

CITY OF PORTSMOUTH
Department of Public Works

ADDENDUM 1

Mechanic Street Pump Station Feasibility Study

RFP 39-24

Addendum 1

All items to be added are shown in **bold** font

All items to be removed are ~~crossed-out~~

Amend page 3 under Scope of Work to read:

SCOPE OF WORK

The scope of work shall include, at a minimum, the following:

- Feasibility Report including, but not limited to the following elements:
 - Identify available parcels for siting and any potential land use restrictions
 - **Identify possible options reuse of existing assets**
 - Equipment sizes and types
 - Building sizing needs
 - Power and generator requirements
 - Building architectural options
 - Develop Alternative Site Layouts
 - **Evaluate upstream collection system hydraulics and hydraulic limitations**
 - **Evaluate options for modified flow paths from the Deer Street pumping station**
 - Summary of regulatory issues and considerations
 - List of required permits
 - Opinion of cost for alternatives
 - Potential funding sources including State, Federal, or others
 - Community Coordination and Outreach
 - Pump Station renderings for alternate site layouts
 - Potential for community benefits
 - Potential for coordination with Prescott Park Master Plan

The Consultant shall include in their scope of work the number of site visits and/or meetings with the City necessary to satisfactorily complete the project. And, add a minimum of 5 additional community meetings or presentations. **Anticipate a minimum of three (3) City Council Meetings in addition to public outreach meetings.** The consulting engineering firms must be on the NHDES roster of pre-qualified consulting engineers.

Amend page 4 under Proposal Submission Requirements to read:

PROPOSAL SUBMISSION REQUIREMENTS

Proposals shall include the following and shall be organized using each of the below required elements as section headings:

- A. Firm Description- provide a brief description of the firm including firm size and area of specialization, location of corporate headquarters, and potential satellite office proposed to handle this project.
- B. Project Team- Provide names and resumes of key professionals who would be assigned to the project. Each team member's education and experience shall be listed. The project manager shall be clearly identified, and a description of his/her relevant previous projects listed. A list of past relevant projects, which proposed project staff have played a central role in developing, shall be also provided. The individual(s) responsible for leading neighborhood meetings shall be clearly identified.
- C. Statement of project understanding- The consultant shall state in succinct terms their understanding of what is required by this Request for Proposal.
- ~~D.~~ Scope of Services- Describe in narrative form the consultant's approach and technical plan for accomplishing the work listed herein. The Consultant is encouraged to elaborate and improve on the tasks listed in the RFP; however, the consultant shall not delete any requested scope tasks unless explicitly noted. The Consultant shall submit a schedule for completing the scope of work. ~~for design.~~
- E. In a separate envelope labeled "~~Price Proposal~~ **Level of Effort RFP #39-24**" ~~budget itemized by task a total project and a total project cost stated as a firm fixed fee~~ **a level of effort expressed in hours. Hourly rates for project staff shall also be provided.** The three highest ranked proposers shall have **the level of effort estimate opened.** ~~the price proposal opened.~~
- F. Three (3) references, including current contact name and phone number for similar projects.

Three (3) copies of the proposal must be submitted. Proposers are encouraged to avoid the use of synthetic report covers and partitions.

Amend page 4 under Evaluation Criteria to read:

EVALUATION CRITERIA

Proposals will be evaluated initially according to the following:

1. Responsiveness to submission requirements. 15 points
2. Qualifications of firm and project team members. Particular attention will be given to the experience and demonstrated ability of the project manager to lead effective public meetings and proactively complete all project tasks. 30 points
3. Previous related work. 30 points
4. Understanding of required project work and schedule **milestones**. 25 points

Acknowledge this addendum within your proposal. Failure to do so may be subject to disqualification.

End of Addendum 1

