

NEW ROXBURY K-8 SCHOOL

REQUEST FOR PROPOSAL

Stamford, CT #2024.0191

December 14, 2023



THRIVE: SOCIALY ACADEMICALLY CIVICALLY

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**PLEASE REFERENCE ALL OTHER FORMS AND
CERTIFICATE OF INSURANCE SUBMITTED WITH THE RFQ FILE.**

FEE PROPOSAL - SUBMITTED AS A SEPARATE FILE

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December 14, 2023

Dr. Tamu Lucero, Superintendent
Stamford Public Schools
888 Washington Boulevard
Stamford, CT 06901

**RE: Request for Proposal for Architectural & Engineering Services
New Roxbury K-8 School – RFP No. 2024.0191 | State Project No. 135-281N**

Dear Dr. Lucero and Members of the Selection Committee:

Thank you for selecting TSKP STUDIO for an interview in January 2024. We are thrilled to be included in the shortlist of firms considered for the New Roxbury K-8 School. We have reviewed the November 14, 2023, RFP and Addenda 1 & 2 and are eager to provide additional thoughts about your project.

TSKP chose a primary focus on K12 schools because we have a passion for creating learning environments that positively impact the lives of children, our future leaders. We have been delivering energy-efficient school buildings for years and have become the state leader in sustainable design strategies with Connecticut's first Verified Net ZERO public school.

Thank you again for the opportunity to submit our proposal to provide architectural and engineering services to Stamford Public Schools and the City of Stamford. I am the individual who is authorized to sign the contract.

Please feel free to contact me for clarifications or additional questions. We look forward to seeing you at the interview.

Sincerely,



Randall Luther, AIA
Partner
860-547-1970 ext. 7032 | rluther@tskp.com



A modern school hallway with large windows on the left and a polished floor with colorful stripes. Two young girls are walking hand-in-hand towards the camera. The ceiling has a wooden slat design with recessed lighting. The text 'Proposal Response' is overlaid on the right side of the image.

Proposal Response

Response 1

Staging and experience in campus planning recognizing the adjacency to the construction of Westhill High School, how will the project team will coordinate its work and decisions in the context of the discussions occurring in.

As part of our RFQ response, we detailed our track record of successfully building on occupied sites. We have master planned many campuses over the years, public and private, K-12 through college and university. This experience has taught us several lessons:

- Construction on an occupied site must allow for orderly and logical school operations for the existing building.
- Construction must allow for simple and logical construction of the new building.
- As much as possible, temporary logistical provisions must be avoided. These are costs that do not have value over time.
- Most importantly, the entire operation must present a safe environment for all parties involved.

As designers, we take pride that those projects we constructed on occupied sites always appear to be the natural and inevitable solution, not a residual building fit into the available space.

The two schemes we presented improve the RFQ Conceptual Design specifically in these areas. Both of our schemes shift the new building so that there is an adequate buffer between the existing and new structures, enabling a safe perimeter and ease of construction. Our schemes preserve existing traffic loops and allow for the adoption of a new traffic loop in a logical way. We also highlight that if the southernmost wing of the existing Roxbury school can be taken offline early (something we believe is possible based on reported enrollment), this will enable the construction of a temporary parking/staging area in the southern extent of the property. This critical asset will help alleviate future logistics and schedule pressures. This temporary lot could be permanent the summer before the students move into the new building. This will become key in the first Fall Semester that the new school is occupied.

Both of the schemes we present allow for all existing school's activities and traffic and the new school's construction and traffic within the existing Roxbury school site boundaries. This strategy accommodates the concurrent activities at Westhill High School. If the Roxbury project remains within the boundaries of its parcel, this is the first step to avoiding extra costs due to logistics or schedule delays.

We will work with the City and the West Hill team to coordinate activities and preserve clear and logical operation on both sites.



East Option



South Option



Response 2

Approach to coordination with the Westhill High School Design, Construction, or Owners Representative Team.

Early in the project, it will be useful for the CM(s) to prepare cash flow projections for construction for both projects. When overlaid, these projections can serve as a proxy for peak manpower activity on the combined sites, defining the problem and allowing the two project teams to develop solutions.

In addition to coordinating construction logistics, it is essential to acknowledge that both projects will be in design, review, and construction concurrently for much of their schedules. This will tax the City of Stamford and Board of Education staff. We will coordinate with the Westhill team to stagger design and bid phase milestones to manage and lessen the burden on the City. In addition, periodic coordination meetings between both project teams would allow questions and issues common to both projects to be answered once, minimizing duplication of effort and maximizing standardization between projects.

We have experience in such coordination between architects. At the Learning Corridor in Hartford, a complex of four separate magnet schools, TSKP STUDIO master planned the entire campus and coordinated the efforts of a team of four different architecture firms. TSKP STUDIO also coordinated the efforts of five separate architecture firms as part of a code update of all Hartford Public Schools.



Response 3

Advantages or disadvantages to leasing or acquisition of land near the project site.

The concurrent construction of the new Westhill High School and the new Roxbury K-8 School will require significant construction staff parking, storage, and lay-down space. During peak construction, 350+ additional cars may converge on the two sites. Additional property near the project site can be a valuable tool in accommodating these needs. As noted above, our current design options allow for the Roxbury project to be built and staged and accommodate construction staff parking within the site borders. This strategy will leave other possible sites available to be leased or acquired for the Westhill project. We would also note the nature of the closest Roxbury abutter, the Church, has very different use patterns than a construction project. It may be possible to lease areas of that parcel; the City could use it during the weekdays as that would not interfere with the church's peak times of evenings and weekends.

The disadvantage of any lease or purchase of property would be the cost to the project(s) for which no tangible permanent value is realized. Moreover, as a purchase or lease, the State's Office of Grants Administration (OGA) will not likely reimburse any of the costs unless a compelling argument can be made or special legislation can be passed.

Once CM(s) are on board and site logistic plans for both projects are begun, additional site space can be assessed. We would look to participate and coordinate with the Westhill team to develop a strategy that works for both projects



Response 4

Massing diagrams and visuals specific to the design teams' approach to the site.

In 2021, TSKP complete Beman Middle School in Middletown. The similarities between that project and this one are striking – a three-story, new school on an occupied, sloping site with nine “houses” or “teams.” Our experience leads us to two initial options for building locations and site organization.

The East option very much echoes the conceptual design with a few tweaks. Building to the east edge of the site has the greatest available space and is where the site is relatively flat. Alternatively, building to the south will give the building a more favorable east-west solar orientation and preserves the site's flat areas for other program that does not adapt well to topography. Both options can be improved if the small, southernmost wing of the existing school can be demolished early to free up the site for an early mobilization package. Both options will take advantage of the large, flat area under the existing building that, once demolished, can be converted largely to green space on the prominent corner of West Hill and Roxbury.



