



PUBLIC NOTICE OF DESIGNER SELECTION

Designer Selection Board

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

DSB List#:	22-31	
Notice Date:	11/02/2022	
Submission Deadline:	11/23/2022	At 2:00 PM
Project Number:	DSBP34	
Project Title:	Study and Design of Mechanical, Electrical, Plumbing and Fire Protection Repairs, Replacements and Upgrades in Existing Facilities	
Project Location:	Bridgewater, MA	
Awarding Agency:	Bridgewater State University	
Available Aggregate Amount	\$4,000,000	
Estimated Construction Cost:	Varies per Project, Not to Exceed authority delegated pursuant to M.G.L. c. 7C §5, for an individual project.	
Contract Term	Up to six (6) years	
Maximum Fee Per Contract (based on the scope of the work and services authorized, shall not exceed)	<u>\$1,000,000</u>	

Contract Type: This contract will be a "House Doctor" contract. Multiple projects of the type described in the Project Overview and Scope of Work may be assigned, and fee increments approved, up to the maximum fee per contract. Selection by the DSB under this advertisement does not guarantee that a contract will be executed with any given firm. The Awarding Agency will enter into House Doctor contract(s) with selected firm(s) at its sole discretion, based on the Awarding Agency's needs. The Awarding Agency may award up to **four (4)** contracts, each with a total value of **\$1,000,000** to qualified designers under this contract. Awarding Authority may assign a House Doctor with which it has signed a contract to perform individual project(s) of the type described in this advertisement directly for another Commonwealth entity.

Prime Firm Requested

Architect
Landscape Architect
X Mechanical Engineer
Interior Designer
Programmer
Construction Manager

Immediate Service Authorized

X Certifiable Building Study
X Schematic Plans and Outline Specifications
X Design Development Plans and Specifications
X Construction Plans and Specifications
X Administration and Construction Contract
Other

Table of Contents

PUBLIC NOTICE OF DESIGNER SELECTION	1
Designer Selection Board	1
AGENCY INFORMATION.....	3
PROJECT OVERVIEW	4
SCOPE OF WORK	5
APPLICATION EVALUATION	6
Personnel	6
Evaluation Factors	7
SUPPORTING DOCUMENTS	8
PROJECT REQUIREMENTS.....	8
Affirmative Marketing	8
Additional Diversity Programs:	9
Energy, Sustainability and Climate Change Adaptation	9
Universal Design/Accessibility	10
Policies & Procedures.....	11
CONTRACT REQUIREMENTS	13
CONDITIONS FOR APPLICATION	13
APPLICANTS PLEASE NOTE	14

AGENCY INFORMATION

Bridgewater State University (BSU) is seeking MEP engineering firms. This contract will be a House Doctor contract. Multiple projects of the type described in the scope of work may be assigned, and fee increments approved, up to the total value of the contract. The awarding agency may award up to \$1,000,000.00 to qualified designers under this contract.

Founded in 1840, Bridgewater State University is an inclusive community dedicated to the lifelong success of all students, focused on the continuous improvement of its people, and responsible for leading innovation that benefits Southeastern Massachusetts, the Commonwealth, and the world. Bridgewater's accessible environment of teaching and learning stimulates critical thinking, demands the rigorous pursuit of new knowledge and deeper understanding, cultivates meaningful and diverse interpersonal relationships, fosters global citizenship, and strives to transform lives and improve the human condition. We are the 10th largest four-year university in Massachusetts offering 3,000 courses in more than 100 areas of study. BSU serves over 11,000 students and provides diverse curriculum from aviation science to photonics engineering. There are 44 buildings including 11 residence halls (one million sf) built between 1926-2019, situated on 278 acres of land in addition to satellite campuses in Attleboro and New Bedford. The Bridgewater campus operates a natural gas-powered central steam plant for the West Campus buildings, which are in the process of being converted to gas-fired boilers. There are eight buildings on campus reliant on the central steam plant. However, BSU and DCAMM are actively working on a House Doctor contract for a comprehensive energy and decarbonization project.

