

REQUEST FOR QUALIFICATIONS

Statement of Qualifications to General Contractor
For the Renovation of the Springville Fire Station
Located at 75 West Center Street, Springville, Utah 84663

Springville City, hereinafter referred to as the Owner, is seeking Statements of Qualifications (SOQ) from qualified general contractors for the renovation and construction to the existing fire station facility located at 75 West Center Street, Springville, Utah 84663. The Owner intends to select 4 or 5 General Contractors from the submitted SOQ's. The selected General Contractors will then be asked to submit competitive sealed price proposals.

I. PROPOSAL REQUIREMENTS:

- Statement of Qualifications must be received by **Monday, March 15, 2021, by 4:00 p.m.** (MST) at the **first floor Finance Department Cashier Window**, Springville City Hall located at the Springville Civic Center, 110 South Main Street, Springville City, Utah 84663
- Proposals must reflect the proposer's best and most current information.
- To be considered for the project, the proposer shall submit five copies of their complete proposal. Materials shall be 8½" x 11". Charts may be in 8½" x 11" or 11 x 17" folded.
- Proposals must be submitted in a sealed envelope that is clearly marked on the outside of the envelope with the name: **Statement of Qualifications for the Springville Fire Station Remodel, Attn. Bruce Riddle, Assistant City Administrator / Finance Director**, with the time and date of submission. Envelope will be date and time stamped by receiving cashier.
- Proposals received after the deadline will not be considered and will be returned unopened to the proposer.
- Proposers responding to this RFQ must demonstrate their knowledge and experience with projects including experience in new construction, building renovation, mechanical and electrical renovation projects.
- The SOQ shall not exceed 20 pages, exclusive of covers and dividers.
- All SOQ's shall become the property of the Owner.
- Owner is subject to Utah's Government Records Access and Management Act (UCA 63G-2-101 et seq.) and cannot guarantee the confidentiality of your proposal. Portions of submitted proposals may be classified as protected by the Owner if the proposer submits a written claim of business confidentiality with a concise statement of the reasons supporting the claim of business confidentiality with its proposal.

II. Owner's Rights:

The Owner reserves the right to reject any or all SOQ proposals, to waive any informality, to waive any technicality, and to accept SOQ proposals deemed to be in the best interest of the Owner.

III. SIGNATURE ON STATEMENT OF QUALIFICATIONS

SOQ's must be signed by an authorized representative of the proposer named thereon. The signature on the proposal shall be interpreted to signify the proposer's intent to comply with all the required services.

IV. DESCRIPTION OF THE PROJECT

The existing fire station remodel is located at 75 West Center Street, Springville, Utah 84663:
Total Bldg. Area 4,800 S.F.

The project consists of finishing the 2nd floor Springville Fire Station; including 6 new dormitory rooms, 3 new toilet room showers, a kitchen and day room. The 2nd floor is currently in a rough finish state.

Major construction information, materials and systems include:

- Finishing the 2nd floor from its core and shell state.
- Upgrade of utility power including the electrical panels.
- Renovation of existing lighting and power
- Renovation of existing HVAC system

Attached are the architectural mechanical and electrical drawings including the cover sheet, floor plan, mechanical plan, plumbing plan, and lighting plan as part of this SOQ. This information is for reference only and shall not be considered as a bidding document or the construction documents.

V. SCOPE OF WORK

Construction Documents are being reviewed by the Springville City building department and it is anticipated documents will be available for bidding week of March 15th, 2021. Construction is scheduled to begin approximately April 2021, with substantial completion scheduled for July 30th, 2021.

The General Contractor services include the following:

- Construction of the facility per the construction documents and approved modifications.
- Obtaining and awarding sub bids for the project.
- Development and maintenance of a Critical Path Method (CPM) project schedule. Multiple critical paths will not be allowed.
- Compliance with all applicable building codes, zoning ordinances and licensing regulation throughout construction.
- Provision of construction services utilizing professional constructors licensed in the state of Utah.
- Procurement of all necessary permits and inspections from all applicable public agencies. The cost plan checks and building permits will be paid by the Owner.
- A warranty of the work for at least one year and correction of all deficiencies discovered during the warranty period.

