

Vol 23, Issue 3, Jan. 15, 2003

CENTRAL REGISTER - DESIGNER SERVICES

Public projects where the construction cost is estimated to exceed \$100,000. Published two weeks prior to application deadline.

CR-1

AWARDING AUTHORITY:
 AGENCY: Lowell, City of Public Schools
 155 Merrimack Street
 Lowell, MA 01852

PROJECT NUMBER:
 Designer's Fee: Negotiated
 Estimated Construction Cost: \$600,000
 Time Period for Completed Project: 45 days

CONTACT INFORMATION:
 NAME: Stephen M. Fortado
 FAX: 978-441-3761

CONTRACT INFORMATION:
 PHONE: 978-937-7619

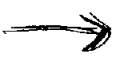
PROJECT: Reconstruction of Leblanc School
SCOPE: Plans and specifications for an exterior elevator and interior section 504 compliance

SPECIFIC DESIGNER SERVICES:
 Architect Landscape Architect Planner Programmer
 Engineer Land Surveyor Space Planner Project Manager
 Other Specify

DEADLINE FOR APPLICATION FORM:
 1/29/03 at 11:00 AM

PROJECT PROGRAM AVAILABILITY:
BRIEFING SESSION: Thurs., 1/23/03 at 9:00 AM at 58 Sycamore Street

ADDITIONAL INFORMATION: Prior school design experience required



AWARDING AUTHORITY:
 AGENCY: Reading, Town of Reading School Committee

PROJECT NUMBER: Not Applicable
 Designer's Fee: Negotiated
 Estimated Construction Cost: \$54,000,000
 Time Period for Completed Project

CONTACT INFORMATION:
 NAME: Dr. Harry K. Harutunian, Superintendent of Schools
 FAX: 781-942-9149

CONTRACT INFORMATION:
 PHONE: 781-944-5800

PROJECT: The Reading School Committee (Awarding Authority), is soliciting proposals from qualified architectural firms interested in contracting to perform design development, contract document bidding and construction administration services for the renovation of the 1970 areas of Reading Memorial High School (Science Wing, Library Wing and Field House) and replacement of the 1953 areas with new facilities to include reorganization of interior space to meet all educational program requirements.

SCOPE: The Town of Reading contracted with Flansburgh+Associates, Inc. who has developed a schematic design for Reading Memorial High School. The designer must be prepared to meet the SBA submission requirements for June 1, 2003.

SPECIFIC DESIGNER SERVICES:
 Architect Landscape Architect Planner Programmer
 Engineer Land Surveyor Space Planner Project Manager
 Other Specify

DEADLINE FOR APPLICATION FORM:
 2/25/03 @ 10:00 A.M.

PROJECT PROGRAM AVAILABILITY: 1/17/03
BRIEFING SESSION: Not Applicable

ADDITIONAL INFORMATION: The schematic design, Option 3 was approved by the Reading School Building Committee and the Reading School Committee. Copies may be obtained at 82 Oakland Road, Reading 01867

Vol. 23, Issue 3, Jan. 15, 2003
Central Register - Designer Services

READING PUBLIC SCHOOLS
Reading, Massachusetts
Request for Proposals



The Reading School Committee, (Awarding Authority), is soliciting proposals from qualified architectural firms interested in contracting to perform design development, contract document bidding and construction administration for the renovation of the 1970 areas of Reading Memorial High School (Science Wing, Library Wing and Field House) and replacement of the 1953 areas with new facilities to include reorganization of interior space to meet all educational program requirements.

The Town of Reading had Flansburgh + Associates, Inc. develop a schematic design for the Reading Memorial High School. A copy of the summary of the design is attached. The schematic design, Option 3 was approved by the Reading School Committee. Copies of the Request for Proposal may

be obtained at 82 Oakland Road, Reading, MA 01867. (781-944-5800) The Reading School Committee reserves the right to award this bid to the designer that developed the feasibility study and schematic design subject to an independent review.

