



**Brad Little**  
Governor  
**MG Michael Garshak**  
The Adjutant General  
**Mr. Jeffrey E. Hill, P.E.**  
Contracting Officer

# State of Idaho

## Military Division

Office of State Purchasing and Contracting

4040 West Guard Street  
Boise, Idaho 83705-5044

Phone: (208) 801-4250  
Contracting Office

**June 14, 2022**

### REQUEST FOR QUALIFICATIONS

**TO:** Interested Design/Build Companies/Teams

**FROM:** Mr. Jeffrey E. Hill, P.E.  
Contracting Officer  
State of Idaho Military Division

**SUBJECT:** RFQ NO. NGBID-22-Q-001  
IMD Design Build Service Contract  
Orchard Combat Training Center (OCTC), Kuna, Idaho

Submittals for furnishing design build services for the site above will be received at the State of Idaho Military Division (IMD) Headquarters, 4040 W. Guard St, Building 600 (Room 211), Boise, Idaho 83705-5004 until **3:00 PM**, prevailing local time, on **Thursday, July 21, 2022**. Submittals may be hand-carried or mailed to:

Contracting Officer  
4040 W. Guard St, Building 600  
Boise, Idaho 83705-5004

Facsimile submittals shall not be accepted.

Questions that arise in regards to this Request for Qualifications should be addressed to:

**Mr. Jeffrey E. Hill, P.E.**, Contracting Officer  
Office of State Purchasing and Contracting  
4040 W. Guard St (Building 600)  
Boise, Idaho 83705-5004

RFQ: NGBID-22-Q-001

IMD Design Build Service Contract

Phone: (208) 801-4250  
E-mail: [jhill@imd.idaho.gov](mailto:jhill@imd.idaho.gov)

The Construction Facilities Management Office (CFMO) Project Manager for this is:

**CPT Joshua Jessup**, Design and Construction Branch Chief  
4715 Byrd St, Building 518  
Gowen Field, Boise, Idaho 83705  
Phone: (208) 272-3354  
E-mail: [joshua.m.jessup.mil@army.mil](mailto:joshua.m.jessup.mil@army.mil)

Modifications (addenda) to this RFQ, if any, will be sent to all known interested parties and posted on IMD Planroom Website: [www.imdplanroom.com](http://www.imdplanroom.com). It is recommended that responders to the RFQ contact the Contracting Officer, to check for modifications prior to delivering a submittal. Responders must acknowledge receipt of all addenda, by number, within submittal documentation. Failure to do so may result in the submittal being declared non-responsive. No addenda will be issued less than four (4) calendar days before the closing date unless the closing date is extended.

An informational meeting will be held at **2:30 PM**, prevailing local time, on **Tuesday, June 21, 2022** at 4040 West Guard St, Building 600, Boise, Idaho 83705-5004 to provide clarification and answer questions.

The IMD will administer the project according to the terms and conditions of the award and State laws and guidelines. The Interested Design Build Teams will receive general instructions through the State. The Project Manager listed above will work with the Contracting Officer to manage projects according to the Design Build milestones.

## **REQUIRED SERVICES**

The State is requesting proposals for complete design build services in the areas of Vertical Construction and Horizontal Construction. A maximum total construction budget cost per project will not exceed Three Million dollars (**\$3,000,000.00.**) Currently the IMD has a possibility of end of year Design/Build projects. For each project, Owner and Design/Builder will mutually agree that the Project can be designed and built for a Fixed Project Price Amount. The State intends to select 4 Design/Build Teams to perform projects related to the above-mentioned areas of construction. Each area will be evaluated separately to determine expertise to select two teams per functional area.

The Design/Builder will, on its own behalf or through contracts with others, be professionally and fully qualified to act as a design professional and as a general contractor for projects under this service contract and is, and will remain, properly licensed in the state of Idaho to practice engineering and architecture and general contracting by all public entities having jurisdiction over Design/Builder. In particular, but without limitation, Design/Builder represents that it is licensed as a Class AA Public Works Contractor by the State of Idaho, pursuant to I.C. § 54-1904, and as such is fully qualified to perform all the Work;

The Design/Builder will obtain and maintain all necessary licenses, permits or other authorizations necessary to allow Design/Builder to perform the Work for any Projects until the end of the term of the Service Contract;

The Design/Builder will be responsible for Programming, Schematic Design, Design Development, Construction Documents, Construction and Project Closeout.