Campus Map:

- To download Bridgewater State University's campus map, click this link: [BSU Campus Map](#)
- To view Bridgewater State University's interactive campus map, click this link: [BSU Interactive Campus Map](#)



Bridgewater State University's Campus Map

Recent Projects:

- West Campus Electrical Switchgear replacement with DCAMM/ Gilbane Construction 2019
- Burnell Hall Renovation DCAMM/ Miller Dyer Spears 2022
- Nitsch Engineering: [Five Year Deferred Maintenance Program \(2020\)](#)
- Hart Hall Air Handler Replacement with CAM HVAC 2022
- Solar panel installations at DMF Science Building, Operations Center, Miles Hall, DiNardo Hall, Weygand Hall 2019-ongoing
- Cyber Security Range in DMF Science Building with Civitects Architecture 2022
- Flynn Dining Upgrades in Tillinghast Hall with Nault Architects 2022
- Weygand Hall Water Heater Replacement with MSCBA 2022

PROJECT OVERVIEW

The University seeks House Doctor Mechanical Engineering firms with expertise in the areas of mechanical, electrical, plumbing, and fire protection systems for the preparation of certifiable studies, schematic plans, final design documents, and construction administration services for a variety of repair, improvement, and modernization of systems and infrastructure.

The types of services requested will vary by Project. Repair, alteration, and modernization of campus facilities may include, but are not limited to, the following types of projects:

- Research and instructional laboratories
- Athletic facilities
- Lecture halls, classrooms, and teaching facilities
- Office suites and administrative areas
- Elevators
- Residential Halls
- Student recreational and support facilities, including dining and food services
- Historical and/or concrete buildings over 100 years old

The awarding authority uses one standard contract for Study, Final Design and Construction Administration Services. The contract will be signed when the study services are procured but there will be a break from the study phase to the design phase for study certification and finalization of the design and construction administration scope of services. Designers awarded a contract for the study phase are not guaranteed to be awarded the design phase.

SCOPE OF WORK

Bridgewater State University is seeking MEP engineer firms to assist in the study and design of improvements to the mechanical, electrical, and plumbing systems within facilities which are between 10 and 100 years old. The campus covers 278 acres, with 44 buildings totaling 1,900,000 square feet. Construction types vary from small residential buildings to 212,000 square feet steel construction.

Bridgewater State University has developed a comprehensive five-year deferred maintenance program and is seeking engineering firms to assist the University with replacement, upgrades and repairs to building MEP systems, converting steam-fed buildings to natural gas systems and energy conservation projects. Projects will include, but are not limited to, the following types of services:

1. Completing problem analysis.
2. Performing existing conditions investigation and documentation.
3. Developing recommendations for detailed repairs and development of associated order of magnitude costs and schedule.
4. Proposing alternatives / options for addressing the identified problem(s), including an alternative that would eliminate the use of fossil fuels, per Executive Order (EO) 594.
5. Identifying and developing a preferred solution from conceptual design through construction drawings
6. Preparing construction specifications and documents, cost estimates, and providing construction administration for the preferred solution.
7. Consideration of Executive Order 594 and decarbonization strategies should be prioritized in all MEP and new equipment decisions

Consideration in analysis should include energy costs, sustainability principles, operations, constructability, capital costs, schedule, expected remaining useful life of building systems and related life cycle costs.

If the selected designer is appointed for final design, the general scope of work will be defined by the certifiable building study and the current version of the [DCAMM Designer Procedures Manual](#).¹

Study Phase: The awarding authority will need to use the most up to date study template and follow all requested documentation within. If selected for study services, the applicant agrees to execute the study/design contract or its successor, without revisions or modifications. The awarding authority compensates the designer during the study phase for approved products in accordance with the approved work plan.

Design Phase: At the conclusion of the study, if the applicant is requested by awarding authority to preform final design services, the applicant agrees to amend the study/design contract scope of services

¹ <https://www.mass.gov/doc/designers-procedures-manual/download>

to include final design and construction administration services, the certified study and any other required documents as necessary.

APPLICATION EVALUATION

Applications will be evaluated based on the [DSB selection criteria](#)² of semi-finalist and finalist appearing on the DSB website. The specific Personnel and Project Experience required is listed below.

Personnel

1. Mechanical Engineer (M/P/FP) (Prime Firm)
 2. Architect
 3. Electrical Engineer
 4. Structural Engineer
 5. Civil Engineer
 6. Landscape Consultant
 7. Specifications Consultant
 8. Cost Estimator (independent consultant required)
 9. MA Building Code Consultant
 10. Hazardous Materials Consultant
 11. Sustainability Consultant/Energy Modeler
- 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 that maintain a current registration with the Massachusetts Board of Registration of Landscape Architects; and the title “Landscape Professional” refers to an individual who may not hold a certificate of registration from the Board of Landscape Architects, but can prove requisite experience, education and training that enable them to perform the landscape design services outlined herein; 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.

