



**State of Maine**  
**Bureau of General Services**  
**Division of Planning, Design & Construction**

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**Request for Qualifications**  
**Information for Architects and Engineers**

The Department of Health and Human Services wishes to procure architectural/engineering services for the **DDPC Roofing Project** at Dorothea Dix Psychiatric Center in Bangor, Maine.

The scope of this project includes, but is not limited to, schedule and cost estimating, structural evaluation, preliminary design, design development, contract documents, and construction administration. The firm may be required to coordinate this work or additional work with other consultants contracted by the Owner.

This project consists of eight (8) flat roof replacements including but not limited to, new roofing material, new insulation, new flashing, new perimeter edging and flashing, repointing of masonry, and new roof drains. The total square footage of roofing to be replaced is approximately 35,000.

Interested firms should submit *one paper copy* and *one electronic copy* of a Letter of Interest with a Statement of Qualifications which includes the firm's response to each of the following criteria.

- A. qualifications to undertake this project;
- B. documented experience with budgets, estimating, and project cost control;
- C. list of projects that demonstrate the firm's capabilities;
- D. list of recently completed work of similar type and size projects, with client contact information for each project;
- E. organization of team and profiles of key personnel who would be involved in the project;
- F. statement of current workload and ability to absorb the project; and
- G. list of business references other than those listed above, including contact information.

The *paper copy* of the Letter of Interest and Statement of Qualifications should be sent to Mark Faulkner, Director of Facilities, PO Box 926 Bangor, ME 04402 or physical address 656 State St. Bangor, ME 04401 so as to be received not later than **1:00 PM on March 19, 2021**. The *electronic copy* of the Letter of Interest and Statement of Qualifications should be sent as an attachment to an email addressed to [BGS.Architect@Maine.gov](mailto:BGS.Architect@Maine.gov) so as to meet the deadline noted above.



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Firms responding will be screened and interviewed on the basis of qualifications only. Project fees and specific design solutions for this project will not be discussed at the interview. Specific program information will not be available before the screening of qualification packages. The selection committee will rank all firms and negotiate fees with the highest ranked firm.