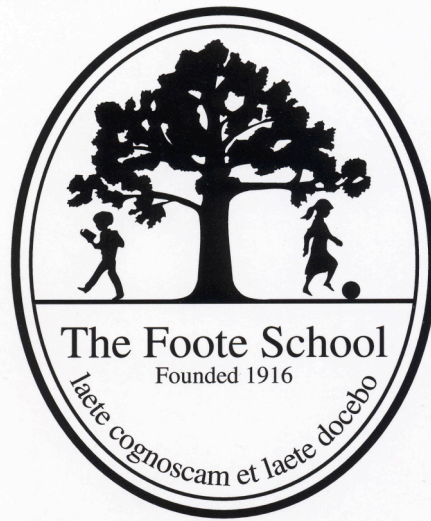


The Foote School

50 Loomis Place

New Haven, Connecticut



REQUEST FOR QUALIFICATIONS

DESIGN OF A NEW SCIENCE AND TECHNOLOGY FACILITY

RESPONSES DUE JUNE 15, 2009

REQUEST FOR QUALIFICATIONS SCIENCE AND TECHNOLOGY FACILITY

PURPOSE

The Foote School is accepting statements of qualifications from architectural firms interested in providing services related to the design of a new science and technology facility. The school intends to contract with a firm for the design of the facility, preparation of construction documents, and performance of construction-related services.

After reviewing the qualifications submitted in response to this request, the school intends to assemble a short list of qualified firms who will be asked to prepare detailed proposals for services.

BACKGROUND

Located minutes from Yale University in a tranquil, wooded neighborhood of New Haven, The Foote School is a coeducational day school enrolling 470 students in grades K-9.

Since its founded in 1916, Foote has reflected the motto, “Laete cognoscam et laete docebo,” or, “Gladly will I learn and gladly teach.” The school is committed to nurturing a lifelong love of learning, and students are encouraged to question, to make connections, to think independently and to learn by doing.

The central campus contains 14 acres and 12 buildings arranged around woodland areas and playing fields. All the buildings share a commitment to design excellence and an engagement with their natural surroundings.

THE PROJECT

Additional instructional space has been a growing need at the school for several years. Recently, the Board of Directors completed an internal planning process which validated this need and suggested a science and technology focus for the new facilities. The current, preliminary program calls for 3-5 general purpose classrooms, 3 science laboratories, and associated offices with an estimated area between 8,000 and 12,000 square feet.

The Board’s intention is to enhance the school’s current academic program and better serve the current enrollment; no increase in enrollment is planned.

The proposed facilities will be located in an area of the campus containing several existing classroom buildings. The new facilities may be constructed as a freestanding structure or as an addition to one or more of the existing buildings. Some existing spaces may also be renovated to adapt their uses to the new facilities.

SCOPE OF SERVICES

The architectural firm must be able to provide the following types of services:

- Pre-Design services including programming to identify space requirements.
- Preparation of alternative designs and budgets.
- Preparation of a final design and complete construction documentation.
- Assistance with all permit submittals.
- Assistance with Contractor/Construction Manager bidding and selection.
- Construction administration services.

Proposed Timeline

Qualifications packages due in response to RFQ	June 15, 2009
Request for Proposals Issued	July 15, 2009
Proposals Due	Sept. 15, 2009
Award of contract for design services	Dec. 1, 2009
Pre-Design services begin	Jan. 4, 2010

SUBMISSION REQUIREMENTS

To respond, please submit the following materials:

1. A cover letter stating your firm's interest in the project and your commitment to provide the services as specified.
2. A completed "Architect's Qualification Statement", AIA Document #B431.
3. A general description of your firm and your approach to design including photographs and descriptions of your most recent, relevant projects.

HOW TO SUBMIT

Mail or deliver two copies of all requested materials by the due date to:

Jay Cox
Business Manager
The Foote School
50 Loomis Place
New Haven, CT
06511