

CITY OF PORTSMOUTH  
Department of Public Works

**ADDENDUM #1**

THIS ADDENDUM FORMS PART OF THE ORIGINAL DOCUMENT MARKED:

**REQUEST FOR QUALIFICATIONS  
of  
ARCHITECTURAL AND ENGINEERING FIRMS  
for  
DEVELOPMENT OF DESIGN ALTERNATIVES  
FOR THE PORTSMOUTH MIDDLE SCHOOL  
RFQ #08-08**

Following are the questions received from firms interested in providing a Statement of Qualifications

1. When the "total project cost" is referred to in Section 2.3/C/2.e, does this refer to total construction costs only, or does it include design fees?
  - A. Total Project Construction Cost and Design Fees should be included separately.
2. Is a reference requested for each project listed on the key participants' resumes, or is it only requested that a reference be listed from one of the projects listed (Section 2.3/A/14.f)?
  - A. Provide references for relevant projects listed on the resumes of key professionals.
3. We assume that the first two phases referred to is the exploratory feasibility, design and costing that will provide documentation of alternative solutions for public and City government debate and, ultimately, selection of the solution to be implemented. Is this essentially correct?
  - A. If the question refers to the two phases referred to in PART 3, Paragraph B.10, the work scope includes preconstruction phase services (design) and construction phase services (administration) as found in an industry standard architect agreement where construction management is the form of project delivery.
4. We assume that this is the scope of services anticipated and requested by the current RFQ and subsequent RFP. Is this essentially correct?
  - A. This is an RFQ seeking to short list firms based on qualifications, and the RFQ is intended to provide general direction as to the anticipated scope of work. The RFP will include a more detailed scope of services.
5. Will there be a formal selection process to conclude the selection of the short-listed firms, e.g. a vote of the City Council or a referendum vote of the community?
  - A. No; selection will be done by committee.
6. We assume the second of the two phases will be full-service design and construction administration of the project. Is this phase likely to follow immediately after Phase 1, or do you anticipate a hiatus while funding is approved, land is acquired, etc?

- A. The City's selection of an Architectural Firm in two phases will ultimately provide the City with design alternatives at the current site. No further commitment to design and construction is implied.
7. Assuming satisfactory service is provided on Phase 1, will the same design team be retained for Phase II?
- A. That is the current intent, although no guarantees can be made until the point of contract signing.
8. When the Phase II project is implemented, will the delivery model be typical design-bid-build or is a construction management and/or CM –at-risk process more likely?
- A. The City will retain the services of a Construction Manager.
9. Part 3, paragraph "B", item 10 indicates that the City will be retaining a construction manager. Does this mean the project will not be competitively bid in the traditional manner?
- A. All construction work will be competitively bid as part of the traditional services of a Construction Manager.
10. Are the concept design drawings prepared by Team Design for the Parrott Avenue site available for review by prospective consultants prior to 9-27-07?
- A. These drawings are in the public domain, available on the Portsmouth Middle School website [www.cityofportsmouth.com/school/middleschool.htm](http://www.cityofportsmouth.com/school/middleschool.htm) in the Database Dialogue.
11. Paragraph 1.6 indicates the City's requirement for LEED certification. At what level?
- A. The level of LEED Certification to be sought will be determined as part of the design process.
12. Is there a tentative timeline that has been established for the Middle School project, starting with the expected completion date of the design alternatives?
- A. There is no Project Schedule at this time.
13. Is there an allocation of funds for the scope of services listed in the RFQ and if so what is that amount?
- A. There is no money allocated at this point for the scope of services, but funding is anticipated.
14. How can I arrange a tour of the site?
- A. The City will not be accommodating site visits during the RFQ phase of this project. Firms selected to respond to a subsequent RFP will be given access to all existing conditions.

**END OF QUESTIONS**

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