² <https://www.mass.gov/files/documents/2018/12/19/criteria-for-selection-of-semi-finalists-and-finalists-160707.pdf>

Evaluation Factors

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

1. The Prime firm, through their Diversity Focus Statement (in Section 5), shall demonstrate their firm's implementation of Equity, Diversity, and Inclusion (EDI) principles within its organization and within the design profession. The Statement shall:
 - a. document the firm's track record for meeting and exceeding EDI goals, including the demonstrated track record of the Prime firm for meeting DCAMM or other agency diversity goals, highlighting in particular prior projects that have met or exceeded these goals
 - b. specify the firm's approach toward assembling the team for this project, both with internal staff and the inclusion of M/W/VBE firms
 - c. detail the experience of the working relationships among the team, including a description of the roles and responsibilities among the team members assigned to this project. Evaluation Factor
2. Demonstrate experience in constructing and integrating new MEP systems with existing systems in occupied higher education facilities.
3. Ability to produce DCAMM certifiable studies and construction documents quickly to meet complex and often urgent project time schedules.
4. Demonstrated experience in cost estimating and on time/on budget completion for the design of MEP projects within public institutions under MGL, Chapter 149
5. Key team members will have demonstrated experience in leading and facilitating projects which target high efficiency building and site design principles, elimination and/or mitigation of the use of fossil fuels and climate resilience in design and systems. Energy and sustainability experience and expertise may include projects with one or more of these sustainable features and/or practices: zero-net energy design, LEED certification, Passive House design and certification, embodied carbon analysis, photovoltaic (PV) arrays, geothermal and/or air source heat pumps, strategic electrification, and others.

SUPPORTING DOCUMENTS

The scope of work for this project is supported by the materials listed below.

- Bridgewater State University Website: <https://www.bridgew.edu/>

PROJECT REQUIREMENTS

Project requirements, general conditions and/or requirements of this public notice include, but are not limited to:

Affirmative Marketing

MBE/WBE Participation

The Commonwealth is committed to helping address the disparity in the participation of minorities and women in design. Along with the MBE and WBE participation goals which reflect ownership status set forth below, the Designer Selection Board and **Bridgewater State University (BSU)** are interested in learning about the applicant firm's approach and commitment to diversity in its HR policy, its overall business practices and in assembling this project team. Firms are encouraged to be creative in assembling their teams by considering dividing the work of a particular discipline, when appropriate, including work it would typically provide in house, partnering, offering opportunities to qualified firms with which it or its consultants have not previously worked or firms that may have less experience working on public projects, and other means that provide additional opportunities for MBE and WBE firms in new ways.

Applicants, as prime firm and team lead, should include in their application, under Section 5, a Diversity Focus Statement directly addressing their approach to enhancing diversity in assembling the team for this project, including a clear description of each working relationship, and in their overall HR and business practices. The Designer Selection Board strongly encourages teams composed of firms that expand the overall breadth of different firms working on **Bridgewater State University (BSU)** projects.

In accordance with M.G.L. C.7C, §6 and Executive Orders 526 and 565, the **Bridgewater State University (BSU)** has established minimum MBE and WBE participation goals of **4.6% MBE and 9.2% WBE** of the overall value of the study and final design contracts for this Contract/project. Applicants must utilize both MBE and WBE firms whose participation meet these separate participation goals set for the Contract. The separate MBE and WBE participation goals must be met within the list of requested prime and sub-consultants and those MBE and WBE firms with which they team. MBE and WBE firms providing extra services, such as surveying or testing, can also contribute to the MBE and WBE participation on the project.

All applicants must indicate in their applications how it or its consultants will meet these goals and will be evaluated on that basis. Further information about the MBE and WBE Program appears in the "Participation by Minority Owned Businesses and Woman Owned Businesses," in the Commonwealth of

Massachusetts Contract for House Doctor Services at Attachment F, and a list of firms currently MBE or WBE certified appears on the [Supplier Diversity Office website](#).³

Applications from MBE and WBE firms as prime consultant are encouraged. Applicants that are themselves MBE or WBE certified may use their participation toward meeting the goal for the certification they hold and will be required to bring participation by additional firm(s) that holds the necessary SDO certifications to meet or exceed the goals on this Contract. Applicants are strongly encouraged to utilize multiple disciplines and firms to meet the MBE and WBE goals. Consultants to the prime can team within their disciplines in order to meet the MBE and WBE goals but must state this relationship on the organizational chart (Section 6 of the application form). Please note that only firms that are currently Massachusetts Supplier Diversity Office certified as MBE or WBE can be credited toward meeting project MBE or WBE goals.

