



PUBLIC NOTICE OF DESIGNER SELECTION

Designer Selection Board

One Ashburton Place, Boston, MA 02108
Telephone: 617-727-4046 | www.mass.gov/dsb

DSB List #: 21-19

Notice Date: July 21, 2021

Submission Deadline: August 11, 2021 At 2:00 PM

Project Number: AMSA-01-2021

Project Title: AMSA Forest Street Renovation Project

Project Location: 165, 199 and 201 Forest Street
Marlborough, MA 01752

Awarding Agency: Advanced Math and Science Academy

Estimated Construction Cost: \$11 million exclusive of soft costs and change order contingency

Fee for: Study/Schematic Design To be negotiated

Final Design To be negotiated

Contract Type:

☒ Specific Assignment

Immediate Services Authorized:

- ☒ Schematic Plans and Outline Specifications
- ☒ Design Development Plans and Specifications
- ☒ Construction Plans and Specifications
- ☒ Administration of Construction Contract

Prime Firm Requested:

☒ Architect

____ Landscape Architect

____ Engineer

____ Interior Designer

____ Programmer

____ Construction Manager

____ Other:

AGENCY INFORMATION

The Advanced Math & Science Academy Charter School (AMSA) is a seven year, comprehensive public school, educating students in grades 6-12. AMSA opened its doors in 2005 and is located in Marlborough, Mass., about 35 miles west of Boston.

AMSA's goal is to bring quality education, typically available only at exclusive private or exam schools, to an all-inclusive public school setting. AMSA's teaching model is centered on providing a rigorous college-oriented education for all students, with challenging abstract learning beginning in middle school. We believe that children of diverse backgrounds with a wide range of abilities can achieve a world-class education if given the opportunity to apply themselves diligently.

Admittance to AMSA is based on a space-availability lottery conducted annually in late winter. While preference in admission is given to families from AMSA's core towns of Clinton, Hudson, Marlborough, and Maynard, students travel to AMSA from more than 30 different communities.

AMSA serves approximately 1,000 students in grades 6-8. The middle school averages approximately 125 students per grade and the high school averages 145-150 students per grade. There are approximately 130 staff members. Since AMSA draws from numerous towns (30+ in all), high school students are allowed to drive to school.

Athletics are held next door at Forekicks. AMSA rents time at the Forekicks indoor gymnasiums and outdoor fields for both for Physical Education classes and after-school.

