

PUBLIC NOTICE

Public Notice is hereby given that the State of Delaware, Office of Management and Budget, is soliciting letters of interest from professional services firms for **Office of Management and Budget - New Castle County Facilities – Master Planning Services**.

The scope of work for this project includes master planning services for various State facilities located in New Castle County. The following sites include:

- Emily Bissell Hospital Campus located on Newport Gap Pike in Wilmington, Delaware
- Governor Bacon Center located on Route 9 in Delaware City, Delaware (selected OMB buildings)

The selected team will be required to provide specific services including, but not limited to: urban planning, including evaluation of demographic trends, use of State planning guidelines, local zoning rules and site environmental impacts; architectural, including space planning, programming, re-use of existing structures/spaces, and preliminary design, civil engineering including knowledge of sites, utilities (condition and availability), and stormwater regulations; along with other building engineering trades related to buildings located on the sites such as electrical, structural, mechanical, plumbing, fire suppression, or a required combination thereof. The goal of the plan is to provide the State an implementation plan that maximizes existing State-owned land and building assets, saving leased space costs to support State agency operations and deliver services to the public. A thorough knowledge of local and State codes including the New Castle County planning regulations is required. Initial study will consist of those sites listed above; additional services will be defined as required and may include other facilities and sites throughout the State.

Please reference Section 35 of House Bill 450 (Bond Bill) for additional objectives relating to the Emily Bissell Hospital Campus.

No additional information about this study is available. Questions regarding this solicitation must be submitted in writing to dfm_ask@state.de.us by Friday, August 12, 2016. Responses will be posted by Friday, August 19, 2016, on <http://bids.delaware.gov>.

Interested firms shall submit five (5) copies of their replies on or before 4:00 p.m. on Friday, August 26, 2016, to Mark A. DeVore, P.E., Chief of Engineering and Operations, Division of Facilities Management, Thomas Collins Building, 540 S. DuPont Highway, Suite 1 (Third Floor), Dover, DE 19901. Respondent bears the risk of late delivery. Any submittals received after the stated time will be returned unopened. Responses shall include:

- * demonstrated experience with projects of similar nature (master planning and space re-use)
- * organizational structure (personnel) established for the project including sub-consultants and previous experience (frequency) working with them

- * defined approach firm/team will implement to complete this project (include team member specifics on previous projects of a similar nature)
- * knowledge of sites and project requirement (similar work in local area)
- * geographical location of main or branch office that will be assigned the project
- * familiarity with public works (including work for the State of Delaware, the Delaware Code, State agency regulatory review procedures and other local requirements,)
- * fees received by the firm for State of Delaware public works projects in the last five years (include breakdown)

The department seeks to apportion work equitably to interested and qualified firms. The above criteria will be used to select a firm to perform these services. The formal selection process can be found at <http://dfm.delaware.gov/profsrv/documents/selection-procedures.pdf> . All information shall be submitted on GSA Forms 254/255, SF 330 or equivalent. Respondents are reminded that the project architect and engineer for this work must be registered in the State of Delaware. Selected firms who reply will be given notice of times and dates for scheduled interviews. Facsimile submittals are not acceptable.

END OF PUBLIC NOTICE