

UNIVERSITY OF NEBRASKA

DESIGN/BUILD AND CONSTRUCTION MANAGEMENT SERVICES SELECTION
Attachment 5

REQUEST FOR PROPOSALS
DESIGN/BUILD CONSTRUCTION SERVICES

Project Name Project Number TBD

Invitation Number:

I. INVITATION TO SUBMIT PROPOSALS.

By this Request for Proposals (RFP), the Board of Regents, of the University of Nebraska, with offices at 3835 Holdrege Street, Lincoln, Nebraska 68583-0745, is hereby requesting proposals from firms that have expressed an interest in submitting proposals for the award of the contract, for design and construction, of the proposed Project Name.

The Design/Build Firm selected will provide all design and construction services necessary to construct the facility in accordance with the guidelines, standards and limitations contained in this proposal. All proposals shall include proposed site & utility work in accordance with the Design Scope Specifications.

Proposals will be evaluated for their compliance with proposed Total Construction Budget, Program Statement requirements, Design Scope Specification, and the Proposed Construction Schedule, as stated within this document and the Design Scope Specifications. Participation in this selection process by interested Design/Build Firms shall constitute an acceptance of the terms and conditions of the selection process, as stated within this document, and shall be at no cost or obligation to the University.

The Project Manual, containing the Proposal Documents, may be examined at the following locations:

1. The office of Facilities Management and Planning, **Street Address, City, State, Zip Code, Telephone Number, FAX Number.**
2. Plan Services:
 - a. Lincoln Builders Bureau, 5910 South 58th Street, Suite "C", Lincoln, NE 68516 (402) 421-8334, FAX (402) 421-8334.
 - b. F.W. Dodge Information Services, 11422 Miracle Hills Drive, Suite 206, Omaha, NE 68127, (402) 496-7410, FAX (402) 496-1883.
 - c. Omaha Builders' Exchange, 4255 South 94th Street, Omaha, NE 68127, (402) 593-6908, FAX (402) 593-6912.
 - d. Construction Market Data, Inc., 14707 California Street, Suite 13, Omaha, NE 68154, (402) 498-3985, FAX (402) 498-3986.

The Project Manual containing the Proposal Documents may be obtained from the Office of Facilities Management and Planning listed above, upon payment of a refundable deposit check in the amount of \$50.00 for each set of documents, in the form of a check made payable to the University of Nebraska, Lincoln. If documents are to be transmitted by mail or a parcel delivery service, submit a separate, nonrefundable check, in the amount of \$50.00 per set of documents, made payable as shown above, to cover the cost of postage and handling.

3. Only complete sets of Proposal Documents will be issued. Deposit will be refunded upon return of usable and complete set of Proposal Documents within 30 days following receipt of Proposals. Documents returned by mail or parcel service shall be shipped postpaid.

The University reserves the right (a) to terminate this selection process at any time, (b) to reject any or all proposals, and (c) to waive formalities and minor irregularities in the proposals received. All proposals submitted shall be considered the property of the University of Nebraska.

The University further reserves the right to conduct a pre-award survey and interview of any firm under consideration to confirm any of the information furnished by the firm, or to require other evidence of managerial, financial, technical and other capabilities, the positive establishment of which is determined by the University to be necessary for the successful performance of the contract.

II. PROJECT DESCRIPTION AND INFORMATION.

The general description of the project and general project information include the following:

II-1. PROJECT SITE:

See the attached Program Statement and Design Scope Drawings for additional location information.

II-2. PROJECT DESCRIPTION:

See the Program Statement, and other attachments referenced in Sect. VIII included in this Request for Proposal.

III. REQUIREMENTS FOR PROPOSALS.

Proposals submitted by interested firms must include the following elements:

Part A - Qualifications and Building System Submittal, as required below. No cost information should be mentioned or addressed in your qualifications and performance submittal.