East Option

Building upon the conceptual design, the East Option should be configured such that it comfortably fits between the existing building and the east property line with ample buffers to facilitate the safe operation of the occupied existing school and the construction traffic required to build the new building. Creating a temporary parking/staging area along the property's south edge as an early enabling phase will facilitate a more orderly construction. That temporary resource can be converted into a permanent parking/traffic loop in the summer before students move into the new Roxbury school. K-2 queue will likely be larger than the conceptual design suggests. We recommend adjusting the building pad to accommodate a longer loop at the east property line. Shuffling the conceptual site layout that replaces the existing building, we recommend centering the new playfield on the building approach, providing a better "front lawn" for the school once the site is complete.

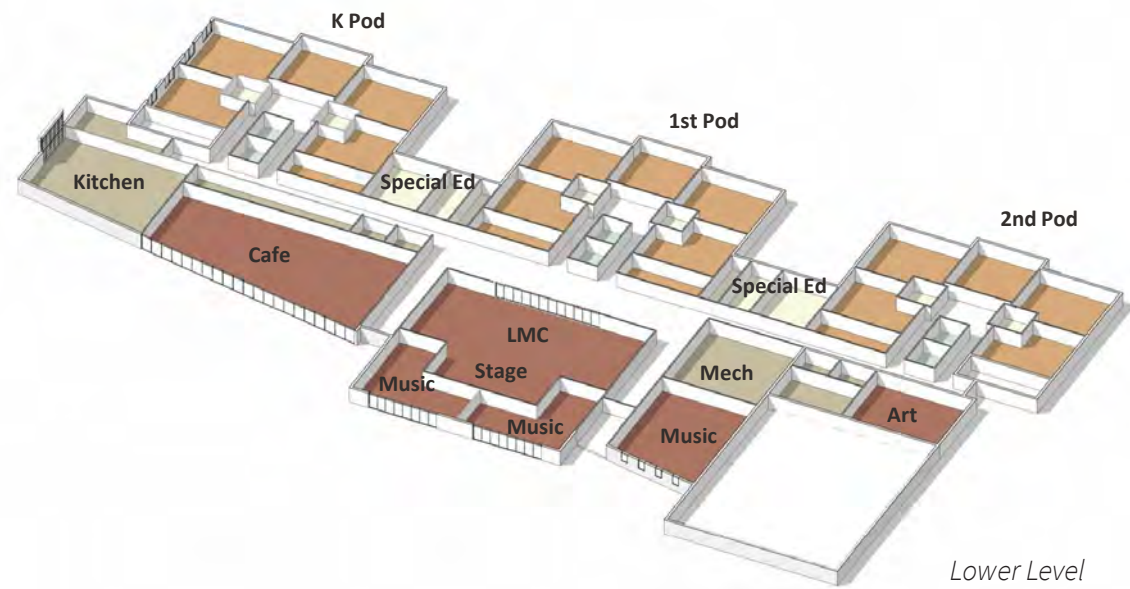


Another adjustment to the Conceptual Design is whether to bury the lower level into the hillside or pull it free and connect the middle level to the site with pedestrian bridges. We employed this strategy as a feature of the New Lebanon School in Greenwich

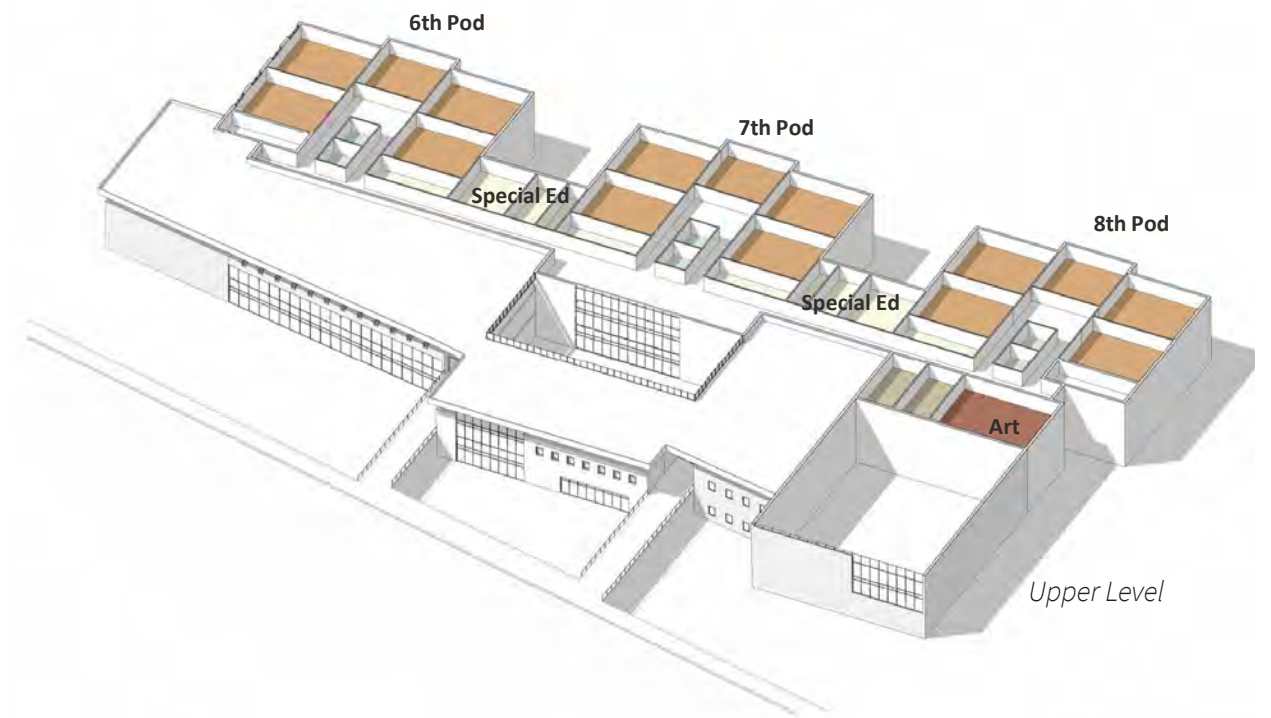


Pulling the lower level free of the hillside allows that edge to be populated with windowed educational space and allows more program to reside on the lower level. Not only is it more efficient, but placing the youngest students (K-2) next to the shared program elements (Library Media Center and Cafeteria) minimizes the amount of time lost in the instructional day, moving small children vertically through the building.