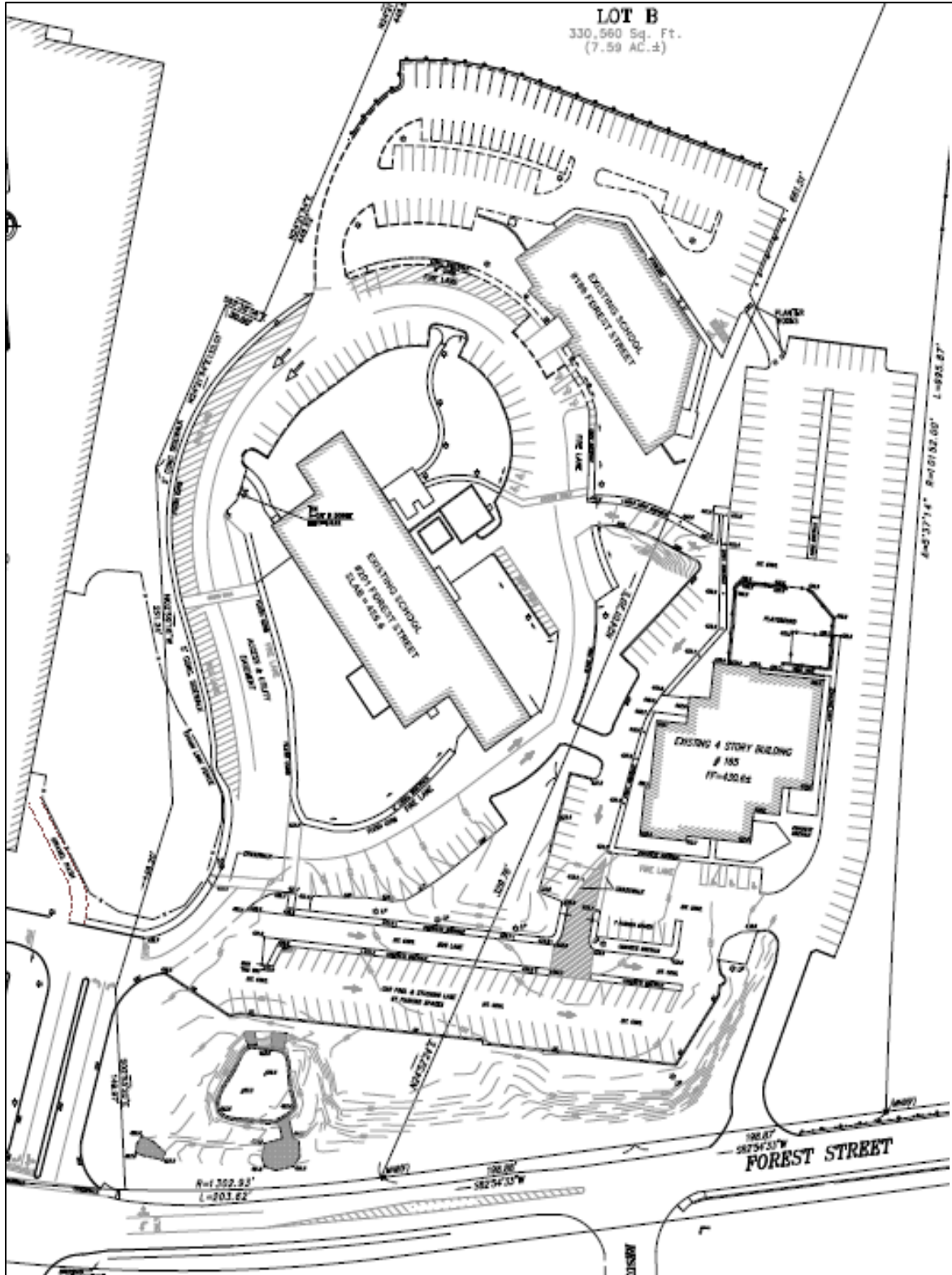
PROJECT OVERVIEW

The Advanced Math and Science Academy Charter School ("AMSA") currently occupies the entire three building campus at 165, 199 and 201 Forest Street in Marlborough. 165 Forest is owned by AMSA and 199-201 Forest are leased. AMSA has recently entered into an agreement with its landlord to purchase the leased property and therefore own the entire campus. Upon acquisition, AMSA envisions a variety of improvements which include systems upgrades, vacant space fit out, a new gymnasium building, and on site roadway redesign.

PROPERTY

The total property is approximately 12 acres, with about half being undevelopable wetlands. The developable area is fully improved by the three buildings, circulation roads, and parking lots for students and faculty. There are no significant outdoor recreation areas onsite. The site is accessed by two drives off of Forest Street and abuts Interstate 495 to the east and Forekicks indoor and outdoor sports complex to the west.

Existing Site Plan



Campus Aerial View



Building	Description	Size
165 Forest Street	Traditional office building. Built in 1982. 4 floors. 1 st floor leased to daycare operation; 2 nd floor occupied by AMSA; 3 rd & 4 th floors vacant.	48,753sf
199 Forest Street	Traditional office building. Built 1998. 3 floors all occupied by AMSA.	40,350sf
201 Forest Street	Office building with sloped slate roof. Built 1980. 3 floors all occupied by AMSA.	40,390sf

PROPOSED IMPROVEMENTS

The following is a list of likely improvements, the priority and timing for which is to be determined and may be accomplished as phased work.

165 Forest floors 3 & 4	High priority work would be to fit out the vacant 3 rd and 4 th floors, comprising approximately 24,000 square feet, for school use. Some new systems and code related access improvements may also be necessary.
199 and 201 Forest	Various improvements are contemplated for building systems in these existing buildings, in particular the mechanical systems in 201 Forest as a priority.
Gymnasium Building	A new pre-engineered gym building of approximately 14,000 square feet to be constructed at the location indicated in the attached MDM concept plans.
Site circulation	In order to accommodate a new gym building, improve current traffic flow during pick-up and drop-off, and maintain or increase parking, and onsite roadway improvements creating a full perimeter circulation route are contemplated.