Focusing on the University's evaluation criteria in Attachment No. 1, the Part A - Qualifications and Building System Submittal should be a straightforward, concise description of your firm's capabilities and experience with facilities similar to this project. Each of the Part A - Qualifications and Building System Submittal shall be submitted in six (6) copies and shall contain:

- III-1.** Proposed Design/Build organizational structure to manage the project, including identification of individuals to fill key roles. As a minimum, the Project Executive, Project Manager/Superintendent, Architect/Engineer of Record, Geotechnical Engineer, Structural Engineer, Mechanical Engineer, Electrical Engineer, and Parking Garage Engineer/Consultant shall be identified. Include a project organizational chart with reporting relationships and resumes of key individual's most recent project experience of a similar nature. Define the roles of any additional management and/or supervisory personnel to be assigned to the project.

- III-2.** Proposed method of pricing and managing change order work. Identify in writing the philosophy of the firm in managing changes under this contractual method and identify references of completed projects, performed under similar contractual arrangement, and the change work history.
- III-3.** Preliminary project schedule based upon the number of calendar days required to perform the work following the award of the design-build contract:
1. Completion of Preliminary Soils Investigation Site, Grading Plan, and Start of Site Preparation Work.
 2. End of Site Preparation Work.
 3. Preliminary Design Documents Complete, Footing Plan Complete, Building Structural Frame Plan Complete, NTP for Start Footing Work & Sub-grade Utilities Rough-in.
 4. Final Construction Documents Complete, NTP for Remaining Work.
 5. Site Improvements Complete (assume acceptance of all site alternatives).
 6. Substantial Completion of Building.
The Owner's desired substantial completion date will be TBD. Firms submitting proposal are encouraged to include any improvements in these schedules it believes it may realistically accomplished.
- III-4.** Completed ATTACHMENT NO. 2, DESIGN/BUILDER QUALIFICATIONS SUPPLEMENT.
- III-5.** The following Building System Technical Data:
- a. Certification by a licensed Nebraska structural engineer, which indicates that the building system provided, will satisfy all loading and structural requirements specified. Indicate the live load, dead load, and maximum deflection to which the structure will be designed. Loads must meet or exceed all code requirements.
 - b. A listing of, and statement that the building meets and complies with, all required codes and regulations.
 - c. Preliminary site and floor plans that incorporate the Owner's required Program Statement, as stated within this document and the Design Scope Specifications. Include clear horizontal dimensions, notation of level changes, materials, and finishes to be included in the design.
 - d. Preliminary building elevations, which incorporate the Owner's required Program Statement, as stated within this document, and the Design Scope Specifications. Include clear vertical dimensions, notation of materials, and finishes.

- e. Preliminary building sections, which incorporate the Owner's required Program Statement, as stated within this document and the Design Scope Specifications. Include areas shell space floor to ceiling heights, separate roof construction, typical floor to floor heights, typical garage floor construction, change of levels, vehicular ramp rise and run, as well as all other pertinent design features.
- f. Specifications describing the structural system and exterior finish materials.
- g. Name of the building system manufacturer and dimensions of all standard building structure.
- h. A drawing of the typical wall sections showing the footing, the vertical structural members, typical floor system construction, exterior veneers, the interior finishes, shell space area wall systems, and shell space area roof systems.
- i. A statement that the building complies with all the minimum design criteria set forth in the attached specifications.
- j. Proposed building equipment manufacturers warranties that will be provided with this building. Warranties must provide for the minimum coverage as outlined under Warranty in the attached specifications.
- k. A listing of improvements to the Design Scope Specifications included with the proposal (at no additional cost to the Owner), if any (The Owner may reject any proposed improvement at the Owner's discretion).

Part B - Contract Price Submittal, shall be submitted on the Proposal Price Form, included in the RFP Bid Package, as required below. Include on the Proposal Price Form the Design/Build lump sum fees for Preconstruction Services Design Services, as well as the Construction Work.

The contract price must not exceed the University's total budget for Design/Build Construction Services of \$TBD, including the Design/Build Services lump sum fee. If necessary, to stay within the University's total budget for Design/Build Construction Services, proposals may outline in the Part B - Contract Price Submittal, reductions or changes in the project design and/or scope of work outlined in this proposal. Items considered could be as follows:

- 1. Maintain the scope as defined in the RFP but change the design configuration.
- 2. Modify the area and location of shell space.
- 3. Modify exterior finish materials.
- 4. Other suggestions by the firm submitting the proposal.

