PUBLIC NOTICE OF DESIGNER SELECTION

Designer Selection Board
One Ashburton Place, Room 1004, 10th Floor | Boston, MA | 02108
Telephone: 617-727-4046 | www.mass.gov/dsb

DSB List#:	19-02	
Notice Date:	January 30, 2019	
Submission Date:	February 20, 2019	At 2:00 PM
Project Number:	MCA1901 ST1	
Project Title:	MassArt Tower Building Revitalization	
Project Location:	Massachusetts College of Art and Design, Tower Building 621 Huntington Ave., Boston, MA	
Awarding Agency:	Division of Capital Asset Management and Maintenance (DCAMM)	
Preliminary Estimated Total Project Cost:	$100,000,000 - $120,000,000 in current dollars To be confirmed by Study	
Estimated Construction Cost:	To be determined by Study	
Fee for: **Feasibility Study**	$650,000	
Schematic Design	To be Negotiated	
Final Design	To be Negotiated	

Contract Type:

X Specific Assignment

Immediate Services Authorized:

X Other: Feasibility Study

Prime Firm Requested:

X Architect
__ Landscape Architect
__ Engineer
__ Interior Designer
__ Programmer
__ Construction Manager
__ Other:

It is intended that the following continued services will be required of the selected Designer following completion of the Feasibility Study and notification of the Board in accordance with M.G.L. c. 7C.

X Certifiable Building Study incl. Schematic Design
X Design Development Plans and Specifications
X Construction Plans and Specifications
X Administration of Construction Contract

AGENCY INFORMATION

The Division of Capital Asset Management and Maintenance (DCAMM) is the awarding authority and will manage the project to renovate the Tower Building on the Massachusetts College of Art and Design (MassArt) campus on Huntington Avenue in Boston, MA.

MassArt was founded in 1873 in response to the Massachusetts Drawing Act, a progressive 1870 mandate requiring all cities in the Commonwealth to include drawing in their public-school curricula. The Massachusetts Normal Art School (renamed Massachusetts School of Art in 1929) was created to provide drawing teachers for the public schools. In 1983, MassArt began relocating its facilities from its "Longwood Campus" at the corner of Longwood Avenue and Brookline Avenue to its current location at the corner of Longwood Avenue and Huntington Avenue (previously the Boston State College campus).

Today, MassArt remains the only publicly funded free standing art school in the United States. The College has an annual FTE enrollment of over 1,800 students and offers a range of programs from visual arts to design and applied arts. Programs include 18 undergraduate programs, 9 graduate programs and 4 certificate programs.

PROJECT OVERVIEW

DCAMM, together with MassArt, seek expert professional services for the study, design, and construction for the revitalization of the Tower Building at the heart of their campus on Huntington Avenue in Boston, MA.

Funding for the initial step in this project to complete a Feasibility Study has been authorized. The primary objective of this Feasibility Study is to develop the scope, conceptual design and implementation plan for an initial project to replace the exterior curtainwall and revitalize the MassArt Tower Building. The project will address the exterior envelope, associated HVAC systems, safety and code compliance issues as well as high priority critical repair of building systems that are reaching the end of their useful life.

Information from this study step will be incorporated into a request for capital funding and submitted for FY21 capital funding approval in late fall/early winter 2019.

The immediate scope of work for the Feasibility Study will include, but will not be limited to, the following:

- Review existing documentation, including (but not limited to) previous studies (see **Supporting Documentation** section of this ad)
- Review and finalize programmatic needs as outlined by the ongoing campus-wide space study
- Finalize the project scope
- Present best practices in the design and implementation for re-cladding high-rise buildings
- Identify any gaps in the existing information that need to be investigated or revisited to update existing conditions assessments and complete the project scope
- Develop alternatives with cost estimates for design, phasing and implementation of the identified project scope
- Select and document a preferred alternative

DCAMM and MassArt intend to follow the Feasibility Study with a certifiable study (including schematic design), design development, construction documentation and construction administration services with the selected Design Team when funding for the project becomes available.

PROJECT OBJECTIVES

Cost-effectiveness, Constructability and Achievable Phasing

The Design Team is tasked with developing a cost-effective and realistic solution to address the exterior envelope of the Tower Building and all related critical infrastructure that is nearing the end of its useful life. The Design Team should be prepared to address this complex project with creative solutions while balancing aesthetics, cost, functionality, and schedule.

Due to the critical nature of the program in the Tower Building and the lack of affordable and/or available swing space, previous studies have ascertained that any renovation will likely take place in an occupied (or partially occupied) building. Solutions for the Tower Building will require innovative and thoughtful implementation planning to address complex construction in an urban environment and provide options for phasing to meet available funding resources and programmatic needs. Proposed construction processes will be reviewed throughout the evolution of the project to identify obstacles and develop solutions.

Reinforce Campus Identity

The proposed revitalized Tower Building should reflect the creative mission of MassArt and provide an identifiable landmark in the surrounding urban environment. Replacing the envelope of the Tower building provides the opportunity to create a new face for MassArt on Huntington Avenue that reinforces a strong campus identity.

