

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 **Department of Correction - Howard R. Young Correctional Institution – Front Lobby Renovations (OMB/DFM Contract No. MJ3804000084) and Old Kitchen Space Renovations (OMB/DFM Contract No. MJ3804000085).**

The Howard R. Young Correctional Institution (HRYCI) is a Level 5 facility located in Wilmington, Delaware. The facility averages 1,500 offenders and holds both detainees (those awaiting trial/sentencing) as well as sentenced offenders.

Front Lobby Renovations: The scope of work includes a study to redesign the front lobby area of HRYCI to provide adequate space for security staff and visitors, and enhancements to the entry and exit to maintain safety and security. Only design study funds for this project are available at this time.

Old Kitchen Space Renovations: The scope of work includes repurposing the old kitchen spaces at HRYCI. The kitchen spaces were recently vacated after completion of the \$26M kitchen expansion to HRYCI. The use of the space has not been determined at this time but will be utilized to free up other space needs in the facility such as medical services and training. Only design funds for this project are available at this time.

Each team will be required to provide specific services including, but not limited to: architectural, civil, site, electrical, structural, mechanical, plumbing or a required combination thereof. Additional services will be defined as required. One A/E team will be selected to complete both projects. No other information is available concerning this project. Additionally, since the project is located in a secure facility requiring background checks prior to entry, site visits will not be available until after a selection is made.

Questions regarding this solicitation must be submitted in writing to dfm_ask@state.de.us by Thursday, August 20, 2015. Responses will be posted by Friday, August 28, 2015, on <http://bids.delaware.gov>.

Interested firms shall submit five (5) copies of their replies on or before 4:00 p.m. on Friday, September 4, 2015, to Mark A. DeVore, P.E., Chief of Engineering, 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 proposals received after the stated time will be returned unopened. Responses shall include:

- * demonstrated experience with projects of similar nature
- * organizational structure established for the project (personnel)
- * 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
- * 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 Architect/Engineer Selection Procedure can be found at <http://dfm.delaware.gov/profsrv/psae.shtml>. 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