

## PUBLIC NOTICE

Public Notice is hereby given that the State of Delaware, Office of Management and Budget, on behalf of the Department of State, is soliciting letters of interest from Architectural/Engineering teams for the design and preparation of specifications and bid documents and contract administration necessary for **Department of State – Veterans Home Emergency Generator Replacement**.

This project encompasses architectural/engineering services for the proposed emergency generator replacement at the Delaware Veterans Home located in Milford, Delaware. Please note that award of this contract is contingent upon receipt of funding from the U.S. Department of Veterans Affairs, State Home Construction/Acquisition Grants Program.

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.

Questions regarding this solicitation must be submitted in writing to [dfm\\_ask@state.de.us](mailto:dfm_ask@state.de.us) by Wednesday, December 12, 2018. Responses will be posted by Wednesday, December 19, 2018, on <http://bids.delaware.gov>.

Interested firms shall submit five (5) copies of their replies on or before 4:00 p.m. on Tuesday, January 8, 2019, to Alisha McCullough, Construction Program Administrator, 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 <https://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**