

SCOPE OF WORK

Title-I Services

FEMS/MPD TRAINING ACADEMY FACILITY **4600 Shepherd Pkwy SW, Washington, DC 20032** **and 4665 Blue Plains Dr SW, Washington, DC 20032**

The Department of General Services (DGS), on behalf of the District of Columbia Fire and Emergency Medical Services (DCFEMS) and the Metropolitan Police Department (MPD), is seeking an Architect-Engineer (A/E) to assist DGS in updated programing, design, cost estimates, and construction drawings and specifications for the new FEMS/MPD Training Academy Facility. The end goal of the new facility will be to improve the ability of BOTH organizations to train new cadets and existing staff. The new facility will meet all LEED V4, NFPA, and CALEA standards.

The project documentation production is expected to include the following phases: Pre-development, Schematic Design, Design Development, Construction Documents and Project Specifications, and Bid Phase..In addition, the A/E shall submit cost estimates during each of the construction documentation phases, culminating with a FINAL detailed construction cost estimate to accomplish the work. The New FEMS/MPD Training Academy Facility will be located within 4600 Shepherd Pkwy SW, Washington, DC 20032 and 4665 Blue Plains Dr SW, Washington, DC 20032 site boundary.

DISTRICT OF COLUMBIA DEPARTMENT OF GENERAL SERVICES
PROJECT: FEMS/MPD Training Academy Facility

TITLE-I SERVICES

1. SERVICES TO BE PERFORMED:

The Architect-Engineer (“A/E”) shall provide services to prepare and submit Pre-development (feasibility analysis, site development, programmatic test fit, cost estimating), Schematic Design, Design Development, Construction Documents and associated Project Specifications, and Bid Phaseto the District of Columbia Government for the construction of the items listed in this Scope of Work (SOW). The A/E shall submit a cost estimate during each of these six project phases, prior to the development and completion of the reports, construction documents and project specifications. Upon completion of the construction documents, the A/E shall submit a final detailed construction cost estimate to accomplish the work. It will be the responsibility of the A/E to review all existing documentation, interview key personnel, and conduct site visits and assessments as required to prepare the final documents.

2. COORDINATION TO BE PERFORMED:

The A/E shall meet with all the appropriate regulatory agencies to include, but not be limited to HPO, DCRA, DDOE, NCPC, CFA, DC Water, Pepco, and Washington Gas, to ascertain zoning analysis, deed restrictions and requirements, traffic study, and potential environmental considerations for compliance. Upon complying with the aforementioned requirements and satisfactorily addressing all comments in the reviews, the A/E shall submit the final permitted documents to the Department of General Services (DGS).

SCOPE OF WORK: The District of Columbia Fire and Emergency Medical Services (DCFEMS) and Metropolitan Police Department (MPD) desire to create a joint training facility located within existing DCFEMS training facility grounds located at 4600 Shepherd Pkwy SW, Washington, DC 20032 and 4665 Blue Plains Dr SW, Washington, DC 20032 site boundary.

Pre-development Phase:

DGS requires **three (3)** Pre-development phase studies located within 4600 Shepherd Pkwy SW, Washington, DC 20032 and 4665 Blue Plains Dr SW, Washington, DC 20032 site boundary.

For each Pre-Development Phase Study, three (3) in total, the A/E team will be responsible for performing feasibility analysis, site development, programmatic test fit and cost estimating services. DGS/FEMS will select one of the three studies/locations for the A/E Team to move to Schematic Design Phase with Construction Document Phase and associated specifications proceeding thereafter.

