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Design and Construction
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<http://dpw.idaho.gov>

May 20, 2016

REQUEST FOR QUALIFICATIONS

TO: Security Systems Design-Builders

BJM

FROM: Jan P. Frew, Administrator
Division of Public Works

A handwritten signature in blue ink that reads "Jan Frew".

SUBJECT: DPW PROJECT NO. 16193
Integrated Security System
Boise State University
Boise, Idaho

Submittals will be received at the Division of Public Works, 502 N. 4th Street, P.O. Box 83720, Boise, Idaho 83720-0072, until **June 16, 2016**, at 4:00 p.m., for furnishing design and Security Systems Design-Build/Engineering services to the State of Idaho.

An informational meeting will be held on June 2, 2016, 11:00am – 12:30pm, in the Bergquist Lounge, Boise State Student Union Building, 1700 University Drive, to provide program clarification and answer questions. The informational meeting will be at no cost to the Owner.

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

Martin Santoyo, Project Manager
Division of Public Works
P.O. Box 83720
Boise, Idaho 83720
(208) 332-1913
martin.santoyo@adm.idaho.gov

Modifications (addenda) to this RFQ, if any, will be posted on the Division of Public Works web page [<http://adm.idaho.gov/pubworks/dpwprofservices.htm#DC>]. It is recommended

that responders to this RFQ check this page prior to making their submittal. The last addendum will be posted on June 10, 2016.

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 Security Systems Design-Builder 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 Security Systems Design-Builder.

DESCRIPTION OF PROJECT

Boise State University does not currently have a campus-wide integrated video monitoring system. There are multiple stand-alone video systems in use around the campus with no central monitoring, control, or recording. The campus-wide card access system currently in use is a Millenium "Enterprise" that utilizes Kaba-Ilco hardware. The intent of this project is to establish a campus wide integrated security system that will standardize video monitoring and management, electronic card access and alarm monitoring.

The scope of work will include design-build and engineering services for an Integrated Security System to include video management, alarms monitoring, and electronic card access. This Integrated Security System will need to integrate with BSU's existing alarms system and a future card access system to be selected as part of this project. The campus alarm system includes 2 new Honeywell receivers, and "Manitou" software provided by Bold Technologies. The design-build team will also survey the existing campus for placement of video cameras (internal & external) on the Boise State University campus. It is intended that the Integrated Security System operate with non-proprietary hardware, and operate on virtualized servers.

REQUIRED SERVICES

The State is requesting proposals for complete design services including observation during construction. Contract administration will be done by DPW/BSU. The total project budget of **\$487,000** has been established to include fees, contingencies and tests. A relatively complete construction cost estimate will be required following the Design-Build Development Phase and must be updated at each additional phase.

Engineering shall be performed by a licensed electrical engineer by the State of Idaho for modifying or adding electrical power.

The Design-Builder must have extensive experience in the design, engineering, and installation of security surveillance systems, designing new software to interface with existing software, and software interfaces for operation of the surveillance system.

The Design-Builder will be responsible for Schematic Design, Design Development, related Design-Build Construction Documents, and limited Construction Observation on an as-needed basis.

The Design-Builder shall be responsible for the BSU main campus and off-site campus locations, costing information and assisting in setting priorities of installation based on security priorities of each site along with the construction budget.

The Design-Builder shall make a minimum of one (1) presentation to the Permanent Building Fund Advisory Council and shall keep in mind that during all phases, code compliance, building facilities security and equipment maintenance concerns should be incorporated into the design.

The Design-Builder will be required to meet monthly with the Project Manager and the BSU Project Manager 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-Builder 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 Preliminary Design-Build services have been completed.
2. A Design-Build Development Report and update to the Owner, Agency, and the PBFAC, prior to beginning Design-Build Construction Documents, along with recommended project budget.
3. A final report at the conclusion of the Design-Build Construction Document Phase to the Owner, Agency, and PBFAC for any additional input and final acceptance.

PROPOSAL CONTENT

- A. **Basic Qualifications:** Provide basic data relative to firm's size, history, personnel, special expertise and general credits. Individual resumes, awards, associations, etc., may be included. The Division of Public Works reserves the right to investigate and confirm the proposer'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 expected to accomplish this work including anticipated consultants. Describe who will perform the various tasks, the amount of their involvement and responsibilities, and give their qualifications. Provide a list of at least three (3) projects, with brief descriptions that show ability to complete projects of this scope. Demonstrated experience with implementation of Integrated Security Systems on campus environments (e.g., universities, healthcare, corporate/government malls) is highly desirable.
- C. **Approach to Project:** Include a statement of your approach to this specific project including design philosophy, understanding of program, alternative concepts and methods for consideration. Limit to two (2) 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 will be obtained from DPW and Agency staff.
- E. **Examples of Work:** Completed design-build engineering documents, photographs, preliminary drawings, design-build working drawings and specifications may be submitted as examples of your work. List all design-build engineering projects completed for the Division of Public Works in the past three years.
- F. **Special Requirements:** Provide information regarding specific involvement with this project or a special expertise in this type of project. Examples are: design-build engineering of security camera systems and interfaces or preliminary studies or programming of this project, special training or experience in this type of security camera systems design, implementation, and interfaces. Experience with implementation of Integrated Security Systems on campus environments (e.g., universities, healthcare, corporate/government malls) is highly desirable.
- G. **Format:** To assist evaluation it is desirable to format the proposal similar to the headings listed above. The proposals 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 this specific project. Performance on past projects with the State of Idaho and other clients is a highly important factor.
- H. **Self-perform:** Indicate if the Design-Builder intends to self-perform, if so, the nature of the work to be self-performed, and the capability to do so.
- I. **Sub-Contractors:** If the Design-Builder is not self-performing the installation, the sub-contractors must be identified in the RFQ.

SUBMITTAL

Five (5) bound copies of the submittal shall be delivered by the time and place specified above. Submittal shall clearly identify a single point of contact regarding the submittal, with an e-mail address and phone number listed. Failure to do so could make the proposal unresponsive.

EVALUATION

An evaluation committee consisting of persons from the Division of Public Works, Agency and an independent Security Systems Engineer will rank the proposals, and at least three, but not more than five firms will be selected for personal interviews. If there are less than three proposals submitted, those firms will be interviewed.

After interviewing the selected candidates, the evaluation committee will re-rank the proposals to determine the final point score.

AWARD

Based on the results of the proposals and review of previous projects awarded to each firm, the Division of Public Works will recommend a course of action to the PBFAC at their next scheduled meeting. If recommended, a notice of intent to negotiate will be issued by the Division of Public Works, Department of Administration in accordance with prescribed procedures.

PROPOSED DATES:

Informational Meeting	June 2
Receive Proposals	June 16
Oral Interviews	July 7
Review by PBFAC	July 12
Negotiate Contract	July 2016
Design-Build Development presentation	October/November 2016
Final Design-Build Construction Documents and Cost Estimate.	February 2017

SELECTION

The State will attempt to select a firm at the next scheduled Permanent Building Fund Advisory Council meeting after oral interviews. Upon selection of a firm, the State will issue a letter of intent. However, final award is contingent upon the successful negotiation of a contract. The contents of the proposal may be used in a legal contract or agreement. Proposers should be aware that methods and procedures proposed could become contractual obligations.

The State reserves the right to reject any or all proposals 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 proposals resulting from this request and subsequent interviews.

End 16193 Design-Build RFQ