The Design/Builder will be required to meet monthly on each project with the 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.

## QUALIFICATION STATEMENT CONTENT

Based upon Idaho Statue 67-2320, Professional service contract selections shall be based upon a qualification process that includes measurable criteria. The following criteria A through E below will be evaluated with points given for each one.

- A. **Basic Qualifications:** Provide basic data relative to Design/Builder's size, history, personnel, special expertise and general credits. Individual resumes, awards, associations, etc., may be included. The IMD reserves the right to investigate and confirm the proposer's financial responsibility. This will include financial statements, bank references and interviews with past consultants, employees, and creditors. Unfavorable responses to these investigations are grounds for rejection of proposal. (1 to 20 points)
  
- B. **Specific Qualifications:** List the team and individuals expected to accomplish work on this service contract, 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 five (5) projects, with brief descriptions that show ability to complete projects of falling in: (1 to 20 points)
  - 1. **Vertical Construction.** Your experience with building from the ground up. This would include soil bearing capacity, footings, foundations, slabs, block, brick, structure, steel framing, wood framing, roofs, etc. This would also include all other disciplines required to complete projects (i.e. heating and air conditioning systems, electrical systems, finishes, and overall coordination of trades.)
  
  - 2. **Horizontal Construction.** Your experience with horizontal work (i.e. soil evaluation, excavation, rock removal, importing fill, soil compaction, road and slab construction, etc.) Ability to perform with asphalt and concrete in large or small quantities and your knowledge of concrete design and installation (i.e. reinforcement of concrete, doweling, concrete sealing, cutting, thickness suggestions, etc.)

- C. **Approach to Design/Build:** Include a statement of your approach to Design/Build projects including design philosophy, understanding of program, alternative concepts and methods for construction. Articulate your abilities in dealing with **estimating and value engineering** since you will be working with the owner to come up with the best value for the project in question. (1-20 points)
- D. **Past Performance:** Submit reference letters from prior clients or client representatives. Letters from projects listed in item B are preferable. (1-20 points)
- E. **Examples of Work:** Renderings, photographs, preliminary drawings, working drawings and specifications may be submitted as examples of your work. List the firm's familiarity with State agencies, including their campus and buildings. (1 to 20 points)
- F. **Special Requirements:** Provide information regarding special expertise in these types of projects. Fill out below forms:
1. Affidavit concerning alcohol and drug-free workplace (Attached.)
  2. Acknowledgment Statement
- 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. Submit copies of the proposal and one each of other data, i.e. examples of work.

## SUBMITTALS

Submittals for the project cited above must be delivered to the IMD in the following formats, hard copies (quantity: 5) and electronic format, PDF. For questions, contact the Contracting Officer.

## EVALUATION

An evaluation committee consisting of persons from the IMD will rank the proposals, not more than six firms will be selected for personal interviews.

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

## AWARD

Based on the results of the proposals and interviews, 4 Design Build Teams will be recommended to the CFMO for service contract. Once approved by the CFMO, a notice of intent to contract will be issued by the IMD. An example contract is attached to this RFQ.

**DATES:**

Informational meeting: 21 June 2022

Packet submission: 21 July 2022

Interviews: 27 July 2022

Contracts signed: 7 Sep 2022

**SELECTION**

The IMD will attempt to select 4 Design Build Teams at the next scheduled meeting with the CFMO. Upon selection of Teams, 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 IMD reserves the right to reject any or all proposals received as a result of this request. The IMD 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 RFQ NO. NGBID-22-Q-0001**

**DESIGN/BUILDER'S AFFIDAVIT  
CONCERNING ALCOHOL AND DRUG-FREE WORKPLACE**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

Pursuant to the Section 72-1717, Idaho Code, I, the undersigned, being duly sworn, depose and certify that \_\_\_\_\_ is in compliance with the provisions of Section 72-1717, Idaho Code; that \_\_\_\_\_ provides a drug-free workplace program that complies with the provisions of Title 72, Chapter 17, Idaho Code, and will maintain such program throughout the life of a state construction contract; and that \_\_\_\_\_ shall subcontract Work only to subcontractors meeting the requirements of Section 72-1717(1)(a), Idaho Code.

