

PUBLIC NOTICE

Public Notice is hereby given that Delaware Technical Community College is soliciting letters of interest to provide architectural and engineering services and contract administration necessary for the design and construction of 4,300 square foot addition and 8,000 square feet of renovations to the Central Administration Building located on the Terry Campus in Dover, Delaware. The Addition and Renovated space will house the Academic Affairs, International Education, Center for Creative Instruction and Technology, Planning & Assessment, Articulation, Finance, Legal, Payroll and Accounting functions for the College.

Interested firms shall submit six (6) copies of their replies on or before 4:00 p.m. (EST) on January 6, 2012 to **Gerard M. McNesby, Vice President for Finance, Delaware Technical & Community College, Office of the President, 100 Campus Drive, P.O. Box 897, Dover, DE 19903**. Respondent bears the risk of late delivery. Any proposals received after the stated time will be returned unopened.

The following criteria will be used in selecting a firm to perform these services:

- Demonstrated experience with projects of similar nature and scope,
- Experience with Delaware public works projects;
- Defined approach the firm/team will take on the project;
- The firm's capacity to complete the project in house;
- Familiarity with the site and understanding of the project;
- Ability to expedite construction start and completion;
- Fees received by the firm from Delaware Technical and Community College for public works projects in the last five years (include breakdown);
- Prior experience working with Delaware Tech; and
- Geographical location of firm's offices.

The selection process shall be as set forth in 29 Del.C. §6982(a). All information shall be submitted on GSA Form SF330 or equivalent. Respondents are reminded that the project architect and engineer for this work must be registered and licensed in the State of Delaware. Facsimile submittals are not acceptable.

There will be a pre-proposal meeting on December 15, 2011 at 1:30 p.m. in the Board Conference Room of the Central Administration Building at the Terry Campus in Dover. The pre-proposal meeting is not mandatory. Interested firms should contact Darlene Johnston at 302-739-4057 or djohnston@dtcc.edu to be included in the meeting and to obtain a complete bid package and/or DTCC's written procedures for the evaluation of applicants. All submissions will become the property of DTCC and will not be returned.

END OF PUBLIC NOTICE