



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

Request for Qualifications
Information for Architects and Engineers

The Bureau of General Services wishes to procure architectural/engineering services for similar **Renovations** at three buildings in Augusta, Maine: **Daschlager House**, 55 Capitol Street; **McLean House**, 193 State Street; and **Nash School**, 103 Sewall Street.

Each of the buildings are among eight contributing structures within the Capitol Complex Historic District in Augusta, and are therefore listed in National Register of Historic Places. Renovation work shall comply with the *Secretary of the Interior's Standards for Treatment of Historic Properties*, as applicable.

Common to each building are a variety of building system upgrades, including the building envelope; restoration of select historic elements; various accessibility improvements; and limited interior alterations. The type and extent of renovations will be developed according to specific needs at each property, appropriate to the budgeted project funds.

Daschlager House (BGS 3560)

The Daschlager House, constructed in the 1840's, was historically known as the Gage-Lemont House. It was acquired by the State of Maine in 1975 and is currently occupied by the Maine Historic Preservation Commission. The following reports, for general reference, are available upon request: *Property Condition Assessment Daschlager House* (October 2015), and *Historic Structure Assessment Daschlager House* (April 2022).

McLean House (BGS 3561)

The McLean House, constructed in 1837, had significant historic renovations in 1851 and 1879. It was acquired by the State of Maine in 1964 and is currently occupied by the Maine Arts Commission. The following reports, for general reference, are available upon request: *Property Condition Assessment Part 2 McLean House* (October 2015), and *Historic Structure Assessment McLean House* (April 2022).

Nash School (BGS 3562)

The Nash School was constructed by the City of Augusta in 1897. It was acquired by the State of Maine in 1976 and is currently occupied by the Office of the Maine Department of the Secretary of State. The following reports, for general reference, are available upon request: *Facility Condition Assessment and Energy Audit House* (June 2016) and *Historic Structure Assessment Nash School* (April 2022).



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Scope of Services

The base scope of services, typical for BGS projects, includes in part, schedule and cost estimating, development of construction documents, and construction contract administration. The selected firm may be required to coordinate this work or additional work with other consultants contracted by the Owner. Other basic design tasks include:

- Comprehensive code compliance
Structural upgrades
Building envelope improvements on masonry, roofing, doors, and windows
Limited interior finish restoration and repair
Mechanical and electrical improvements
Consideration of remediation tasks, as needed
Planning for continuous occupancy or phased construction
Planning for a future addition at Daschlager House

Project Budget

The overall project budget for the three buildings is approximately \$3,000,000, roughly divided evenly among the three buildings.

Anticipated Schedule

Table with 2 columns: Task and Date. Rows include RFQ responses due (10/31/2022), Short-listed firms notified (by 11/15/2022), A/E firm interviews (11/28/2022 to 12/2/2022), A/E firm selection (by 12/16/2022), Agreement approved (by 12/30/2022), and Project duration (1/2/2023 - 6/28/2024).

Submission Requirements

Interested firms should submit two paper copies 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;



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- E. 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.

Firms responding to this RFQ must meet the *Department of Interior's Professional Qualifications Standards* (36 CFR Part 61). The selected firm shall possess a demonstrated familiarity and expertise with similar historic building projects.

This RFQ combines three similar, yet distinct, projects located in close proximity. The Bureau of General Services has combined the projects to allow for options to engage one, two, or three firms based on this single selection process, for the purpose of identifying efficient design and construction procurements. The implementation phase for each building may or may not be concurrent.

Five *paper copies* of the Letter of Interest and Statement of Qualifications should be sent to Deane Rykerson, Bureau of General Services, Division of Planning, Design, & Construction, 77 State House Station, Augusta, Maine 04333 so as to be received not later than **1:00 PM on 31 October 2022**. An *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 so as to meet the deadline noted above.

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.