

REQUEST FOR QUALIFICATIONS (RFQ)

For

Turn-key Professional Services

to provide a

Facility Improvement Project

Washington County, Colorado

Misty Peterson, County Administrator

150 Ash Ave

Akron, CO 80720

mpeterson@co.washington.co.us

Proposal Due Date

April 29, 2022

4:30 pm

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SECTION A: SELECTION PROCESS

1. General Information

Washington County, Colorado (herein after "County") seeks qualified General Contractor/Designer (GC) to perform develop a project proposal through a Progressive Design-Build Contract.

The goals of the project are to: (1) develop a project to address the needs of the county EMS building (2) if retained, execute and implement the project under a turnkey Progressive Design-Build model.

Turnkey project implementation shall include all design, construction and implementation oversight and management, and execution of any necessary system commissioning for the proposed improvements.

While it is the desire of the County to enter into a long-term partnership with the awarded GC, the County does not guarantee the award of an implementation contract amendment to the chosen GC. This contract award will be determined following acceptance of the project proposal.

Format

All proposals shall meet the following formatting requirements:

- Proposals shall be in a format and sequencing commensurate with the RFQ.
- Proposals shall include a table of contents.
- The proposal narrative shall not exceed 25 pages.
- Resumes should be limited to two (2) pages per individual. Please attach resumes to the end of your proposal as an Appendix.
- The page limit does not include resumes, additional pages to describe disclosures of legal and administrative proceedings and financial condition, sample process documents, and tabs.
- Proposals which contain unnecessarily elaborate artwork/pictures are discouraged.
- Proposals should be delivered via electronic copy.

Proposals shall be submitted to:

Misty Peterson, County Administrator, Washington County
150 Ash Ave, Akron, CO 80720
mpeterson@co.washington.co.us

2. TIMELINE

The following table provides the anticipated timeline for completion of this RFQ process.

Activity	Timeline
Issue RFQ	April 13 th , 2022
Deadline for questions	April 19 th , 2022
Deadline for answers to questions	April 22 th , 2022
Proposals due	April 29 th , 2022 4:30 pm
Review of proposals	May 3 rd , 2022
Potential Interview of Respondents	TBD
Select Partner	TBD

3. MINIMUM TEAM QUALIFICATIONS

GC must provide proof of teams demonstrated capabilities in engineering and management to provide a broad range of services. County has additional experience requirements of the selected GC for this project. It is desired that selected GC have experience developing infrastructure projects in the following areas/facility types:

Buildings/Facility Experience

- a. County Buildings

Design-Build Project Proposal Phase

- a. Evaluate costs of various facility improvements
- b. Project proposal
- c. Implementation plan
- d. Guaranteed maximum price (GMP)
- e. Commissioning and M&V Plan (if applicable)

Construction/Implementation/Commissioning Phase

- a. Engineering/Architectural design
- b. Equipment procurement and purchasing
- c. Construction management
- d. Hazardous waste disposal or recycling
- e. Commissioning

Guarantee/ Monitoring Phase

- a. Continuing operations and maintenance for all improvements
- b. Staff training on routine maintenance and operation of systems
- c. Training of occupants
- d. Guarantee of performance
- e. Maintaining long-term, high-efficiency performance of buildings
- f. Continuing operations and maintenance for all improvements

GC must have the technical capabilities to address a broad range of systems including but not limited to:

- a. Mechanical Systems: Heating, ventilating and air conditioning (HVAC) systems, energy management and control systems, domestic hot water systems, distribution systems, etc.
- b. Lighting Systems: Indoor and outdoor lighting systems, lighting controls, and day-lighting strategies.
- c. Building envelope Systems: Windows, doors, roofing, insulation, weatherization, etc.

4. SCOPE OF WORK

The primary focus of this project is to address the necessary improvements desired by the county at the EMS facility. The county has currently been awarded a DOLA grant for improvements in this facility including a renovation to the existing facility as well as an addition to accommodate the needs of the County. Preliminary plans have been developed and may be provided upon request.

Other priorities, for potential future phases of work, include upgrades to aging and failing systems, equipment, and infrastructure in all facilities listed in Attachment A. In addition, the County would also like to see drastic improvements in building comfort, health and indoor environment quality, system reliability, ease of operation, and overall modernization in the operation of its facilities. The GC should include in their energy efficient plans the long-term financial savings to the County. An emphasis will be placed on the GC to be as creative as possible with their Facility Improvement Measures (FIMs) to maximize the value of the project. County and GC will establish specific goals at the outset of the project to guide the development effort.

5. BUILDINGS/FACILITIES

See Attachment A.

6. EQUIPMENT COMPATIBILITY AND SELECTION

County reserves the right for final approval and selection of equipment prior to installation.

7. PROPOSAL DUE DATE

Proposals are due by the date and time identified in Section A.2. Proposals shall be submitted via electronic mail delivery to Misty Peterson: mpeterson@co.washington.co.us

8. SELECTION

The County Commissioners, Administration and Facilities Directors will review the responses submitted by the stated deadline. The County may elect to conduct interviews with short-

listed firms and select a GC based on the criteria in this RFQ and the interview process. Each GC, if asked, will receive a 30-minute time slot to discuss their team and their proposal.