Additional Diversity Programs:

Veteran Owned Business Participation Benchmark – Chapter 108 of the Acts of 2012; Executive Order 565

The Commonwealth encourages the 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 Contract for House Doctor Services referenced herein.

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).

Energy, Sustainability and Climate Change Adaptation

Executive Order 569: Establishing an Integrated Climate Change Strategy for the Commonwealth

Projects undertaken under this contract shall comply with all applicable requirements of [Executive Order 569](#).⁴ Project teams will need to complete the DCAMM Resilience Checklist and the design requirements of the Resilient MA program (resilientma.org).

³ <https://www.mass.gov/orgs/supplier-diversity-office-sdo>

⁴ <https://www.mass.gov/executive-orders/no-569-establishing-an-integrated-climate-change-strategy-for-the-commonwealth>

Executive Order 594: Leading by Example – Decarbonizing and Minimizing Environmental Impacts of State Government

In support of the Commonwealth's commitment to sustainable design, the design team is expected to identify and integrate carbon reduction strategies including, but not limited to, low/no carbon fuel sources, high efficiency measures, and renewable energy sources such as geothermal and solar. Civil and landscape design should emphasize water conservation, integrated storm water management, and low-maintenance ecologically appropriate planting design. Projects undertaken under this contract shall comply with all applicable requirements of Executive Order 594 (EO 594) or the most recent [Leading by Example Executive Order](#)⁵ (see, especially, Section 3 – Standards for New Construction and Section 4 - Information about requirements for existing buildings).

Building studies may include preliminary estimates of the project's energy use, water use, and greenhouse gas emissions using protocols established by EOEEA or as determined by Awarding Agency. No building study shall be certified for final design unless all means, methods, and commitments required to mitigate the project's impact on the operating agency's plan for meeting goals of the relevant Executive Orders are documented in the consensus solution, implementation plan and estimated construction cost.

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. The Commonwealth welcomes innovative design strategies that are usable by the widest range of people operating in the widest range of situations without the need for special or separate design. The design team is expected to utilize the [Goals of Universal Design](#)⁶ as guidance for applying Universal Design solutions to the project.

Accessibility

The Designer's team must comply, at a minimum, with 521 CMR, The Rules and Regulations of the [Architectural Access Board](#)⁷ as well as the 2010 ADA Standards for Accessible Design [2010 ADA Standards for Accessible Design](#)⁸ the requirements of these two laws differ the Designer's team shall comply with the one that provides the greater degree of accessibility.

The Designer's 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](#)⁹ to provide equal access to

⁵ <https://www.mass.gov/executive-orders/no-594-leading-by-example-decarbonizing-and-minimizing-environmental-impacts-of-state-government>

⁶ <https://idea.ap.buffalo.edu/about/universal-design/>

⁷ <https://www.mass.gov/orgs/architectural-access-board>

⁸ <https://www.ada.gov/regs2010/2010ADASTandards/2010ADASTandards.htm>

⁹ https://www.ada.gov/regs2010/titleII_2010/titleII_2010_regulations.htm

programs, services, activities and comply with ADA scope requirements for alteration of primary function areas, as applicable. DCAMM or the applicable client agency will use its accessibility consultants to provide technical assistance and oversight for accessibility compliance during the study, design, and construction process, including accessibility audits of existing buildings.

The Designer will incorporate the work of the accessibility consultant into their construction documents. If an accessibility consultant is assigned, then the House Doctor must review and incorporate the accessibility consultants' findings into their proposed work. Assignment of an accessibility consultant does not relieve the House Doctor, designer, or their code consultant of their obligation to make sure all accessibility requirements are met on the project.

Policies & Procedures

Financial Statement

M.G.L. c. 7C, §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 audited financial statement with the Awarding Agency), 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 the Awarding Agency.

DCAMM Procedures

The Designer must be familiar with the procedures established in [DCAMM's Designer Procedures Manual](#)¹⁰ (dated August 2008) Applicants are urged to review and become familiar with the following supplemental material, which is available on the [DCAMM website](#).¹¹

Workshops

Awarding Agency will hold periodic workshops to ensure that critical issues are not overlooked and that all team members have an opportunity to contribute their expertise, to anticipate potential obstacles, to identify potential solutions, and to expedite the decision-making process. Attendance by key members of the Designer's team will be required at all workshops.