VI. FORMAT OF PROPOSAL

Statements of Qualifications must include the following:

- **INTRODUCTION TO FIRM** - Provide a brief introduction to the qualifications and background of your firm.
- **PROJECT TEAM** - Provide an organizational chart of all major participants of your firm's proposed project team. Include resumes of the principals, project manager, superintendent, and other primary representatives who will be directly involved in the overall project, only.
- **RELEVANT CONSTRUCTION EXPERIENCE** - Provide a list of 5 similar projects completed by your firm. For each listed project, indicate whether the project was constructed on time and the number and amount of change orders.
- **PROPOSED APPROACH** – Describe how your firm will approach the scheduling and specific construction phasing aspects of the project.
- **SCHEDULE** - Describe how your firm will substantially complete the project by June 28, 2021. Provide a brief bar chart that includes at least 20 separate activities for completion of the project.
- **REFERENCES** - Provide five references on similar projects that may be contacted regarding your firm's performance. Include a contact name, title, the referenced project, and a telephone number for each reference.
- **FINANCIAL STABILITY** – Provide a current balance sheet for the firm and a profit and loss statement for the past year. If your firm wishes the Owner to classify this information as protected and limit access to the information, provide a written claim of business confidentiality with a concise statement of reasons supporting the claim of business confidentiality.

VII. SELECTION CRITERIA

This is not a bid process. Short list selection will be based on the criteria outlined herein. Short-listed firms will then be asked to submit sealed competitive bids for the project construction. Teams will be ranked based on the following criteria and weighted percentages:

1. 25% Proposer's Qualifications and Experience with Similar Projects
2. 25% Schedule and Approach to the Project
3. 20% Proposed Project Team
4. 20% References
5. 10% Financial Stability

VIII. TERMS OF CONTRACT

The Owner will require that the eventual successful proposer be willing to enter into a written agreement with the Owner to provide all services required to complete the project. The Owner's Legal Department will negotiate the agreement with the successful proposer. All provisions of the agreement will follow State and Federal laws.

The terms of the agreement between the successful bidder and the Owner shall include:

- a. The General Contractor ability to manage contracts with subcontractors.
- b. A change in contractual or market conditions will not be a justification for an increase in costs.
- c. Adequate and satisfactory insurance is required, including general liability, automobile, workers' compensation, performance bonds, and payment bonds.
- d. The contract form will be AIA Document A101 2017 Edition.

IX. GENERAL INFORMATION

Response to this Request for Qualification is at the proposer's sole risk and expense. The Owner anticipates selecting from the submitted Statement of Qualifications, but there is no guarantee that any responding proposers will be selected.

It is the Owner's policy to encourage equal opportunity in its contracts. The Owner endeavors to do business with proposers that share the Owner's commitment to equal opportunity and will not do business with any proposer that discriminates based on race, religion, color, ancestry, age, gender, sexual orientation, disability, medical condition, or place of birth.

The Owner is prohibited from working with a proposer if a conflict of interest exists between the Owner or the proposer. The Owner will disqualify any proposal from consideration or void any contract in which a proposer's officer, employee, or immediately family member of an officer or employee is or has been an elected official, employee, board member, or commission member of the Owner, its affiliates, or its agents who influences the SOQ, the RFP, selection of a proposer, or the subsequent written agreement.

The Owner is prohibited from contracting with any entity that does not participate in Utah's Status Verification System. The selected proposer will be required to certify that it participates in the Status Verification System and complies with the Utah Immigration Accountability and Enforcement Act (UCA 63G-12-101 et seq.).

Proposers should limit their contact and questions regarding this RFQ to the following individual:

Contact: Rick Espinosa, A.I.A.

JRCA Architects

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