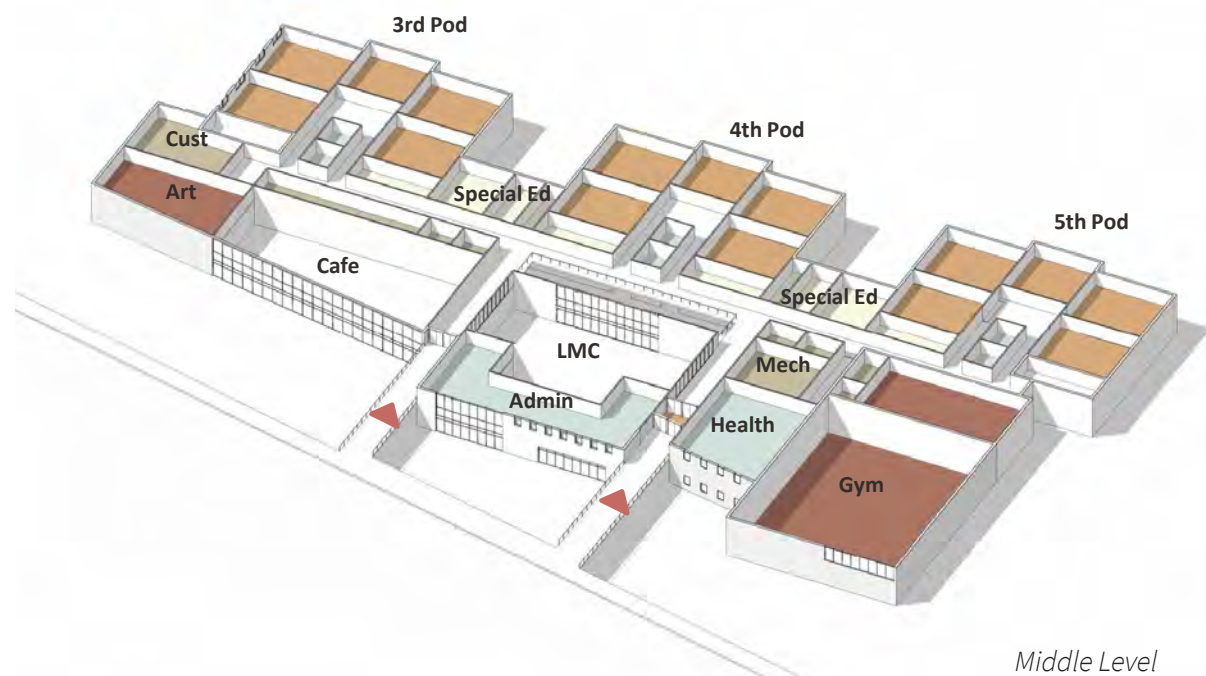
The Lower Level of the East scheme is organized by a long north/south circulation spine with the K-2 “houses” along the east. The Cafeteria, Library Media Center, Music, and Art are located along the west side, with the Library Media Center serving as the mid-point of the spine. The K-2 pods are at grade and can access the pick-up/drop-off loop to the east and play areas appropriate to that age group.



The Upper Level mirrors the north-south spine of the lower floors with the “houses” (grades 6-8) along the east. Here, the spine is a single loaded corridor. Older students can more easily navigate stairs, and this allows the “middle school” to have its own identity within the larger Roxbury School.



The Middle Level of the East scheme brings pedestrians from the fields and parking along West Hill across two bridges flanking the Administrative suite. As a two-story space, the Library Media Center is the heart of this option and connects to the north-south circulation scheme. As on the floor below, the “houses” (grades 3-5) are along the east edge, with the Gym and Art spaces joining the Library Media Center on the west side of the spine.





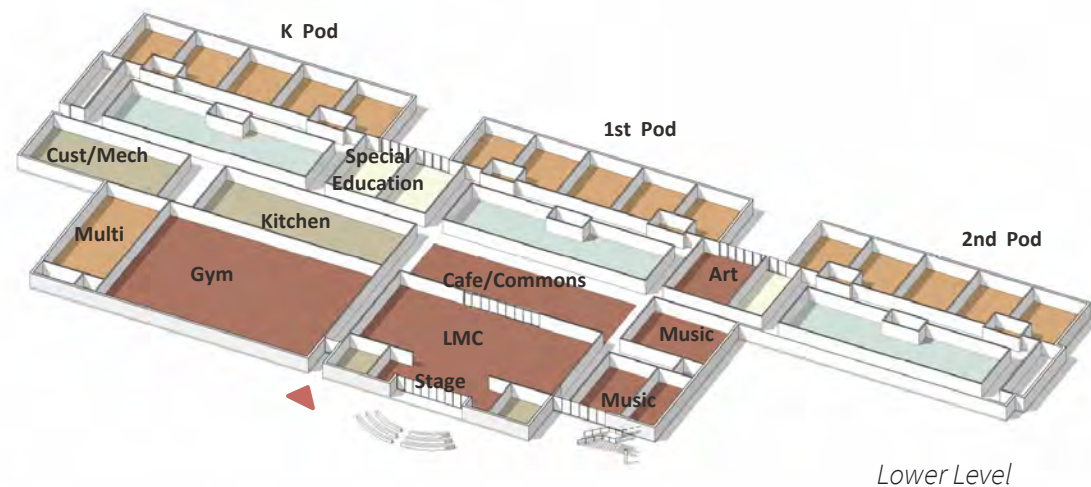
East Option – Site aerial form corner of West Hill and Roxbury

South Option

As outlined above, there is a potential alternative in developing the south edge of the site for the new building pad. This approach provides better solar orientation for the new building. A multi-story building can moderate the change in topography better than playfields and parking and, in doing so, reserves the existing flat site areas for these site amenities. This South option still uses the southern parking lot for early staging or a geothermal well field and presents a lower-level parking and staging lot off Roxbury. Again, this temporary lot can be converted over the summer into a permanent parking/traffic loop for the k-2 queuing. The service location in this scheme is more favorable as well.

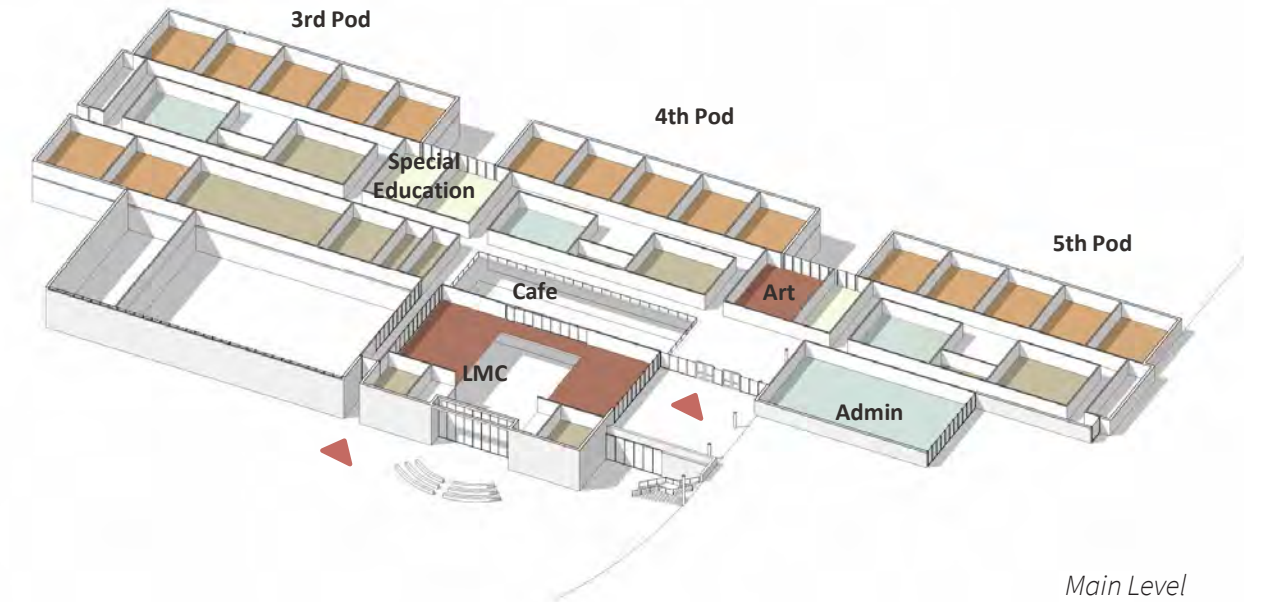


In the South Option, all the main shared program elements (Cafeteria, Library Media Center, Gym) are on one level adjacent to the youngest children. The Cafeteria seating is integrated into the main circulation spine, with the LMC just off that. This allows the LMC and Cafeteria to become part of a larger Learning Commons. Because the building is negotiating the grade, the LMC can open up to an outside terrace on its other side.



