



**CHILDCARE FACILITY
FEASIBILITY STUDY**
SULLIVAN COUNTY COMPLEX
14 MAIN STREET
NEWPORT, NH 03773

ADDENDUM #2
REQUEST FOR QUALIFICATIONS/PROPOSAL
for
ARCHITECTURAL SERVICES FOR
CHILDCARE FACILITY FEASIBILITY STUDY
ISSUE DATE: AUGUST 25, 2023

The Request for Qualifications/Proposal (RFQ/RFP) is modified as set forth in this Addendum. The original RFQ/RFP Documents, and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFQ/RFP. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal.

The Proposal submittal deadline remains the same and is not changed by this Addendum.

The following questions have been submitted for additional information or clarifications:

QUESTION 1: Can a well-qualified architectural firm subcontract with another firm to meet some of the deliverables described in the RFQ? Are there any specific application/proposal requirements expected in a proposal with a primary applicant and a sub-contractor?

RESPONSE: The County would support a collaboration of well-qualified firms to meet the goals of the project. All individuals, whether with primary or secondary firm, who will be involved in the effort should be included in the qualifications submitted. The secondary firm shall be a subconsultant to the primary firm, and any costs for the secondary firm should be included in the overall fee proposal submitted.

QUESTION 2: To assist in assessing the child care needs of Sullivan County employees, would the assessment team have access to de-identified HR data about current employees?

RESPONSE: Sullivan County Human Resources Department would assist to provide data to support the project scope and to understand the need for childcare services in our employee community.

QUESTION 3: Would Sullivan County support distribution of a demand survey to its employees and allow the assessment team to contact other local employers to see if they would also distribute the survey to employees?

RESPONSE: Sullivan County Human Resources Department would support distribution of a survey to the County employees to understand current and anticipated future needs of our employee community. The project goal is to support County employees; however, the County recognizes the value of a new facility to those living or working near the County Complex, particularly as the needs of our employees could vary over time. Engagement of others beyond Sullivan County could be discussed at an initial meeting once the Consultant begins work. If decided upon, the County would support engagement of others in the survey.

QUESTION 4: On page 4 of the RFQ, it says that the assessment team will provide a comprehensive picture of “types of childcare services to meet demand”. Can you clarify what is meant by “types of child care services”? Are you looking for alternatives to building or renovating a child care center on the Unity campus?

RESPONSE: Sullivan County is not considering alternatives beyond a solution on our Unity campus. The intent of the “types of childcare services” is to identify a service that will best meet the needs of our employees now and in the future. Examples include, but are not limited to:

- Age groups of children served (infant, toddler, preschool)
- Capacity of each age group
- Days/Hours of operation