

**October 14, 2010
CLARIFICATION
RFP #11-11
Elementary School Facilities Needs Assessment
RFP's are due October 15, 2010 @ 2:30 p.m.**

Attached is the list of attendees from the pre-proposal meeting dated 10/7/10 and page 2 of the Request for Proposal with changes in the number of students.

This is a clarification to show that the total number of students grades K-5 are 1006 broken down as follows:

**The total number of students at Dondero Elementary School is 311.
The total number of students at Little Harbour Elementary School is 465.
The total number of students at New Franklin Elementary School is 230.**

All else remains as is for Request for Proposal number 11-11.

End of Clarification.

Portsmouth Elementary School Facilities Needs Assessment

PART 1 - GENERAL

- A. The City is seeking a Consultant to evaluate the existing condition of three elementary schools serving ~~2687~~ students in grades K-5:
1. ¹⁰⁰⁶ **Dondero Elementary School** - 311
32 Van Buren Avenue
57,144 Sq. Ft.
 2. **Little Harbour Elementary School** - 465
50 Clough Drive
68,905 Sq. Ft.
 3. **New Franklin Elementary School** 230
1 Franklin Drive
40,796 Sq. Ft.
- B. The City reserves the right to reject any or all proposals submitted, to waive technical or legal deficiencies, and to accept any proposals that it may deem to be in the best interest of the City. By submitting a qualification package, the firm hereby authorizes the City to contact references and make any and all such further investigations as may be in the best interest of the City to evaluate consultant's qualifications for this project.
- C. Requests for additional information should be directed to **Ken Linchey, Maintenance Supervisor, (603) 431-5080 ext.251.**

PART 2 - REFERENCES

- A. **Manual for Planning and Construction of School Buildings 2006** produced by the New Hampshire Department of Education, Concord, NH.
- B. **Northeast Collaborative for High Performance Schools (NE CHPS) Protocol for New Construction and Major Renovations, Version 2.0 for Energy Efficiency Prerequisite 4, and enhanced commissioning per Energy Efficiency Credit 3.**

PART 3 - SCOPE OF SERVICES

- A. The selected firm will provide the following services:
1. **Building Evaluation:** to survey, analyze and evaluate the educational space by DOE Standard of currently used buildings.
 2. **Future Use and Recommendation:** for all existing school buildings to accommodate student population and concurrent administration functions.
 3. **Condition Assessment:** Evaluation of each school as followed;
 4. **Structural System:** Visually observe for signs of distress.
 5. **Exterior Elements:** Visually observe exterior walls, windows, door systems for visual evidence of deficiencies, continuity of seals, other types of distress, and report an overall condition of deficiencies.

Sign in Sheet

10/07/10

For
CITY OF PORTSMOUTH
 School Department
 REQUEST FOR PROPOSALS

For
 Elementary School Facilities Needs Assessment
 RFP #11-11

Name	Company	Contact Number	Email
LORI CONWES	HMFH ARCHITECTS,	617 492 2200	conwers@hmfh.com
JIM HARPER	ISSES CORPORATION	404 791 2559	jamesh@issescorp.com
NERY BORDAS	HARRIMAN	603-626-1242	nbordas@harriman.com
DOUG ROBERTS	SCD ARCHITECTS	860-240-9395	droberts@scd.com
BRAD DOZE	DOZE AND WHITTER ARCHITECTS	978.499.2999	bdore@doreandwhitter.com
KEN COSTELLO	KEN COSTELLO DESIGN	603-303-0338	ken@kencostelldesign.com
CHRIS SHUMWAY	RIST-FROST-SHUMWAY	603 524-4647	cshumway@rfs-engineering.com
KELLY DAVIS	DAVIS GOUDREAU ARCHT'S	603-436-8891 ext 60	kelly@davisgoudreau.com
MARK GRAWINNY	OAK POINT ASSOCIATES	603-431-4844	mgrawinny@oakpoint.com
Kelly Bliss	LAVALLE Browning & Architects	603.622.5450	Kelly.Bliss@LBPA.com
JAMES SPIEGEL	JSP ARCHITECTS	603 512.7800	james@jspa-architects.com
WILLIAM GATCHEL	LAVALLE BROWNING	603-622-5450	william.gatchell@lbpa.com

Sign in Sheet

For

CITY OF PORTSMOUTH

School Department

REQUEST FOR PROPOSALS

For

Elementary School Facilities Needs Assessment

RFP #11-11

Name	Company	Contact Number	Email
FRED MATUSZEWSKI	OMK ARCHITECTS	603.607.6878	Fred.M@omkarch.com
Rob Tillotson	Oak Point Assoc.	603 431 4849	rtillotson@oakpoint.com
Heather Munker	EMG (Brilliant Prod)	800-733-0660 x6734 508-410-5554 cell	bhampion@emgcorp.com