The completed Reading Memorial High School will provide the needed facilities for the current and anticipated educational program for a projected student population of as many as 1480 students. This includes the projected high school population (grades 9-12) as well as the RISE pre-school program. The 275,000 square foot completed facility will be comprised of approximately 55% renovated space and 45% new space. Renovations within existing facilities will include replacement of virtually all-mechanical, electrical and plumbing systems. Windows will be replaced with insulating glass, roofs and walls will be repaired to increase thermal efficiency to current codes and standards. It is anticipated that the improvements will be accomplished through phased construction. A preliminary phasing plan has been completed.

The selected designer must be prepared to meet the School Building Assistance submission requirements for June 1, 2003.

Copies of the Request for Proposals are available at the Office of the Superintendent of Schools, 82 Oakland Road, from 8:00 a.m. to 4:00 p.m., Monday through Friday. Applicants are requested to submit 8 copies of their proposal, clearly marked "**Designer Services - RMHS Project**" which must be received no later than 10:00 a.m. (EST) on Tuesday, February 25, 2003 at the Office of the Superintendent.

The Reading School Committee reserves the right to waive any informality or to reject any or all proposals or to make the award deemed in its own discretion to be in the best interest of the Reading Public Schools.

*Special Election
Feb 25, 2003*

READING PUBLIC SCHOOLS
Reading, Massachusetts
Request for Proposals



The Reading School Committee, (Awarding Authority), is soliciting proposals from qualified architectural firms interested in contracting to perform design development, contract document bidding and construction administration for the renovation of the 1970 areas of Reading Memorial High School (Science Wing, Library Wing and Field House) and replacement of the 1953 areas with new facilities to include reorganization of interior space to meet all educational program requirements.

(200,000 sq ft
demolition)

The Town of Reading had Flansburgh + Associates, Inc. develop a schematic design for the Reading Memorial High School. A copy of the summary of the design is attached. The schematic design, Option 3 was approved by the Reading School Committee. Copies of the Request for Proposal may be obtained at 82 Oakland Road, Reading, MA 01867. (781-944-5800) The Reading School Committee reserves the right to award this bid to the designer that developed the feasibility study and schematic design subject to an independent review.

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READING PUBLIC SCHOOLS
Reading, Massachusetts

GENERAL INFORMATION

Please submit (8) bound proposals no later than 10:00 a.m. (EST) on Tuesday, February 25, 2003 to the Office of the Superintendent, 82 Oakland Road, Reading, MA 01867. Proposals received after the deadline will be returned unopened.

Proposals should be clearly marked "**Designer Services - RMHS Project**" with the name of firm and return address on the outside. If there are any questions, please contact Dr. Harry K. Harutunian, Superintendent at 781-944-5800.

Copies of relevant reports are available at the Office of the Superintendent, Reading Public Schools, 82 Oakland Road weekdays from 8:00 a.m. - 4:00 p.m. The proposed design services are limited to the Project Description below.

PROJECT DESCRIPTION

Design development, contract document bidding and construction administration for the complete renovation of the 1970 areas of Reading Memorial High School (Science Wing, Library Wing and Field House) and replacement of the 1953 areas with new facilities to include reorganization of interior space to meet all educational program requirements. The Town of Reading had Flansburgh + Associates, Inc. develop a schematic design for the Reading Memorial High School.

LOCATION

Reading Memorial High School is located at 62 Oakland Road.

ESTIMATED TOTAL PROJECT COST

The total cost of the Reading Memorial High School Project is estimated at \$54 Million

ANTICIPATED SCHEDULE

Proposals must be received on Tuesday, February 25, 2003 at 10:00 a.m.

Firm Interview dates to be determined.

The selected designer must be prepared to meet the School Building Assistance submission requirements for June 1, 2003.

DESIGNER'S FEE

The fee for service shall be a fixed fee, which shall be negotiated with the selected architectural firm.

SERVICES REQUIRED

1. Design Development
2. Prepare Construction Documents

3. Meet, as needed, with the Reading School Committee and the Superintendent of Schools.
4. Perform all required tasks to receive project approval from the Commonwealth of Massachusetts Department of Education.
5. Obtain approvals and permits from various Town Boards and Departments where necessary. Attend meetings and prepare and present necessary information to such Boards and Departments.
6. Assist with and oversee the construction process for the Reading School Committee.
7. Assist in awarding and preparing the Contract for Construction.
8. Generally provide architectural and engineering services to the Reading School Committee.
9. Provide contract administration during construction.

