

Property and Construction Management Department



Boston Public Facilities Department

Thomas M. Menino, Mayor

Michael J. Galvin, Chief of Public Property

ADDENDUM NO: **One (1)**

DATED: **October 20, 2008**

To All Potential Offerors

For Request For Qualifications
**Dudley Square Municipal Office Facility
Project #6903**

PUBLIC FACILITIES DEPARTMENT
26 COURT STREET
BOSTON, MA 02108

This addendum modifies, amends, and supplements designated parts of the Request For Qualifications: **Dudley Square Municipal Office Facility, Project #6903**, and is hereby made a part of thereof by reference, and shall be as binding as though inserted in its entirety in the locations designated hereunder. Whenever portions of any addendum are in conflict with a previous addendum, the addendum bearing the latest date shall govern. No claim for additional compensation, due to the lack of knowledge of this addendum will be considered.

Joseph A. Mulligan III,
Deputy Director,
Capital Construction,
Public Facilities Department
City of Boston, Massachusetts

Registered applicants are hereby notified of the following changes, updates, and corrections to the above-entitled RFQ:

ITEM ONE: Attached hereto is the revised advertisement that was published on Monday, October 13, 2008 in the Boston Globe, Tuesday, October 14, 2008 in the on-line version of the City Record, Wednesday, October 15, 2008 in the Central Register and Monday, October 20, 2008 in the hard-copy edition of the City Record.

ROOM 811, BOSTON CITY HALL, BOSTON, MA 02201 617-635-4100 FAX: 617-635-3250

CAPITAL CONSTRUCTION OFFICE

26 COURT STREET, 10TH FLOOR, BOSTON, MA 02108 617-635-0546 FAX: 617-635-0555

Two corrections to the earlier version of this advertisement (appearing in the City Record on September 15 and 22, 2008, and in the Boston Globe on September 15, 2008) were necessary.

The re-advertisement incorporates those corrections and is the governing advertisement for this RFQ. The two corrections were: (1) applicants should, rather than must, have LEED silver certification or higher; and (2) the web address for downloading the Designer Application Package was changed from <http://www.cityofboston.gov/bra/rfps/rfps.asp> to <http://www.cityofboston.gov/bra/Planning/PlanningInitsIndividual.asp?action=ViewInit&InitID=133>.

ITEM TWO: See section 1.0, page 3, paragraph 3 of the RFQ. The web site address for downloading questions and answers to the RFQ was changed from <http://www.cityofboston.gov/bra/rfps/rfps.asp> to <http://www.cityofboston.gov/bra/Planning/PlanningInitsIndividual.asp?action=ViewInit&InitID=133>. The web site is updated with answers to substantive questions that were submitted in writing to The Public Facilities Department Bid Counter, 26 Court Street, 10th floor, Boston, Massachusetts 02108 or emailed to bidinfo.pfd@cityofboston.gov.

ITEM THREE: Regarding the mailing of questions and answers to the RFQ: use of the word “mailed” in section 1.0, page 3, paragraph 3 of the RFQ means via email, unless a registered applicant has indicated to the Public Facilities Department Bid Counter that such can only be received through facsimile or U.S. Postal mail.

ITEM FOUR: See section 4.0, pages 2 and 4 of the RFQ. Due to a printing error, pages 2 and 4 of the application form from the Commonwealth of Massachusetts Division of Capital Asset Management (DCAM) entitled “Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction 2005” are corrected and attached hereto. These forms must be included with your submittal package.

ITEM ONE

**RE-ADVERTISEMENT
CITY OF BOSTON**

PUBLIC FACILITIES DEPARTMENT (PFD)

Request for Qualifications (RFQ):
Dudley Square Municipal Office Facility
Project #6903

**For information specific to this particular RFQ, please
contact PFD's Bid Counter at 617-635-4809**

Pursuant to Massachusetts General Laws Chapter 7, §§ 38A½ - O, the City of Boston's Public Facilities Department (PFD), is requesting qualification statements for design services including Schematic Plans and Outline Specifications; Design Development Plans and Specifications; Construction Plans and Specifications; Administration of Construction Contract; and Construction Supervision for the Dudley Square Municipal Office Facility with an estimated construction cost of \$85,000,000.00.

Applicants must be **Registered Architects** in accordance with the requirements of Massachusetts General Laws Chapter 7, § 38A½ (b)(i)-(iv).

