



August 26, 2014

Town of Rye, NH
Request for Qualifications for Construction Services – Town Hall Project

The Town of Rye, NH is seeking a General Contractor for the addition, renovation and preservation of the Rye Town Hall. The project includes the construction of a new stand-alone Town Offices building, functionally connected, at a below-plaza level, to the existing historic Rye Town Hall. The Town has contracted with SMP Architecture for the design of the project and intends to have this project be competitively bid to a shortlist of 3-5 prequalified General Contractors. Copies of the current preliminary drawings are available from:

SIGNATURE DIGITAL IMAGING

45 Londonderry Turnpike
P.O. Box 16328
Hooksett, NH 03106

phone: 603.624.4025
fax: 603.641.2995

info@signaturenh.com

The anticipated schedule includes the completion of the Construction Document phase in November 2014 with bidding by the competing prequalified General Contractors in December 2014. The Town intends to select the General Contractor for the project and, upon voter approval in March 2015, enter into an agreement with the successful General Contractor firm and commence construction in April 2015.

The Town is currently anticipating the existing building to remain occupied and operational during construction of the new town office building portion of this project and requests that submittal packages reflect the firms experience with this issue. Please keep your qualification package brief and specific with a maximum of 30 pages.

A walk-thru of the existing building is not planned for this phase of the selection process.

The Town requests, at a minimum, the following information in your qualification package:

- Introductory cover letter
- General company information:
 - History, years in business, company structure, ownership and principal staff
 - Current financial statement
 - Bank reference; include the contact information of bank officer to be contacted.
 - Typical comparable project type and size
 - References, Five (5) minimum. Include names, titles, roles, relevance and contact information.
- Current and anticipated project workload for the 2015 construction season
- Your approach to project bidding and the construction process
- Your approach and consideration to working in an occupied space and/or an occupied site.
- Your approach and experience working with historic buildings
- Relevant projects, citing each example with project name, owner, location, size, construction cost, construction date and name of principal contact (with contact information).

Once received, the Town will review the qualification packages. Selected firms may be invited for a walk-thru and interview.

It is the Town's intent to prequalify a minimum of (3) three, but no more than (5) five firms to provide fixed-price, lump sum and bid pricing for this project.

Please submit eight (8) printed copies and an electronic copy (CD or thumbdrive) of your qualification package to Michael Magnant, Town Administrator, 10 Central Rd, Rye, NH 03870. Submittal packages must be received no later than **2:30 pm EDT on Friday, September 12, 2014**. It is the responsibility of each firm to insure the Town's receipt of their package.

END RFQ.