



# State of Idaho

Department of Administration  
Division of Public Works

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<http://www.adm.idaho.gov>

June 19, 2012

## REQUEST FOR QUALIFICATIONS

TO: DESIGN-BUILD TEAMS  
FROM: Tim Mason, Administrator  
SUBJECT: DPW PROJECT NO. 13006  
Parking Garage, Capitol Mall  
Department of Administration  
Boise, Idaho

Submittals will be received at the Division of Public Works, 502 N. 4th Street, P.O BOX 83720 Boise, ID 83720-0072, until **July 25, 2012 at 5:00 p.m.**, for furnishing design-build services to the State of Idaho.

Questions that arise as a result of this Request for Qualifications should be addressed to:

Martin Santoyo, Project Manager  
Division of Public Works  
502 N. 4th St.  
PO Box 83720  
Boise ID 83720-0072  
(208) 332-1913

Program clarification and additional data may be requested by email. Email shall be directed to Martin Santoyo at [martin.santoyo@adm.idaho.gov](mailto:martin.santoyo@adm.idaho.gov). All questions and responses will be posted with the original RFQ at [dpw.idaho.gov](http://dpw.idaho.gov) on July 18, 2012.

A study for this project was previously completed for the purpose of establishing a location for the subject parking garage and is not meant to represent the final design. A link to the study can be found on the DPW website <http://adm.idaho.gov/pubworks/dpwprofservices.htm#DC> referenced as 13006 Capitol Mall Parking Study. Prior involvement in the study does not preclude LKV Architects from participation in a Design-Build Team for this project.

The project will be funded by state funds. The Division of Public Works will administer the project according to the terms and conditions of the award and State laws and guidelines. The Design-Build Team will receive general instructions through the State. A Project Manager of the Division of Public Works will be assigned to serve as project manager and liaison between the Department of Administration, the Agency, and the Design-Build Team during the Design Phase. A Field Representative of the Division of Public Works will be assigned to serve during the construction phase.

The Design-Build Team shall warrant that the Design-Build Team does not knowingly hire or engage any illegal aliens or persons not authorized to work in the United States as required by Executive Order 2009-10, [http://gov.idaho.gov/mediacenter/execorders/eo09/eo\\_2009\\_10.html](http://gov.idaho.gov/mediacenter/execorders/eo09/eo_2009_10.html). The Design-Build Team shall take steps to verify that it does not hire or engage any illegal aliens or persons not authorized to work in the United States; and that any misrepresentation in this regard or any employment of persons not authorized to work in the United States constitutes a material breach and shall be cause for the imposition of monetary penalties and/or termination of any Contract resulting from this RFQ.

## **DESCRIPTION OF PROJECT**

The project is a multi-level parking structure with 600 – 800 parking spaces. The site is located in the State Capitol Mall, bounded by 6<sup>th</sup> Street, Washington Street, 7<sup>th</sup> Street, and a public alley; Ada County parcels R1013006435, R1013006440, and R1013006400 – excluding the north portion of R1013006400, north of the alley right-of-way (ROW). It is anticipated that the project site will include the alley ROW, which is to be acquired by means of the vacation process through the Ada County Highway District. The design-build team will be responsible for providing all necessary services for requesting vacation of the alley which will create one buildable parcel from the aforementioned parcels. They will be responsible for requesting local planning & zoning entitlements, including a conditional use permit, a variance, and design review approval. To maximize the potential building footprint, the variance shall include a request for 0' street setbacks to allow new construction at the property lines. See Exhibit A for aerial of the site.

The following design parameters are to be considered:

- Preferable number of stories: five with elevator access at each level
- Stair enclosures as required per code – elevator should be integrated with stair enclosure
- Minimum parking stall size: 8'6" wide x 18'6" long; preferable stall dimensions: 9'0" wide x 20' long
- Minimum driveway width: 23' for two-way traffic circulation; 16' for one-way
- Compliance with the Americans with Disabilities Act
- Security camera equipment for monitoring the garage – the equipment shall be connected to the existing Capitol Mall security system
- Lighting tied into the Capitol Mall Siemens Insight system
- Hirsch HID access controls on elevators with rough in for future entry access controls
- Geothermal utilized for heat related needs; e.g. elevator towers, elevator equipment rooms, pedestrian ramp concrete slabs
- Incorporation of the existing geothermal supply well and associated equipment into the structure and configured to allow for future maintenance or replacement work.

The design shall include planning for a future phase to allow an expansion onto the parcels located north of the existing alley.

### **REQUIRED SERVICES**

The State is requesting submittals for complete design and construction services.

The Design-Build Team will be responsible for the Design Phase (Pre-Design, Schematic Design, Design Development) with cost estimates at each phase, entitlements, and Construction Phase (Construction Documents, Construction). All work shall be in accordance with currently adopted building codes. All required site survey and geotechnical engineering work shall be the responsibility of the Design-Build Team.

A total project budget of \$8,000,000 has been established to include fees, construction, contingencies and tests. A complete construction cost estimate will be required at the conclusion of the Design phase for final approval. This estimate when approved will become the Maximum Contract Price.

The Architect (Engineer) Design-Build Team Members shall be licensed to practice architecture (engineering) in the State of Idaho.

A project manual and finish board will be required at the completion of the Design Phase. The project manual shall include product, equipment and fixture cut sheets. The finish board shall include materials/samples for all interior and exterior finishes.

The Design-Build Team will be required to assist the owner in obtaining any required City of Boise planning and zoning approvals, and construction permits from the Idaho Division of Building Safety.