MassArt has four “Identity Initiatives” in their 2018-2023 Strategic Plan:

- We are a student ready campus.
- We are a college that collaborates.
- We are an institution that invests in people.
- We are creating our future.

The current outdated exterior aspect of the Tower Building, its lack of accessible entry and the complete absence of any connection between the exterior and interior of the building are not representative of the MassArt’s identity as a leading cultural institution. The Tower Building is the most prominent building on the North side of Huntington Avenue when approaching from the Northeast and, with the replacement of the existing envelope, should be designed express the identity of MassArt and to fulfill the initiatives noted above.

Envision a Signature Building

The Design Team should envision the Tower Building not only to reflect the institutional identity of the College, but to provide a landmark in the community.

MassArt, and specifically the Tower Building, is positioned so that changes have the potential to have a profound impact on the surrounding community. Due both to its location and to its unique mission as a publicly funded independent art and design school, MassArt is central to many City of Boston and community-based initiatives including The Colleges of the Fenway, The Emerald Necklace, The ProArts Consortium and the Avenue of the Arts. Its dark glass façade, concrete frame and stepped massing is often disparaged as unattractive and dated. The building must be completely re-envisioned to become an identifiable landmark in the City of Boston.

Engage the Street and Create a Primary Entry to the Campus

Given the prominent location of the Tower Building, a re-envisioned facade should engage the urban edge, creating a building that can relate directly to Huntington Avenue, Evans Way and St. Alphonsus St.

When approached from the Northeast, the high exposure façade at the corner of Huntington Avenue and Evans Way is forbidding and inaccessible. The Tower Building is ideally located to provide a flagship entry to the MassArt campus and a landmark in the larger community.

Realize a High-Performance Building

The re-cladding of the Tower Building should achieve the highest feasible energy performance, consider renewable resources and address issues of climate resiliency.

Imagine Flexible Environments for Creative Learning

The Designer must be aware of current and evolving trends in creative learning. A revitalized Tower Building envelope and infrastructure should provide an environment that fosters the evolution of learning environments and quality spaces for active learning and collaborating.

MASSART PRIORITIES

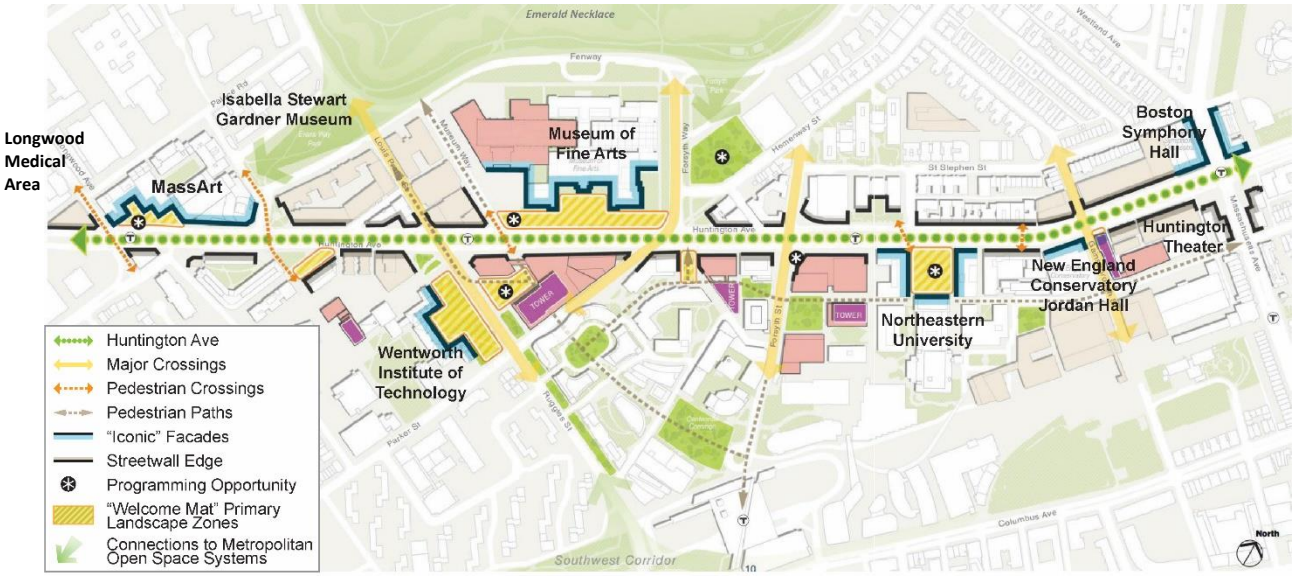
> Massachusetts College of Art and Design is a public, independent institution that prepares artists, designers, and educators from diverse backgrounds to shape communities, economies, and cultures for the common good.
>
> *MassArt Mission Statement*

MassArt has recently completed a Strategic Plan for 2018-2023. Through a deeply engaged process, the MassArt community developed a vision that reflects its mission (see above) and identifies specific priorities to define next steps and objectives. The renovation of the Tower Building is an opportunity to transform one of MassArt's most prominent buildings to meet the long-term aspirations of the college and:

- Create effective, sustainable and relevant environments for creative learning in the primary academic building on campus
- Provide quality spaces for student and faculty learning and working
- Transform a tired and outdated exterior to reflect the creative identify of MassArt, engage the public and foster recognition

CAMPUS OVERVIEW

The Campus occupies 11 buildings totaling over 1,000,000 gross square feet on 6.47 acres on both sides of Huntington Avenue in the area now known as the "Avenue of the Arts" in Boston and adjacent to the Longwood Avenue medical area.