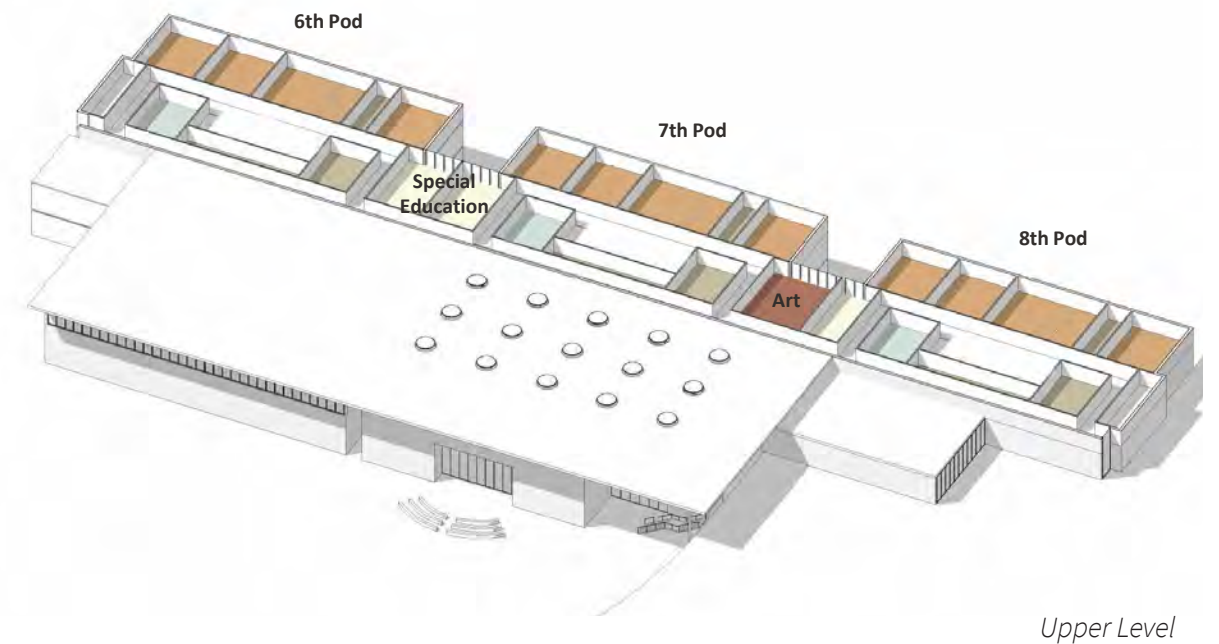
Lower Level

Students and the public enter the school from a spacious, covered terrace at the Main Level. This entry is under the direct supervision of the Administration Suite and overlooks the sky-lit, two-story Library Media Center and Cafeteria for easy way-finding. Grades 3-5 are organized along the south edge of the circulation spine.



Main Level

The Upper Level of the South Option is organized similarly to the East scheme, affording the “middle school” its own identity in the new building.



Upper Level



South Option – Site aerial form corner of West Hill and Roxbury

Response 5

Specific to the Project a proposed mechanical systems approach to reduce EUI, considers timing i.e. lead times and availability, and identifies any perceived challenges or advantages.

TSKP takes pride in executing the first renovated and first new public Net Zero school in Connecticut. In total, we have three net-zero schools occupied and one in construction. Given that the new Roxbury K-8 School will operate for decades, it is essential to put net zero on the table in the early phases and discuss what is possible, given the specific circumstances of this project. While net zero may ultimately not be achievable as part of this initial project, getting the building “net zero ready” is possible.



Over the last several years, there has been a significant push to reduce the carbon footprint of buildings, mainly operational carbon. That push will likely accelerate with Governor Lamont’s Executive Order 21-3 for state buildings to decarbonize fossil fuel-burning facilities by 2030. Based on our net zero and low EUI building experience, we have analyzed several approaches to generating the lowest possible energy use intensity (EUI) for educational facilities. The results are clear: buildings that utilize geothermal as the basis for heat rejection/absorption operate with the lowest EUI (energy use intensity).

For Roxbury, the anticipated 115,000 square foot facility would require approximately 96 geothermal wells to accommodate the heating, cooling, and domestic water production needs. To achieve the lowest EUI, we suggest utilizing water-to-air heat pumps to serve the classroom spaces, cafeteria, and gymnasium. A water-cooled variable refrigerant flow system would feed the administration spaces. Ventilation air would be provided to each space from centralized dedicated outside air systems (DOAS) with heat recovery. The DOAS units would have dedicated water-to-water heat pumps to produce hot and chilled water. This approach would provide the lowest EUI in the range of mid 17’s to 20 kbtu/sf/yr, depending on school schedule and usage. Our experience tells us that a Photovoltaic (PV) array large enough to offset the school’s yearly demand can be accommodated on the school’s roof. To avoid oversizing the generator, a Sequence of Operation will establish which equipment needs to operate and when so life safety is maintained, and freeze protection is provided.

Although the geothermal system does provide the lowest EUI, it also comes with a higher first cost. Historically, geothermal well systems have not provided a good Return on Investment when compared to systems such as an air-cooled chiller and condensing boiler using natural gas and looking at a 20-year cost horizon. However, geothermal options become more competitive when looking at a longer time frame. With the passage of the Inflation Reduction Act (IRA), which will reimburse 30% or more of the entire mechanical system cost, geothermal systems can be competitive on first cost and return on investment. What is not yet resolved is OGA’s position on IRA funding and whether they will reduce the district’s grant funding to offset IRA funding. We are currently lobbying staff at the OGA as they work toward formulating a policy.

Currently, the equipment for the suggested system above fits within the standard construction lead time schedule as long as it is scheduled appropriately. If not, pre-purchase of equipment would be recommended. This is typical for any long lead item of all the options. The most recent challenge with geothermal systems has been the limited availability of well drillers. Also, these wells require space to construct and likely four months to install the wells and associated subsurface piping. This is a challenge given that so much of Roxbury’s available site during construction will be occupied with ongoing school activities or ongoing construction activities. We would recommend the well field be part of an early enabling phase so that the well field could be installed before any temporary parking and staging are needed for the new building construction. Any schedule delays in getting the wells drilled can be mitigated.