\_\_\_\_\_  
Name of Design/Builder

\_\_\_\_\_  
Address

\_\_\_\_\_  
City and State

By: \_\_\_\_\_  
(Signature)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Commission expires:

\_\_\_\_\_  
NOTARY PUBLIC, residing at  
\_\_\_\_\_  
\_\_\_\_\_

**FAILURE TO EXECUTE THIS AFFIDAVIT AND SUBMIT IT ALONG WITH YOUR PROPOSAL SHALL MAKE YOUR PROPOSAL NON-RESPONSIVE.**

## ACKNOWLEDGMENT STATEMENT

**NOTE: THE INFORMATION CONTAINED HEREIN IS A SUMMARY OF VITAL CONTRACT PROVISIONS AND DOES NOT CHANGE THE CONTRACT DOCUMENTS THAT WILL GOVERN THIS RFQ.**

State of Idaho Military Division RFQ No. NGBID-22-Q-001, IMD Design Build Service Contract.

By submitting a proposal for this Project, the undersigned Design/Builder agrees that, if awarded a Contract for Design/Build, Design/Builder will conform to all conditions and requirements of the Contract, including but not limited to:

- Design/Builder agrees to comply with conditions pertaining to Sections 44-1001 and 44-1002, Idaho Code, requiring the employment of ninety-five percent (95%) bona fide Idaho residents and providing for a preference in the employment of bona fide Idaho residents and with Executive Order 2009-10 regarding the employment of persons not authorized to work in the United States.
- Design/Builder will substantially complete projects within the time stated in the NTP, or as modified by Change Order(s).
- If the Design/Builder fails to substantially complete the Project within the time stated in the NTP, or as modified by Change Order, the Design/Builder agrees that the Owner may deduct from the Contract amount liquidated damages in the amount per calendar day, indicated in the Contract Documents, times the number of calendar days until the Project is Substantially Complete, as defined in the Contract Documents and as determined by the Contracting Officer.
- The Design/Builder agrees that the amount allowed for overhead and profit on any Change Order is limited to the amounts indicated in subparagraph 16.3.11 of the Design/Build Service Contract Between Owner and Design/Builder.
  1. For total changes of \$10,000 or less in direct cost, the amount allowed for overhead, profit, bonds and insurance for the Design/Builder and all subcontractors of any tier combined shall not exceed twenty percent (20%) of direct costs;
  2. For total changes exceeding \$10,000 in direct cost, the amount allowed for overhead, profit, bonds and insurance for the Design/Builder and all subcontractors of any tier combined shall not exceed fifteen percent (15%) of direct costs; or
  3. The Design/Builder will determine the amount of overhead and profit to be apportioned between the Design/Builder and its subcontractor of allowable amounts of overhead, profit, bonds and insurance.

- The Design/Builder agrees that Change Orders are governed by the Design/Build Service Contract Between Owner and Design/Builder General Conditions of the Contract for Construction including as follows:
  1. By the execution of a Change Order, the Design/Builder agrees and acknowledges that it has had sufficient time and opportunity to examine the change in Work which is the subject of the Change Order and that it has undertaken all reasonable efforts to discover and disclose any concealed or unknown conditions which may, to any extent, affect the Design/Builder's ability to perform in accordance with the Change Order. Aside from those matters specifically set forth in the Change Order, the Owner shall not be obligated to make any adjustments to either the Contract Sum or Performance Period by reason of any conditions affecting the change in Work addressed by the Change Order that could have reasonably been discovered or disclosed by the Design/Builder's examination.
  2. Any Change Order fully executed by the Owner, Design/Builder including but not limited to, a Change Order arising by reason of the parties' mutual agreement or by mediation, shall constitute a final and full settlement of all matters relating to or affected by the change in the Work, including but not limited to, all direct and consequential costs associated with such change and any and all adjustments to the Contract Price and Performance Period. In the event a Change Order increases the Contract Price, the Design/Builder shall include the Work covered by such Change Order in the Application for Payment as if such Work was originally part of the Project and Contract Documents.

**FAILURE TO EXECUTE THIS ACKNOWLEDGMENT MAY MAKE YOUR PROPOSAL NON-RESPONSIVE.**

I, \_\_\_\_\_, being duly authorized to bind the  
(type or print name of individual)

Design/Builder, \_\_\_\_\_, does hereby certify that I have fully read  
(type or print name of company)

and understand this document and that it highlights certain parts of the Contract that will be entered between the parties and that will govern this Project.

Authorized Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**END OF ACKNOWLEDGMENT STATEMENT**