



1505 Consultant Services Selection RFQ Web Advertisement

ADV. No.: CF-RC-380-DBCA

**Bureau of Design & Construction
Department of Public Works
State of Connecticut
165 Capitol Avenue
Hartford, CT 06106**

Consultant Services Selection Request for Qualifications (RFQ) Web Advertisement

Selection Type:	Major Capitol Project Consultant Selection		
Project Delivery Method:	Design-Build (D-B)		
Adv. No.:	CF-RC-380-DBCA	Web Advertisement Date:	September 29, 2010
General Statement:	In accordance with the requirements of CGS §4b-55 through §4b-59 4b 24(4), the Bureau of Design & Construction Department of Public Works, State of Connecticut, advertises for Requests for Qualifications for the Major Capital Project Consultant Services as specified below.		
Consultant Services:	Design-Build Criteria Architect Team		
Contract Number:	CF-RC-380-DBCA		
Contract/Project Title:	New Residence Hall Facility at Central Connecticut State University		
Project Location(s):	Central Connecticut State University, 1615 Stanley Street, New Britain, CT. 06050		
User Agency Name:	Connecticut State University System		
Design-Build Budget:	\$62,242,000.00		
Project Description:	<p>The Department of Public Works (DPW) is seeking an Architectural/Engineering (A/E) Consultant team to act as the project's Design-Build Criteria Architect (D-BCA) for the Connecticut State University System for a new residence hall facility at the Central Connecticut State University campus.</p> <p>This project will be a new seven (7) floor residence hall, which will be located between the Student Center Garage and Ella Grasso Boulevard. The building is estimated to be 220,000 gross square feet with a capacity of six-hundred and thirty-seven (637) beds. The project shall comply with all pertinent state statutes, building/fire safety codes, and health codes. It shall be designed and constructed to receive a silver rating of Leadership in energy & Environmental Design (LEED) Green Building Rating System, commissioning, and interior design/Furniture, Fixture and Equipment (FF&E) specification.</p> <p>This project will accommodate six hundred and twelve (612) students, in one hundred fifty three (153) student suites and twenty-four (24) resident assistants. Each student suite will contain two (2) bedrooms (331 GSF, double occupancy), a small living space, closets and one full bathroom. A number of these suites will be designed for ADA accessibility. The ground floor of the building will house one (1) resident director apartment and area for student support services.</p>		



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Designated Services:

The Design-Build Criteria Architect designated services include, but are not limited to the following:

Phase 1 - Programming, RFP, Selection: Generally, the scope of the DBCA's services during this phase will include the following:

- The Programming requires the prospective DBCA to engage the services of a programmer with the knowledge and experience for this specialized type of facility; the preparation of the D-B RFP Package; assistance with the Design-Build Selection Procedures; and hiring of a Commissioning Agent (CxA).

Phase 2 - Project Design Over-Sight: Generally, the scope of the DBCA's services during this phase will include the following:

- Establish a schedule of milestones for the D-B team submissions; attend periodic design meetings during D-B Design Development Phase to review Design-Builder's design for conformance with the RFP;

Phase 3 – Construction Observation: Generally, the scope of the DBCA's services during this phase will include the following:

Provide construction observation services at the project site to observe the work in progress, verify specification compliance and report findings to CTDPW, review D-B submittals for conformance with the D-B RFP; attend weekly job meetings for the duration of construction and project closeout meetings to review punch list items for completion.

The DCBA shall also demonstrate that they have Key Personnel with the following knowledge:

- High Performance Buildings;
- Building Commissioning (Cx);
- Integrated Design Process;
- LEED Certification Process by LEED Accredited Professionals;
- Dormitory design;
- High Performance Buildings/LEED Building Commissioning (Cx).

IMPORTANT:

1. *No members of the D-B Criteria Architect's Team selected for this contract shall be allowed to contract for services with any Shortlisted D-B Proposer or their D-B Team Members for the duration of time necessary to execute a contract with the selected D-B Proposer.*
2. *No members of the D-B Criteria Architect's Team selected for this contract shall be allowed to contract for services with the selected D-B Proposer or D-B Proposer Team Members for the duration time necessary to complete this Project's Work.*



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Affidavits Submittals:

The Affidavit Requirements for Formal Contracts shall be determined by information found under the **Affidavit's Button** at the top left of the CT DPW home page: www.ct.gov/dpw . (Click on "introduction" see chart. Also click on "General Advice...").

