

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 the purpose of studying and determining departmental needs and locations for **OMB/DFM Contract No. MJ3804000098 - Department of Correction – Baylor Women’s Correctional Institution - Special Needs Unit.**

This project encompasses an architectural/engineering study to determine the feasibility and placement of a Special Needs Unit at BWCI. The proposed unit will house severely mentally ill inmates and will consist of approximately 50 cells, five of which will be set up for close observation of inmates. This unit will also require a closed yard for inmate recreation. The study shall incorporate the most efficient design for optimal manning and will need to give a recommendation for the number of full time employees needed to properly man the unit. Information on the Baylor Women’s Correctional Institution is available at <http://www.doc.delaware.gov>.

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 Friday, October 13, 2017. Responses will be posted by Friday, October 20, 2017, on <http://bids.delaware.gov>.

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 this study or, to select another firm/team altogether pursuant to requirements outlined in the Delaware Code.

Interested firms shall submit five (5) copies of their replies on or before 4:00 p.m. on Friday, October 27, 2017, 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 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 site 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 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