There are other options that can be considered to reduce the overall first cost and still meet the low EUI goal. A hybrid approach can be provided to reduce the well field’s initial cost. Under this approach, a smaller well field could serve domestic water and heating/cooling needs. Water-to-water heat pumps would serve chilled beams throughout except for the large volume spaces such as the gymnasium and cafeteria. For those spaces and the building ventilation air, air source heat pumps can be utilized, taking the load off the well field. This type of approach has seen EUIs in the 25 to 30 range. The advantage of this system is it has a lower first cost, still takes advantage of geothermal, and provides individual space control.

There are other systems beyond the conventional boiler/chiller approach, which include air-to-water heat pumps. Air-to-water heat pumps can produce both chilled and hot water to serve systems like air handlers, chilled beams, or fan coil units and can still be an all-electric system. However, limited manufacturers allow operation in the heating mode below zero degrees. Although the winter design temperature in Stamford is 9 degrees, there are still outside chances that the temperature can drop below the operational limits of the equipment, thereby not providing heat for the building. An alternative to avoid this condition is to provide a stand-by electric boiler in the event that occurs. This system would be a lower first cost than the hybrid approach but would not be as efficient.

These are some of the options that would be explored to achieve an overall EUI goal and the budget. The best system approach will be determined by working with the City and Board of Education staff and based on preliminary modeling, estimates, life cycle costs, and facility staff capabilities.

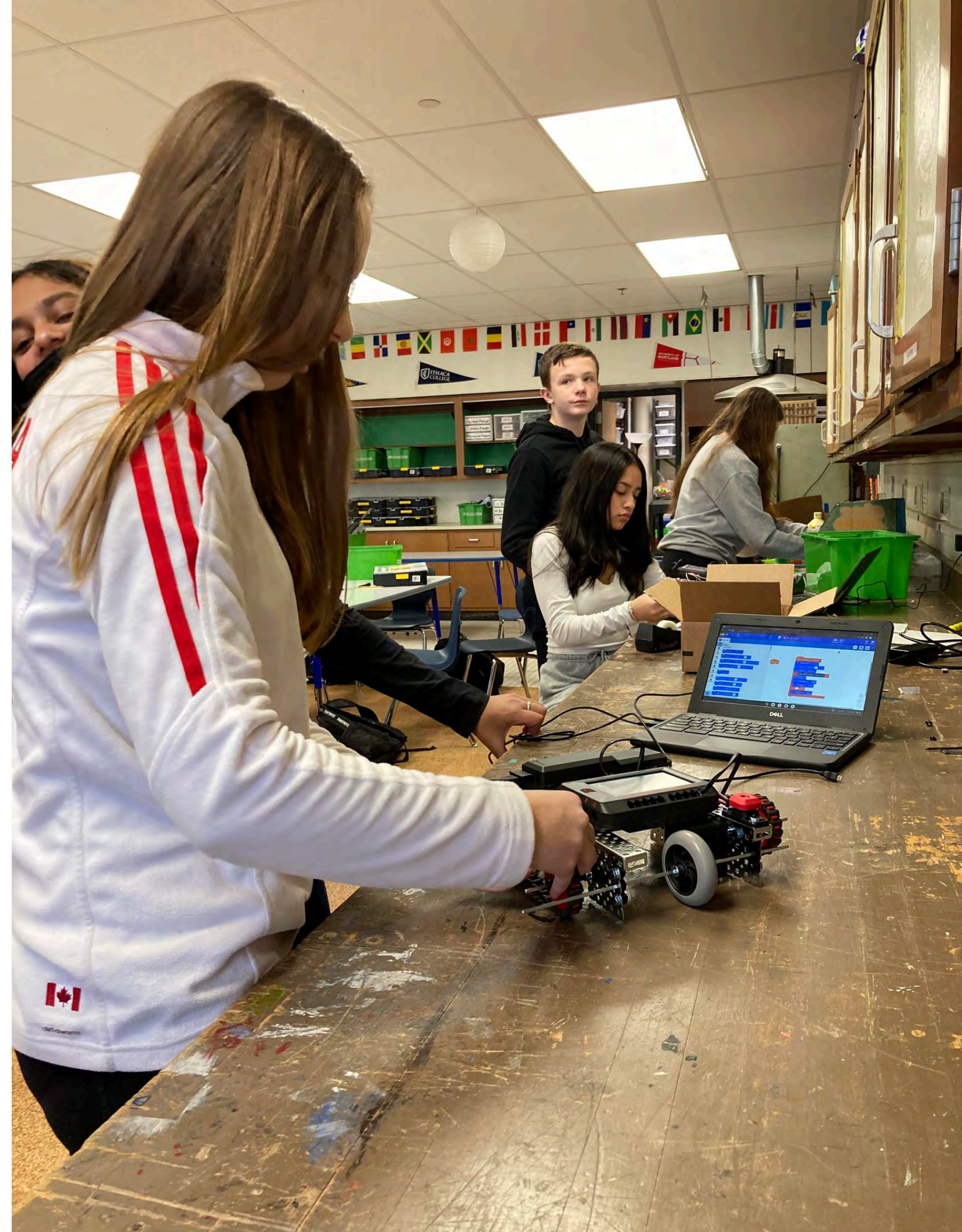
Response 6

Stormwater Management approach and identified challenges specific to the Project Site.

Our team has extensive experience with the City of Stamford Stormwater Drainage Manual requirements. The goal of the stormwater management system will be to minimize the impact of development on the environment and existing storm infrastructure. This will be achieved by infiltrating the required water quality volume and reducing the peak flows and volumes to existing or below stormwater conditions. We will examine various measures, including bioretention and swales, underground retention, pervious pavers, and hydrodynamic separators. The type of measures utilized will depend on the site conditions and City preference, particularly regarding maintenance. Planted bioretention areas can be used for educational purposes and included in an outdoor classroom setting. However, they require additional maintenance, e.g., sediment removal and replacing dead plants and ground cover. Underground retention systems with hydrodynamic separators require less maintenance through periodic vacuuming of the structures.

The Roxbury K-8 School project offers some challenges, including significant elevation changes, the presence of ledge, the potential presence of impacted soils, and the likely accommodation of temporary drainage facilities due to the phasing of the project. With the proposed school building being located at a lower elevation than most of the site, it will be critical to capture and treat the stormwater at several locations before the run-off reaches the area where the proposed school will be. The presence of ledge poses a challenge in areas where the grading will remain at existing elevations or be lowered. Ideally, in these areas, underground stormwater facilities are not installed, and the water is conveyed via swales or sheet flow to areas where infiltration measures or underground piping can be utilized. Careful investigation will need to occur during the design in the form of borings and test pits to evaluate the ledge location and groundwater. Additionally, percolation tests will be performed at locations where infiltration practices are planned to be installed to ensure that the soils will drain in accordance with general engineering principles. Underdrains may need to be installed if the soils are not conducive to infiltration due to clayey soils, ledge, or shallow groundwater. In some cases, infiltration is also compromised by the presence of impacted soils. This will also be investigated during the design phase. Typically, it is preferred to reutilize as much of the existing stormwater sewer as possible and install natural conveyance systems for this purpose since they are less expensive and provide water quality capabilities.

