Request for Letters of Interest
Design-Build Food Storage Building
Community Health Programs Family Services
442 Stockbridge Road, Great Barrington, MA

Community Health Programs, Inc. (CHP) is requesting Letters of Interest from Design-Build Firms and/or Design-Build Teams for a Food Storage Building. This project is funded through donations from the Gilson Family Foundation and the Donald C. McGraw Foundation.

The information provided in the Letter of Interest will be used by CHP to prequalify at least three prospective Design-Builders to participate in an on-site evaluation. The Firm or Team selected by CHP will enter into a contract to furnish all design, labor, materials, tools, equipment, incidentals, and permitting, including state and local wetland regulations, necessary for the construction of food storage adjacent to the Family Services building.

CHP's Family Services Program offers food pantry and nutrition services to clients throughout Berkshire County. A 30 x 30 prefabricated or custom-built Food Storage Building that meets State Sanitary Code Chapter X -Minimum Sanitation Standards for Food Establishments (105 CMR 590.000) and the US Food and Drug Administration Food Code (Chapter 6 – Physical Facilities) is needed to continue to provide these services.

Issue Date: May 12, 2022

Closing Date and time: Thursday, June 2 at or before 4:00 p.m.

For inquiries contact: Carrie Barth, Senior Director of Grants and Development, cbarth@chpberkshires.org.

To submit a Letter of Interest, use https://forms.gle/NfKXnEmvdMNygubr6 or the form below and email as one (1) PDF/Adobe document with the subject "CHP Food Storage LOI" to: cbarth@chpberkshires.org. NOTE that attachments over 15 MB in size will exceed the CHP email limit. If the proposal must be sent via more than one email, specify "CHP Food Storage LOI Email 1 of X, 2 of X, etc." in the subject line.
Proposals received after 4:00 PM ET on June 2, 2022, will be rejected.

Letter of Interest Form

Design-Build Food Storage Building

<u>Design-Build Lead Firm Information</u>

Design-Build Firm Name: Type name here

Point of Contact (POC): Type contact here

POC Phone: Type phone number here

POC Email: Type email here

Possible Start Date: M/D/YYYY

Design-Build Firm Experience

Years (check): 0-5 years ☐ 6-10 years ☐ 11-15 years ☐ 16+ years ☐

Professional registration(s):

Relevant Projects (2 required):

Project Name: Type project name here
Year Completed:

Firm's role on Project:

Reference: POC Name   POC Phone   POC Email

Project Name: Type project name here
Year Completed:

Firm's role on Project:

Reference: Type project name here   Type project name here Type project name here

Will you be using a Subconsultant Firm?

Yes ☐   No ☐   Not sure ☐

If you answered Yes, please fill out one or more of the next couple of pages of information about the Subconsultant Firm(s). If you answered No or Not Sure, you have completed the form.

<u>Design-Build Subconsultant Firm Information</u>

Design-Build Subconsultant Firm Name: Type name here

Point of Contact (POC): Type contact here

POC Phone: Type phone number here

POC Email: Type email here

Possible Start Date: M/D/YYYY

Design-Build Subconsultant Firm Experience

Years (check): 0-5 years ☐ 6-10 years ☐ 11-15 years ☐ 16+ years ☐

Professional registration(s):

Relevant Projects (2 required):

Project Name: Type project name here
Year Completed:

Firm's role on Project:

Reference: POC Name   POC Phone   POC Email

Project Name: Type project name here
Year Completed:

Firm's role on Project:

Reference: Type project name here   Type project name here Type project name here

Design-Build Subconsultant Firm Information

Design-Build Subconsultant Firm Name: Type name here

Point of Contact (POC): Type contact here

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Possible Start Date: M/D/YYYY

Design-Build Subconsultant Firm Experience

Years (check): 0-5 years ☐ 6-10 years ☐ 11-15 years ☐ 16+ years ☐

Professional registration(s):

Relevant Projects (2 required):

Project Name: Type project name here

Year Completed:

Firm's role on Project:

Reference: POC Name   POC Phone   POC Email

Project Name: Type project name here

Year Completed:

Firm's role on Project:

Reference: POC Name   POC Phone   POC Email