Overall Concept Diagram for the Avenue of the Arts, Boston
Source: Avenue of the Arts Design Guidelines Study; October 2015; City of Boston, Boston Redevelopment Authority, Sasaki, RWDI

Bird's eye view of the Mass College of Art & Design campus in Boston, with the primary academic facilities located north of Huntington Avenue and the residence halls south of Huntington Avenue

The Tower Building

The Tower Building is a 14-story high-rise constructed in the 1970's. The building is prominently located at the intersection of Huntington Avenue and Evans Way (621 Huntington Avenue). Although the Tower Building is ideally located to be an identifying landmark for MassArt, specifically for those approaching from the Northeast, its dark glass façade, concrete frame, brick stair towers and stepped massing is forbidding, inaccessible and not representative of MassArt.

MassArt Tower Building as seen from the Northeast

Construction of the 318,000 gross square foot Tower Building was completed in 1977 to provide both an academic and campus center for what was then Boston State College. When MassArt moved to the location in 1983, spaces were adapted to accommodate the needs of MassArt. Today the building contains the library, administrative offices, studios, classrooms (22 of 37 classrooms on campus), public safety and a large auditorium.

A 2017 Facility Condition Assessment identified a 10-year backlog for the Tower of over $90M with over 1/3 of that being in "Failing" or "Poor" condition. Despite a major energy project in 1999, the envelope and infrastructure of the building are beyond their useful lives and renewal is critical. The 1/2019 CAMIS replacement value for the building is $103,762,986.

Tower Existing Systems

For a full description of the building and its systems, see the material in the **Supporting Documents** section of this Ad. As might be expected, for a building of this vintage, numerous deficiencies need to be addressed.

- Structure and General Description

  The Tower is a steel frame building on drilled pile foundations. The floors are composite concrete and metal deck slabs. The entire structure at the basement and the ground floor slab, including the sloped auditorium floor, is cast-in-place concrete.

- MEP Systems and Utility services

  Hot water unit ventilators at the building perimeter, steam to Air Handling Unit's (AHU) and reheat coils in forced air ducts provide heat to the Tower. Chillers in the basement produce chilled water to both the ventilators and the AHU's for air conditioning. AHU's are distributed throughout the building.

  The sprinkler system was upgraded to meet code requirements in 1999.

  Most of the original plumbing and electrical distribution and fixtures are still in place.

  The communication system has been updated to acceptable standards.

  Emergency systems (fire alarm, smoke detection, emergency lighting) have been generally improved to meet current code requirements.

- Building Envelope

  The Tower is sealed in fixed glass curtain wall and storefront that is un-insulated, provides no solar protection, and leaks in many areas. Portions of the façade are brick veneer on metal stud back up. The flat roof is membrane roofing on insulation panels over composite deck.

- Code Issues

  The building, although accessible through the Design and Media Center, does not meet current accessibility codes. Any significant renovation will require significant accessibility upgrades.

  The existing fire stairs do not have an emergency exhaust system.

Current & Recent Capital Projects

Current and recently completed projects include

- 2017 - replacement of the main campus switchgear (new switchgear located in the Tower Building)
- 2016 - replacement of Tower Building fire-alarm system
- 2016 – Tower Building roof replacement
- Current: a campus-wide energy project (which includes replacement of fluorescent fixtures in the Tower Building with LED fixtures)

SCOPE OF WORK

The Feasibility Study will clearly define the design, scope, construction logistics, costs, phasing schedule, swing space needs and programmatic impact for a renovation project that addresses the issues presented by the failure of the existing curtain wall system and major infrastructure systems.

Full interior renovation and re-programming of the Tower Building is being planned as a future investment and is not part of this Feasibility Study except as it is required by replacement of major infrastructure (envelope and HVAC) and required code improvements. A campus-wide space use study is currently underway with Ayers St. Gross (ASG) and will provide a framework for future programmatic changes to be incorporated. The Consultant team will work with DCAMM, MassArt and ASG to effectively share information and integrate planning recommendations into the Study for the Tower Building.

Throughout the process, it is imperative that all issues potentially impacting program, scope, costs and schedule be identified and accounted for to provide all parties with the relevant information to make informed decisions.

The following process outlines required tasks and deliverables and shall serve as the framework for the study, and schematic design. The tasks identified are representative for the purposes of this advertisement and are by no means fully inclusive.