We have been involved in many projects with complex stormwater systems dealing with high groundwater, contaminated material, and planted bioretention areas. The solution for this project will need to weigh the site constraints, functionality, and maintenance components in order to provide a stormwater system that will convey the stormwater efficiently but at the same time provide stormwater quantity and quality measures to improve the discharge from the site to nearby systems and ultimately local water bodies.



Response 7

Each team member’s proposed dedicated time allocation for each phase of the project.

	Percentage of Time by Phase					
	SD	DD	CD	BN	CA	Closeout
Architectural Staff						
Randall Luther	25%	25%	25%	10%	15%	5%
Michael C. Scott	45%	50%	75%	40%	50%	20%
Mary-Lynn Radych	85%	100%	100%	75%	85%	20%
Susan Pinckney	20%	30%	30%	10%	20%	10%
MEP Staff						
Craig Razza	20%	15%	10%	5%	5%	10%
Francisco Dureas	30%	40%	40%	5%	10%	10%
Renato Martins	15%	30%	40%	5%	10%	5%
Scott Fish	15%	30%	35%	5%	7%	5%
Emily Velez	10%	30%	35%	5%	5%	5%
Ed Ruggiero	20%	30%	30%	5%	7%	5%

Response 8

Exceptions to the proposed contract.

TSKP STUDIO does not have any exceptions to the proposed contract.

PROPOSER'S INFORMATION AND ACKNOWLEDGEMENT FORM

TIME TO THRIVE

RFP No: 2024.0191

Date: 12/13/2023

Proposer's Name: TSKP STUDIO

Street Address: 146 Wyllys Street, Bldg. 1-203

<u>Hartford</u>	<u>CT</u>	<u>06106</u>
City	State	Zip


Business Telephone: 860-547-1970

Email: rluther@tskp.com

Unique Entity ID: _____ Tax Id. No.: 06-1311565

Indicate (Yes/No) if company submitting this proposal is:

No MBE No WBE No DBE
 (If yes, attach relevant certification)

Signature:  Date: 12/13/2023

Printed Name: Randall S. Luther

Title: Partner

Addenda Acknowledgement – check and note date of addendum

<input checked="" type="checkbox"/> Addenda No. 1 11/17/2023	<input checked="" type="checkbox"/> Addenda No. 2 12/8/2023
<input type="checkbox"/> Addenda No. 3	<input type="checkbox"/> Addenda No. 4
<input type="checkbox"/> Addenda No. 5	<input type="checkbox"/> Addenda No. 6
<input type="checkbox"/> Addenda No. 7	<input type="checkbox"/> Addenda No. 8
<input type="checkbox"/> Addenda No. 9	<input type="checkbox"/> Addenda No. 10
<input type="checkbox"/> Addenda No. 11	<input type="checkbox"/> Addenda No. 12

TSKP STUDIO
 146 Wyllys Street
 Bldg. 1-203
 Hartford, CT 06106

Contact: Randall S. Luther
 860-547-1970 | rluther@tskp.com



Non-Collusion Affidavit

The undersigned, having been duly sworn, affirms and says that to the best of his/her knowledge and belief:

1. The prices in this Proposal have been arrived at independently without collusion, consultation, communication, or agreement with any other Proposer or with any competitor for the purpose of restricting competition.
2. Unless otherwise required by law, the prices, which have been quoted in this Proposal, have not been knowingly disclosed by the Proposer and will not knowingly be disclosed by the Proposer prior to opening, directly or indirectly, to any other Proposer or to any competitor.
3. No attempt has been made or will be made by the Proposer to induce any other person, partnership or corporation to submit or not to submit a Proposal for the purpose of restricting competition.

Name of Proposer: TSKP Studio
 By: *[Signature]*
 Print Name: Randall S. Luther
 Title: Partner

ACKNOWLEDGMENT

STATE OF Connecticut
 COUNTY OF Hartford ss. _____
 Date: 8/22/23

Personally appeared Randall Luther, as Partner
 of the above named firm, and attested that the foregoing statements are true and accurate to the best of his/her knowledge and belief.

Jean M. Bergen
 Signature of Notary Public
 My Commission Expires: _____

EFFECTIVE: 2/24/09

JEAN M BERGEN
NOTARY PUBLIC
State of Connecticut
My Commission Expires
10/31/2027

CERTIFICATION AS TO CONTRACT SIGNATORY
For Limited Liability Companies (LLCs)
(Effective 9/1/2011)

I, Tai Soo Kim a Operating Manager of TSKP STUDIO,
 (name of member or manager) (Member or Manager) (name of LLC)

LLC, a limited liability company organized and existing under the laws of the State of Connecticut (hereinafter the "Company"), hereby certify that:

1. that TSKP Studio is run by Tai Soo Kim, T. Whitcomb Iglehart, Randall S Luther, & Ryszard Szczypek
 (name of LLC) (Members or Managers)
 2. that Randall S. Luther is a Partner of TSKP Studio
 (name of contact signatory) (Member/Manager) (name of LLC)
- and
3. that as such Randall S. Luther is not prohibited from or limited by the articles of organization from binding the LLC.
 (name of Member/Manager who is contract signatory)

IN WITNESS HEREOF, the undersigned has affixed his/her signature this 15 day of August, 2023,
Hartford

(LLC Seal) Tai 15 August 2023
 (Circle this L.S. if there is no seal) *Jean M. Bergen* Notary Public
Tai Soo Kim
 Secretary (name of Secretary)

JEAN M BERGEN
NOTARY PUBLIC
State of Connecticut
My Commission Expires
10/31/2027

City of Stamford
State of Connecticut Contractor Verification (in accordance with Public Act 16-67)

Compliance Affidavit

I, the undersigned, personally and on behalf of TSKP Studio, having
(Contractor)
been duly sworn, affirm and say that I have read, understand and am in compliance with Public Act 16-67 Concerning the Disclosure of Certain Education Personnel Records, Criminal Penalties for Threatening in Educational Settings and the Exclusion of a Minor's Name from Summary Process Complaints, and that neither I nor said Contractor, to the best of my knowledge, is in possession of any information indicating a finding of abuse or neglect or sexual misconduct, or otherwise have knowledge of such a condition(s) for any employees working on the project identified in RFQ/RFP or Bid S-2024.0008. Further, if I or said Contractor

~(RFQ/RFP or Bid Number)
become aware of any information indicating such a finding, or otherwise gain knowledge of such a condition, I and/or said Contractor will immediately forward such information to the City of Stamford.

Contractor Name: TSKP Studio
Street Address: 146 Wyllys St. Bldg. 1-203
City, State, Zip: Hartford, CT 06106
Title of person completing this form: Partner
Signature: [Signature]
Printed Name: Randall S. Luther
Date: 8/15/23

ACKNOWLEDGMENT

STATE OF Connecticut
COUNTY OF Hartford ss. _____
Date: 8/15/23

Personally appeared Randall Luther, as Partner
of the above named Contractor, and attested that the foregoing statements are true and accurate to the best of his/her knowledge and belief on behalf of himself and said Contractor.

