



**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 Administrative and Financial Services, Bureau of General Services wishes to procure architectural/engineering Services for the **Mackworth Island Utilization Plan work** at the Maine Educational Center for the Deaf and Hard of Hearing and Governor Baxter School for the Deaf (MECDHH/GBSD) in Falmouth, Maine.

**Project Description**

The Governor Baxter School for the Deaf was established in 1957. Due to changes in education guidelines, there are no longer boarding students at the school, and enrollment is such that several buildings are unused or underutilized. A campus Utilization Plan has recently been developed for Mackworth Island. This RFQ process seeks to engage a firm to assist in the implementation of the projects described in that Utilization Plan. Interested firms may request the *Mackworth Island Conceptual Utilization Plan Final Report* dated January 27, 2023, from the Bureau of General Services.

**Scope of Services**

Architectural-engineering services will be required for schedule and cost estimating, development of contract documents, and construction administration. The firm may be required to coordinate this work or additional work with other consultants contracted by the Owner. Firms responding to this RFQ must demonstrate familiarity and expertise with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*.

The scope of this project includes, but is not limited to, demolition of unused, currently vacant buildings "B" and "G"; relocation of campus utilities including IT service entrance currently entering Building "G"; removal of elevated walkway/connectors; various site improvements including new campus entry gate and signage to improve wayfinding and security; energy efficiency upgrades in cooperation with Efficiency Maine Trust; and landscaping to improve aesthetics at the entrance.

**Project Budget**

The construction budget is approximately \$3 million, with an overall project budget not to exceed \$4 million.



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**Anticipated Schedule**

RFQ responses due .....	7/11/2023
Short-listed firms notified .....	by 7/24/2023
A/E firm interviews.....	7/31/2023 to 8/11/2023
A/E firm selection .....	8/14/2023
Agreement approved.....	by 8/25/2023
Design completed.....	by 1/15/2024
Bids received.....	by 2/8/2024
Construction completed .....	by 10/14/2024
Project duration.....	8/25/2023 – 9/30/2024

**Submission Requirements**

Interested firms should submit *one electronic copy* of a Letter of Interest with a Statement of Qualifications which includes their response to criteria A through G in the Selection Criteria table below.

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 be received not later than **1:00 PM on 11 July 2023**.

Selection Criteria		
A.	Qualifications to undertake this project	Professional experience in general. Quality of services. Relevant disciplines. Size of firm or firms. Understanding of this project. Responsiveness to project by virtue of proximity. Discuss each of the above especially as it relates to the work of this project.
B.	Cost control experience	Ability to manage project budgets, and design to budgets, to create accurate construction cost estimates, and to utilize project cost controls in design and construction.
C.	Project experience	List of projects that demonstrate capabilities, with services provided for each project. Provide project details, date of