Immediate Services Authorized - Feasibility Study:

Task 1 Project Start-up and Definition

Task 2 Existing Conditions

Task 3 Program and Scope Finalization

Task 4 Conceptual Design and Implementation Alternatives

Task 5 Preferred Alternative Development

Task 6 Feasibility Study Report

Anticipated Continued Services – Pending Funding Approval:

Task 7 Problem Re-Statement and Work Plan

Task 8 Project Verification and Update

Task 9 Schematic Design

Task 10 Draft and Final Certifiable Study

IMMEDIATE SERVICES AUTHORIZED - FEASIBILITY STUDY:

Task 1: Project Start-up and Definition

Objective: Confirm the scope of the work anticipated and establish clear, commonly understood objectives and a methodology for the project execution.

- Participate in an Administrative Conference with DCAMM to review all project requirements, project management policies, procedures, and protocols.
- Conduct a kick-off workshop (Study Conference) with DCAMM and user agency working group to introduce the team, clarify roles and responsibilities and review project goals and objectives, planning process, schedule, milestones, information and data requirements, etc.
- Complete a Work Plan identifying team responsibilities and documenting an approach to completing the required tasks and deliverables for the Feasibility Study. The Work Plan will establish project goals, detail each task and its deliverables, outline the study schedule and fee.
- Establish a regular bi-weekly meeting schedule.
- Provide a Project Directory with a detailed listing of all project team personnel and all other key participants, their telephone numbers and email addresses.

Deliverables Task 1:

- Meeting Minutes – Administrative Conference, Project Kickoff Meeting
- Presentation – Project Kickoff Meeting
- Work Plan
- Project Directory

Task 2: Existing Conditions

Objective: Review all previous/relevant studies and documents for the Tower Building and update key aspects of the Tower Building existing conditions information to support further study and design process.

- Existing Documentation Review and Analysis:
    - Review all prior/relevant existing documentation and identify any additional material or information needed to complete this Feasibility Study.
    - Perform visual surveys as needed to validate and update existing conditions information.

- Work with DCAMM and MassArt building facility staff to identify work that has been completed since the publication of the existing condition documentation
- Work with DCAMM and the MassArt building facility staff to identify ongoing facility condition, maintenance and operations issues and maintain a summary document.
- Conduct a complete building code analysis (9th Edition) including a comprehensive Chapter 34 analysis (current code analysis is 8th edition).
- Provide updated narrative summary description of current existing conditions for the Tower Building including, but not limited to accessibility, hazardous materials, structural, electrical, fire-protection, plumbing, HVAC and security.
- Detail all relevant deficiencies or concerns and propose approaches for resolution to be incorporated in the alternatives developed in Task 3.

- Project Parameters:
  - Work with DCAMM staff to develop accessibility compliance goals.
  - Assess current energy usage and operating cost data and establish an energy efficiency target based on EUI (Energy Utilization Index) benchmarks; determine energy and water usage targets
  - Work with DCAMM Energy Team to evaluate existing utility incentive programs and assess potential rebates for different scenarios /systems to inform proposed recommendations
  - Assess risks from sea level rise, precipitation and extreme heat and potential vulnerabilities of the Tower Building and establish the level of climate resilience to be incorporated into the design.
  - Summarize regulatory requirements pertinent to the project site and building and identify necessary permits, reviews and interactions with regulatory agencies and factor into an implementation plan.

Additional surveys, borings, and tests recommended by the Consultant must be requested and authorized by DCAMM as extra services under the terms of the Contract.

Deliverables Task 2:

- Meeting Minutes and Meeting Presentations
- List of all documentation provided to and reviewed by the Consultant
- Updated existing condition narrative summaries
- Updated code analysis identifying permits, reviews and interactions with regulatory agencies required; and including a comprehensive Chapter 34 analysis
- Summary of findings, issues and established parameters expected to have an impact on design alternatives, phasing alternatives and costs in a report format

Task 3: Program and Scope Finalization

Objective: Based on programmatic goals developed during the ongoing space use study by ASG, the existing conditions analysis and the budget, finalize program and scope for a project that replaces the envelope and all associated infrastructure.

- Program:
  - Review existing and proposed Tower Building program documentation (provided by MassArt and ASG).
  - Identify minimum and maximum extent of programmatic changes to be completed for this project (replacement of curtainwall and associated infrastructure).
  - Document programmatic impacts in the form of diagrams and quantitative tabular data; identify spaces impacted including space size, use and occupancy counts.
- Project Scope:
  - Provide analysis to confirm critical infrastructure scope of work related to the replacement of the Tower Building envelope based on code and constructability requirements including, but not limited to program, HVAC, electrical, fire protection and accessibility.
  - Delineate where building systems can and cannot be addressed independent of one another.
  - Identify any site issues, specifically related to accessibility.
- Budget
  - Lead a cost analysis working session to review the project budget, discuss strategic allocation of resources, and provide initial guidance for the development of affordable architectural options.
  - Develop a preliminary cost estimate based on recommended project program and scope.

- Provide a current assessment of the construction cost escalation rate for similar buildings in Massachusetts.
- Schedule
  - Review options for swing space with DCAMM and MassArt.
  - Develop a preliminary project schedule and/or phasing plan.