Design/Build Firms shall receive additional points in the Evaluation Phase II (Attachment No. 1), for proposals including TBD. (May or may not be included in RFP.)

Contract Price Submittal shall also include a fixed fee, expressed in a lump sum amount,

payable to the Design/Build Firm, in the event the project is terminated by the University at the conclusion of the Preconstruction Phase, consisting of Preliminary and Detailed Design as outlined in the form of this agreement. Fee shall be listed on the Price Proposal Form included with the outline specifications.

IV. CRITERIA FOR EVALUATION OF PROPOSALS.

See Section III. - Requirements For Proposal, Part A and Part B criteria attached to this document V.

V. PROPOSAL DUE DATE.

Proposals shall be due in the **Campus, Street Address, City, State, Zip Code on Day of the Week, Month, Day, Year at Time (AM or PM)**. Proposals shall be considered proprietary and confidential information, until completion of the Design/Builder Selection Procedure, described in paragraph VI of this RFP. Upon completion of the Selection Procedure, the written proposals submitted by all interested firms shall be considered public records available for examination by the public under the public records laws of the State of Nebraska.

VI. SELECTION PROCEDURE.

The selection of a Design/Build Firm for the proposed project shall be based upon careful and objective consideration of each firm's ability to perform the services described in the RFP and the requirements of any federal, state, and local laws and/or regulations that are applicable to the project. The following procedure will be observed in the selection of the Design/Builder for the project:

Interview Phase. Interested firms submitting proposals will be invited to interview with the University's Design/Build selection team in TBD. Each firm to be interviewed will be provided with the time and place of interview as well as instructions as to what is expected at the interview. Questions during the interview will be relative to each firm's written proposal, technical capability, approach and planned execution of the project, and ability to furnish the required services.

Evaluation Phase. After interviews, the University's Design/Build selection team will evaluate the firms interviewed. Evaluation of each firm will be based upon its written proposal, presentation during the interview and answers to questions asked during the interview. Firms will be ranked by the University's Construction Manager selection team and the firm receiving the highest evaluation will be considered the firm that has submitted the best proposal for award of a contract for the project.

VI-1. Evaluation Part I.

The evaluation committee will rank each proposal based on the Phase I Evaluation Criteria (Attachment No. 1) contained in this document. The scores as determined by each evaluation committee member will be averaged, to determine Phase I evaluation score for each Design/Build Firm.

VI-2. Evaluation Part II.

Phase II of the evaluation procedure consists of awarding bonus points based on the Design/Build Firm's ability to provide additional TBD. (May or may not be included in RFP.)

Contract Award Phase. There shall be no binding contract with the University until the contract documents with the selected Design/Build Firm, for this project, have been approved by the Vice President for Business and Finance and signed by the President of the University of behalf of the Board of Regents.

VII. REJECTION OF PROPOSALS.

The University reserves the right to reject any and all proposals in response to this RFP that are deemed not to be in the University's best interest. The University further reserves the right to cancel or amend this RFP at any time and will notify all recipients accordingly.

VIII. PROPOSAL DOCUMENTS.

The documents included in this Request for Proposal are the following:

VIII-1. This Request for Proposals (RFP) dated TBD.

VIII-2. Program Statement for the Project Name dated TBD.

VIII-3. Design Scope Drawings.

VIII-4. Design Scope Specifications.

VIII-5. Attachment No. 1, Design/Build Services Selection Evaluation Criteria Form.

VIII-6. Attachment No. 2, Design/Build Services Selection Qualifications Supplement.

VIII-7. University of Nebraska Fixed Price Design and Construction Agreement Between Owner and Design/Builder.

Reference: Design-Build and Construction Management Services Selection Procedures

Design-Build Services Selection Evaluation Criteria Form *Facilities Planning & Management, Central Administration*

Design-Build Services Selection Qualifications Supplement *Date: January 2001*

Design and Construction Agreement – Fixed Price – OCIP

File: Facilities Procedures & Forms/Design-Build and Construction Manager Services Selection Att. 5 – RFP Design-Build