

REQUEST FOR ARCHITECTURAL/ENGINEERING SERVICES

DELAWARE TECHNICAL AND COMMUNITY COLLEGE

OWENS CAMPUS ARTS & SCIENCES BUILDING HVAC SYSTEM IMPROVEMENTS

GEORGETOWN, DELAWARE

Project Description:

The scope of the project shall include mechanical, (including heating, ventilation, and air conditioning), supporting electrical engineering (including power and duct detector interlocks), supporting structural engineering and supporting architectural design and contract administration for the DTCC Owens Campus Arts & Sciences building located in Georgetown, Delaware. Engineer or architect may be contract holder. Contract will be AIA B101-2007 with Amendment 1 (see attached)

The engineering design shall be based on the design of a replacement HVAC system for the existing building which is approximately 55,000 square feet:

1. First floor gross square footage = 50,200 sf (including 6,900 sf for Auditorium)
2. Second Floor gross Square footage=4,800 sf (mechanical mezzanines and balcony)

Scope of Services:

The Scope of Services shall include all engineering/architecture associated with the design of three (3) energy recovery units, replacing one(1) air handling unit, and installing an air side variable refrigerant volume system to heat/cool spaces currently served by fan coil units. Specific scope items include but are not limited to:

1. Demolition of existing piping/ductwork where it impedes with installation of new.
2. Design of three (3) new energy recovery units including ductwork, chilled water piping, hot water piping, and controls.
3. Design of new chilled water/hot water air handling unit for the Auditorium.
4. Design of freeze protection pumps.
5. Provisions for phasing. The project will be occupied during construction.
6. Design of roof curbs
7. Development of front end documents for bidding (single prime contract)
8. Design of structural supports/modifications.
9. New ceilings and grid.
10. New variable speed chilled water/hot water pumps.
11. New LED lighting
12. Agency approvals for bidding (ex, fire marshal, state agencies). Contractor will obtain building permits.

The owner's intent of the design is to re-utilize the existing campus remote chilled water plant and the existing Arts & Sciences building's central hot water boilers (natural gas fired) for heating and cooling.

Note: Richard Y. Johnson & Son, Inc., will be assisting with the project as an owners representative and will assist the owner and design team in preparation and coordination of bidding documents. The owner's intent is to bid the project as a single prime contract.

There will be a non-mandatory pre-bid meeting & site visit on January 25th, 2018, at 11:00 am in the Campus Directors Office, in the Arts & Sciences Building, Owens Campus, Georgetown, DE.

Evaluation of each proposal will include the following criteria:

1. Understanding of the project
 - a. State your firms understanding of the project and the issues surrounding the successful delivery. (25 points)
2. Experience
 - a. Demonstrate the firms experience related to design and construction of public school/higher education projects with an emphasis on demonstrated ability in the State of Delaware. Include a minimum of three (3) client references. (20 points)
 - b. Demonstrate the firms experience with projects of the type identified in the Scope of Work. (20 points)
3. Expertise
 - a. Provide an organizational chart identifying key staff and key consultants (10 points)
 - b. Provide resumes for key staff and consultants identifying relevant experience, education, registrations, etc. (15 points)
4. Geographic location relative to project site. (10 points) Total points 100

A review committee will screen the submitted proposals and rank them based on the established criteria. The owner reserves the right to develop a short list for interviews or to make a selection based on the written submissions. The selection process will be conducted in accordance with 29 Del C 6982.

The owner will negotiate services with the highest ranked firm. Should there not be an agreement with the highest ranked firm the owner reserves the right to negotiate services with the next ranked firm.

Questions are to be directed to Scott Iseman, in writing, at siseman@dtcc.edu. All questions must be received no later than one (1) week prior to the submission date. Questions will be answered via addenda posted to MyMarketplace.

One (1) original and five (5) copies must be submitted to Gerard McNesby, Vice President for Finance, at Delaware Technical & Community College, Office of the President, Terry Campus, Dover, DE, 19903 by 3:00 pm on February 9th, 2018.

Attachments: AIAB101-2007 & Amendment 1