QUALIFICATIONS

All firms and consultants must meet the following minimum qualifications:

1. Massachusetts registration and licensing in all applicable disciplines.
2. Demonstration of a thorough knowledge of procedures, requirements, and practices of Massachusetts and other agencies with respect to codes and public bidding.
3. Prior extensive experience in school projects.
4. Performed Designer services on similar projects during the last five years. The designer shall provide contact information for such projects.
information for such projects.
5. Sufficient levels of staff to complete the project within the time periods established.
6. Firm is a "Designer" as is defined in Chapter 7, Section 38A of the General Laws.
7. Ability to obtain insurance as provided as follows: Within five days after the award of this contract, and prior to the commencement of providing services, the designer shall submit to the Superintendent of Schools, certificates from insurers clearly stating that the insurance policies required as hereinafter provided have been issued to the designer. The certificates must be in a form satisfactory to the School Committee. For the duration of this contract, evidence of said coverage should be filed with the Superintendent of Schools. Liability policies shall name the Reading Public Schools as an additional insured.
8. Provide insurance for the payment of compensation, and the furnishing of other benefits under Chapter 152 of the General Laws to all persons employed by the designer performing services for the term of the contract. Statutory limits apply.
9. Provide Public Liability Insurance with an insurance company satisfactory to the School Committee so as to save the Town harmless from any and all claims for damages arising out of bodily injury or destruction of property caused by the designer, its agents and employees resulting from the rendering of services for the Town of Reading or from any neglect, default, or omission or want of proper care or misconduct on the part of the Designer or for anyone its employ during the term of this Contract. Minimum coverage shall be as follows:

Liability for bodily injury, including accidental death: \$500,000 for any one person

and subject to the limit for each person: \$1,000,000 on account of one accident.

Liability for property damage: \$1,000,000 on account of any one accident and \$1,000,000 on account of all accidents.

10. Provide Automobile Liability Insurance covering bodily injury, including accidental death, with limits of \$1,000,000 per person, \$1,000,000 per occurrence and property damages insurance with limits of \$1,000,000 per occurrence.
11. Provide Professional Liability insurance for errors and omissions of the designer in amounts equal to ten percent of the estimated construction cost of this project with a minimum coverage of one million dollars (\$1,000,000).
9. All certificates of insurance must be from insurance companies licensed by the Commonwealth of Massachusetts.
10. Familiarity with the Massachusetts Department of Education Regulations regarding public building reimbursement.
11. List all sub-consultants Architect will plan to use on project and the category of work of such sub-consultants

SUBMISSION REQUIREMENTS

The following shall be submitted by each firm in order to be considered:

1. The Applicant must complete the most recently updated Application for the Designer Selection Form (DSB) and indicate professional registration numbers.
2. Background data (staff qualifications, project descriptions, etc.) of all firms with a role in the project.
3. Organizational chart including all team members and subconsultants.
4. Resumes of key personnel of all firms who will be assigned to the project and who will be taking an active part therein. Indicate roles and include names on the organizational chart
5. List last ten (10) projects, as well as, other selected projects completed within the past five years of comparable size and complexity including construction costs.
6. Five separate project references with the names and phone numbers of persons who are familiar with the work performed. The Owner shall have express permission to contact, either in person, by phone, or by correspondence, the references listed.
7. A certified statement to support financial solvency of the firm.
8. Copies of insurance certificates.
9. Statement indicating the ability to provide unbiased consulting services

SELECTION PROCEDURES

In accordance with Designer Selection Procedures of the Reading School Committee, the Committee will review all proposals and select a limited number of firms as finalists based on the following criteria:

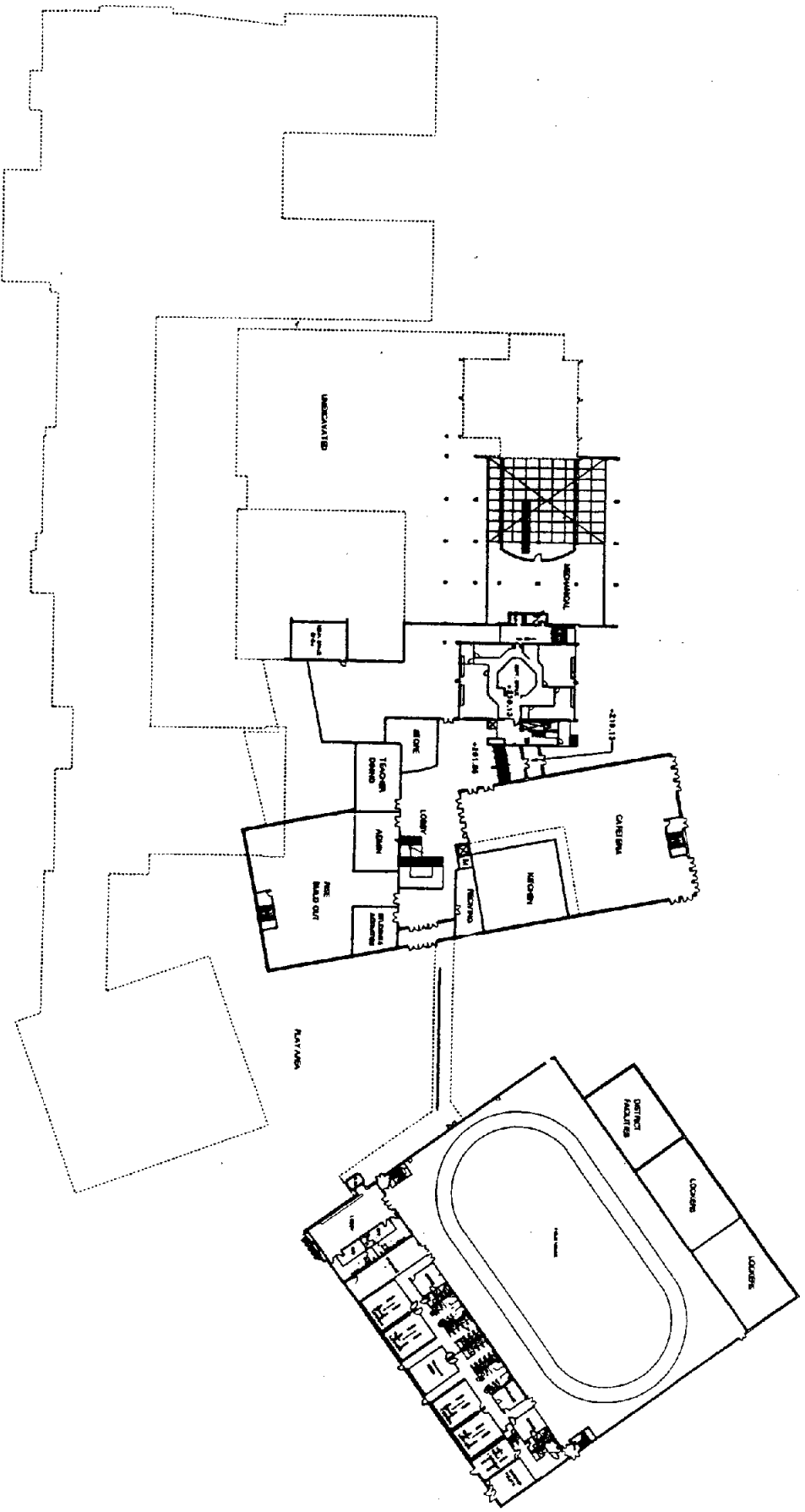
- a. Prior similar experience.
- b. Past performance on public/private projects.
- c. Qualifications and experience of individuals proposed for project.
- d. Financial stability.
- e. Qualifications of any consultants who will work on the project.

- f. Any other criteria that the School Committee considers relevant, such as professional registrations, scope of services offered, and appropriateness to the needs of the owner, time of performance, and quality of past work.
- g. The ability to meet School Building Assistance June 1, 2003 submission requirements.

Finalists may be required to:

- a. Appear for an interview with the School Committee.
- b. Present a proposal to the Committee.

The Reading School Committee reserves the right to waive any informality or to reject any or all proposals or to make the award deemed in its own discretion to be in the best interest of the Reading Public Schools in the Town of Reading, Massachusetts.

