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#: 19-03
Notice Date: January 30, 2019
Submission Date: February 20, 2019 At 2:00 PM
Project Number: MSP-19HD1
Project Title: Study and Design for General Building Renovations, Repairs and Upgrades
Project Location: Statewide
Awarding Agency: Massachusetts State Police (MSP)
Available Aggregate Amount: Up to $1,500,000
Estimated Construction Cost: Various per Project, Not to Exceed authority delegated pursuant to M.G.L. c. 7C §§, for an individual project.
Contract Term: Up to Six (6) Years

Maximum Fee Per Contract, excluding reimbursables, based on the scope of work and services authorized, shall not exceed: Up to $500,000

Prime Firm Requested:

X Architect

Landscape Architect

Engineer

Interior Designer

Programmer

Construction Manager

Other:

Contract Type:

X House Doctor (on call service contract)

3 # Required (Up to)

Immediate Services Authorized:

X Certifiable Building Study

X Schematic Plans and Outline Specifications

X Design Development Plans and Specifications

X Construction Plans and Specifications

X Administration of Construction Contract

Other:

Other:

Study & Final Design Form Revised 1-19
AGENCY INFORMATION

The Massachusetts State Police (MSP) is the principal statewide law enforcement agency in the Commonwealth, comprised of approximately 2,200 sworn officers and 500 civilian personnel who serve the citizens of the Commonwealth. MSP’s primary mission is to provide policing directed at achieving safer roadways and reducing crime through investigations, education and patrol services, and by providing leadership and resources during natural disasters, civil disorders and critical incidents. Additional information about the organization is available on the MSP website -- http://www.mass.gov/eopss/agencies/msp/.

PROJECT OVERVIEW

MSP is seeking to procure House Doctor services for building system upgrades, interior & exterior renovations, space planning, architectural upgrades, life safety improvements, roofing projects, accessibility projects and utilities, roadways and parking upgrades. The “House Doctors” will be required to provide technical advice, creative problem solving, building code reviews, construction administration and project oversight for Massachusetts State Police facilities throughout the Commonwealth including the State Police Barracks locations, the State Police Training Academy, General Headquarters Compound and State Police Crime Laboratories.

SCOPE OF WORK

The scope of work may include but is not limited to:

1. Investigating the nature and severity of the problem.
2. Documenting existing conditions.
3. Recommending detailed repairs and magnitude of cost for such repairs.
4. Proposing alternate methods of repairs for resolution of the problem, including energy efficient alternatives.
5. Developing the preferred solution to schematic design and/or design development.
6. Preparing construction specifications and documents, cost estimates, and providing construction administration for the solution.

Consideration in the analysis should include energy costs, sustainability principles, expected remaining useful life of building systems and related life cycle costs. Particular attention should be paid to the constructability, reliability, durability and maintainability of building systems and materials.

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.

Asbestos inspection, design and monitoring, and indoor air quality testing and monitoring will be extra services under this contract.

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.

N/A
PROJECT REQUIREMENTS

Please visit the link [https://www.mass.gov/files/documents/2019/01/22/dsb1903-msp-arch-hd-ad-projects-reg-190122.pdf](https://www.mass.gov/files/documents/2019/01/22/dsb1903-msp-arch-hd-ad-projects-reg-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 Sustainability & Resiliency 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 House Doctor Services

Appointed applicants will sign a standard Contract for House Doctor Services (October, 2017) (“House Doctor Contract”). Once a House Doctor Contract is executed with a selected applicant, DCAMM will solicit proposals from the House Doctor related to specific projects and issue Notices to Proceed for agreed upon scopes of work as set forth in the House Doctor Contract.


Exhibit A & Exhibit B of the House Doctor Contract sets forth specific terms and conditions for the scope of services.

The designer must prepare studies for all building projects under this contract, and all studies must be certified by the DCAMM Deputy Commissioner before final design can proceed.

No costs shall be incurred or work performed before all contract documents are properly executed and a project Notice to Proceed is issued in accordance with the terms of the contract.

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-applicants](https://www.mass.gov/service-details/eligibility-requirements-for-applicants) The specific Personnel and Project Experience required is listed below.

**PERSONNEL**

1. Architect (Prime Firm)
2. Mechanical Engineer (M/E/P/FP)
3. Electrical Engineer
4. Structural Engineer
5. Civil Engineer
6. Landscape Architect
7. Specifications Consultant
8. Cost Estimator
9. MA Building Code Consultant
10. Security & Detention Specialist
11. Public Safety / Law Enforcement Planner

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. The architect must have demonstrable experience with the renovation of facilities of a comparable scale and use. The design team must include a knowledgeable specialist regarding the mission, activities, current regulatory requirements and other programmatic needs of law enforcement and public safety functions. Relevant projects should be appropriately described and illustrated.

2. Familiarity with Commonwealth of Massachusetts Public Bidding requirements M.G.L. c.149 and M.G.L. c. 30, § 39M. Experience with MAAAB Accessibility requirements 521 CMR, Department of Public Health requirements for Police Holding Cells 105 CMR 470. Experience with Historic Buildings and the Massachusetts Historic Commission Requirements.

3. Demonstrated experience in the cost-effective repair and renovation of Law Enforcement facilities including space planning, Architectural improvements, ADA compliance HVAC, electrical, plumbing, mechanical systems in existing, occupied law enforcement and public safety facilities.

4. The Security & Detention Specialist must demonstrate familiarity with the design, renovation and the requirements for Holding Cell Facilities for Law Enforcement and with the Department of Public Health requirements 105 CMR 470.
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.