

2017 Problem Statement - Request for Qualifications (RFQ)

Project Description

The Health and Hospital Authority seeks a construction firm to provide design-build services for a new consolidated Hospital Support Service Building. The project consists of approximately 164,000 GSF (gross square feet) of office space, 7,500 GSF of retail space, and is able to accommodate 225 parking spaces. The Building is intended to house administrative support functions in a basic, economical structure. The new facilities and site must achieve a LEED Certified rating.

Scope of Services

Our desire in the procurement process is to seek a Qualification & Best Value Based Selection for the Hospital Support Service Building.

The design and construction costs will be subject to the funds allocated by the Health and Hospital Authority. The design-build contractor will be contracted with a guaranteed maximum price agreement.

The design-build contractor will be responsible for performing the following services:

- 1) Develop a design-build proposal which meets or exceeds the minimum requirements set forth in the forthcoming Request for Proposal (RFP), while not exceeding the construction cost limitation.
- 2) Evaluate the project schedule, including overall design duration, design milestones, construction duration, construction milestones, and preliminary turnover milestones. Identify the risks associated with design and construction activities.
- 3) Evaluate site usage and recommend to the Owner an appropriate site layout considering the RFP requirements.
- 4) Describe firm's knowledge of Quality Assurance, including Design Quality Control and Contractor Quality Control.
- 5) Provide design, preconstruction, and construction services required to complete the project in accordance with the RFP documents.

Minimum RFQ Requirements

Requirements for this project include evidence of a minimum of (two) completed projects of similar scope and complexity. Firms must submit (one) hard copy and (one) electronic copy of their qualifications. Hard copy submissions shall be contained within a 1" three ring binder. The contents within the hard copy binders shall be comprised of 8 ½" x 11" paper, or 11" x 17", subdivided by labeled tabs. Any sheets that are 11" x 17" in size shall be Z-folded. The electronic copy must be in PDF format and saved on a flash drive. The flash drive electronic copy shall be clearly labeled and placed within the hard copy binder. RFQ responses which do not follow the requirements below are subject to disqualification:

I. Table of Contents:

II. Cover Letter:

- 1) Cover letter shall be the first tab of the binder, and be addressed to:
2017 ASC Region IV – Design Build Division
RESPONSE TO RFQ
Attn: Competition Judges
2700 Sylvan Road
Nebraska City, NE 68410
- 2) Letter shall be signed by the project team leader and list an email address where they can be reached during the RFP phase of the competition (email address shall not contain a designation which discloses the university in which the team attends). Email will be the primary method of information distribution throughout the RFP phase of the competition.

III. Company Information:

- 1) History of company (1 page maximum)
- 2) Description of divisions or area offices
- 3) Types of services provided by your construction firm
- 4) Scopes of work self-performed by your construction firm
- 5) Percent of total work procured under each of the following project delivery methods:
 - a. Design-Bid-Build, Design-Build, Design-Assist, and/or others
- 6) Company information of Design Firm partner for this project, including sub-tier designers or engineers, noting recent projects completed together. (1 page maximum)
- 7) Professional Liability, General Liability, and Automobile Liability Insurance Limits
- 8) Bonding Capacity
- 9) Number of employees - Salaried & Craft
- 10) Annual volume the last three years (provide breakout for Design-Build projects). Company balance sheets are not required.
- 11) Safety programs and/or policies and EMR and DART rate (1 page maximum)
- 12) Quality program (1 page maximum)
- 13) Current value of backlog
- 14) Please list all projects that your firm has been terminated or defaulted on for the past ten years. Provide the name of the project, owner name, architect's name, value of the project, description of the reason for the termination/default.

IV. Provide relevant experience on a minimum of 2 projects (2 pages maximum):

Please provide a brief project description and history as a Design-Builders or CM/GC, where a Guaranteed Maximum Price (GMP) was delivered to and accepted by the owner prior to completion of construction documents for work managed through your office. Provide the following information for projects above \$ 50 million in construction value. Use the following format for each project.

- 1) Name (if applicable) and address of project
- 2) Occupancy date and duration of construction
- 3) Construction type(s) and occupancy class (UBC designation)

- 4) Gross square footage
- 5) Name of personnel presented in this submittal that worked on the project and their role
- 6) Original GMP amount and final contract amount (provide an explanation for any variance between these amounts)
- 7) Total duration of original schedule included within the GMP contract, and the actual final duration of the project, in number of calendar days
- 8) Total number of change orders, the dollar amount, and schedule extension for each individual change order (please indicate which change orders were due to any other reason than change of scope)
- 9) Approximate number of "requests for information or clarification"
- 10) Delay claims, amount, and result
- 11) All court or arbitration judgments for and against you
- 12) Liquidated damages paid
- 13) Bonuses received for early completion, shared savings, or other compensation (be specific)
- 14) Indicate if your surety provided a 100% payment and performance bond for the value of the project.
- 15) Exceptional characteristics if any (e.g., exotic material use, high energy efficiency, particularly complex mechanical or electrical systems, etc.)

V. Project Team Information:

- 1) Provide a detailed description of your construction firms experience working as a team with project owners, design firms, and subcontractors. (2 page maximum)
- 2) Description of each team member's position within their firm, their role on the project team, and their qualifications. Team member photos are required. (2 team member descriptions per page)
- 3) Organization chart showing roles and relationships of each team member relative to this specific project.

For bonus points: Team produced movies to enhance the communication of your qualifications will be accepted. These can include but not limited to: company and employee introductions, previous work showcases or tours, company statistics, recommendations, etc. Movies can be submitted with the electronic copy of the RFQ and must be noted as included in the cover letter.

Qualifications Due

Thursday, October 26, 2017 @ 6:30 AM CDT.

The submitted qualifications will account for 10% of the overall proposal score. Late submissions will receive a zero in this category.

Request for Proposal (RFP) Information

After the RFQ proposals are submitted, the RFP documents will be issued electronically to all short-listed firms. Each qualified team will receive a thumb drive that contains the RFP documents in either PDF or AutoCAD format.

One (1) set of 11" x 17" conceptual level drawings based on program requirements will be required in your proposal. At a minimum a set of conceptual level drawings must include, but is not limited to:

- 1) Site Layout Plan
- 2) Floor Plans
- 3) Two Building Elevations
- 4) One Building Section

One (1) hard copy submission of your proposal will be required. Hard copies are to be bound in three ring binders, labeled and tab divided. Paper within binder is to be 8 ½" x 11" and/or 11" x 17".

Other requirements of the RFP will include a demonstration of your firm's knowledge on the following items. It is important that your firm research these items prior to receiving the RFP documents:

- 1) Management of the design and construction processes as it relates to design solutions, design management, schedule and cost management.
- 2) Determining the value of the work at a conceptual level.
- 3) Subcontracting, including subcontractor budget pricing, and bid packaging.
- 4) Development of conceptual CPM schedules.
- 5) Knowledge of Guaranteed Maximum Price agreements.
- 6) Identification of risks and how to manage them.
- 7) Proposed building structural systems, exterior closure systems, and mechanical systems.
- 8) Construction of buildings over eight stories.

The response to the RFP will require an oral presentation. Firms should concentrate on the following in preparation for the oral presentation:

- 1) Budget: pricing for design, major scopes of work, contingency, self-performed work, fees and general conditions
- 2) Project Schedule: design milestones, construction milestones, and critical dates
- 3) Design: compliance with owner requirements, building orientation to the site, constructability, drawing package structure, and review of design deliverables
- 4) Project Risks: identify risks and opportunities as it relates to design, schedule, and budget
- 5) Owner Relations: Identify the owner and owner's Representatives involvement with the project.