

ADV. No.: BI-FP-17-DB

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

**Request for Qualifications (RFQ)  
 Web Advertisement  
 For Design-Build (D-B) Services**

<b>Adv. No.:</b>	<b>BI-FP-17-DB</b>	<b>Web Advertisement Date:</b>	<b>Wednesday Oct. 22, 2014</b>
<b>Selection Type:</b>	<b>Major Capitol Project - Design Build (D-B) Total Cost • Best Value Selection</b>		
<b>General Statement:</b>	In accordance with the requirements of C.G.S. 4b 24(4) and 4a-100a the State of Connecticut, Department of Administrative Services (CT DAS), Division of Construction Services (DCS), Office of Design & Construction, Process Management/QBS Unit, advertises for Requests for Qualifications (RFQs) for the <b>Design-Build (D-B) - Major Capital Project</b> as specified below.		
<b>Consultant Services:</b>	Design-Build Team		
<b>Project Delivery Method:</b>	<b>Design-Build (D-B)</b>		
<b>Contract Number:</b>	<b>BI-FP-17-DB</b>		
<b>Contract/Project Title:</b>	Waterbury Area Regional Fire School		
<b>Project Location(s):</b>	Cheshire, CT		
<b>User Agency Name:</b>	Department of Emergency Services and Public Protection		
<b>Design-Build Budget:</b>	\$9,500,000.00		

<b>Project Description:</b>	<p>Based on a Facilities Study commissioned by the CT State Fire Fighter Educational Committee and dated June 28, 2002, the Valley Fire Chiefs Regional Fire School will require the following improvements.</p> <ul style="list-style-type: none"> <li>• Classroom Building - 9,424 sq. ft.;</li> <li>• Support Building - 5,600 sq. ft.;</li> <li>• Class A Burn Facility - 3,200 sq. ft.</li> <li>• Training Tower – 2,900 sq. ft.</li> <li>• Training Props ;</li> <li>• Paved parking areas and underground utilities will also be constructed</li> </ul> <p>The site is known as Jarvis Street, Cheshire, Ct. The site is relatively flat and is approximately 13.7 acres.</p>
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<b>Designated Services:</b>	<p>The Design Build Team should have specific experience with the following project requirements.</p> <p>Classroom Building:</p> <ul style="list-style-type: none"> <li>• High Performance Buildings;</li> <li>• Building Commissioning (Cx);</li> </ul> <p>Class A Burn Building and Fire Training Props.</p> <ul style="list-style-type: none"> <li>• Fire schools have specific structures and improvements that are nationally recognized as approved design standards and construction standards that must be adhered to.</li> </ul>
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<b>Communications and Conduct</b>	<p><b>(NEW) Section 4b-24-3. Communications and Conduct.</b></p> <p><b>(a)</b> Except for communications authorized by sections 4b-24-4 and 4b-24-7 of the Regulations of Connecticut State Agencies, no other communications shall occur between employees of the State of Connecticut, interview panel members or screening panel members with substantive information concerning the work for which proposals are being solicited under sections 4b-24(4) or 4b-91(g) of the Connecticut General Statutes, and any member of a design-build team or special legislation contractor, or anyone on behalf of such teams or contractors. Nothing in this section prohibits communication with regard to nonsubstantive communications, such as directions to the department to pick up construction plans or information about the hours the department is open.</p> <p><b>(b)</b> Each screening and interview panel member shall submit to the commissioner a written certification attesting to the facts set forth in section 4b-100a(e)(3) of the Connecticut General Statutes, and that the panel member has not communicated with any member of a design-build team or special legislation contractor, or anyone on their behalf, prior to the panel member's final scoring of each such team or contractor, except as provided in sections 4b-24-4 and 4b-24-7 of the Regulations of Connecticut State Agencies.</p>
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**Summary of Electronic  
On-Line Filing  
Requirements  
and  
Affirmation of Receipt  
of State Ethics Laws:**

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:

**1. Electronic Uploading Requirements for Affidavits/Certifications**

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.

**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".

**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)".

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.

**2. Electronic "Guide to the Code of Ethics For Current or Potential State Contractors"**

When the Department of Construction Services (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), 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.

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.

**NOTE: Do not electronically submit an "Affirmation of Receipt of State Ethics Laws Summary" to DCS.**

**3. Additional Affidavits & Certifications Requirements:**

At the time a Firm is notified of its "Conditional Selection" by DCS, it will be given instructions regarding additional certificates, affidavits, and other information that must be submitted for the processing of its contract by DCS Legal Services.