Applicants should have experience on the following types of projects: U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) certified silver or higher; and state-of-the-art, high-rise office buildings.

Applicants, at a minimum, must have experience on projects in the following settings: urban and historically significant.

Applicants must provide the names of key personnel and consultants that will be utilized on this project for the following disciplines: structural; mechanical; electrical; plumbing; geotechnical; civil; environmental; traffic and fire safety engineering; architecture; green building technology; historical preservation; interior design; technology; and cost estimating.

This designer selection process will consist of two phases: Phase I – Designer Qualification Review and Competition Shortlist; and Phase II – a Juried Design Competition. Upon completion of Phase I, a short list of applicants (finalists) will be invited to participate in a Juried Design Competition (Phase II). Participants for Phase II will be expected to enter into an agreement outlining terms for the Design Competition, which will include a stipend of \$50,000.00. The top-ranked finalist (Designer) at the end of Phase II will be invited to enter into a contract for a negotiated fee to provide full professional design services for the Dudley Square Municipal Office Facility.

An RFQ meeting and site viewing is scheduled for Monday, **October 6, 2008** from 12:00 P.M. – 2:00 P.M. at The Dudley Branch of the Boston Public Library, 65 Warren Street, Roxbury, Massachusetts 02119. Interested applicants are strongly encouraged to attend and, also, are advised to review the RFQ Package (Designer Application Package) for further information regarding mandatory meetings, which will be held before and during Phase II.

The scope of work includes full design services to develop a new, approximately 200,000 square foot municipal office building on the former Ferdinand Building site located at 2262 Washington Street, Roxbury, Massachusetts 02119. The building's design will incorporate the construction requirements of Massachusetts General Laws Chapter 149, §§ 44A-J, the requirements of the Massachusetts Historical Commission, the requirements of the final building program, and will strive for the highest achievable and economically viable LEED certification (the City's current minimum certification is LEED Silver). The Designer will coordinate with City representatives, community task force members and other municipal agencies. Public meetings and presentations will be required during Phase II and throughout the design of the project.

Project fees will follow the schedule as stated in the Designer Application Package. Completion of the project is estimated to be in 2013.

The City is developing a comprehensive building program. Additional programming guidance is available in the Designer Application Package.

The Designer Application Package may be obtained from PFD, Bid Counter, 26 Court Street, 10th Floor, Boston, Massachusetts 02108 on or about **September 15, 2008** and will be mailed if necessary. Interested applicants may also download the Designer Application Package at <http://www.cityofboston.gov/bra/Planning/PlanningInitsIndividual.asp?action=ViewInit&InitID=133>. If interested, please call PFD's Bid Counter at (617) 635-4809 and refer to this advertisement. Qualification Statements must be submitted in sealed envelopes and returned to PFD, Bid Counter, 26 Court Street, 10th Floor, Boston, Massachusetts 02108 by **October 30, 2008 no later than 4:00 P.M. (Eastern Standard Time)**. **LATE QUALIFICATION STATEMENTS WILL NOT BE ACCEPTED**.

In addition to completing the *Commonwealth of Massachusetts Standard Designer Application Form for Municipalities and Public Agencies not within the Designer Selection Board Jurisdiction*, all applicants for this project must also submit a *Supplemental Requirements Package (the combination of which is to be referred to as the Designer Application)*.

* Please note that an earlier version of this advertisement appeared in the City Record on September 15 and 22, 2008, and in the Boston Globe on September 15, 2008. Two corrections to that earlier advertisement were necessary. As such, the re-advertisement noted above incorporates those corrections and is the **governing** advertisement for this RFQ. The two corrections to the September 15 and 22, 2008 advertisements were: (1) applicants should, rather than must, have LEED silver certification or higher; and (2) the web address for downloading the Designer Application Package was changed from <http://www.cityofboston.gov/bra/rfps/rfps.asp> to <http://www.cityofboston.gov/bra/Planning/PlanningInitsIndividual.asp?action=ViewInit&InitID=133>.

