

Page 1 of 6

ADV. No.: BI-RC-393-ARC

Connecticut Department of Administrative Services Division of Construction Services Office of Design & Construction – Process Management & QBS Unit – Room 478

165 Capitol Avenue, Hartford, CT 06106

165 Capitol Avenue, Hartford, CT 06106				
	Request for Qualifications (RFQ) Web Advertisement For Architect/Engineer (A/E) Consultant Services			
	Adv. No.:	BI-RC-393-ARC Web Advertisement Date: Wednesday, Oct. 22, 2014		
1	Selection Type:	Major Capital Project Architect/Engineer Consultant Selection		
2	General Statement:	In accordance with the requirements of CGS §4b-55 through §4b-59, the State of Connecticut, Department of Administrative Services (DAS), Division of Construction Services (DCS), Process Management & QBS Unit advertises for Requests for Qualifications (RFQs) for the Major Capital Project Architect/Engineer (A/E) Consultant Services as specified below.		
3	Consultant Services:	Architect and Consultant Design Team for CMR Project		
4	User Agency Name:	Connecticut State University System		
5	Project Planning Start Date:	September 15, 2014		
6	Contract Number:	BI-RC-393-ARC		
7	Project Title:	Renovate/Expansion of Kaiser Hall and Kaiser Annex at CCSU		
8	Project Location(s):	Connecticut State University New Britain, CT		
9	Cost Of The Work:	\$17,872,369.00		
10	Project Delivery Method:	Design-Bid-Build (D-B-B): Architect/Engineer (A/E) consultants are selected to develop design and construction documents for the State to publically bid the Major Capital Project. The "lowest responsible and qualified general bidder" is awarded the contract to build the Project.		
		Construction Manager At Risk (CMR) - Guaranteed Maximum Price (GMP): Architect/Engineer (A/E) consultants are selected to develop design and construction documents in cooperation with a CMR for a Major Capital Project. The CMR shall publically bid the project elements to subcontractors and the "lowest responsible and qualified general bidders" will be awarded subcontracts after the CMR enters into GMP contract with the State to build the Project.		
		Design - Build (D-B): A Design-Build Criteria Architect (DBCA) is selected to produce D-B Request for Proposa (RFP) documents for a Major Capital Project. The Design-Builder with the "Best Value To Cost Proposal" is awarded a contract by the State to design and build the Project.		



ADV. No.:	BI-RC-393-ARC
11 Project Description:	The Division of Construction Services (DCS), Department of Administrative services (DAS) is seeking the services of a highly talented and experienced Architectural/Engineering (A/E) Consultant team. The team will provide design and construction administration services to the DCS in support of the renovation and expansion of Kaiser Hall and Kaiser Annex at Central Connecticut State University in New Britain, CT.
	Project will include the construction of a new 70,000 square foot recreation center on the CCSU campus at Ella Grasso Blvd and Kaiser Drive. The present 34,000 square foot air supported fabric structure comprise the north wing of the facility will be dismantled and replaced by a new multi-story structural steel frame building.
	The new recreational center will create a new complex for the recreational, athletic and educational needs of the 12,000 CCSU students as well as faculty and staff. The facility is anticipated to provide squash, racquetball, basketball and multi-purpose courts; as well as an elevated wellness track; exercise and fitness areas; studio space; offices and meeting rooms; and restroom, shower and locker facilities. The project will also renovate the existing Kaiser Hall gymnasium to include the construction of a first and second floor entrance to the gymnasium; construction of a new 500 seat second floor air conditioned Press Box and VIP seating area
	All improvements will meet ADA standards and comply with CCSU facility standards.
12 Designated Services:	 The Architectural firm and lead project architect shall have significant experience in designing and constructing similar athletic facilities in the Northeast. The following designated tasks shall be required for this project and conducted from with the Architect's Consultant Team, including, but not limited to the following types of services: Architectural; Civil Engineering; Landscape Architect; Structural Engineering; Mechanical/Electrical/Plumbing Engineering (including HVAC, Fire Suppression/Protection Systems); Predesign, Feasibility, Environmental Studies; Site Surveys, Borings, Geotechnical Reports, etc.; High Performance Buildings; Integrated Design Process; Building Information Modeling (BIM) Process; Programming; Building Security; Telecommunications / Information Technology; Furnishings, Fixtures and Equipment; Code Consultant; Cost Estimator; Participation in budget reconciliation and value engineering with a Construction Administrator and Construction Manager at Risk (CMR)



