

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 firms for **OMB/DFM Contract No. MJ5511000003 - DelDOT Administration Building - HVAC Replacement.**

The DelDOT Administration Building is located at 800 Bay Road, Dover, Delaware. The building contains office space for the Cabinet Secretary and administrative staff of the Delaware Department of Transportation. The anticipated work includes, but is not limited to, replacing the air handling units and variable air volume units throughout the building, along with correcting any identified code deficiencies as determined by the selected firm. The project may include, but is not limited to, life safety, electrical, mechanical, structural, and architectural elements.

The successful firm will be required to provide specific services including, but not limited to:

- Assess the current conditions and needs of the entire building space with regards to airflow and heating/cooling capacity of the system in order to provide recommendations for equipment replacements.
- Develop construction cost and schedule estimates for all recommendations and proposals.
- Develop design documents and a bid package needed to select a contractor to execute the selected work items.
- Construction administration and oversight for the duration of construction.

A site visit of the facility will be available on Thursday, September 26, 2019, at 9:00 a.m. Please be prompt and meet at the front door of the facility. No other information on this project is available at this time.

Interested firms shall submit five (5) copies of their replies on or before 4:00 p.m. on Thursday, October 10, 2019, to Jerry Platt, 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
- * 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
- * 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 <https://dfm.delaware.gov/profsrv/doc-forms.shtml>. All information shall be submitted on GSA Forms 254/255, SF 330 format 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