

ADV. No.: CF-RW-330-ARC

**Connecticut Department of Administrative Services
 Division of Construction Services
 Office of Design & Construction
 Process Management Unit
 165 Capitol Avenue
 Hartford, CT 06106**

**A/E Consultant Services Selection
 Request for Qualifications (RFQ)
 Web Advertisement**

Adv. No.:	CF-RW-330-ARC	Web Advertisement Date:	Wednesday, July 31, 2013
Selection Type:	Major Capitol Project Consultant Selection		
General Statement:	In accordance with the requirements of CGS §4b-55 through §4b-59, State of Connecticut, Department of Construction Services, Division of Design & Construction, Office of Process Management advertises for Requests for Qualifications for the Major Capital Project Consultant Services as specified below.		
Consultant Services:	Complete design services from programming through construction administration for the renovation of existing higher education classroom and spaces currently serving the Fine and Performing Arts program into Residential Life while maintaining the Harry Hope Theater and converting other unique spaces. Major renovation improvements will include MEP, FP, IT and exterior veneers and interior fit-out. .		
Contract Number:	CF-RW-330-ARC		
Contract/Project Title:	Shafer Hall Renovations		
Project Location(s):	Eastern Connecticut State University, Willimantic CT		
Cost of the Work:	\$20,000,000		
User Agency Name:	Eastern Connecticut State University		
Project Delivery Method:	<input type="checkbox"/> Design-Bid-Build (D-B-B): Architect/Engineer (A/E) consultants shall be selected to develop design and construction documents for the State to publically bid the Major Capital Project. The general contractor that is the "lowest responsible and qualified bidder" is then awarded a contract by the State to build the Project. <input checked="" type="checkbox"/> Construction Manager At Risk (CMR) - Guaranteed Maximum Price (GMP): Architect/Engineer (A/E) consultants shall be selected to develop design and construction documents in the cooperation with a CMR for a Major Capital Project. The CMR shall publically bid the project elements and enter into a GMP contract with the State. After consultation with and approval by the commissioner, the CMR shall award subcontracts to responsible qualified subcontractors submitting the lowest bids to build the Project.		
Project Description:	The structure consists of a three story masonry structure with concrete floor and roof. It houses the Performing and Visual Arts program and has general purpose classrooms, the Harry Hope Theater, the AKUS Gallery and the Shafer Auditorium. The project involves the renovation and upgrades to: HVAC systems and controls, electrical and data infrastructure, elevator installation, exterior windows, doors and storefronts, complete interior space modifications, toilet rooms support spaces and updates to interior finishes throughout. Structural inspection and repairs may be required at the exterior veneer. Exterior spaces shall be modified and improved for pedestrian and occupant use, and parking areas shall be improved. The Auditorium will be updated and modified, the Harry Hope Theater shall be renovated to		

ADV. No.: CF-RW-330-ARC

	<p>accommodate a gym/auditorium multi-use assembly space. A small food service function space shall be provided.</p> <ul style="list-style-type: none"> • Residential life function shall serve the number of beds identified during the study phase. • Three story masonry structure, 70,151 sf; • The location is at the South Edge of campus among historic buildings and is an original campus structure with an adjacent heating plant (via tunnel). • A pre-Design study shall develop the program including number of beds, seats in theater(s) student support spaces, food server. • A study of the building(s) has been performed and a hazardous material abatement program will be enacted at the beginning of construction; • The existing user groups will be vacating the facility as early as Fall 2015. • Preconstruction funds are available from current CHEFA M Series bond funds. Construction will be funded from future CHEFA bond funds. • There will be a 50 PreDesign/Programming phase and the duration of the design phase (SD through Bid documents) is 12 Months.
Designated Services:	<p>The following is a brief description of designated services that shall be required for this project, including, but not limited to the following types:</p> <ul style="list-style-type: none"> • Pre-design and feasibility; • programming; • surveys, borings, geotechnical reports, etc.; • High Performance Buildings; • Building Commissioning (Cx); • Integrated Design Process; • Building Information Modeling (BIM) Process. • interior Design/space planning; • kitchen design; • participation in budget reconciliation and value engineering (w/ CA and/or CMR). • Support for agency staff relocation • Audio / Visual services; • Telecommunication; • FF&E; • (Higher) Education planning including Residential Life and Performing and Visual arts.

