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ADDENDUM #2  
A & E Services - Parsons Hall Renovations (3 Pages)

**RFQ/P Number:** 4989-0001

**SOQs - Due Date & Time:** 05/14/2008 at 4:00 p.m.  
**Proposals - Revised Due Date & Time:** 07/10/2008 at 4:00 p.m.

June 12, 2008

This addendum does hereby become a part of the request for proposal, and in case of conflict, it supersedes original specifications and/or drawings. If a mandatory site inspection or meeting is required, proposals from firms that did not attend will not be considered.

Firms shall be responsible for issuing information contained herein to sub-contractors and suppliers to ensure that his/her proposal covers all work required by the request for proposal including this addendum.

The number of this addendum must be noted in the submitted proposal.

Addendum Items:

1. The following schedule will be in effect:
  - a. Announcement of short-listed firms: on or before the close of business on Tuesday, June 17<sup>th</sup>
  - b. Informational meeting and walk-through for short-listed firms: Tuesday, June 24<sup>th</sup> at 3:00 p.m. Firms are to meet at Ritzman Lab, 22 Colovos Rd., Durham, NH. A campus map may be viewed at this site: <http://www.unh.edu/map/>
  - c. Proposals due: Thursday, July 10<sup>th</sup> <sup>J. Cotter</sup> at 4:00 p.m. Deliver to the address noted in ¶9.2 of the original RFQ/P document.
  - d. Interviews: Tuesday, July 22<sup>nd</sup>. The location and exact times will be provided at a later date.
2. The firm hired for A & E services will be expected to provide an industrial hygienist as part of the A & E team. Among other things, the IH will be expected to conduct tests to determine what may be present in Parsons Hall, develop the decommissioning plan and monitor the decommissioning during the construction phase. Further details on what UNH expects/requires will be distributed to the short-listed firms. Please address your choice of firm and how that firm will meet the requirements in your proposal.
3. The following insurance requirements will be in effect for the hired firm and any sub-consultant that is part of the overall A & E team:
  - a. All required insurance shall be provided by a company licensed to do business in the State of New Hampshire or on the New Hampshire Insurance Department's approved List of Non-Admitted Carriers.
  - b. The Design Consultant shall maintain professional liability insurance continuously in effect, if commercially available, for at least eight years after the Date of Substantial Completion of the Project.
  - c. Certificates of Insurance on Acord 25 form or other comparable form shall be filed with the Owner for all policies. Any such Certificate found incomplete or not according to form will be rejected as unsatisfactory. Rejected Certificates and copies of policies shall be corrected as necessary and resubmitted until approved.
  - d. The University System of New Hampshire, its trustees, officers, agents, and employees shall be listed as additional insureds on all certificates and policies, except workers' compensation and professional liability.
  - e. Every policy shall contain an endorsement stating that the insurance company will not cancel the policy, or allow it to expire, or change any coverage therein without first mailing by registered mail written notice of such action to the Treasurer of the

University System, Myers Financial Center, 27 Concord Road, Lee, NH 03824-6624, at least seven (7) days prior to termination for nonpayment of premium, and at least thirty (30) days prior to termination or change for any other cause.

**REQUIRED COVERAGE**

<b><i>Insurance (X indicates required coverage)</i></b>		<b>Limits of Liability</b>	
<b>a. Commercial General Liability (must be location and project specific)</b>			
X	Premises-Operations	General Aggregate	\$2,000,000
X	Products/Completed Operations	Products-Comp. Ops Agg.	\$2,000,000
X	Explosion, Collapse and Underground Hazard	Personal & Advertising Injury	\$1,000,000
X	Contractual Insurance	Each Occurrence	\$1,000,000
X	Broad Form Property Damage	Fire Damage (any one fire)	\$50,000
X	Independent Contractors	Medical Expense (any one person)	\$5,000
X	Personal Injury with Advertising Injury		
<b>b. Other - Liability</b>			
	Contractors Pollution Legal Liability (must be location and project specific)	per Occurrence	\$3,000,000
		Aggregate	\$3,000,000
	Owner's Protective Liability	per Occurrence	\$2,000,000
		Aggregate	\$6,000,000
<b>c. Excess Liability</b>			
X	Umbrella Form or Other Form	Each Occurrence	\$5,000,000
		General Aggregate	\$5,000,000
<b>d. Automobile Liability</b>			
X	Owned	Bodily Injury and Property Damage Combined Single Limit	\$1,000,000
X	Hired		
X	Non-owned		
<b>e. Workers' Compensation</b>			
X	Workers' Compensation		Statutory
X	Employer's Liability	Each Accident	\$500,000
		Disease, Policy Limit	\$500,000
		Disease, Each Employee	\$500,000
<b>f. Property</b>			
	Builder's Risk/Or Comparable Coverage in an Installation Floater	Replacement Cost	by Owner
	Renovation Risk		
<b>g. Architect &amp; Engineer Professional Liability</b>			
X	Professional Liability	Each Claim	\$3,000,000
		Aggregate	\$3,000,000

Sincerely,

A handwritten signature in black ink, appearing to read "D Cotter". The signature is fluid and cursive, with a large initial "D" and a long, sweeping underline.

Diane Cotter  
Senior Contract Officer

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