

TOWN OF NORTH ANDOVER
Request for Qualifications
Designer Services for Kittredge Elementary School
MSBA Project #202102110015

The Town of North Andover (“Owner”) is seeking the services of a qualified “Designer” within the meaning of M.G.L. Chapter 7C, Section 44, to provide professional Feasibility and Schematic design services for the Kittredge Elementary School, located at 601 Main Street, in North Andover, Massachusetts. Selection of a Designer will be made by the Designer Selection Panel of the Massachusetts School Building Authority (“MSBA”) in accordance with the MSBA’s Designer Selection Process. An approved Proposed Project may include a renovation of the existing School, a renovation of and addition to the existing School, and/or new construction. This procurement is subject not only to the subsequent approval by the Massachusetts School Building Authority (MSBA) but also continued funding authorized by the Town. The estimated total construction costs of an approved Proposed Project may range from \$43,000,000 to \$51,000,000, depending upon the solution that is agreed upon by the Town and the MSBA and that is ultimately approved by a vote of the MSBA’s Board of Directors. The resulting contract between the Town and Designer may be amended to include continued Designer Services through design development, construction documents, bid and award, construction, and final closeout of the potential Project. In accordance with the Commonwealth’s Affirmative Marketing Program (AMP) established under M.G.L. Chapter 7C, §6, and Governors’ Executive Orders, participation goals for minority owned business enterprises (MBE) and women owned business enterprises (WBE) for the Designer Services Contract are 5.5% and 10.6%, respectively.

An informational briefing session and site visit will be held on Wednesday, January 10, 2024, at 4:00 p.m. at the Kittredge Elementary School, 601 Main Street, North Andover, Massachusetts. All interested parties are strongly encouraged to attend this briefing session.

The Request for Designer Services (RFS) will be available January 3, 2024 and may be obtained by sending an email to phil.palumbo@collierseng.com with “Kittredge Elementary School Designer Services” in the subject line and the requester’s contact information in the body of the email. Questions and requested clarifications shall be submitted in writing no later than Friday, January 19, 2024, at 5:00 p.m., addressed to Phil Palumbo (Owner’s Project Manager) at phil.palumbo@collierseng.com.

Applications (two (2) digital copies in PDF format on separate USB thumb drives and one (1) digital copy emailed) must be received on or before Wednesday, January 31, 2024, at 2:00 p.m., addressed to Phil Palumbo, Director, Colliers Project Leaders, 67 Hunt Street, Suite 205, Agawam, MA 01001 (phil.palumbo@collierseng.com).

Respondents shall examine all information and materials contained in and with this solicitation. Failure to do so shall be at the Respondent’s risk. The Town reserves the right to waive or permit cure of minor informalities, errors, or omissions prior to the selection of a Respondent, and to conduct discussions with any qualified Respondents and to take any other measures with respect to this RFS in any manner necessary to serve the best interest of the Town and its beneficiaries.

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