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<b>Date DCS Began Planning This Project:</b>	<a href="#">Insert Date DCS Began Planning for this Project.</a>																					
<b>Qualifications Based Selection (QBS) Screening Requirements for D-B Services:</b>	<p>The <b>Design-Build Team</b> must submit the following booklets:</p> <ol style="list-style-type: none"> <li>1) <b>QBS Submittal Booklet</b> as described below; and</li> <li>2) <b>QBS Supplemental Submittal Booklet for Design-Build Services</b> as described below.</li> </ol> <p>The QBS process for Design-Build Services 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. 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; margin: 10px 0;"> <thead> <tr> <th style="text-align: center;">Criteria Number</th> <th style="text-align: center;">Design-Build Services Screening Criteria Categories</th> <th style="text-align: center;">Rating Points</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">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;">2</td> <td style="text-align: center;">Organizational / Team Structure For This Contract</td> <td style="text-align: center;">30</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">Past Performance Record</td> <td style="text-align: center;">20</td> </tr> <tr> <td style="text-align: center;">4</td> <td style="text-align: center;">Partnering Experience</td> <td style="text-align: center;">15</td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>Available Rating Points per Screening Panel Member per D-B Team</b></td> <td style="text-align: center;"><b>100</b></td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>Available Rating Points for five (5) Panel Members per D-B Team</b></td> <td style="text-align: center;"><b>500</b></td> </tr> </tbody> </table> <p>All submitters will receive notification of their short listed status. Shortlisted Design-Build Teams will be given notice of the Request for Proposals process and schedule. The evaluation of long list qualifications will be conducted after the receipt date of the Design-Build RFQs noted above.</p>	Criteria Number	Design-Build Services Screening Criteria Categories	Rating Points	1	Experience with Work of Similar Size and Scope as Required for this Contract	35	2	Organizational / Team Structure For This Contract	30	3	Past Performance Record	20	4	Partnering Experience	15	<b>Available Rating Points per Screening Panel Member per D-B Team</b>		<b>100</b>	<b>Available Rating Points for five (5) Panel Members per D-B Team</b>		<b>500</b>
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	<p><b>Note:</b></p> <p>The QBS D-B Selection for this Project shall be conducted in accordance with the procedures described in the <b>D-B (Design-Build) Total Cost • Best Value Selection Procedure Manual (0350)</b>:</p> <ol style="list-style-type: none"> <li>1. Go to the DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a>;</li> <li>2. At the top of the DCS Home Page click on the <b>DCS Library</b> link;</li> <li>3. Click on the <b>D-B (Design-Build) Total Cost • Best Value Selection Procedure Manual (0350)</b> link.</li> <li>4. For the number of active and inactive D-B Selections and Contracts that are allowed to be held by a firm by at one time see the <b>QBS - Guidelines for Selection and Contract Limits (1210)</b> link.</li> </ol>																					
<b>QBS Submittal Booklet Requirements:</b>	<p>The requirements for the <b>QBS Submittal Booklet</b> are described in the <b>QBS Submittal Booklet Requirements (1212)</b>. The <b>QBS Submittal Booklet</b> must be completed by the <u>proposed CT-Licensed Architect and Engineer Consultants D-B Team Members</u>. To access the <b>QBS Submittal Booklet Requirements (1212)</b> for this Project:</p> <ol style="list-style-type: none"> <li>1. Go to the DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a>;</li> <li>2. At the top of the DCS Home Page click on the <b>DCS Library</b> link.</li> <li>3. Click on the <b>QBS Submittal Booklet Requirements (1212)</b> link</li> </ol>																					
<b>QBS Supplemental Submittal Booklet Requirements for Design-Build Services:</b>	<p>The requirements for the <b>QBS Supplemental Submittal Booklet for Design-Build Services</b> are described in the <b>QBS Supplemental Submittal Booklet Requirements for Design-Build Services (1512)</b>. The <b>QBS Supplemental Submittal Booklet</b> must be completed by <u>ALL of the proposed Design-Build Team Members</u>. To access the <b>QBS Supplemental Submittal Booklet Requirements for Design-Build Services (1512)</b> for this Project:</p> <ol style="list-style-type: none"> <li>1. Go to the DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a>;</li> <li>2. At the top of the DCS Home Page click on the <b>DCS Library</b> link.</li> <li>3. Click on the <b>QBS Supplemental Submittal Booklet Requirements for Design-Build Services (1512)</b> link.</li> </ol>																					

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<b>QBS Email Registration for D-B Services:</b>	To access the <b>QBS Email Registration for D-B Services</b> for this Project: <ol style="list-style-type: none"> <li>1. Go to the DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a></li> <li>2. At the top of the DCS Home Page click on the <b>DCS Library</b> link.</li> <li>3. Scroll down and click on the <b>QBS Email Registration for D-B Services (1511)</b> link.</li> </ol>		
<b>QBS Submittal Booklets -Deadline and Location:</b>	Deadline for the receipt of the QBS Submittal Booklets (including the Supplemental Booklets) is: <b>3 p.m. Monday, Nov. 17, 2014</b>  <b>QBS Submittal Booklets shall be submitted to the following address:</b>  <b>Randy Daigle</b> State Office Building Department of Administrative Services Division of Construction Services Office of Design & Construction Process Management/QBS Unit -Room 478 165 Capitol Avenue Hartford, Connecticut 06106  <u><b>IMPORTANT NOTE:</b></u> Failure to submit properly formatted QBS Submittal Booklets (including Supplemental Booklets) with all of the required contents by the designated deadline and location may result in the Firm's submittal being deemed deficient for consideration for this Contract.		
<b>RFQ Contacts:</b>	<i>For General RFQ Requirements:</i>	<b>OR</b>	<i>For This Specific D-B Services Contract:</i>
	<b>DCS Process Management/QBS Unit:</b>		<b>DCS Project Management Unit:</b>
	<b>Randy Daigle,</b> DCS Process Management/QBS Unit Room 478 165, Capitol Avenue Hartford, Connecticut 06106  Email: <a href="mailto:randy.daigle@ct.gov">randy.daigle@ct.gov</a>		<b>Glenn Washburn</b> DCS Project Management Unit Room 460 165 Capitol Avenue Hartford, Connecticut 06106  Email: <a href="mailto:glenn.washburn@ct.gov">glenn.washburn@ct.gov</a>
	<b>Note:</b> 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 D-B RFQ process.  <b>All requests for more specific contract information must be sent in <u>writing</u> (email acceptable).</b>		

**END**  
**RFQ WEB Advertisement**  
**For Design-Build (D-B) Services**