The Pre-development scope of services include, but are not limited to:

- Development of FEMS/MPD Training Academy Facility Program of requirements (POR) and how those requirements could be designed and implemented on the selected site:
 - Interviews of all current staff, review of current staffing and equipment procurement plans.
 - POR must clearly state the minimal design standards, work adjacencies, specialized equipment specifications, and facility circulation requirements that will serve as the basis of design for the A/E when the final site selection has been confirmed.
- Conceptual site massing, programmatic layout and circulation drawing for each option locations. Drawings should include a minimum of (1) section of the site layout.
- Written summary and assessment of site development and design criteria issues for each of the two existing site options including but not limited to HPO, DCRA, DDOE, NCPC, CFA, DC Water, Pepco, Washington Gas, zoning analysis, deed restrictions and requirements, traffic study, DC FEMS response/deployment predictive modeling and response analysis utilizing DCFEMS vendor-approved Deccan International's ADAM 2.0 software and potential environmental considerations
- Preliminary estimate of Construction Cost using area, volume or similar conceptual estimating techniques based on POR and each of the two existing site requirements.

Design Phases:

The A/E Team is responsible for all design phases for a complete and comprehensive new facility that will allow FEMS/MPD to effectively and efficiently handle the requirements of its uniformed personnel and **WILL INCLUDE THE DESIGN SPECIFICATIONS OF THE FINAL PROGRAM OF REQUIREMENTS.**

A representative example and general description may include, but not be limited to the following, as will be determined by the final POR report:

The New Facility, with design criteria for a minimum LEED Silver v4 (or higher) with enhanced commissioning rating and exterior design suitable for chosen location. The project design will also need to provide for ADA accessibility in the public entrance.

Site works include, but are not limited to, site demolition, fleet parking, site improvement and site utilities. To achieve a minimum LEED Silver v4 rating, site features that facilitate sustainability will include, but are not limited to:

- Transit stops
- Bioswale storm water runoff mitigation
- Pervious paving
- Community Garden

3. It shall be the responsibility of the A/E to review all existing design documents for the development of the final construction document.

3.1. Project Summary:

3.1.1. Agency Tenant: District of Columbia Fire and Emergency Medical Services (FEMS) and Metropolitan Police Department (MPD) joint training facility.

3.1.2. Facility address: 4600 Shepherd Pkwy SW, Washington, DC 20032 and 4665 Blue Plains Dr SW, Washington, DC 20032 site boundary.

3.1.3. Construction Costs: Estimated: \$40-50 MM

- 3.2. DC Green Building Act: The Project shall be designed to comply with the District of Columbia Green Building Act of 2006 (and any subsequent revisions). The District shall bear all costs for LEED Silver v4 certification and shall reimburse the A/E for registration and interpretations/clarifications.

- 3.3. Project Team: The A/E shall provide a narrative response to the SOW in terms of approach as outlined in the RFP. DGS reserves the right to change the team leader if the actions of the team leader become detrimental to the schedule, the cost of the project, or does not meet the needs of the agency clients.

- 3.4. Cost Estimate: A cost estimate shall be developed per the Attachment-A2 requirement at each submission stage and provided both in hard copy and on electronic file format. The cost estimate will adhere to Construction Specification Institute (CSI) format.

- 3.5. Project Communications: The A/E shall be responsible for developing and implementing a communications plan for the project to include production and distribution of status reports to stakeholders, preparation for agency meetings and presentations, and briefings to District and other government officials. The Architect- Engineer shall develop a computer-generated rendering if applicable. All design-related scheduling shall be completed in Required Scheduling Software as determined appropriate by the Project Manager.

- 3.6. Bidding and Permitting Stage: The A/E shall be responsible for obtaining any such

building permits and clearances in accordance with Attachment-A2. The A/E shall attend pre-bid meetings to answer questions that may arise regarding the construction documents.

- 3.7. Document Preparation: The final submission of required drawings shall be provided in Computerized Graphic Software, and Specifications shall be provided electronically in MS Word format.
- 3.8. Design Submissions: The A/E shall make design submissions in accordance with "Attachment-A2, Technical Requirements and Submittal Guide". A design submission will be due at the completion of the Pre-development Phase (15%), Schematic Design Phase (35%), Design Development (70%), Construction Documents (90% - Permit Submission), and Construction Documents (100% - Bidding & Pricing, inclusive of DCRA Permit Review Comments).
- 3.9. Services: Title I Services shall be deemed complete once the A/E obtains the required building permits (building permit fees are reimbursable), Provides 100% CD Set, and the construction contract is awarded to the General Contractor.