Deliverables Task 3:

- Meeting Minutes and Meeting Presentations
- Recommended program and scope of work with prioritized list of recommended Life Safety, access, MEP and other required building systems, and site and infrastructure improvements to be considered
- Order of magnitude costs for identified project scope
- Preliminary project schedule

Task 4: Conceptual Design and Implementation Alternatives

Objective: Evaluate design, phasing and implementation alternatives and select a preferred alternative.

- Develop and present a minimum of three conceptual design and implementation alternatives for the Tower Building envelope and any related required infrastructure upgrades (HVAC and accessibility).
- For each alternative please provide the following:
  - Narrative summary description of alternative and impacts
  - Program:
    - Analysis of project impact on Tower Building program – including space size, use and occupancy counts
    - Identification of swing space needs including space size, use and occupancy counts
  - Project Scope:
    - Conceptual design for replacement of the envelope and associated HVAC, electrical, plumbing and accessibility infrastructure
    - Illustrative diagrams/plans/elevations to clarify conceptual design
    - Constructability analysis
  - Budget:
    - Construction cost analysis for each phased approach including associated swing space costs
    - Summary of impacts on energy efficiency and operational maintenance
  - Schedule:
    - Phasing plan, including swing space moves and associated renovations
    - Illustrative diagrams/plans/elevations to clarify implementation and phasing
    - Preliminary project schedule; include swing space relocation projects, early packages, phasing and critical milestones
- Develop evaluation criteria with DCAMM and MassArt.
- Provide an evaluation matrix that summarizes and analyzes the alternatives with regard to established criteria.
- Select a Preferred Alternative.

Deliverables Task 4:

- Meeting Minutes and Meeting Presentations
- Documentation of alternatives
- Alternative analysis matrix

Task 5: Preferred Alternative Development

Objective: Finalize the conceptual design and implementation plan for the replacement of the Tower Building envelope and related infrastructure needs. Address construction schedule, phasing, required coordination and swing space, detailed review of applicable codes, permits and compliance.

- Lead a workshop, to provide all project participants and stakeholders an opportunity to review the preferred alternative and comment on the key issues.
- Incorporate any comments from participants and stakeholders.

- For the preferred alternative provide
    - Program:
        - Tabular space program (as applicable) indicating programmatic impact of replacing the envelope and related infrastructure needs; include quantitative data regarding space use, size and occupancy count
    - Project Scope:
        - Narrative summary and visual representation describing the project design and scope
    - Schedule & Implementation Plan:
        - Construction scenario and phasing schedule
        - Analysis of construction logistics, including identification of enabling projects, swing space relocation needs and impacts on the building's operation and occupants
        - Permitting and regulatory reviews required and their impact on timeline
    - Budget:
        - Cost estimate in Uniformat II Level 2
        - Assessment of energy efficiency and operational maintenance impacts
        - Current assessment of the construction cost escalation rate for similar buildings in MA

Deliverables Task 5:

- Meeting Minutes and Meeting Presentations
- Documentation of Preferred Alternative

Task 6: Feasibility Study Report

Objective: Document all aspects of the Feasibility Study in a report format

- Prepare a draft report compiling the products of Tasks 1-5 for review and comment by DCAMM and MassArt in editable electronic format.
    - Format shall be 8 ½ x 11 portrait orientation.
    - Report shall include an executive summary including a brief project description, program size (SF) of project, estimated construction cost (ECC), total project cost (TPC) and project schedule.
- Provide a final report that incorporates comments from the draft report.
- Develop a concise presentation explaining preferred option with no more than 20 slides.

Deliverables Task 6:

- Feasibility Study Report; 3 hard copies (bound) and electronic files that are searchable and bookmarked in a software that is acceptable to DCAMM
- PPT Presentation of preferred alternative

ANTICIPATED CONTINUED SERVICES – PENDING FUNDING APPROVAL:

Task 7: Problem Re-statement and Work Plan

Objective: Confirm the preferred alternative and the scope of the work anticipated to complete a certifiable study; establish clear, commonly understood objectives and a methodology for the project execution.

- Conduct a meeting with DCAMM and MassArt to confirm the preferred alternative and the scope of work, identify any gaps in information, clarify roles and responsibilities and review goals and objectives, project schedule, milestones, information and data requirements, etc.
- Complete a Work Plan identifying team responsibilities and documenting an approach to completing the required tasks and deliverables for the certifiable study.
- Revise the Project Directory as needed.

Deliverables Task 7:

- Meeting Minutes and Meeting Presentations
- Work Plan for completion of certifiable study
- Updated project directory

Task 8: Project Verification and Update

Objective: Review all previous/relevant studies and documents for the Tower Building, identify areas for further analysis, and comprehensively document existing conditions; Verify all aspects of Feasibility Study Report.

