead and person in charge of that discipline, or should the chart be limited exclusively to discipline leads and personnel identified in the RFQ?

NRTA Answer: You should include personnel that illustrates the strength of the proposed team and the ability to perform the necessary tasks to ensure a successful completion of the project.

15. Section III.A lists Phases II-V, while the task descriptions refer to Phases I-IV. Please clarify the correct phase numbering.

NRTA Answer: Section III was incorrectly numbered. Please use numbering from task descriptions.

16. The RFQ references reports to be submitted per the DBE goal described in Section II; however, no DBE goal appears to be identified. Please confirm the applicable DBE goal.

NRTA Answer: See answer to question 10. Proposers should strive to use DBE firms if possible.

17. The RFQ references AREMA standards. Please confirm whether AREMA requirements are applicable to this assignment.

NRTA Answer: AREMA standards are not applicable for this project

18. Please clarify which proposal components count toward the 30-page limit, including the cover letter, resumes, Attachment A, forms, and dividers.

NRTA Answer: 30-page limit will cover the cover letter, proposal, resumes and Attachment A. Mandatory forms will not count against the 30-page limit. Typically mandatory forms are not counted.

19. Section III.A (Overview) references NRTA entering into a contract with the selected consultant. Is there a draft agreement or standard NRTA contract available for review? Given the 2-page limit for the cover letter, can contractual exceptions be included as a separate appendix to the proposal?

NRTA Answer: No draft contract is available at this time. The selected contractor will be given a draft agreement to review before signing.

20. When does NRTA plan to conduct interviews for top 3 bidders?

NRTA Answer: After initial review of committee is completed. Tentatively early November.

21. When does NRTA anticipate contract award?

NRTA Answer: Mid November.

22. The Project Team specified by NRTA on page 6/52 of the RFQ does not list a Project Design Manager, only a Project Architect. Was this an oversight?

NRTA Answer: No. Project architect will serve as project design manager.

23. Under Phase I: Preliminary Design (25%), Task 6 (Civil Engineering), the RFQ states that the consultant shall coordinate with the site engineering team as directed by NRTA.
    a. **"6. Civil Engineering**
       Coordinate with the site engineering team as directed by NRTA.
       Research underground utility information using field and records research techniques and contact Dig Safe. As directed by NRTA, develop a Utility Protection Plan and meet and consult with the town and other utility entities to identify potential impacts and to determine feasibility of relocating utility lines as needed."
    b. Could NRTA please clarify who constitutes the "site engineering team" referenced in this section?

NRTA Answer: At this time, NRTA does not have a site engineering team. This will be coordinated when the OPM is awarded.

24. Section III.A states that the authorization will cover services from the 25% Design Phase through Construction Phase services, while the RFQ subsequently defines Phase I Preliminary Design services. Please clarify whether any Phase I services are anticipated prior to the 25% design milestone, and if so, how those services should be addressed in the proposed scope and fee.

NRTA Answer: Phase 1 through construction should be included in the scope and budget for this project.

25. Please identify any current NRTA policies, procedures, design standards, or other owner requirements that the selected designer will be expected to incorporate into the project. Will these materials be made available to the selected designer?

NRTA Answer: At this time, NRTA does not have any information on this to share. Once an OPM is selected, some information on these items may be provided. Good design process should be followed.

26. During the September 24, 2026 pre-proposal meeting, NRTA indicated that the LEED certification will not be pursued for this facility. Please confirm.

NRTA Answer: Confirmed. NRTA will not be seeking LEED certification. However, energy conservation shall be provided.

27. The feasibility study identifies site and infrastructure considerations including below-grade stormwater storage, septic systems, and utility connections that are not specifically addressed in the RFQ. Should respondents use the feasibility study assumptions as the basis for developing the proposed scope and fee unless otherwise modified by the RFQ or subsequent addenda?

NRTA Answer: Use the feasibility study as the basis unless modified by the RFP.

28. Are MBE/WBE participation goals or requirements applicable to this procurement? If so, please provide the applicable participation goals and required documentation.

NRTA Answer: See answer to question 10.

29. Please confirm that the designer's scope is generally confined to the approximately 2.6-acre project site identified in the feasibility study, except for potential coordination associated with shared fueling facilities with the proposed Nantucket DPW relocation. Should respondents anticipate any off-site utility improvements, easements, or coordination with abutting property owners or entities?

NRTA Answer: The project site is the land identified in the RFP. No off site work is proposed to be undertaken.

30. Are there specific state or federal energy incentive, rebate, grant, or other funding programs that NRTA expects the designer to evaluate or incorporate into the project?

NRTA Answer: NRTA is pursuing all grant funding options for the project. If NRTA finds funding opportunities, the selected design team will assist the NRTA in any manner possible to implement funding for the project.

31. Has NRTA selected an Owner's Project Manager (OPM) for this project? If so, please identify the firm.

NRTA Answer: See answer to question number 3.

32. Addendum No. 1 states that the garage will be a "design, bid, and build effort." Please confirm that the anticipated project delivery method is traditional design-bid-build, consistent with the design, bidding, and construction-phase services described in the RFQ.

NRTA Answer: Project is to be design bid build as described in the RFQ.

33. Please confirm the required number of hard-copy proposal packages. The RFQ contains differing submission instructions regarding the number of originals and copies. Should respondents submit one unbound original plus three copies, for a total of four hard-copy proposal packages?

NRTA Answer: Yes, one original with three copies.