Immediately following notification of selection, the Design-Build Team will be required to develop a project schedule showing the earliest feasible construction completion date determined by the Design-Build Team. The Design-Build Team will assist the owner in the evaluation of the schedule. A relatively complete construction schedule and schedule of values will be required at the completion of the Design Phase and must be kept up to date throughout the construction phase.

The Design-Build Team shall make a minimum of one (1) presentation to the Permanent Building Fund Advisory Council and shall keep in mind that during all phases of work, code compliance, energy efficiency, and building maintenance concerns should be incorporated into the project.

The Design-Build Team will be required to meet monthly with the Project Manager and/or Field Representative for the purpose of providing a verbal report regarding the previous month's progress. Such monthly meetings will show funds expended in the completion of the project and specific accomplishments related to the completion of the project.

The Design-Build Team shall produce the following major written products for review by the State and/or Permanent Building Fund Advisory Council (PBFAC).

1. A preliminary report to the Division of Public Works and the Agency after the Schematic Design phase has been completed.

2. A Design Report and update to the Owner, Agency and the PBFAC, after Design Development phase has been completed, to include complete material/color board, product, fixture and equipment cut sheets, recommended construction schedule and a final schedule of values.
3. A final report at the conclusion of the Construction Phase to the Owner and Agency to include complete as-built documents and electronic files and O&M Manuals.

#### **QUALIFICATION STATEMENT CONTENT**

- A. **Basic Qualifications:** Provide basic data (both Architect and Contractor if separate firms), relative to firm's size, history, personnel, special expertise and general credits. Individual resumes, awards, associations, etc., may be included. Office brochures may be submitted separately as supplemental data.

Include contact information (Name, address, phone number, email address) for a single entity for the Design-Build Team that will be the point of contact during the selection process.

The Division of Public Works reserves the right to investigate and confirm the candidate's financial responsibility. This may include financial statements, bank references and interviews with past consultants, employees and creditors. Unfavorable responses to these investigations are grounds for rejection of proposal.

- B. **Specific Qualifications:** List the team (Contractor, Architect, Civil Engineer, Mechanical Engineer, Electrical Engineer and Structural Engineer, etc.) expected to accomplish this project. Describe who will perform the various tasks, the amount of their involvement and responsibilities, and give their qualifications. Provide a list of at least five (5) projects, with brief descriptions, which show ability to complete projects of this scope.
- C. **Approach to Project:** Include a statement of your team's approach to this specific project, including design philosophy, understanding of program, alternative concepts and methods for consideration, as well as concepts for construction staging. Limit to two pages.
- D. **Past Performance:** Submit reference letters from prior clients or client representatives. Letters from projects listed in item B are preferable. In addition, past performance comments may be obtained from DPW and Agency staff. Make specific reference to past performance of the "Team".
- E. **Examples of Work:** Renderings, photographs, preliminary drawings, may be submitted as examples of your work. For Contractors and/or Architects who have done work for the Division of Public Works in the past three years, a reference to the project or projects will be sufficient in lieu of examples. Include specific information regarding work completed as a "Team".
- F. **Special Requirements:** Provide information regarding specific involvement with this project or a special expertise in this type of project. Examples are: design of original

building or phase, preliminary studies or programming of this project, special training or experience in this type of building.

- G. **Format:** To assist evaluation it is desirable to format the proposal similar to the headings listed above. The submittals should be clear and to the point. Emphasis should be placed on specific qualifications of the people to actually perform the project and the approach to designing and building this specific project. Performance of this "Team" on past projects with the State of Idaho and other clients is a highly important factor.

**Submit five (5) copies of the submittal.**

## **EVALUATION**

An evaluation committee consisting of persons from the Division of Public Works, Agency and an independent architect/engineer/contractor will rank the submittals, and at least three (3), but not more than five (5) teams may be selected for personal interviews.

After interviewing the selected design-build teams, the evaluation committee will re-rank the teams to determine the final point score. There will be no Request for Proposals (RFP) phase.

## **AWARD**

Based on the results of the submittals and review of previous projects awarded to each firm, the Division of Public Works will recommend a course of action to the PBFAC. If recommended, the Division of Public Works, Department of Administration in accordance with prescribed procedures, will issue a notice of intent to negotiate.

## **PROPOSED DATES:**

Receive Submittals	July 25, 2012
Oral Interviews	August 16, 2012
Review by PBFAC	September 5, 2012
Design presentation	TBD
Substantial Completion	TBD

## **SELECTION**

The State will attempt to select a firm at the next scheduled Permanent Building Fund Advisory Council meeting. Upon selection of a firm, the State will issue a letter of intent. However, final award is contingent upon the successful negotiation of an Agreement.

The contents of the submittal may be used in a legal contract or agreement. Candidates should be aware that methods and procedures proposed could become contractual obligations. The successful firm will be required to sign an agreement including the State's standard terms,

including a requirement to carry and maintain a minimum of \$2,000,000 professional liability insurance coverage, except in special circumstances.

The State reserves the right to reject any or all submittals received as a result of this request.

The State may also negotiate separately with any source in any manner necessary to serve the best interests of the State of Idaho. Awards will be made on the basis of submittals resulting from this request and subsequent interviews. Design-Build Teams must have design professionals licensed by the State of Idaho and the constructors must have an Idaho Public Works Contractor's License to submit on this project.

## Exhibit A



**DPW Project 13006  
New Capitol Mall Parking Garage Site  
Located in Yellow Shaded Area**