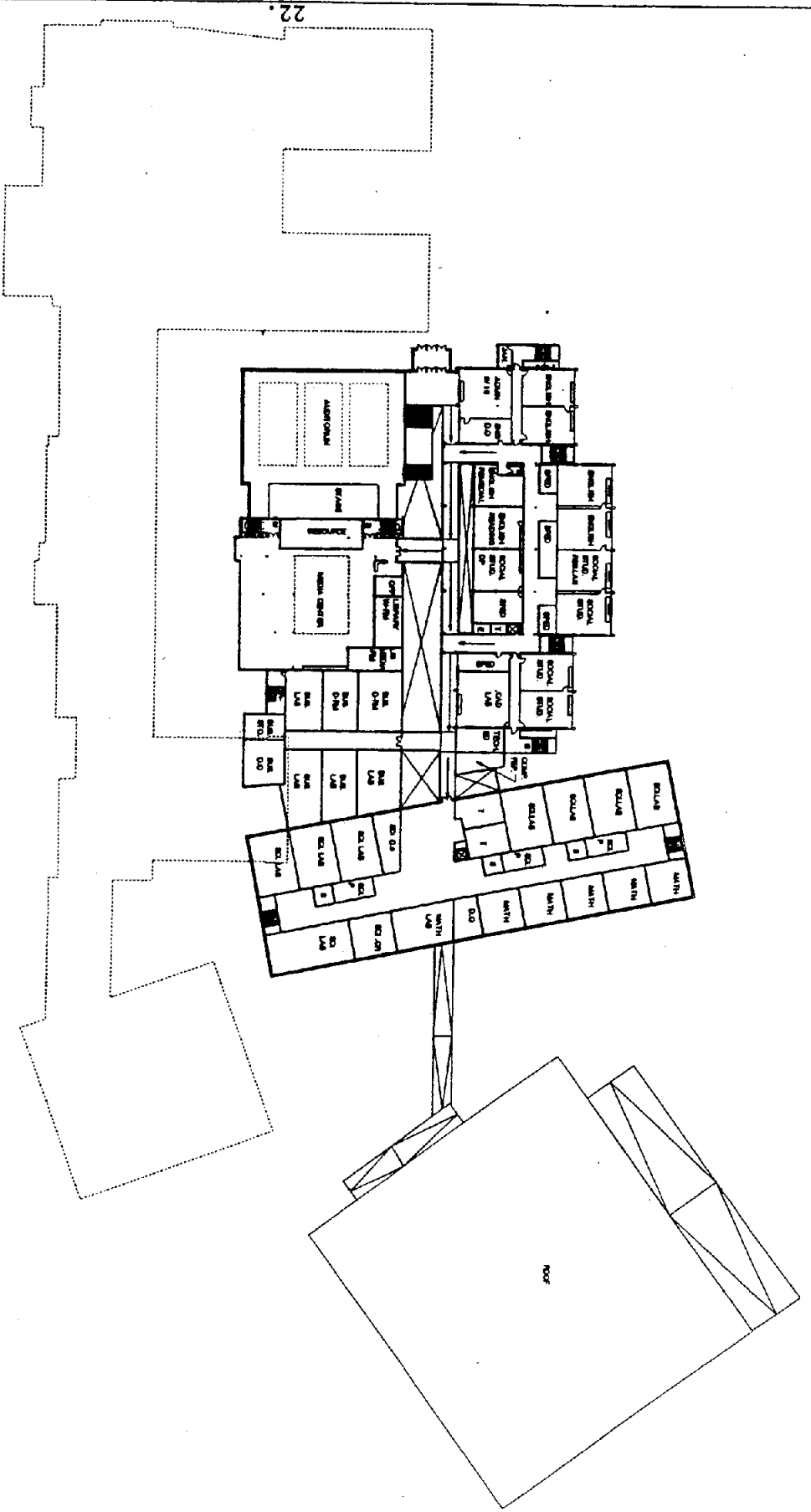


First Floor Plan



Reading Memorial High School
 Schematic Design Floor Plans
 December 19, 2002

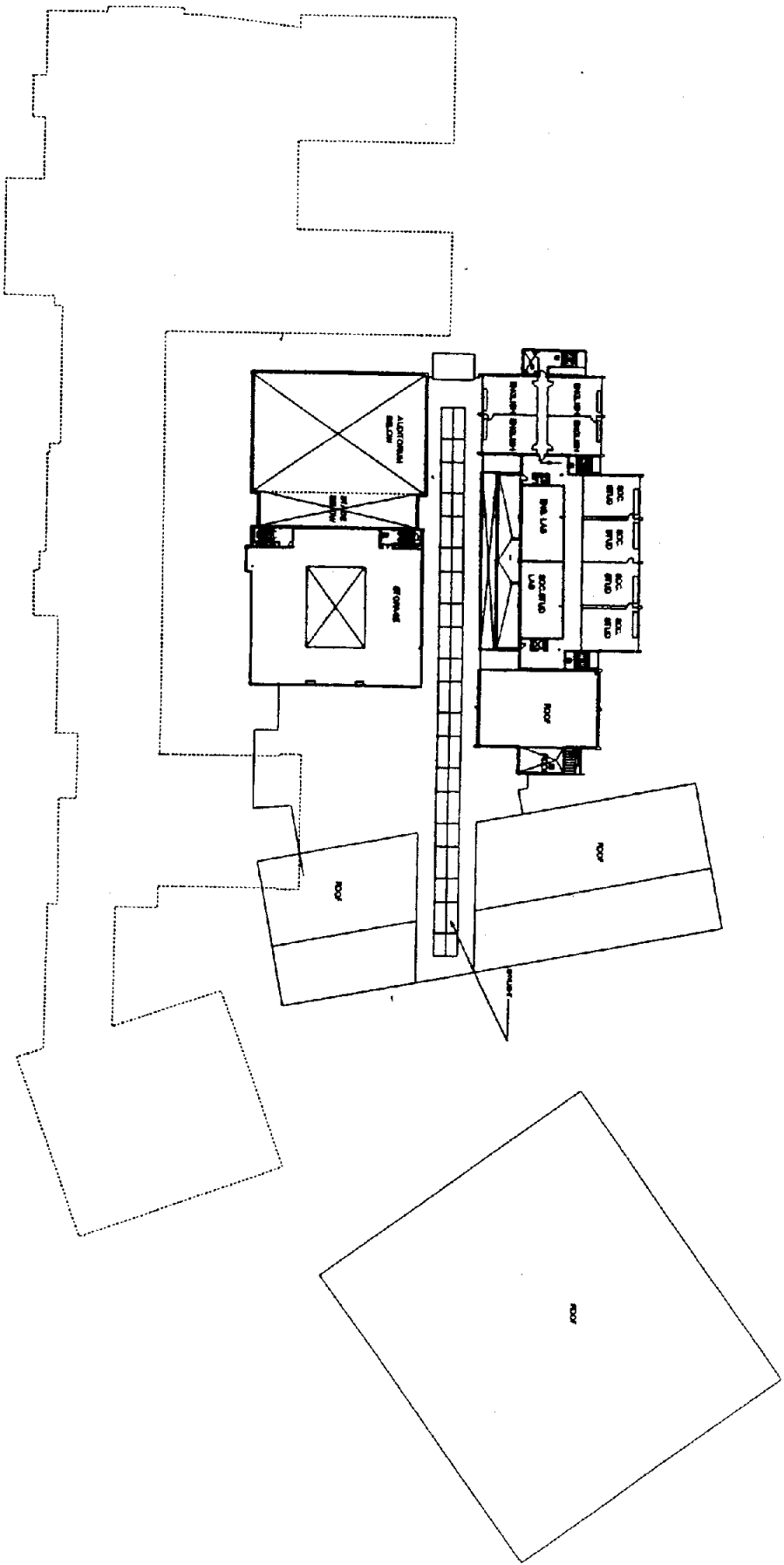
FLANSBURGH ASSOCIATES
 77 North Washington Street
 Boston, Massachusetts 02114



Third Floor Plan

Reading Memorial High School
 Schematic Design Floor Plans
 December 19, 2002

FLANSBURGH ASSOCIATES
 77 North Washington Street
 Boston, Massachusetts 02114



Fourth Floor Plan

Reading Memorial High School
 Schematic Design Floor Plans
 December 19, 2002

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 77 North Washington Street
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