- Existing Documentation Review and Existing Conditions Analysis:
    - Review existing conditions documentation provided with the Feasibility Study and identify any additional material or information needed to complete the Certifiable Study (including Schematic Design) and advise DCAMM on any additional testing that may required.*
    - Perform visual surveys as needed
    - Notify DCAMM of any additional testing* required to comprehensively validate and update existing conditions information.
    - Advise DCAMM regarding any additional testing* for the presence of hazardous building materials needed based on review of previously completed studies;
    - Review Executive Order 484 (EO 484) and Mass. LEED Plus criteria and develop project-based case profile for energy and water use and a proposal to comply with Executive Order 484
    - Develop an analytical framework for measuring construction and operating cost impacts during study and design phases
    - Confirm all target parameters developed during the Feasibility Study including (but not limited to) energy efficiency, water usage, accessibility, and climate resiliency.
    - Update all aspects of Existing Conditions Analysis and provide comprehensive updated narrative description of current existing conditions for the Tower Building including, but not limited to accessibility, structural, electrical, fire-protection, plumbing, HVAC and security.
    - Develop a base set of existing conditions drawings
    - Summarize regulatory requirements pertinent to the project site and building and identify necessary permits, reviews and interactions with regulatory agencies and factor into an implementation plan.
    - Detail all relevant deficiencies or concerns and propose approaches for resolution to be incorporated in the alternatives developed in Task 3.
- Program:
    - Review, confirm and revise the narrative from the Feasibility Study outlining the impact of the proposed project on building programmatic elements and rationale for inclusion.
    - Review and confirm finalized quantitative program information for all impacted program and support spaces.
    - Develop room data sheets with room layouts as required for illustration of impacted program; include equipment lists and performance requirements.
- Scope:
    - Review, confirm and revise the narrative from the Feasibility Study to clearly outline, and provide a rationale for, the preferred strategy for renovation, new construction, and/or phased projects; include an approach to maintaining operations in the existing building.
    - Develop outline specifications for review and comment by DCAMM and MassArt.
- Budget:
    - Review, confirm and update cost estimate as required.
- Schedule:
    - Review applicable codes, permits and compliance requirements.
    - Review and confirm Implementation schedule including required permitting, reviews, construction phasing, required move and swing space coordination and other critical logistics, enabling projects, etc.

Deliverables Task 8:

- Meeting Minutes and Meeting Presentations
- Updated Feasibility Study

*Additional surveys, borings, and tests recommended by the Consultant must be requested and authorized by DCAMM as extra services under the terms of the Contract

Task 9: Schematic Design

Objective: Complete a Schematic Design package in full compliance with the DCAMM's Designer Procedures Manual and Cost Estimating Manual

- Lead a half-to-full day workshop, led by the design team to provide all project participants and stakeholders an opportunity to comment on the key issues identified by the Feasibility Study and the development.
- Prepare and submit a Schematic Design Package in full accordance with DCAMM's Designer's Procedures Manual. Tasks under the Schematic Design Phase include, but not limited to:
    - Coordinate Initial Design Conference.
    - Attend Progress Workshops with DCAMM, User Agency and Design Team.
    - Undertake Building/Site Analysis (as required).
    - Finalize Building Code Analysis.
    - Coordinate with DCAMM's Accessibility Consultant to ensure the building is designed to Universal Design / MAAB / ADA standards and best practices.
    - Explore Energy Conservation opportunities and conduct a Life Cycle Cost Analysis.
    - Participate in Cost Estimating activities.
    - Coordinate with the Construction Manager.
- Schematic Design submission requirements include, but not limited to:
    - Design Premise: Premise upon which the design scheme is based, including sketches which illustrate indoor and outdoor program functional relationships, access, and future expansion
    - Commissioning Plan: A scope of the Commissioning Services incorporated that reflects the complexity of the project and implementation
    - An energy conservation scope plan including Life Cycle Cost Analysis, LEED plus analysis, resiliency narrative
    - Site plans of project addressing impact of accessibility, context, utilities, environment, parking, drainage calculations, planting, and other related program criteria
    - Floor plans of all levels identifying project area and affected program spaces, mechanical, electrical, plumbing and structural systems
    - Demolition and/or existing conditions floor plans for all trades
    - Elevations from the main orientation points of view indicating the relationship to site
    - Models–Designer's Studies: A three-dimensional representation, axonometric, perspective drawing or an aerial photographic view of the Designer's Study model to convey the general massing of the project; a computer-generated model in context is preferable
    - Preliminary outline of project specifications
    - Constructability Analysis
    - Implementation plan including phasing and swing space
    - Detailed Cost estimate in Uniformat Level III

Deliverables Task 9:

- Schematic Design Package

Task 10: Draft and Final Certifiable Study

Objective: Finalize a Certifiable Building Study report, compiling and revisiting the products of Tasks 2-7 for review. A final report, including an executive summary and project narrative, is prepared and submitted for **certification in required digital and hard copy formats, and includes all Schematic Design documents.**

- Report Table of Contents:
    - Prepare Table of Contents for DCAMM review. The contents of the draft report should include an executive summary, summary of existing conditions and documentation of the preferred alternative and the schematic design package.
    - Incorporate all revisions as directed by DCAMM for review by user agency.
- Draft Report:
    - Prepare a draft report, including all appendices and submit for detailed review and editing by DCAMM. Submit native files as well as a searchable and bookmarked PDF.
    - The contents should include the following, with the intent of describing all important aspects of the project justification and proposed development:

- Executive Summary, including a brief project description, program size (SF) of project, estimated construction cost (ECC), total project cost (TPC) and project schedule
- Existing conditions summary
- Preferred alternative:
    - Summary narrative
    - Conceptual Drawings
    - Program
    - HVAC and Electrical narratives
    - Code analysis, and accessibility analysis
    - Building performance requirements including accessibility, energy, building systems and sustainability considerations
    - Project schedule, implementation and phasing detail/diagrams
    - Permitting requirements
    - Project cost estimate, and summary of life-cycle costs and operating costs
    - Schematic Design Package per the DCAMM Designer Procedures Manual
- An appendix may include (but not be limited to):
    - Existing conditions analysis
    - Alternative solutions narratives / diagrams
    - Preferred solution memorandum
    - Room data sheets
    - Full cost estimates
    - Geotech and Hazmat Reports
    - Meeting minutes
    - Meeting presentations
    - Project Directory

o The edited draft report will then be circulated for user agency review.
o Prepare a Final Report, including an executive summary and project narrative, with revisions as directed by DCAMM,
o Prepare an executive briefing power point presentation

Deliverables Task 10:

- Certifiable Building Study Report - 3 hard copies (bound) and electronic files that are searchable and bookmarked in a software that is acceptable to DCAMM. The preferred report format is 8 ½" x 11" size with portrait orientation; the final deliverable shall be a well-organized, professionally packaged product characterized by effective illustrations and clear writing.
- Three (3), presentations of the preferred solution in executive summary form with accompanying visuals (such as PowerPoint), to pertinent state agencies, personnel, and to local community meetings

SUPPORTING DOCUMENTS

The scope of work for this project is supported by the materials listed below, which are available for review and download on the Designer Selection Board website.

MASSART CAMPUS

Project Number	Study Date	Author	Title
BHE1601 ST1	2017	DumontJanks	Space Utilization Overview (Strategic Framework)
https://www.mass.gov/files/documents/2019/01/22/dsb1902-2017-campus-space-utilization-dumontjanks.pdf			
NA	7/8/2013	Dober Lidsky Mathey + Cameron Roberts Advisors	Campus Space Study
https://www.mass.gov/files/documents/2019/01/22/dsb1902-2013-0708-campus-space-study-dlm-cra.pdf			
NA	3/2011	The Institute for Human Centered Design	ADA Compliance Plan 2011
https://www.mass.gov/files/documents/2019/01/22/dsb1902-2011-03-ada-compliance-plan.pdf			
BHE0501 ST2	6/2008	Chan Krieger	Master Plan
https://www.mass.gov/files/documents/2019/01/22/dsb1902-2008-06-mcad-master-plan-cks.pdf			

TOWER BUILDING

Project Number	Study Date	Author	Title
MCA1802 HS1	7/26/2018	Stantec	MassArt Tower Study
https://www.mass.gov/files/documents/2019/01/22/dsb1902-2018-0726-massart-tower-study-stantec.pdf			
MCA1301 HS1	11/19/2013	ARUP	Tower Building Analysis
https://www.mass.gov/files/documents/2019/01/22/dsb1902-2013-1119-tower-building-analysis-arup.pdf			
MCA1301 HS1	11/19/2013	ARUP	Tower Building Assessment
https://www.mass.gov/files/documents/2019/01/22/dsb1902-2013-1120-tower-building-assessment-arup.pdf			

PROJECT REQUIREMENTS

Please visit the link https://www.mass.gov/files/documents/2019/01/22/dsb1902-massart-tower-reno-s-fd-dsb-ad-project-req-190122.pdf for the detailed list of project requirements, general conditions and/or requirements of this public notice including, but not limited to:

Affirmative Marketing

DCAMM's Access & Opportunity programs help ensure that minority, women and veteran owned businesses and minority and women workers have opportunities to actively participate on DCAMM design and construction projects. The Affirmative Marketing Program establishes a combined MBE/WBE goal of **17.9%** goal that must be met within the list or requested prime and sub-consultants. Applicants are strongly encouraged to be creative and utilize multiple disciplines and firms to meet the MBE/WBE goal.

Energy & Sustainability

DCAMM's Energy & Sustainability programs help facilities plan sustainable and energy efficient building projects. We work to improve energy and water efficiency in existing, renovated and new buildings.

Universal Design & Accessibility

Ensuring that design and construction of the Commonwealth's buildings comply with state and federal accessibility regulations. DCAMM's Statewide Accessibility Initiative provides assessment and technical assistance to agencies, building manager, designers and contractors to address the state's compliance obligations.

Policies & Procedures

Designers, contractors, awarding authorities and other business partners can find helpful guidance and additional resources provided by the Division of Capital Asset Management and Maintenance (DCAMM) including topics such as Designer Procedure Manuals, Construction Specifications, Cost Estimating Manual, Building Information Modeling (BIM) guidelines, Building Commissioning, etc.