Page 3 of 6

ADV. No.: BI-RC-393-ARC

	Requirements for Affidavits, Certifications, Professional Documents, Business Credentials, and Insurance Documentation:			
13 Selection Documen Requirements (Prior to the QBS		Friendly Initiative," found in Public Act No. 11-229, each Firm is required to open a BizNet Account on the DAS website and then electronically upload certain Documents to their DAS BizNet		
	Submittal Deadline):	For a summary of the Documents that must be electronically uploaded to DAS BizNet prior to the QBS Submittal Deadline:		
		 Go to the DCS Website: <u>www.ct.gov/dcs</u> At the top of the DCS Home Page click on the DCS Library link. Scroll down and click on the following DCS form: 1269.1 - CT DCS Legal Services Unit: Contract Requirements for Consultant Services. 		
		See Division 3 – Selection Document Requirements (Prior To the QBS Submittal Deadline) in "1212 QBS Submittal Booklet Requirements" for additional instructions.		
14	Conditional Selection Document Requirements (Within Fourteen Days of Being	In accordance with the requirements the DCS Legal Services Unit, the selection of a Firm is conditional upon completing and submitting, within fourteen (14) calendar days of being notified by email, certain documents as described in the Conditional Selection Notification Letter . Some documents are required to be <u>electronically uploaded</u> in accordance with Connecticut General Statutes Public Act No. 11-229, "Business Friendly Initiative". Others must be submitted as <u>hard copies</u> directly to the DCS Legal Services Unit.		
	Conditionally Selected):	For a summary of the Documents that must be either electronically uploaded to DAS BizNet or submitted directly to the CT DCS Legal Services Unit within fourteen (14) days of being Conditionally Selected:		
		 Go to the DCS Website: <u>www.ct.gov/dcs</u> At the top of the DCS Home Page click on the DCS Library link. Scroll down and click on the following DCS forms: 1150 - Credentials and Insurance Requirements; and 1269.1 - CT DCS Legal Services Unit: Contract Requirements for Consultant Services. 		
		See Division 4 – Conditional Selection Document Requirements (Within Fourteen Days of Being Conditionally Selected) in "1212 QBS Submittal Booklet Requirements" for additional instructions.		

15	15 QBS Selection Panels:	Number of QBS Selection Panel Members Per Cost of Work:				
				QBS Selection Panel Members		
			Cost of the Work	DAS Employees (Appointed By DAS Commissioner)	Agency Employees (Appointed By Agency Commissioner)	Total
		\boxtimes	\$5,000,000 or Greater (Major Capital Project)	4	1	5
			\$5,000,000 or Less (Minor Capital Project)	2	1	3
			CHEFA Projects	3	2	5



	ADV. No.:	BI-RC	Page 4 of 6
16 QBS Selection Procedure Steps:		descri evalua scope on a s fee. T in the access 1 G 2 At	Consultant must submit a Qualifications Based Selection (QBS) Submittal Booklet as ribed in this Request For Qualifications. The QBS process is based on comparing and ating weighted criteria of qualifications and performance of Firms in relation to work of similar and complexity that is required for this specific contract. The Contract award is based first selection of the highest qualifications and second on the negotiation of a fair and reasonable The QBS Selection for this Project shall be conducted in accordance with requirements stated Consultant Services Selection Procedure Manual (0320) . The document can be sed and downloaded from the DCS Library as follows: to the DCS Website: <u>www.ct.gov/dcs</u> t the top of the DCS Home Page click on the DCS Library link. coroll down and click on the Consultant Services Selection Procedure Manual (0320) link.
		Step	QBS Selection Procedures
		1	RFQ Web Advertisement:
			Prospective Consultants shall submit their QBS Submittal Booklets in response to this RFC Web Advertisement by the QBS Submittal Deadline stated in this RFQ Web Advertisement.
		2	Longlist Procedure (Pre-Screening):
			The QBS Selection Panel Chair Person shall review all prospective Consultant Firm's QBS Submittal Booklets for "proper form" and compliance with 1212 QBS Submittal Bookle Requirements.
			The QBS Unit shall (1) determine if the prospective Consultant Firm meets or exceeds contract limitations as specified in 1210 QBS - Guidelines for Selection and Contrac Limits; and (2) create a "Longlist" of Consultant Firms that shall be Screened and Shortlisted for the Selection Interviews.
			NOTE: If a prospective Consultant Firm exceeds the contract limitations as specified in 1210 QBS - Guidelines for Selection and Contract Limits , they shall not be considered any further for the specific "Project".
		3	Shortlist Procedure (Screening):
			The QBS Selection Panel shall evaluate and "rate" each of the Firms on the Longlist in accordance with "Screening Shortlist Rating Criteria Categories".
		4	The QBS Unit shall create a "Screening Approval Memorandum" of the recommender Shortlisted Firms rated "most highly qualified" that shall be furnished for to the DCS Director of Project Management for approval.
			Selection Interview Procedure:
			The QBS Selection Panel shall conduct Selection Interviews with the Shortlisted Firms rated by the DCS Director of Project Management as the "most highly qualified". At the end of all of the Selection Interviews, the QBS Selection Panel shall "rate" each of the Firms in accordance with the " Selection Interview Rating Criteria Categories "
		5	Selection:
			The QBS Unit shall create a " Selection Approval Memorandum " of the Shortlisted Firms that shall be furnished with the " rating point scores " to the DCS Director of Project Management. The DCS Director of Project Management shall indicate his approval to enter into a contract with the "most highly qualified" Firm as indicated on the Selection Approval Memorandum.
			The QBS Unit shall send the Selected Firm a "Conditional Selection Notification Letter" which shall provide instructions regarding additional certificates, affidavits, and other information that must be submitted for the processing of its contract by the DCS Legal Services Unit.