4. DOCUMENTS AND DATA TO BE FURNISHED BY THE DEPARTMENT OF GENERAL SERVICES:

- 4.1. The District shall provide readily available documentation for the Project. The Architect-Engineer shall visit the site and be responsible for performing a visual field verification of the actual existing conditions (see Attachment-A2). Any documents provided by the District that indicate the existing conditions shall be used for information purposes only.
- 4.2. Attachment-A2, "Technical Requirements and Submittal Guide" is made a part of this Request for Proposal.

5. GENERAL REQUIREMENTS

The work under this contract shall be performed and documented in a professional manner.

- 5.1. The A/E shall coordinate all work through the Project Manager including but not limited to all site surveys and other field investigations germane to the work.
- 5.2. The A/E shall check all drawings and specifications for accuracy and detailed coordination. At the 100% submission, the A/E shall meet with all the appropriate regulatory agencies to discuss and review the drawings with them for compliance, if required. Upon complying with the aforementioned requirements, the A/E shall submit the final documents for peer review by DGS.
- 5.3. A/E shall apply for and obtain a building permit from HPO, DCRA, DDOE, NCPC, CFA, DC Water, Pepco, and Washington Gas prior to releasing the Final documents for bids. All costs associated with the work of obtaining the permit shall be included in this proposal. The actual cost of the permit is not to be included

your proposal. The District may require the A/E to pay the actual cost of the permit and the District will reimburse the same upon submitting the paid invoice.

- 5.4 A/E shall validate and submit to DGS the general contractor's final as-built drawings both in hard copies and soft copies. The soft copies shall be in pdf and AutoCAD format. District shall reserve the right to re-use the AutoCAD format drawing submitted. Two (2) CD copies each of pdf and AutoCAD submittals. Also, for hard copies.
- 5.5 The A/E may be held financially responsible for all errors and omissions resulting in a deficient design or changes including funds spent by the District to correct the documents or redesign and complete construction exercise.
- 5.6 The District will provide the A/E access to the DGS Prolog Project Management software. The A/E shall be responsible for using Prolog to execute selected contract document requirements in coordination with DGS PM to include communication with the general contractor during the construction phase.
- 5.7 The A/E shall be responsible for scheduling project meetings (minimum-bi-weekly). Frequency of meetings to be determined after Notice of Award. The A/E shall provide meeting minutes for all project meetings.
- 5.8 The A/E shall utilize Projectteam to upload all project documents and for invoicing purposes.

6. INSURANCE:

- 6.1. The A/E shall maintain insurance coverage as specified in the RFP.

7. PROJECT SPECIFIC REQUIREMENTS:

EXHIBIT A - FULL PROJECT SPECIFICATIONS

SITE

Basic Information

4600 SHEPHERD PARKWAY SW

SSL (Square, Suffix & Lot)	6264 0802
Lot type	tax lot
Ward	Ward 8
ANC	ANC 8D
SMD	SMD 8D04
Neighborhood Cluster	Cluster 44
Police District	Seventh Police District
Police Service Area	PSA 708
Voting Precinct	Precinct 126
Zoning	PDR-1
2010 census tract	US.11
2010 census block group	0
2010 census block	0010

No historic resources noted.

Ownership and Taxes

Tax lot	6264 0802
Premises	5000 WASHINGTON DC 00000
Owner	DISTRICT OF COLUMBIA 2000 14TH ST NW # 800 WASHINGTON DC 20009-4473
Use	(unknown use code)
Land area	5664896 square feet
Tax rate	\$1.65 per \$100 assessed value
<i>Proposed assessment (2022)</i>	
land	\$51,380,610
improvements	(n/a)
total	\$51,380,610

Source: PropertyQuest draws information from databases assembled and provided by other agencies. Information is presented for planning purposes only. Please consult the source agencies for definitive answers.



Aerial Map:

4600 Shepherd Pkwy SW, Washington, DC 20032 and 4665 Blue Plains Dr SW, Washington, DC 20032