[Signature]
Signature of Notary Public
My Commission Expires: JEAN M BERGEN
NOTARY PUBLIC
State of Connecticut
My Commission Expires
10/31/2027

Contractor's Statement

Pursuant to Section 103.1 of the Stamford Code of Ordinances, I hereby provide the following:

If a joint venture, trustee, partnership, limited liability company or partnership, the names and addresses of all joint ventures, beneficiaries, partners or members:

Tai Soo Kim - Partner

T. Whitcomb Iglehart - Partner

Randall S. Luther - Partner

If a corporation, the names and addresses of all officers, and the names and addresses of all parties owning over 10% of its common stock or over 10% of its preferred stocks. If any of said stockholders is a holding corporation, the names and addresses of all persons owning a beneficial interest in over 10% of the common or preferred stock of said holding company.

N/A

The names and positions of all persons listed hereinabove who are elected or appointed officers or employees of the City of Stamford.

N/A

Name of Bidder/Proposer: _____

Signature of Bidder/Proposer: [Signature]

Title: Partner

Company Name: TSKP Studio

Address: 146 Wyllys St. Bldg. 1-203 Hartford, CT 06106

Indicate if company submitting this proposal is: _____ MBE _____ WBE _____ DBE

PROPOSER'S INFORMATION AND ACKNOWLEDGEMENT FORM

RFP No: 2024.0008

Date: 08/23/2023

Proposer's Name: TSKP STUDIO

Street Address: 146 Wyllys Street, Building 1-203

Hartford CT 06082
 City State Zip

Business Telephone: 860-547-1970

Email: rluther@tskp.com

Unique Entity ID: _____ Tax Id. No.: 06-1311565

Indicate (Yes/No) if company submitting this proposal is:

No _____ MBE No _____ WBE No _____ DBE

(If yes, attach relevant certification)

Signature:  Date: 08/23/2023

Printed Name: Randall S. Luther

Title: Partner

Addenda Acknowledgement – check and note date of addendum

<input checked="" type="checkbox"/> Addenda No. 1 8/16/2023	<input type="checkbox"/> Addenda No. 2
<input type="checkbox"/> Addenda No. 3	<input type="checkbox"/> Addenda No. 4
<input type="checkbox"/> Addenda No. 5	<input type="checkbox"/> Addenda No. 6
<input type="checkbox"/> Addenda No. 7	<input type="checkbox"/> Addenda No. 8
<input type="checkbox"/> Addenda No. 9	<input type="checkbox"/> Addenda No. 10
<input type="checkbox"/> Addenda No. 11	<input type="checkbox"/> Addenda No. 12

3) Definition of Racial and Ethnic Terms (as used in Part IV Bidder Employment Information) (Page 3)

White (not of Hispanic Origin)-All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.
Black (not of Hispanic Origin)-All persons having origins in any of the Black racial groups of Africa.
Hispanic- All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

Asian or Pacific Islander- All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes China, India, Japan, Korea, the Philippine Islands, and Samoa.
American Indian or Alaskan Native- All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

BIDDER CONTRACT COMPLIANCE MONITORING REPORT

PART I – Bidder Information

Company Name: TSKP Studio Street Address: 146 Wyllys St. Bldg. 1-203 City & State: Hartford, CT 06106 Chief Executive: Randall S. Luther - Partner	Bidder Federal Employer 06-1311565 Identification Number: Or Social Security Number:
Major Business Activity: Architecture and Interior Design Firm (brief description)	Bidder Identification (response optional/definitions on page 1) -Bidder is a small contractor? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> -Bidder is a minority business enterprise? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, check ownership category) Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian American <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Iberian Peninsula <input type="checkbox"/> Individual(s) with a Physical Disability <input type="checkbox"/> Female <input type="checkbox"/> -Bidder is certified as above by State of CT? Yes <input type="checkbox"/> No <input type="checkbox"/>
Bidder Parent Company: (If any)	
Other Locations in CT: (If any)	

PART II - Bidder Nondiscrimination Policies and Procedures

1. Does your company have a written Affirmative Action/Equal Employment Opportunity statement posted on company bulletin boards? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	7. Do all of your company contracts and purchase orders contain non-discrimination statements as required by Sections 4a-60 & 4a-60a Conn. Gen. Stat.? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Does your company have the state-mandated sexual harassment prevention in the workplace policy posted on company bulletin boards? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	8. Do you, upon request, provide reasonable accommodation to employees, or applicants for employment, who have physical or mental disability? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3. Do you notify all recruitment sources in writing of your company's Affirmative Action/Equal Employment Opportunity employment policy? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	9. Does your company have a mandatory retirement age for all employees? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
4. Do your company advertisements contain a written statement that you are an Affirmative Action/Equal Opportunity Employer? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	10. If your company has 50 or more employees, have you provided at least two (2) hours of sexual harassment training to all of your supervisors? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
5. Do you notify the Ct. State Employment Service of all employment openings with your company? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	11. If your company has apprenticeship programs, do they meet the Affirmative Action/Equal Employment Opportunity requirements of the apprenticeship standards of the Ct. Dept. of Labor? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
6. Does your company have a collective bargaining agreement with workers? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> 6a. If yes, do the collective bargaining agreements contain non-discrimination clauses covering all workers? Yes <input type="checkbox"/> No <input type="checkbox"/> 6b. Have you notified each union in writing of your commitments under the nondiscrimination requirements of contracts with the state of CT? Yes <input type="checkbox"/> No <input type="checkbox"/>	12. Does your company have a written affirmative action Plan? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If no, please explain. 13. Is there a person in your company who is responsible for equal employment opportunity? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, give name and phone number: Randall S. Luther 860-547-1970

Part III - Bidder Subcontracting Practices

(Page 4)

1. Will the work of this contract include subcontractors or suppliers? Yes No

1a. If yes, please list all subcontractors and suppliers and report if they are a small contractor and/or a minority business enterprise. (defined on page 1 / use additional sheet if necessary)

Kohler Ronan	GTC
Michael Horton Associates	Good Harbor Techmark
Stantec	Crabtree McGrath
Tighe + Bond	Acentech
GZA	A.M. Fogarty

1b. Will the work of this contract require additional subcontractors or suppliers other than those identified in 1a. above? Yes No

PART IV - Bidder Employment Information

Date: 8/15/2023

JOB CATEGORY *	OVERALL TOTALS	WHITE (not of Hispanic origin)		BLACK (not of Hispanic origin)		HISPANIC		ASIAN or PACIFIC ISLANDER		AMERICAN INDIAN or ALASKAN NATIVE	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Partner	4	3						1			
Senior Associate	2	1	1								
Architect	6	3	3								
Designer	8	4	1	1			1		2		
Interior Designer	3		2						1		
Administration	4		4								
TOTALS ABOVE	27	11	11	1	0	0	1	1	3	0	0
Total One Year Ago	29	10	11	0	0	1	2	3	2	0	0
FORMAL ON THE JOB TRAINEES (ENTER FIGURES FOR THE SAME CATEGORIES AS ARE SHOWN ABOVE)											
Apprentices	1	1	0	0	0	0	0	0	0	0	0
Trainees	0	0	0	0	0	0	0	0	0	0	0