1200 RFQ Web Advertisement For Architect/Engineer (A/E) Consultant Services

	ADV. No	: BI-RC-	393-ARC	age 5 of 6
17	Screening Shortlist on the Longlist in accordance with "Screening Shortlist Rating Criteria Catego below:			
Rating Criteria		Criteria Number	Screening Sportlist Rating Uniteria Lategories	
	Categories:	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
		-	Available Rating Points per Screening Panel Member per Consultant	100
		-	Available Rating Points for three (3) Panel Members per Consultant	300
		-	Available Rating Points for five (5) Panel Members per Consultant	500
		Selection Panel shall conduct Selection Interviews with the four (4) Shortlisted I of all of the Selection Interviews, the Selection Panel shall "Rate" each of the ce with the "Selection Interview Rating Criteria Categories" table below.	Firms in	
	Criteria Categories:	Criteria Number	Selection Interview Rating Criteria Categories:	Rating Points
	Categories.	1	Problem Solving Capabilities	30
		2	Organizational / Team Structure for this Contract	25
		3	Past Performance Record	20
		4	Approach to the Work Required for this Contract	15
		5	Contract Oversight Capabilities	10
		-	Available Rating Points per Selection Panel Member per Consultant	100
		-	Available Rating Points for three (3) Panel Members per Consultant	300
		-	Available Rating Points for five (5) Panel Members per Consultant	500
		-	Additional Criteria Considerations	-
		-	Available Rating Points for CT Code Expertise per Consultant	10
		-	Available Rating Points for Site Proximity per Consultant	10
		-	Total Available Points per Consultant (for 3-panel member selections)	320
		-	Total Available Points per Consultant (for 5-panel member selections)	520
19	QBS Contract Limitations:	It is highly recommended that prospective Consultant Firms review "1210 QBS - Guideline Selection and Contract Limits" prior to completing a QBS Submittal Booklet to determine if meet or exceed Contracts Limitations for this specific Project. If a Firm exceeds the numb allowable Contracts as described in "1210 QBS - Guidelines for Selection and Contract Limits still submits a QBS Submittal Booklet, then the Firm shall not be considered any further fo specific Project. The form can be accessed and downloaded from the DCS Library as follows:1Go to the DCS Website: www.ct.gov/dcs2At the top of the DCS Home Page click on the DCS Library link.3Scroll down and click on the 1210 QBS - Guidelines for Selection and Contract Limits line		



CONSU	ruction Services	U	Page 6 of 6	
	ADV. No.:	BI-RC-393-ARC		
20	QBS Submittal Booklets Requirements:	"1212 QBS Submittal Booklet Requirements", which can be accessed and downloaded from		
		1 Go to the DCS Website: <u>www.ct.gov/dcs</u>		
		2 At the top of the DCS Home Page click on the DCS Library link.		
		3 Scroll down and click on the 1212 QBS S	Submittal Booklet Requirements link.	
21	QBS Email Registration:			
		2 At the top of the DCS Home Page click o	n the DCS Library link.	
		3 Scroll down and click on the 1211 QBS E	mail Registration link.	
22	CT 330 Part I & CT 330 Part II:			
		1 Go to the DCS Website: <u>www.ct.gov/dc</u>		
		2 At the top of the DCS Home Page click o		
		3 Scroll down and click on the 1213 CT 33		
		4 Scroll down and click on the 1214 CT 33		
23	QBS Submittal Deadline:	Deadline for the receipt of the QBS Submittal	Booklets is:	
	Deauinie.	3 p.m. Wednesday, Nov. 19, 2014		
24	QBS Submittal Location:			
25	QBS Contacts:	For General QBS Submittal Questions:	For Specific Project Questions:	
		DCS QBS Unit: Randy Daigle,	DCS Project Management Unit: Peter Simmons, Project Manager	
		Process Management DCS QBS Unit Room 478, 165 Capitol Avenue Hartford, Connecticut 06106	DCS Project Management Unit Room 460, 165 Capitol Avenue Hartford, Connecticut 06106	
		Email: <u>randy.daigle@ct.gov</u>	Email: peter.simmons@ct.gov	
		IMPORTANT NOTE: Responses to requests for more specific Project information contained in this Advertisement shall be limited to information that is available to all Firms is necessary to complete this QBS process. All requests for more specific Project info must be sent in writing (email acceptable).		

END RFQ Web Advertisement For A/E Consultant Services