

## PUBLIC NOTICE

Public Notice is hereby given that the State of Delaware, Office of Management and Budget, is soliciting letters of interest from Architectural/Engineering teams for **OMB/DFM Contract No. MC0201000004 - Delaware Courts – New Castle Court Expansion Feasibility Study.**

The project involves the New Castle County Court facilities, a State-owned/operated court facility located at 500 North King Street, Wilmington, Delaware. The purpose of the study will be to evaluate the feasibility to reorganize and expand the New Castle Court facilities.

The New Castle Court facilities are located in a 575,000 SF, 14-story facility located in downtown Wilmington that was built and occupied in 2002. Since that time, the courts have continued to grow leading to operational concerns within the courthouse. When the courthouse was built, shelled area for expansion was created and consists of approximately 6,600 SF on the 3<sup>rd</sup> floor and 18,500 SF on the 7<sup>th</sup> floor. A recent space study update was completed in 2012 that looked at various options to utilize these spaces to relieve the space pressures. While expanding into these spaces would satisfy near term growth, longer term options either require expanding the facility over the existing parking area horizontally or moving a court function out of the existing courthouse. The Courts would like to explore other possible expansion options outside the existing courthouse in the downtown area.

Properties located on or near the existing Courthouse will be evaluated to determine the feasibility and cost estimate to expand the facility. The boundary for the study will consist of property along King and French Streets and locations on the nearby “riverfront” area. The 2012 study will be available after the firm is selected for use in validating current needs, developing a preliminary program and developing concepts. These concepts will then be evaluated for feasibility and estimated for future project costs.

Owner reserves the right to enter into additional contracts with the successful firm/team for professional services for the design and construction of any future renovations, additions or new buildings recommended as a result of these study, or to select another firm/team altogether pursuant to requirements outlined in the Delaware Code.

Due to the fact that these courts are currently open and functioning with heavy caseloads, no tours or special visits will be arranged prior to the date submissions are due. The above represents the information upon which firms/teams should draft their responses – no other information on the requirements for this study is available.

Interested firms shall submit five (5) copies of their replies on or before 4:00 p.m. on Wednesday, August 14, 2013, to Mark A. DeVore, P.E., Chief of Engineering and Operations, Division of Facilities Management, Thomas Collins Building, 540 S. DuPont Highway, Suite 1, Dover, DE 19901. Respondent bears the risk of late delivery. Any proposals received after the stated time will be returned unopened. Responses shall include:

- \* demonstrated experience with projects of similar nature
- \* organizational structure (personnel) established for the project including sub-consultants and previous experience (frequency working with them)
- \* defined approach firm/team will implement
- \* knowledge of sites and project requirements
- \* geographical location of main or branch office that will be assigned the project and distance from the project site

- \* familiarity with public works (including work in the State of Delaware, the Delaware Code 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/aeselect\\_proc.pdf](http://dfm.delaware.gov/profsrv/documents/aeselect_proc.pdf). All information shall be submitted on GSA Forms 254/255, SF 330 or equivalent. Respondents are reminded that the project engineer and architect 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**