CONTRACT REQUIREMENTS

Contract for Study, Final Design, and Construction Administration Services

DCAMM uses one standard *Contract for Study, Final Design and Construction Administration Services* (October 2017) ("Contract"). The Contract will be signed when the study services are procured. If this Advertisement indicates that the Schematic Design/Certifiable Building Study fee is to be negotiated, following successful fee negotiations, the Contract will be amended to incorporate a scope and fee for schematic design and certifiable study services. If study certification pursuant to M.G.L. c. 7C is completed, the Contract may be amended to incorporate the design and construction administration scope of services and fee. Designers awarded the Contract for Study and/or schematic design are not guaranteed to be awarded the Design Phase.

Study Phase: Pursuant to a recent revision to M.G.L. c. 7C Section 59, the Schematic Design will be included in the certified Study. DCAMM has established a goal of **six (6) months** to complete the Feasibility Study and **four (4) months** to complete the certifiable study, including Schematic Design upon approval of the project. If selected for study services, the applicant agrees to execute the Study/Design Contract or its successor, without revisions or modifications. DCAMM compensates the Designer during the Study Phase for approved products in accordance with the approved work plan.

Design Phase: DCAMM has established a goal of **ten (10) months** to complete design (DD and CD). At the conclusion of the study, if the applicant is requested by DCAMM to perform final design services, the applicant agrees to amend the Study/Design Contract's scope of services to include final design and construction administration services (Attachment G – Design Phase Scope of Services), and the certified study, and any other documents as necessary.

The Contract is available on the DCAMM website at:
https://www.mass.gov/files/documents/2017/11/06/contract-for-study-final-design-and-construction-admin-services.pdf

Please note that the Contract is being updated to clarify the process for negotiation of schematic design and certifiable study fee for certain projects. The updated version will be posted to the website as soon as it is available.

Also available is a template Design Phase Amendment, which includes Attachment G – Design Phase Scope of Services. https://www.mass.gov/files/documents/2017/11/06/design-phase-amendment-to-contract-for-study-final-design-and-construction-admin-services.pdf

CONDITIONS FOR APPLICATION

The applicant's current or updated Master File Brochure must be on file with the Board prior to the date of application. As a condition of application, each applicant, if selected for the new project, agrees to carry professional liability insurance in an amount equal to the lesser of $5,000,000 or 10% of the Project's Fixed Limit Construction Cost, but in no event less than $250,000 per claim in accordance with the Design Contract (i.e., minimum coverage of $250,000 up to $5,000,000 depending on the construction cost).

APPLICATION EVALUATION

Applications will be evaluated based on the DSB criteria for selection of semi-finalist and finalist appearing on the DSB website https://www.mass.gov/service-details/eligibility-requirements-for-applicantsThe specific Personnel and Project Experience required is listed below.

PERSONNEL

1. Architect (Prime Firm)
2. Mechanical Engineer (M/P/FP)
3. Electrical Engineer
4. Structural Engineer
5. Civil Engineer
6. Specifications Consultant
7. Cost Estimator (independent consultant required)
8. MA Building Code Consultant
9. Construction Logistics Program Manager
10. Building Envelope Consultant

If a discipline listed above is required to be registered by the Massachusetts Division of Professional Licensure, Applicants and Consultants shall be registered in the Commonwealth of Massachusetts in their respective disciplines.

PROJECT EXPERIENCE

Applications will be evaluated based upon the requirements of M.G.L. Ch. 7C §49 and the work listed on DSB Application Form Sections 8, 9 AND 10 which illustrate current qualifications in the following areas:

1. Relevant project experience of the Principal in Charge (PIC), Project Manager (PM) and/or Project Designer in transforming mid/high-rise buildings

2. Demonstrated expertise of the project team in the latest construction practices and material technologies in re-cladding/over-cladding of existing mid/high-rise buildings, and the implementation of resilient, energy-efficient building systems.

3. Significant project experience of the project team in phased renovation projects in occupied buildings in an urban environment.

4. Demonstrated experience of the Construction Logistics Program Manager in constructability planning, communication, relocation planning, scheduling and budgeting for complex renovation projects in mid/high-rise buildings

5. Documented experience of Architect, Cost Estimator and Construction Logistics Program Manager in public projects managing Ch. 149A projects (CM at risk).

APPLICANTS PLEASE NOTE

Please use the latest **DSB Application Form (Updated July 2016)** and follow the **General Instructions for Filing Applications.**

Application Update: Please submit One Original, with the Sub-Consultant Acknowledgement forms and SDO Certification letters (by mail) and please email an electronic copy of the application form (do not include the Sub-Consultant Acknowledgment forms and SDO Certification letters) to applications.dsb@massmail.state.ma.us

Applications that are incomplete will be rejected. Applications that are submitted on a form other than **DSB Application Form (Updated July 2016)** may be rejected as non-compliant and not be considered by the Board. Applications received at the DSB Office after the advertised deadline will not be considered.