Project Phase Details:

Study: The existing site plan, existing conditions report, code report and site circulation concept plans are provided under Supporting Documents.

- **Permits and Approvals:** Work with Owner and owner's representative to identify and obtain all required permits and approvals. Provide design drawings as required for all permit submissions. All meetings with the City of Marlborough building authorities, and all required meetings with other City agencies will be included in the base fee scope. *Building Code compliance is architect responsibility. Building Code consulting and any meetings with Inspectional Services Department required to obtain building permits are included in the base scope.*
- **Schematic Design:** Work with Owner, owner's consultants and owner's representative to develop specifications, including floor plans, elevations, sections, sketches to define the character and quality of interior spaces, and preliminary building MEP/FP and structural systems that are in line with the understandings of the design objectives, cost and schedule constraints. Present several alternatives to be evaluated.

- **Design Development:** Work with Owner and owner's representative to determine and document specifications, final layouts, details and material and equipment selections consistent with the work product of Schematic Design to further clarify and define that stages' design decisions are in line with the design objectives, cost and schedule constraints.
- **Construction Development:** Prepare final construction documents and bid documents that will facilitate accurate and dependable final pricing through public bid process.
- **Bid Phase:** Perform all necessary bid phase services, including participation in subcontractor prequalification. Delivery method will be either Chapter 149 or Chapter 149A.
- **Construction Phase:** Perform Construction Administration and project close-out duties per the Agreement between Owner and Architect.

SUPPORTING DOCUMENTS

The links to the [study](#) produced by Anser Advisory, the existing [conditions](#) report, prepared by EBI Consulting, Inc. and preliminary site [concept](#) plans, prepared by MDM Transportation Consultants, and the code report by [Code Red](#) are included as indicated here.

Site Visit & Briefing Session

A site visit and briefing session will take place on **Thursday August 5, 2021 at 11am.** **Please meet in the lobby of 201 Forest Street. The session will include a review of all three buildings and site.**

Please contact Kseniya Slavsky. OPM, with any questions

Kseniya Slavsky

Senior Project Manager

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CONDITIONS FOR APPLICATION

Before a designer can apply for a project within DSB jurisdiction, they must file a written "disclosure statement" in accordance with M.G.L. c. 7C, § 48. The statement provides the basis for the DSB informational database and verifies that the designer meets certain general qualification and ownership requirements detailed in M.G.L. c. 7C, §§ 44 and 48. To help firms meet this requirement, the Designer Selection Board provides an online registration system that can be accessed at <https://www.mass.gov/service-details/new-dsb-online-registration-process>. Firms must register on this platform to submit the required disclosure statement; paper disclosure statement submissions are no longer accepted. As part of applying for a particular project, firms must verify that the information provided remains accurate and up-to-date or, if necessary, submit updated information.

APPLICATION EVALUATION

Applications will be evaluated based on the DSB criteria for selection of semi-finalist and finalist appearing on the DSB website at <https://www.mass.gov/files/documents/2018/12/19/criteria-for-selection-of-semi-finalists-and-finalists-160707.pdf>. The application must include resumes for the personnel associated with the specific Personnel and Project Experience listed below. Include resumes for all personnel.

PERSONNEL

1. Architect (**Prime Firm**)
 2. Mechanical, Electrical and Plumbing Engineer (MEP/FP)
 3. Structural Engineer
 4. Cost Estimator (Independent Consultant Required)
 5. Civil Engineer
 6. MA Building Code Consultant
 7. Landscape Architect
- The title “Architect” refers to design professionals that maintain a current registration with the Massachusetts Board of Registration of Architects; and
 - The title “Landscape Architect” refers to design professionals, licensed or unlicensed, that exhibit through their application that they possess acceptable experience to provide design services in the field of landscape architecture as needed for the project; and
 - The title “Engineer” refers to design professionals that maintain a current registration in any one of the engineering categories governed by the Massachusetts Board of Registration of Professional Engineers and of Land Surveyors.