- The Submitter shall provide, in the Qualifications Submission, the "Ethics Affidavit", if the contract fee is expected to exceed \$500,000.
- The Consulting Affidavit and Disclosure Affidavit should be provided within 21 days after the notice of selection.
- At the time of the Contract execution, the Consultant shall be required to sign the "Gift and Campaign Contribution Certification" if contract fee is equal to or greater than \$50,000. The Gift and Campaign Contribution Certification states that you, your company, and specified other individuals have given no gifts to DPW personnel and other individuals set forth in the Certification. For the purpose of signing the Certification "the date DPW began planning the subject project or services" is the date noted below. Pursuant to Connecticut General Statute 4-252(d) any bidder, proposer or person who responded to a request for qualifications for a contract with a value equal to or greater than \$50,000 who does not make this certification at the time of the contract execution shall be disqualified. The noted \$50,000 or greater value is based on Executive order #7C dated July 13, 2006. The most accurate information concerning affidavits and the Gift and Campaign Contribution Certification can be found by going directly to the DPW web page at www.ct.gov/dpw , clicking on the **Affidavits** link and then carefully reviewing all of the documentation presented (including but not limited to the Introduction link and General Advice for Filling Out Affidavits and Resolutions/Certificates of Authority link. No forms, other than those posted on the DPW web page, shall be used by a consultant or design/builder.

With regard to a State contract as defined in P.A. 07-1 having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this submission in response to the State's solicitation expressly acknowledges receipt of the State Elections Enforcement Commission's notice advising prospective state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the notice. (See, SEEC Form 11 is available on the State Elections Enforcement Commission Website at www.ct.gov/seec and clicking in their "Forms" link).

Questions concerning the affidavits can be directed to the DPW Legal Services Division at 860-713-5680.

Date DPW Began Planning This Project:

September 1, 2010

Qualifications Based Selection (QBS):

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 the this selection the following are the rating point weights for the screening criteria categories:

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 Submittal Booklet Requirements:	<ol style="list-style-type: none"> 1. Go to the DPW Website: www.ct.gov/dpw 2. At the top of the DPW Home Page click on the Publications link. 3. Under the Alphabetical Listings title click on the QBS Submittal Booklet Requirements (1230) link. 4. For reference and also see the Selection Procedures & Project Delivery Methods Guidelines (0310) and the Consultant Services Procedure Manual (0320) links. 5. Design-Build (D-B) Total Cost • Best Value Selection Procedure Manual (0350) NEW (09/01/10); 			
Qualification Submittal Deadline and Location:	<p>Deadline for the receipt of the QBS Submittal Booklets is: 3 P.M, Thursday October 21, 2010.</p> <p>State Office Building Department of Public Works Room 261 165 Capitol Avenue Hartford, Connecticut 06106</p> <p>IMPORTANT NOTE: Failure to the submit properly formatted QBS Submittal Booklets with all of the required contents including the affidavits and Certificate of Authority, by the designated deadline and location will result in the Firm's submittal being deemed deficient for consideration for this Contract.</p>			
RFQ Contacts:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> <p><i>For General QBS Requirements:</i></p> <p>DPW QBS Selection Unit: Randy Daigle, Project Manager Room 261 165, Capitol Avenue Hartford, Connecticut 06106 Email: randy.daigle@ct.gov</p> </td> <td style="width: 10%; text-align: center; border: none; vertical-align: middle;">OR</td> <td style="width: 40%; border: none; vertical-align: top;"> <p><i>For this Consultant Services Contract:</i></p> <p>DPW Project Manager Scott Dunnack Room 460 165 Capitol Avenue Hartford, Connecticut 06106 Email: scott.dunnack@ct.gov</p> </td> </tr> </table> <p>IMPORTANT NOTE: 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>	<p><i>For General QBS Requirements:</i></p> <p>DPW QBS Selection Unit: Randy Daigle, Project Manager Room 261 165, Capitol Avenue Hartford, Connecticut 06106 Email: randy.daigle@ct.gov</p>	OR	<p><i>For this Consultant Services Contract:</i></p> <p>DPW Project Manager Scott Dunnack Room 460 165 Capitol Avenue Hartford, Connecticut 06106 Email: scott.dunnack@ct.gov</p>
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