



Maryland Stadium Authority

Request for Qualifications

Architectural Services

**Planning, Design, & Contract Administration
for the
Baltimore Polytechnic Institute/Western High School Campus**

September 25, 2024

Notice A Prospective Offeror that has received this document from a source other than eMarylandMarketplace Advantage (eMMA) <https://procurement.maryland.gov> should register on eMMA.

**MINORITY BUSINESS ENTERPRISES ARE ENCOURAGED TO RESPOND
TO THIS RFQ.**

A. PURPOSE

The Maryland Stadium Authority (MSA) is inviting interested Offerors to submit a Statement of Qualifications (“SOQ”) in response to this Request for Qualifications (“RFQ”) to participate in the procurement of Architectural Services for the renovations of the Baltimore Polytechnic Institute/Western High School Campus. This RFQ is the first step in procuring the aforementioned services for MSA and Baltimore City Public Schools (“City Schools”). Through this RFQ, MSA will establish a pre-qualified list of Offerors that will be able to submit proposals in response to the Request for Proposals (“RFP”) that will subsequently be issued to procure the aforementioned services.

MSA reserves the right to accept or reject any SOQ in its sole and absolute discretion, to waive any technical errors or irregularities, request clarifications, amend the pre-qualification requirements, or abandon the pre-qualification process, if it is in the interest of MSA.

B. BACKGROUND INFORMATION

This project is pursuant to the Bult to Learn Act of 2020 (“the Act”), which became effective on March 14, 2021 as a result of the Legislature’s veto override of HB1300-2020. The Act authorizes the MSA to engage in the renovation and/or replacement of City Schools buildings and will be implemented and administered through a combination of MSA and City Schools staff.

A feasibility study was conducted to determine the current conditions of the Baltimore Polytechnic Institute/Western High School Campus and make recommendations regarding a design strategy to modernize the campus. The final design must accomplish the following goals on time and on/under budget:

- Academic Upgrade: Ensure educational adequacy of all program components and spaces to meet the site-specific educational specifications and accommodate 21st century learning.
- Building Upgrade: Renovate the existing buildings, including interior and exterior elements and systems.
- Site Upgrade: Improve vehicular and pedestrian access to the site as well as accommodate ADA and safety and security upgrades.

The site-specific educational specifications established the total square foot area of this building to be 681,095 square feet. The student capacity of the building is set at 3,430 students. The modernization of the building will consist of a complete renovation of the existing facility, along with the possibility of the construction of a small addition to address ADA concerns. A copy of the feasibility study and other relevant project information **will be provided to the Offerors who meet the minimum qualifications established in this RFQ.**

C. MINIMUM QUALIFICATIONS

Interested Offerors shall clearly demonstrate in their SOQ submitted in response to this RFQ that the following minimum qualifications and requirements are met in order to be pre-qualified. Offers shall address the qualifications and requirements in the order shown below and include specific documentation narrative to clearly demonstrate how they meet or exceed the stated minimum qualifications.

- Offeror is an architectural firm that is licensed to conduct business in the State of Maryland and has members who are registered to practice architecture in the State of Maryland. Provide copies of the licensing certificates for the firm itself and for the proposed Principal Architect and Project Design Architect.
- Offeror has a minimum of ten (10) years of design experience related to renovations, modernizations, additions and/or replacement of educational facilities, preferably secondary schools in an urban environment.
- Offeror presents a minimum of five (5) sample projects that demonstrate it has proven experience with the successful completion of projects of similar size, cost and complexity.
- Offeror has a minimum of five (5) years of significant experience with projects that have Construction Manager at Risk delivery methods.
- Offeror has a minimum of five (5) years of experience with community and school-level administrative involvement during the planning, design, and construction phases of a project.
- Offeror has a minimum of five (5) years of experience in the design and documentation of LEED certified buildings.
- Offeror has experience in innovative design methods to meet the goals of building efficiencies, cost containment, and value engineering.
- Offeror has experience in implementing and evaluating swing space and designing swing space improvements.
- Offeror has the ability to meet the insurance coverage requirements for a project of this size and complexity, minimum limits as listed below. Additional information regarding insurance will be provided to the Offerors who meet the minimum qualifications established in this RFQ. Provide an insurance certificate showing limits as listed below and/or a letter from the Offeror's insurance carrier that the Offeror can obtain insurance meeting the RFQ requirements if awarded a contract.
 - Professional Liability (PL) - \$5,000,000 coverage per occurrence.
 - Commercial General Liability (CGL) - \$2,000,000 per occurrence, \$4,000,000 general aggregate limit and \$4,000,000 products/completed operations limit.
 - Business Automobile Liability (BAL) - Minimum \$2,000,000 combined single limit on coverage.
 - Worker Compensation and Employers Liability – Part A (Workers Compensation) – statutory requirements of the jurisdiction in which the work is being performed, Part B (Employers Liability) - \$1,000,000 for

- each accident, \$1,000,000 for each employee and a \$1,000,0000 aggregate policy limit for disease.
- Excess Liability/Umbrella Liability - \$5,000,000 coverage per occurrence.

When listing projects to demonstrate that an Offeror meets or exceeds the minimum qualifications listed above, **all of the following information shall be provided for each project:**

- Project Title and Location
- Owner and Owner Reference
- Gross Square Footage
- Contract Amount - Initial and Final Value (if applicable)
- Project Construction Value
- Dates of Performance - Start and Completion (Actual or Projected)
- Description of the Offeror's involvement in the project

Note that Offerors may add cross references to projects that address multiple minimum qualification items.

D. SUBMISSION REQUIREMENTS

An SOQ submitted in response to this RFQ shall include the following:

- Letter of Transmittal, including the following:
 - RFQ Title
 - Offeror's full legal name and Federal Tax Identification Number
 - Joint Venture information – include the legal name of the joint venture and legal names of the firms that comprise the joint venture. NOTE: If a joint venture is pre-qualified in response to this RFQ, proposals in response to the RFP will only be accepted from the pre-qualified joint venture comprised of the identified joint venturers. The prequalification of a joint venture in response to this RFQ shall not be construed as pre-qualification of any of the joint venturers comprising that joint venture nor of any other joint venture comprised of any of the joint venturers.
 - Offeror's point of contact information (preferably 2 individuals) including:
 - Name(s)
 - Title(s)
 - Email address(es)
 - Phone number(s)
- Proof of Qualifications presented in the manner indicated in section C of this RFQ. Offerors shall follow the formatting requirements stated in this section of the RFQ. An SOQ that does not follow the requirements, including formatting and presentation requirements, of sections C and D of this RFQ will be rejected.

All questions regarding this RFQ must be uploaded via the following ShareFile link, no later than October 3, 2024, at 1:00 p.m. Eastern Time:

<https://mdstad.sharefile.com/r-r9aeb152046f44e91878d92b38a195790>

Statements of Qualifications must be uploaded to the following ShareFile link, no later than October 11, 2024, at 1:00 p.m. Eastern Time. Statements of Qualifications submitted in any other manner will not be accepted:

<https://mdstad.sharefile.com/r-reb42972469a848dob9c3666e206ab02f>

Following the submission of Statements of Qualifications, the submissions will be reviewed by a selection committee. Offerors that demonstrate in their SOQ that they meet all the minimum qualifications stated in section C above will be pre-qualified to participate in the pool of pre-qualified consultants that will receive a project specific RFP.

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