EVALUTATION FACTORS

Applications will be evaluated based upon the requirements of M.G.L. Ch. 7C, § 49 and the work listed on DSB Application Form Sections 4 and 5 which illustrate current qualifications in the following areas:

1. Prior successful experience programming and designing the renovation of elementary and secondary educational buildings of similar type and scope
2. Prior successful experience working with Massachusetts charter schools preferred
3. Demonstrated ability of the firm to meet the project schedule and budget based on current workload of the staff assigned to the project, total workload of the firm, and past record of designing on tight schedules
4. Prior successful experience on Massachusetts public construction projects under both Chapter 149 AND 149A.

PROJECT REQUIREMENTS

Universal Design/Accessibility

Universal Design

Design solutions provided under this contract are expected to meet the diverse and changing needs of users across age, ability, language, ethnicity and economic circumstance. **AMSA** welcomes innovative design strategies that are usable by the widest range of people operating in the widest range of situations without special or separate design.

Accessibility

The Design Team must comply, at a minimum, with 521 CMR, The Rules and Regulations of the Architectural Access Board (<http://www.mass.gov/ocabr/government/oca-agencies/dpl-lp/opsi/consumer-prot-and-bus-lic/license-type/aab/aab-rules-and-regulations.html>), as well as the 2010 ADA Standards for Accessible Design (<http://www.ada.gov/regs2010/2010ADASTandards/2010ADASTandards.htm>). When the requirements of these two laws differ the Design Team shall comply with the one that provides the greater degree of accessibility. The Design Team is also expected to understand and reflect in its design the civil rights obligations of the Commonwealth under Title II of the Americans with Disabilities Act (http://www.ada.gov/regs2010/titleII_2010/titleII_2010_regulations.htm) to provide equal access to programs, services, activities and comply with ADA scope requirements for alteration of primary function areas, as applicable. **AMSA** will use its OPM to provide technical assistance and oversight for accessibility compliance during the study, design and construction process, including accessibility audits of existing buildings.

AFFIRMATIVE MARKETING

MBE/WBE Participation

There are no minimum MBE/WBE/VBE combined participation goals for this project.

Zoning and Permitting

The school has been operating at this location since 2005 and education use at this site is allowable under the Dover Amendment. Site plan review with the City of Marlborough will be necessary prior to receipt of building permit.

Schedule

Work to begin immediately with target completion for construction documents in the Spring of 2022. Work may take place in multiple phases.

Construction Specifications

The designer shall be responsible for creating detailed comprehensive Specifications specifically suited to the project in Standard CSI format.

Cost Estimating

Two detailed cost estimates and cost estimate reconciliation will be included in the Scope of Work as follows: at the end of Schematic Design and at the end of Design Development.

Project Delivery

The project will be designed, bid and constructed according to public construction law, Chapter 149 or Chapter 149A.

Financial Statement

Chapter 7C, Section 51 requires that on public design contracts where the total design fee is expected to exceed \$30,000 AND for the design of a project for which the estimated construction cost is expected to exceed \$300,000 the designer shall:

- a) File its latest CPA or PA financial statement with **AMSA**, and continue to do so annually throughout the term of the contract;
- b) Submit a statement from a CPA or PA that states that they have examined management's internal auditing controls and expresses their opinion regarding those controls to **AMSA**.

CONTRACT REQUIREMENTS

Contract for Design, and Construction Administration Services

The applicant agreed to execute a mutually agreeable, modified AIA contract. Applicants are advised that certain documents are required as a condition of contract execution, including, without limitation, General Liability \$1,000,000 each occurrence, \$2,000,000 General Aggregate. Auto Liability of \$1,000,000 combined single limit each accident. Workers' Compensation at statutory limit E.L each accident – each employee, \$1,000,000 – policy limit. Professional Liability of \$5,000,000 each occurrence and in the aggregate. **AMSA** may seek additional coverage for the selected designer, and if so, will bear the cost of the additional coverage.

APPLICANTS PLEASE NOTE

The Designer Selection Board has transitioned to a new online system for all of its operations on the AUTOCENE Enterprise Automation Platform. We encourage everyone in the design community to enter all their information and start getting used to this powerful new product! The board no longer accepts jurisdictional applications through our old application system and all new applications must be completed within Autocene. New users can request credentials through the system login screen: <https://dsb-dev.formverse5.com/FORMVERSESERVER-DSB/WebApp/Login.aspx?ReturnUrl=%2fFORMVERSESERVER-DSB%2fWebApp%2fHome.aspx>