Environmental and other supplemental services

Development of any hazardous materials assessments, specifications, and documents will be provided through the Hazardous Materials Consultant design team member identified above. The Awarding Agency reserves the right to obtain supplemental services through independent consultants who will

¹⁰ <https://www.mass.gov/doc/designers-procedures-manual>

¹¹ <https://www.mass.gov/orgs/division-of-capital-asset-management-and-maintenance>

collaborate with the Designer's team. These supplemental services may include, but are not limited to, asbestos inspection and monitoring, and indoor air quality testing and monitoring.

Construction Specifications

The Designer shall utilize the DCAMM Standard Specification.

Cost Estimating

Cost estimates, cost models, and estimator participation in both the study and the design phases shall meet the requirements of the current [DCAMM Cost Estimating Manual](#)¹² and will be submitted in [Uniformat II](#)¹³ in the study phase and in both Uniformat II to Level 3 and CSI Masterformat in the design phase.

Building Information Modeling (BIM)

[Building Information Modeling \(BIM\)](#)¹⁴ will be used in the study, design, and construction phases of the project. The BIM List of Services can be found [here](#).¹⁵

This List of Services document is a general statement of Awarding Agency's current requirements regarding the use of BIM technology in agency projects. The specific requirements regarding use of the BIM will vary depending on the nature of the project, the levels of development delineated in the Awarding Agency's approved BIM Execution Plan for the project, and the diverse purposes for which Awarding Agency will use the BIM during the life cycle of the facility from design through facility operations. In all instances, the language of the project contract(s) will be controlling.

Building Commissioning

The Awarding Agency will include an independent third-party building commissioning agent as part of this project. The commissioning agent will develop in collaboration with the Awarding Agency an operations and maintenance plan as a reimbursable expense during the building commissioning phase. The commissioning agent will meet with the Awarding Agency and the Designer's team during planning, design, and construction to evaluate design proposals and make recommendations to ensure the maintainability and operational efficiency of the new building.

Integrated Project Delivery Approach/Lean Construction Tools

To the extent allowed under the Commonwealth public procurement laws and regulations, Awarding Agency may elect to use some aspects of an Integrated Project Delivery (IPD) approach, as generally described in the [AIA document Integrated Project Delivery: A Guide \(2007\)](#).¹⁶ To the extent the IPD approach and/or Lean Construction Tools conflict with Awarding Agency's contract terms or the laws governing Awarding Agency, then the contract documents and laws shall take precedence. Awarding Agency's preliminary approach to IPD will use CM procurement with the goal that Awarding Agency,

¹² <https://www.mass.gov/doc/cost-estimating-manual>

¹³ <https://www.nist.gov/el/fire-research-division-73300>

¹⁴ <https://www.mass.gov/doc/bim-list-of-services/download>

¹⁵ <https://www.mass.gov/doc/bim-list-of-services/download>

¹⁶ https://zdassets.aiacontracts.org/ctrzdweb02/zdpdfs/ipd_guide.pdf

House Doctor, CM, trade partners, and other key stakeholders will work as an integrated project delivery team within the existing statutory and contractual frameworks.

Awarding Agency may elect to use Lean Construction Tools as part of the IPD project delivery approach. The Lean Tools that Awarding Agency may use in connection with the project include Value Stream Mapping, Set Based Design, Target Value Design, A3 Decision-making, and Last Planner™ - (see the [Lean Construction Institute Glossary](#)¹⁷ for informational purposes)

CONTRACT REQUIREMENTS

Awarding Agency may elect to use a customized version of DCAMM's [Contract for House Doctor Services](#). A non-customized version is available at <https://www.mass.gov/doc/contract-for-house-doctor-services/download>

Also available is a template Design Phase Amendment, which includes a sample form of Attachment G – Design Phase Scope Services.

Applicants are advised that certain documents are required as a condition of contract execution, including, without limitation, evidence of 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 (i.e., minimum coverage of \$250,000 up to \$5,000,000 per claim depending on the construction cost). Evidence of pollution liability coverage in compliance with the Contract requirements may be carried by the Hazardous Materials Consultant identified above. All other coverage must be carried by the Designer.

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](#).¹⁸ 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.

¹⁷ <https://leanconstruction.org/glossary/>

¹⁸ <https://www.mass.gov/service-details/new-dsb-online-registration-process>

APPLICANTS PLEASE NOTE

The Designer Selection Board has transitioned to a new online system for all of its operations on the Designer Selection Board Portal. 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 the Designer Selection Board Portal. New users can request credentials through the system [login screen](#).¹⁹

¹⁹ <https://dsb.formverse5.com/FORMVERSESERVER-DSB/WebApp/Login.aspx>