

To:	City of Litchfield, CMaR RFP Respondents
From:	Jesse Turck, Jean Turck
Date:	02.20.2026
RE:	CMaR RFP Clarifications, Questions and Answers
Project:	Litchfield State Historic Building Grant 25008

Clarifications:

- Roughly 85% of building owners have indicated to us that they have additional funds to contribute to their project. The amount is unknown. There is no grant or city requirement for owner contributions.
- The City of Litchfield is the Owner and will coordinate grant and building owner funds paid to the Contractor.
- The dropbox link to the Condition Assessment prepared by 4594 Design is:

<https://www.dropbox.com/scl/fi/twvdz4z6646p9t3uboypb/2026-0109-Litchfield-State-Historic-Grant-Condition-Assessment.pdf?rlkey=jo7dysvlhwvvpf48zum63ybtfc&st=sj8zz6k8&dl=0>

Questions and Answers:

Q: Is there an ability to have a due date extension up to one week?

A: No, the proposal submittal deadline remains February 25, 2026, at 2:00pm local time.

Q: Can respondents self-perform work?

A: Yes, up to 5%. If over 5%, work may be self-performed but must be competitively bid.

Q: Are there drawings or specifications available?

A: Not at this time. The drawings are in development, and we have not reviewed them with building owners yet.

Q: How should a fee be developed or documented if there are no priorities and not a set number of buildings? Should it be a lump sum or a fee plus hourly?

A: The respondents should assume that there will be 27 buildings. A percentage of work fee could be developed.

Q: When would construction start?

A: The intent is to start in June 2026 with subcontractor selection at 50% CD's in April 2026.

Q: When do the grant funds sunset?

A: December 31, 2028

Q: How was the construction budget set?

A: Working backwards from the maximum available amount of \$2,025,000 from the grant and estimating the soft costs.

Q: How were the buildings selected?

A: The program is an opt in program where:

- The City and New History provided an interest survey and informational meetings for building owners.
- There was a building owner application process.
- The City Council resolved that any building owner that completes the requirements of the process would receive some funds based on the square footage of the building façade(s).

Q: Should responders break down their fee proposal by design phase and construction and include their hourly rates?

A: Responders should provide as much information as possible to help the decision-making process. They should include their assumptions.

Q: Is there a place available for staging?

A: Yes, some City owned space can be made available for staging near the downtown buildings.

Q: Will dumpsters be allowed on main street?

A: Dumpsters will be permitted according to local and state regulations. Locations and timing will need to be coordinated with the City and building owners.

Q: What happens when unforeseen conditions are found? Will there be additional grant funds made available?

A: There will be no additional grant funds. Contingencies are/will be built into the construction budgets.

Q: Has a hazardous materials survey been completed?

A: No, a hazardous materials survey will be completed and provided by the Owner before construction begins.

Q: Will the work go out for public bidding to subcontractors once the CMaR is selected?

A: Yes, the intent is for the selected CMaR to bid to subcontractors at 50% CDs in April 2026.

Q: Does the CMaR have any influence over who is selected or would it be lowest bid?

A: Yes, the CMaR will select in collaboration with the City subcontractors who meet the agreed upon qualifications within the budget and schedule at the time of subcontractor bid.