The County reserves the right to waive any formality or any informality in the proposal award process. The County reserves the right to accept, in whole or in part, and to reject all proposals, as necessary.

Selection of Preferred Partner

A selection will be made in accordance with the following criteria and points.

- Management Approach (30 points)
 - Project Personnel Qualifications
 - Past Project Experience
- Project Approach (35 points)
 - Development and Design Approach
 - Construction
 - Post Construction Services
- Project Pricing (15 points)
 - Soft Costs
 - Transparency
- Best Value (20 points)
 - Approach to Best Value

9. AWARD

After award, the County and selected GC will finalize the Design Contract terms and conditions.

10. CONTACT INFORMATION

Questions regarding this Request for Proposal should be directed to: Misty Peterson, County Administrator, Washington County, mpeterson@co.washington.co.us no later than 4:30 pm on April 19th.

SECTION B: SELECTION CRITERIA

GC proposals will be evaluated on its written response to the following criteria.

1. MANAGEMENT APPROACH

1.1 Project Management and Coordination

Provide GC's organization chart (by name as available) specifically assigned to managing, designing and implementing the County's potential project, including the title of each individual shown and the lines of authority within the overall organization. Identify portions of the effort, if any, that are proposed to be subcontracted and provide the same information for subcontractor organization and personnel.

1.2 Appropriate Market Sector and Geographic Experience/Expertise

Provide information that emphasizes GC team's experience and expertise in County's specific market sector and geographic area. Describe projects/experience of the team members being proposed for the County's specific project. Each applicable project listed shall indicate which team members were involved, with current or former firm, and the capacity in which they were involved.

Project Name/ Prime Contractor	Staff's Name/ Role in Project	Facility Type	City & State	Project Size (Dollars)	Year Completed

1.3 Project Personnel and Staffing

Identify each individual(s) who will have primary responsibility for the following tasks: project management, architectural design, engineering design, construction management, post-construction support, and other services. Include a table to identify and describe the individual(s) who will have primary responsibility for each task. Every individual listed is expected to have a direct role in the project and execute the primary responsibilities listed above on the actual project. No substitutions of listed team members will be allowed without County approval. The primary team lead (Project Manager) must be a licensed architect or engineer in Colorado and is expected to attend in-person and virtual meetings.

- Column 1: Name and title. Indicate whether staff or sub. If a sub, indicate name of the firm.
- Column 2: Specify intended role and responsibilities for this contract and for possible implementation work, such as architectural services, engineering design, construction management, commissioning, or other services (specify).
- Column 3: Identify the estimated percentage of the individual's time that will be spent on this
- Column 4: Level of expertise, indicated by: number of years of relevant experience, license/certifications, and relevant supervisory responsibilities

	Name and Title Staff or Subcontractor? Base Location?	Intended Role	Percentage of Time on Project	Level of Experience
1				

Include resumes and historical information for each member of the proposed team specific for their County project as indicated in the Organizational Chart and Staffing Table. Include a list of their relevant projects of similar size and scope including role, type of project, project cost, and any other information to support their skills/ knowledge (up to two pages).

2. PROJECT APPROACH

The expectation is that there will be schematic and design development phases where client input and approvals will be required prior to construction document development. Additionally, the client will provide design intent for the major architectural, mechanical, electrical, plumbing and other improvements that may be looked at. The requirements of these requirements will need to be incorporated into design documents and final construction.

2.1 Design

Discuss your firm's design approach.

2.2 Product Selection

Discuss your firm's product specification procedures.

2.3 Construction

Discuss your firm's construction approach, including:

- Work plan development and coordination of identified client work requirements
- Communication with users and facilities personnel and support of client calendar and events
- Methods of procedures submittals and approvals
- Safety practices and procedures

2.4 Closeout

Discuss your firm's approach to following critical closeout activities:

- Systems commissioning
- Punch-List process
- Owner Training
- Provision of Record Documents – i.e. As-Builts / Operation & Maintenance manuals

2.5 Support Services and Client Relationship Management

Discuss your firm's experience in other, supporting areas, such as:

- Support Services
- On-Going Client Relationship Management

PROJECT PRICING

2.6 Soft Cost Table

Provide the following soft cost percentages in the following format:

Category of Fee		% Fee
1	GC overhead and profit	%
2	Engineering and architectural design	%
3	Construction management	%
4	Commissioning	%
5	Measurement and Verification	%
6	Other Fees	%

2.7 Transparency

County desires a transparent project process including but not limited to: Transparency in the subcontractor bidding process and pricing model for final project financials; access and approval of prime contractor and subcontractor invoicing/payment; and any other involvement desired by the County. Explain your approach to providing transparency and how you interpret the term.

3. BEST VALUE

Briefly describe how the company's approach to facility improvement projects delivers best value for the County.

ATTACHMENT A: FACILITY INFORMATION

The following table provides the buildings that will be included for analysis. Additional information is available upon request.

Name	Address	~ Size (SF)
EMS Building/Shop	125 E 2 nd St, Akron, CO, 80720	5,700