



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

Request for Qualifications
Information for Architects and Engineers

Maine Maritime Academy (MMA) wishes to procure architectural/engineering services for the **Waterfront Campus Improvements** (BGS 3396) at MMA's Campus in Castine, Maine, and a **Boat Storage Facility** (BGS 3205) in Penobscot, Maine.

Project Scope and Phasing

The redevelopment of MMA's waterfront includes the necessary modifications to the primary pier to accommodate a new, replacement training ship to be delivered in the fall of 2024. The training ship is the third National Security Multi-Mission Vessel (NSMV) under contract by the U.S. Maritime Administration. The selected firm will assist MMA in evaluating current waterfront infrastructure, identify the needs of the MMA small vessel fleet, review future pier space requirements, mooring, and utility services relative to the new training ship.

Phase I construction will include a boat storage facility in Penobscot, commencement of utility work to support the new NSMV, and dredging of the boat basin at Castine.

Phase II construction will include a broad range of infrastructure improvements, incorporate requirements of the NSMV, increase current floating dock space by 200 linear feet, strengthen or replace the sheet pile supporting the current parking lots and strengthen or replace the pier to handle heavy equipment loads.

Phases III and IV shall initially focus on concept drawings, outline specifications, and other material needed to support a capital campaign for the implementation of those phases.

Design goals include consideration of long-term sea level rise, renewable energy technologies, energy conservation strategies and reduced emissions and an overall healthy, sustainable facility. The project will utilize multiple, sequential bid solicitations to maintain the bold project schedule and keep the waterfront campus operational, to the greatest degree possible, throughout the project.



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Below is a summary of many key items in each phase of the project, to be expanded into a comprehensive, integrated project schedule as part of Phase I.

Phase I (target completion October 2023):

- Coordination of public utilities with Town of Castine.
- Coordination with Central Maine Power for NSMV electrical service and connection requirements.
- Detailed implementation plan which minimizes disruption to waterfront activities.
- Development of the Penobscot Boat Storage facility to alleviate storage and parking needs at the Castine waterfront campus.
- Dredging of boat basin prior to Phase II improvements.

Phase II (target completion November 2024):

- Federal, State, and municipal permits, documents, and applications.
- Improvements to the Academy pier to accommodate the new NSMV.
- Upgrade utilities to the NSMV.
- Relocation of steam and condensate lines.
- Establish security gates to the pier as needed.
- Enhance utility services to the floating docks.
- Assess and propose wave attenuation to pier.
- Increase current usable floating dock space.

Phase III (target completion August 2025):

- Demolish and remove MMA owned adjacent residential structure.
- Increase parking spaces.
- Improve vehicle flow and access.
- Improve pedestrian access to waterfront.
- Relocate Marine Engine Testing and Emissions Laboratory (METEL) facility.

Phase IV (target completion August 2026):

- Create lifeboat davit for training mounted to pier.
- Create dry-suit and lifejacket storage building.
- Create a water activity support facility.
- Replace Andrews Hall with MMA maritime education center (Oceans Sciences laboratory, nautical exhibit, et cetera).
- Relocate and upgrade boiler system for waterfront facilities.



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Project Budget

The construction budget is approximately \$25 to \$32 million, with an overall project budget not to exceed \$40 million.

Anticipated Project Schedule

1. RFQ Response Due	5/25/2022
2. Notify Short Listed Firms	6/3/2022
3. A/E Firm Interviews	6/13/2022 to 6/17/2022
4. A/E Firm Selection	6/24/2022
5. Phase I Design Phases	7/18/2022 – 11/21/2022
6. Phase II Design Phases	7/18/2022 – 4/3/2023
7. Phase I Construction Procurement Phase	11/28/2022 – 12/20/2022
8. Phase II Construction Procurement Phase	4/10/2023 – 5/10/2023
9. Phase I Construction Commences	1/16/2023
10. Phase II Construction Commences	6/12/2023
11. Phase I Construction Contract Administration Phase	1/16/2023 – 10/16/2023
12. Phase II Construction Contract Administration Phase	7/10/2023 – 11/1/2024
13. Phase III and Phase IV Schematic Design Phase	11/28/2022 – 2/28/2023
14. Phase III and Phase IV Design and Bidding Phases	to be determined; 2023 and 2024
15. Phase III Construction Contract Administration Phase	complete by 7/31/2025
16. Phase IV Construction Contract Administration Phase	complete by 7/31/2026

Optional Pre-Submission Site Visit

A pre-submission briefing is scheduled at **3:00 PM on May 12, 2022**, at the Waterfront Campus in Castine. All respondents are encouraged to attend the pre-submission briefing as it will be the only opportunity to see the project site prior to submission of qualifications. Please contact the MMA Owner's Representative, Eric Mora, Colliers Project Leaders, to register Eric.Mora@collierseng.com. Do not contact MMA concerning this meeting.



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Submission Requirements

Interested firms should submit *an 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 Letter of Interest and Statement of Qualifications should be sent to Hildy Lowell, Purchasing Specialist; at: Hildy.Lowell@mma.edu and Robert Gurney, Bureau of General Services at: BGS.Architect@maine.gov not later than **2:00 PM on May 25, 2022**.

Please address any questions regarding this RFQ in writing to MMA's project manager, Eric Mora, Colliers Project Leaders; at: Eric.Mora@collierseng.com and Robert Gurney, Bureau of General Services at: BGS.Architect@maine.gov. Questions must be received by **2:00 PM on May 17, 2022**.

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.



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Architect-Engineer Procurement Process

The standard procurement process of Architect and Engineer design services for public improvements is a Qualification Based Selection (QBS) process per statute (Title 5, §1742 subsection 6), described briefly here.

1. The advertisement of this Request for Qualifications is the initial step in the process after the Agency assures that the project itself is approved and funded. A clear scope of services statement is an essential component of the advertisement.
2. Interested firms respond to the Request for Qualifications (RFQ) as described below, submitting the Letter of Interest and Statement of Qualifications to the Selection Committee.
3. The Selection Committee screens all submissions and invites the most qualified firms to interview for the project, typically three to five firms.
4. The Selection Committee interviews the firms. Second interviews may be scheduled. References are checked.
5. The Selection Committee ranks all of the interviewed firms. The Committee negotiates an agreement with the highest ranked firm based on the scope of professional services identified in the RFQ and interview.
6. A BGS Architect/Engineer Agreement is drafted.
7. The agreement must be approved by BGS before work commences.