ITEM FOUR

Commonwealth of Massachusetts Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction 2005	<p>1. Project Name/Location For Which Firm Is Filing:</p> <p style="text-align: right;">2. Project #</p> <p>This space for use by Awarding Authority only.</p>
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<p>3a. Firm (Or Joint-Venture) - Name And Address Of Primary Office To Perform The Work:</p>	<p>3e. Name Of Proposed Project Manager: For Study: (if applicable) For Design: (if applicable)</p>
<p>3b. Date Present And Predecessor Firms Were Established:</p>	<p>3f. Name And Address Of Other Participating Offices Of The Prime Applicant, if Different From Item 3a Above:</p>

<p>3c. Federal ID #:</p>	<p>3g. Name And Address Of Parent Company, if Any:</p>
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<p>3d. Name And Title Of Principal-In-Charge Of The Project (MA Registration Required):</p>	<p>3h. Check Below if Your Firm Is Either: (1) SOMWBA Certified Minority Business Enterprise (MBE) <input type="checkbox"/> (2) SOMWBA Certified Woman Business Enterprise (WBE) <input type="checkbox"/> (3) SOMWBA Certified Minority Woman Business Enterprise (M/WBE) <input type="checkbox"/></p>
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<p>4. Personnel From Prime Firm Included In Question #3a Above By Discipline (List Each Person Only Once, By Primary Function -- Average Number Employed Throughout The Preceding 6 Month Period. Indicate Both The Total Number In Each Discipline And, Within Brackets, The Total Number Holding Massachusetts Registrations):</p>	<p>Personnel From Prime Firm Included In Question #3a Above By Discipline (List Each Person Only Once, By Primary Function -- Average Number Employed Throughout The Preceding 6 Month Period. Indicate Both The Total Number In Each Discipline And, Within Brackets, The Total Number Holding Massachusetts Registrations):</p>
<p>Admin. Personnel _____ () Ecologists _____ () Licensed Site Profs. _____ () Architects _____ () Electrical Engrs. _____ () Mechanical Engrs. _____ () Acoustical Engrs. _____ () Environmental Engrs. _____ () Planners: Urban./Reg. _____ () Civil Engrs. _____ () Fire Protection Engrs. _____ () Specification Writers _____ () Code Specialists _____ () Geotech. Engrs. _____ () Structural Engrs. _____ () Construction Inspectors _____ () Industrial Hygienists _____ () Surveyors _____ () Cost Estimators _____ () Interior Designers _____ () Drafters _____ () Landscape Architects _____ () Total _____ ()</p>	<p>Personnel From Prime Firm Included In Question #3a Above By Discipline (List Each Person Only Once, By Primary Function -- Average Number Employed Throughout The Preceding 6 Month Period. Indicate Both The Total Number In Each Discipline And, Within Brackets, The Total Number Holding Massachusetts Registrations):</p>

<p>5. Has this Joint-Venture previously worked together?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
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<p>7. Brief Resume Of ONLY Those Prime Applicant And Sub-Consultant Personnel Requested In The Advertisement. Confine Responses To The Space Provided On The Form And Limit Resumes To ONE Person Per Discipline Requested In The Advertisement. Resumes Should Be Consistent With The Persons Listed On The Organizational Chart In Question # 6. Additional Sheets Should Be Provided Only As Required For The Number Of Key Personnel Requested In The Advertisement And They Must Be In The Format Provided. By Including A Firm As A Sub-Consultant, The Prime Applicant Certifies That The Listed Firm Has Agreed To Work On This Project, Should The Team Be Selected.</p>	
a. Name And Title Within Firm:	a. Name And Title Within Firm:
b. Project Assignment:	b. Project Assignment:
c. Name And Address Of Office In Which Individual Identified In 7a Resides:	c. Name And Address Of Office In Which Individual Identified In 7a Resides:
<p>MBE <input type="checkbox"/></p> <p>WBE <input type="checkbox"/></p>	<p>MBE <input type="checkbox"/></p> <p>WBE <input type="checkbox"/></p>
d. Years Experience: With This Firm: _____ With Other Firms: _____	d. Years Experience: With This Firm: _____ With Other Firms: _____
e. Education: Degree(s) /Year/Specialization	e. Education: Degree(s) /Year/Specialization
f. Active Registration: Year First Registered/Discipline/Mass Registration Number	f. Active Registration: Year First Registered/Discipline/Mass Registration Number
g. Current Work Assignments And Availability For This Project:	g. Current Work Assignments And Availability For This Project:
h. Other Experience And Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, if Not Current Firm):	h. Other Experience And Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, if Not Current Firm):