

Allegany College of Maryland

12401 Willowbrook Road, SE, Cumberland, MD 21502-2596

WORKFORCE TRAINING & DEVELOPMENT CENTER

Allegany College of Maryland is soliciting architectural and engineering services for the design of capital improvements to the Workforce Training & Development Center (19,971 square feet), constructed in 1978. Comprehensive capital improvement will be completed in a single project over an estimated 18-months period.

This invitation applies to design services which preserves and restores a well-built, but aged structure; reprograms obsolete spatial configuration, eliminating square footage used in excessive pathways and offices; rebalances deficits and surpluses in spaces; reduces future energy dollars; and generates a fully ADA-accessible facility by eliminating all existing barriers to users. The proposed program of renovation will achieve these objectives and also include components which replaces roof, fascia and soffit; corrects site deficiencies; removes barriers and ensures ADA compliance; produces a comfortable healthy interior environment for learners; reduces energy costs to the College and delivers flexible, desirable and relevant learning spaces in which to deliver workforce training. **Design services are REQUIRED to be completed and available to submit for State of Maryland review no later than March 27, 2026. This deadline is nonnegotiable.**

Firms or individuals interested in providing A&E design services must submit a **cover letter** indicating interest in our capital improvement project, and a **fully completed AIA Form 330**. This submission can be made electronically by sending your cover letter and fully completed AIA 330 form to Andrew Clark, Facilities Planner, at aclark5@allegany.edu or a hard copy can be **submitted directly** to Andrew Clark, Facilities Planning Department, Allegany College of Maryland, 12401 Willowbrook Road, SE, Cumberland, MD 21502-2596. Either submission method must be received **no later than 2:00 p.m. EST, Friday, June 27, 2025**. Refer questions regarding this advertisement or project scope to Andrew Clark at aclark5@allegany.edu or 301-784-5220. The cover letter should clearly identify person(s) acting as project lead architect, civil engineer, mechanical/electrical engineer, and LEED certified design professional.

It is not our intention to make this process difficult or costly but your submission must fully explain or identify the following elements:

- References showing previous experience within the past seven years with similar building renovation projects as well as contact information for these references
- Ability to meet the deadline for design submission to associated State of Maryland Departments
- Previous experience working with flexible wall systems, pictures of systems installed, as well as recommendations for different systems, and name/contact information for clients who had these systems installed.

- List last 10 projects, both active and closed, that are at or above 10 million dollars in value (Please complete the Excel sheet with information requested related to these projects)
- Previous projects or experience with Allegany College and/or local contractors (general contractors and/or subcontractors)
- Reasons for your interest in the renovation project
- Any unique aspects of your firm or personnel who will be assigned to this project which makes your firm highly qualified to provide design services.

A Project Selection Committee will evaluate all submissions and select two to five firms as best qualified. These firms may be provided with additional project information (if needed), and will be invited to submit a more detailed proposal and make a presentation to the Committee. The firms will then be ranked in order of best qualifications/fit and be recommended to the College's Board of Trustees. The highest ranked firm (or individual) will be invited to submit a proposal, which is the basis for contract negotiation.

Christina Kilduff

Vice- President of Finance and Administration

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For the full scope of the project please visit our website at allegany.edu/rfp/