



PUBLIC NOTICE OF DESIGNER SELECTION

Designer Selection Board

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

DSB List #: 22-22

Notice Date: August 31, 2022

Submission Deadline: September 21, 2022 At 2:00 PM

Project Number: CLCS 2022-1

Project Title: Conservatory Lab Renovation and Addition

Project Location: 133 Hancock Street, Dorchester, MA

Awarding Agency: Conservatory Lab Charter School and/or affiliate

Estimated Construction Cost: \$13 - \$15 million

Fee for: Study/Schematic Design N/A

Final Design To be negotiated

Contract Type:

☒ Specific Assignment

Immediate Services Authorized:

☒ Schematic Plans and Outline Specifications

☐ Certifiable Building Study

☐ Other:

Prime Firm Requested:

☒ Architect

☐ Landscape Architect

☐ Engineer

☐ Interior Designer

☐ Programmer

☐ Construction Manager

☐ Other:

☒ Design Development Plans and Specifications

☒ Construction Plans and Specifications

☒ Administration of Construction Contract

☐ Other:

Agency Information

Founded in 1999, Conservatory Lab Charter School (CLCS) opened its doors at St. Columbkille's parish in Brighton with a mission to shape lives through a music-rich education. Sixteen years later, CLCS, a publicly funded charter school, has evolved into a pioneer Boston public charter school with an innovative model and curriculum.

In 2009, Conservatory Lab became an Expeditionary Learning School and, through intensive professional development and coaching, began to develop new interdisciplinary curriculum designs and child-centered instructional practices that engage students in experiential and inquiry-based learning and stimulates deep and complex thinking across content areas.

Beginning in the 2010-2011 school year, Conservatory Lab deepened its music education program by extending the school day by two hours and implementing El Sistema, an intensive, ensemble-focused music education program, originating in Venezuela, and designed to effect social change and nurture promising futures for underserved communities. CLCS is the first U.S. public school to serve as a site for El Sistema within the school day.

In March of 2013, CLCS received approval to increase its student body from 169 students to 444 students in grades K1-8 in two locations in Dorchester.

The 133 Hancock Street campus was opened in 2017 and is the location of the Lower School, serving grades K1-2. Renovations to the building were minimal given its previous educational use.

In the fall of 2020, CLCS opened a campus in Dorchester's Upham's Corner which includes classrooms, science labs, and performance spaces, and serves students in grades 3-8, as well as housing the main office and administrative offices for the school. The building was designed by Arrowstreet and was entirely new construction.

Project Overview

In June of 2022, a study was conducted by Arrowstreet to determine a renovation plan for the existing building on Hancock Street and to develop a plan for a two-story addition on the campus which would provide for a gymnasium, cafeteria and additional classrooms.

In order to respond to changing program needs, the proposed design reorganizes the lower level to include a mother's room, art room, increased storage capacity, teacher room and additional "pull out" rooms. The ground level renovations include reorganization of reception and administrative offices.

The two-story addition allows for the creation of a gymnasium with a second floor for storage, a cafeteria with servery, MEP equipment and additional toilet room facilities. Changes to exterior play areas is also contemplated.

Project Phase Details:

- **Study:** An aerial photo, site plan, existing conditions and preliminary design plan conducted by Arrowstreet have been provided under Supporting Documents. Some additional study relating to proposed alternates may be required by the selected design team.

- **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 Boston 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 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, and cost and schedule constraints. Present several alternatives to be evaluated.
- **Design Development:** Work with Owner and owner's representative to determine 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
- **Construction Phase:** Perform Construction Administration and project close-out duties per the Agreement between Owner and Architect.

Supporting Documents

133 Hancock Street Final Study by Arrowstreet

Preliminary Conceptual Cost Estimate

Site Visit & Briefing Session:

A site visit and briefing session will take place at the 133 Hancock Street campus on **September 7, 2022**, at **1030 a.m.** All interested parties are strongly encouraged to attend the briefing and tour of the existing facility. Please contact Pat Temple with any questions regarding this advertisement at:

Patricia Temple
 QPD LLC
ptemple@qpdco.com
 617 899 0424

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 qualifications 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 this particular project, firms must verify that the information provided remains accurate and up-to-date or, if necessary, submit updated information.

As a condition of application, each applicant, if selected for the new project, agrees to carry professional liability insurance covering wrongful acts, errors and/or omissions for damage sustained by reason of or in the course of operations of this contract 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 \$1,000,000 per claim in accordance with the Design Contract (i.e., minimum coverage of \$1,000,000 up to \$5,000,000 depending on the construction cost). Additionally, CLCS requires standard business coverage for General Liability, Workers Compensation and Umbrella policies.

Evaluation Factors

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 Engineer (M/P/FP)
 3. Electrical Engineer
 4. Structural Engineer
 5. Cost Estimator (Independent Consultant Required)
 6. Civil Engineer
 7. MA Building Code Consultant
 8. 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 “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.

Project Requirements

Affirmative Marketing

MBE/WBE Participation

CLCS has not established minimum MBE/WBE participation goals for this project. Applicants from MBE/WBE firms as prime or sub-consultants are encouraged

Additional Diversity Program

Veteran Owned Business Participation Benchmark – Chapter 108 of the Acts of 2012; Executive Order 565 The Commonwealth encourages participation of Service-Disabled Veteran-Owned Business Enterprises (“SDVOBE”) and Veteran-Owned Business Enterprises (“VBE”) on its design projects. The benchmark for combined SDVOBE and VBE participation on DCAMM and other Executive Branch agencies design projects is 3% of the contract price as set forth in the standard DCAMM Study and Design Contracts referenced above.

In addition, the Commonwealth encourages the participation of Disability-Owned Business Enterprises (DOBEs) and Lesbian, Gay, Bisexual, and Transgender Business Enterprises (LGBTBEs) firms on its design projects (see Executive Order 565 -No. 565: Reaffirming and Expanding the Massachusetts Supplier Diversity Program | Mass.gov.

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. **GLCPS** 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. **CLCS** 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.

Zoning and Permitting

The school has been operating at this site since 2017. Some zoning approval may apply.

Schedule

Work to begin immediately with target completion anticipated for August 2025.

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 75% completion of Construction Documents.

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 GLCPS, 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 GLCPS.

Contract Requirements

Contract for Design, and Construction Administration Services

The applicant agrees to execute a mutually agreeable, modified AIA contract or DCAMM contract.

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. Prior successful experience programming and designing elementary schools of similar type and scope.
2. 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
3. Prior successful experience on Massachusetts public construction projects under both Chapter 149 AND 149A.
4. Demonstrated leadership in sustainability related to efficient operating carbon, as well as material selection to minimize embodied carbon.

APPLICANTS PLEASE NOTE

The Designer Selection Board has transitioned to a new online system for all 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.formverse5.com/FORMVERSESESERVER-DSB/WebApp/Login.aspx>