ADV. No.: CF-RW-330-ARC

<p>Affirmation of Receipt of State Ethics Laws Summary of Electronic On-Line Filing Requirements:</p>	<p>In accordance with the Connecticut General Statutes and Governor Dannel P. Malloy's "Business Friendly Initiative," found in Public Act No. 11-229, the following must be adhered to:</p> <p>1. Electronic Uploading Requirements for Affidavits/Certifications</p> <p>The State of Connecticut has revised its affidavit/certification procedures. Each firm is required to open a BizNet account on the DAS website (http://das.ct.gov) and then upload certain affidavits/certifications.</p> <p>Instructions for opening a BizNet account can be found on the DAS website by clicking on "State Procurement Marketplace" and then clicking on "NEW* BizNet Connection".</p> <p>Instructions for uploading the affidavits/certifications can be found on the DAS website by clicking on "State Procurement Marketplace" and then clicking on "DAS Business Friendly Initiatives". Follow the instructions in the "Vendor Guide to Uploading Affidavits and Nondiscrimination Forms Online (PDF)".</p> <p>The specific affidavits and certifications requiring uploading are found on the DAS website by clicking on "State Procurement Marketplace", then click on the "BizNet" link under the Quick Links feature. Firms should use the affidavit/certification forms found under the BizNet link. Once uploaded, Affidavits shall be updated and submitted annually and Affidavits and Nondiscrimination Forms shall be updated within 30 days of any changes to the submitted information.</p> <p>2. Electronic "Guide to the Code of Ethics For Current or Potential State Contractors"</p> <p>When the Division of Construction Services (CT DCS) is seeking a contract for a large state construction or procurement contract having a cost of more than five hundred thousand dollars (\$500,000), CT DCS shall provide all potential consultant and contractor firms with the "Guide to the Code of Ethics For Current or Potential State Contractors". The "Guide to the Code of Ethics For Current or Potential State Contractors" can be downloaded from the website of the Office of State Ethics, Quick Links, Plain Language Guides (http://www.ct.gov/ethics). Questions concerning the "Guide to the Code of Ethics For Current or Potential State Contractors" can be directed to the OSE at 860-263-2400.</p> <p>CT DCS is also required to notify all potential consultant and contractor firms for a large state construction or procurement contract that they must electronically upload an "Affirmation of Receipt of State Ethics Laws Summary" affirming that their key employees have read and understand the summary and agree to comply with the provisions of state ethics laws. The "Affirmation of Receipt of State Ethics Laws Summary" must be electronically uploaded to the "State Procurement Marketplace" as described above. Questions concerning the electronic filing of the "Affirmation of Receipt of State Ethics Laws Summary" can be directed to DAS Procurement Services at (860) 713-5095.</p> <p>NOTE: Do not electronically submit an "Affirmation of Receipt of State Ethics Laws Summary" to CT DCS.</p> <p>3. Additional Affidavits & Certifications Requirements:</p> <p>At the time a Firm is notified of its "Conditional Selection" by CT DCS, it will be given instructions regarding additional certificates, affidavits, and other information that must be submitted for the processing of its contract by CT DAS Legal Services.</p>
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ADV. No.: CF-RW-330-ARC

Date CT DCS Began Planning This Project:																			
Qualifications Based Selection (QBS):	<p>This Qualification Based Selection (QBS) process is based on comparing and evaluating weighted criteria of qualifications and performance of Firms in relation to work of similar scope and complexity that is required for this specific contract. The Contract award is based first on a selection of the highest qualifications and second on the negotiation of a fair and reasonable fee. For the screening phase of this selection the following are the rating point weights for the screening criteria categories:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Criteria Number</th> <th style="width: 70%;">Architect / Engineer Screening Criteria Categories</th> <th style="width: 20%;">Rating Points</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Past Performance Record</td> <td style="text-align: center;">20</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Experience with Work of Similar Size and Scope as Required for this Contract</td> <td style="text-align: center;">35</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Organizational / Team Structure</td> <td style="text-align: center;">30</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Partnering Experience</td> <td style="text-align: center;">15</td> </tr> <tr> <td colspan="2" style="text-align: center;">Points per Interview Panel Member Points</td> <td style="text-align: center;">100</td> </tr> </tbody> </table> <p>Note: The QBS Selection for this Project shall be conducted in accordance with requirements stated in the Selection & Bidding Manual:</p> <ol style="list-style-type: none"> 1. Go to the CT DCS Website: www.ct.gov/dcs; 2. At the top of the CT DCS Home Page click on the Publications link; 3. Click on the Selection & Bidding Manual link. 4. For the number of active and inactive Selections and Contracts that are allowed to be held by a firm by at one time see the Capital Project Selection & Contract Limitation Guidelines (1221) link. 	Criteria Number	Architect / Engineer Screening Criteria Categories	Rating Points	1	Past Performance Record	20	2	Experience with Work of Similar Size and Scope as Required for this Contract	35	3	Organizational / Team Structure	30	4	Partnering Experience	15	Points per Interview Panel Member Points		100
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QBS Email Registration:	<p>To access the QBS Email Registration for this Project:</p> <ol style="list-style-type: none"> 1. Go to the CT DCS Website: www.ct.gov/dcs; 2. At the top of the CT DCS Home Page click on the Forms link. 3. Click on the QBS Email Registration (1225) link. 																		
QBS Submittal Booklet Requirements:	<p>To access the QBS Submittal Booklet Requirements for this Project:</p> <ol style="list-style-type: none"> 1. Go to the CT DCS Website: www.ct.gov/dcs 2. At the top of the CT DCS Home Page click on the Publications link. 3. Click on the QBS Submittal Booklet Requirements (1230) link. 																		
Qualification Submittal Deadline and Location:	<p>Deadline for the receipt of the QBS Submittal Booklets is: 3 p.m. Tuesday, Aug., 27, 2013</p> <p>QBS Submittal Booklets shall be submitted to the following address: State Office Building Division of Construction Services Office of Design & Construction Process Management Unit - Room 437 165 Capitol Avenue Hartford, Connecticut 06106</p> <p>IMPORTANT NOTE: Failure to submit properly formatted QBS Submittal Booklets with all of the required contents by the designated deadline and location will result in the Firm's submittal being deemed deficient for consideration for this Contract.</p>																		

ADV. No.: CF-RW-330-ARC

RFQ Contacts:	<p><i>For General QBS Requirements:</i> CT DCS QBS Selection Unit: Randy Daigle, QBS Unit Supervisor Room 437 165 Capitol Avenue Hartford, Connecticut 06106 Email: randy.daigle@ct.gov</p>	OR	<p><i>For this Consultant Services Contract:</i> CT DCS Project Manager Todd S. Lukas Room 460 165 Capitol Avenue Hartford, Connecticut 06106 Email: todd.lukas@ct.gov</p>
<p><u>IMPORTANT NOTE:</u> Responses to requests for more specific contract information than is contained in this Advertisement shall be limited information that is available to all Firms and that is necessary to complete this QBS process.</p> <p>All requests for more specific contract information must be sent in <u>writing</u> (email acceptable).</p>			

**END
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