*NOTE: JOB CATEGORIES CAN BE CHANGED OR ADDED TO (EX. SALES CAN BE ADDED OR REPLACE A CATEGORY NOT USED IN YOUR COMPANY)

PART V - Bidder Hiring and Recruitment Practices

(Page 5)

1. Which of the following recruitment sources are used by you? (Check yes or no, and report percent used)				2. Check (X) any of the below listed requirements that you use as a hiring qualification (X)		3. Describe below any other practices or actions that you take which show that you hire, train, and promote employees without discrimination
SOURCE	YES	NO	% of applicants provided by source			
State Employment Service	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	Work Experience	
Private Employment Agencies	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	Ability to Speak or Write English	
Schools and Colleges	<input checked="" type="checkbox"/>	<input type="checkbox"/>			Written Tests	
Newspaper Advertisement	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	High School Diploma	
Walk Ins	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	College Degree	
Present Employees	<input checked="" type="checkbox"/>	<input type="checkbox"/>			Union Membership	
Labor Organizations	<input checked="" type="checkbox"/>	<input type="checkbox"/>			Personal Recommendation	
Minority/Community Organizations	<input checked="" type="checkbox"/>	<input type="checkbox"/>			Height or Weight	
Others (please identify)	<input type="checkbox"/>	<input type="checkbox"/>			Car Ownership	
	<input type="checkbox"/>	<input type="checkbox"/>			Arrest Record	
	<input type="checkbox"/>	<input type="checkbox"/>			Wage Garnishments	

Certification (Read this form and check your statements on it CAREFULLY before signing). I certify that the statements made by me on this BIDDER CONTRACT COMPLIANCE MONITORING REPORT are complete and true to the best of my knowledge and belief, and are made in good faith. I understand that if I knowingly make any misstatements of facts, I am subject to be declared in non-compliance with Section 4a-60, 4a-60a, and related sections of the CONN. GEN. STAT.

(Signature) 	(Title) Partner	(Date Signed) 8/15/2023	(Telephone) 860-547-1970
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Appendix A

Must be submitted separate from the proposal response.

Fee Proposal Form: New Roxbury (K-8) School - Project # 135-281N

Please complete your fee in yellow highlighted cells below.

Phase	Estimated Construction Cost	Fee (\$) Lump Sum amount	Notes
Construction Control Budget -Includes Items I, II, III below	\$76,495,177	NA	See Note 1
I) Design and Construction of New School & Logistics Plan(s)			
Concept Design - Program Confirmation/Building Massing/Conceptual Site Design	NA	\$ 250,000.00	
Schematic Design (based on concept plan selected) -Includes Estimate Development, Estimate Reconciliation and VE/VM	NA	\$ 300,000.00	
Geotechnical Borings and Analysis	NA	\$ 35,000.00	See Note 5
Environmental Testing & Analysis	NA	\$ 30,000.00	See Note 7
Design Development -Includes Estimate Development, Estimate Reconciliation and VE/VM	NA	\$ 950,000.00	See Note 7
Construction Document/Bidding -Includes Estimate Development, Estimate Reconciliation and VE/VM	NA	\$ 1,250,000.00	See Note 7
Construction Administration	NA	\$ 840,000.00	See Note 7
FF&E (FF&E Budget of \$3,410,625.00)	NA	\$ 310,000.00	See Note 6
Added Fee for integrated Net Zero Design	NA	\$ -	See Note 3 and 9
Reimbursable (not to exceed)	NA	\$ 20,000.00	
Physical Model of proposed building and grounds	NA	\$ 25,000.00	
SUB-TOTAL		\$ 4,010,000.00	Notes 2-5 Apply Throughout
II) Survey, Testing, and Design of HAZMAT Abatement & Demolition Plans for Existing Buildings			
Survey, Precon Testing, and Construction Documents for demolition of existing school buildings	NA	\$ 70,000.00	See Note 7
Construction Administration (coordination with Owner's Monitor)	NA	\$ 15,000.00	See Note 7
Reimbursable (not to exceed)	NA	\$ 15,000.00	
SUB-TOTAL		\$ 100,000.00	Notes 2-5 Apply Throughout
III) Construction Bid Documents for Fields and Site			
Construction bid documents for fields and site work	NA	\$ 150,000.00	See Note 7
Construction Administration	NA	\$ 110,000.00	See Note 7
Reimbursable (not to exceed)	NA	\$ 5,000.00	
SUB-TOTAL		\$ 265,000.00	Notes 2-5 Apply Throughout
TOTAL FEE		\$ 4,375,000.00	See Notes 1 to 9

Provide Project Team Hourly Rates As A Separate Attachment

Provide Monthly Rate for Building Construction Administration Services (if Schedule Requires Extension)

\$ 35,000.00

Provide Monthly Rate for HAZMAT Construction Administration Services (if Schedule Requires Extension)

\$ 7,500.00

Provide Monthly Rate for Field and Site Construction Administration Services (if Schedule Requires Extension)

\$ 25,000.00

Notes:

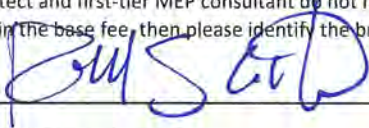
- 1) Proposer's Total Fee shall be a lump sum fee tied to the scope of work herein, not construction cost.
- 2) Fees are inclusive of any and all meetings required to meet project deliverables and provide proper owner updates, including, but not limited to, school building committee meetings, City boards and commissions, internal project team meetings, end user working meetings, city leadership meetings, AHJ and OSCGR meetings, utility grant meetings, commissioning/OPR meetings, and informal discussions as required.
- 3) Base fee is inclusive of management, coordination, associated reporting, meetings, and documentation required by the A/E team for a minimum USGBC registered Leed Silver Certified Building and fulfillment of design and documentation requirements of the State of CT High Performance Design.
- 3A) Site Survey provided by City
- 4) Consider ConnDOT Study. Proposer shall be responsible for full traffic design/studies/AHJ coordination as required.
- 5) Proposer shall provide a comprehensive soil testing program inclusive of all borings, test pits, and other criteria as required.
- 6) FFE services to be comprehensive, including design of new FFE, incorporation of existing FFE, bidding, procurement, installation coordination and field oversight, administration, and closeout.

7) Fee shall include developing a soil management plan, soils laboratory analysis, and remedial action plan for the movement and disposal of soil to and from the site by a licensed environmental planner in accordance with all CT regulations.

8) Fee is inclusive of all DAS/OSGCR bid packages (main construction, FFE, playgrounds, IT/AV, Demo/Hazmat) that will need to be developed by the architect.

9) If the Architect and first-tier MEP consultant do not have the capability/experience to produce a low Energy Use Intensity (EUI) design or potentially achieve net-zero within the base fee, then please identify the breakout cost for a specialty sustainability consultant to assist the City should they

Signature:



E-Mail Address: rluther@tskp.com

Company Name and Address: TSKP STUDIO, 146 Wyllys Street, Hartford, CT 06106

RFP No. 2024.0191