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Governor
KEITH REYNOLDS
Director
PAT DONALDSON
Administrator

State of Idaho
Department of Administration
Division of Public Works

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December 28, 2023

REQUEST FOR QUALIFICATIONS

TO: Design-Build Contractors - 2nd Issue

FROM: Pat Donaldson, Administrator
Division of Public Works

SUBJECT: DPW PROJECT NO. 23031
Invasive Species Water Check Stations
Department of Agriculture (AGRI)
Idaho

RFQ submittal packages will be received at the Division of Public Works (DPW) office, located at 502 N. 4th Street, PO Box 83720 Boise, ID 83720-0072, by **3:00 p.m., Mountain Standard Time Zone, on Tuesday February 13, 2024**, for furnishing Design-Build services to the State of Idaho.

All questions must be sent to the DPW Project Manager:

Elaine M. Hill, Project Manager
Division of Public Works
502 N. 4th St.
PO Box 83720
Boise ID 83720-0072
(208) 332-1925
Elaine.Hill@adm.idaho.gov

Modifications (addenda) to this RFQ, if any, will be posted on the Division of Public Works web page at <https://dpw.idaho.gov/professional-services/>. It is recommended that responders to this RFQ check this page prior to making their submittal.

Funding for the project is from the State. The Division of Public Works (DPW) will administer the project according to the terms and conditions of the award, State laws and guidelines. The Design-Build team will receive general instructions through the State. A Project Manager from DPW will be assigned to serve as project manager and liaison between the Department of Administration, the Agency, and the Design-Build team.

The Design-Build team shall warrant the following: not knowingly hire or engage any illegal aliens or persons not authorized to work in the United States as required by Title 67, Chapter 79, Idaho Code. 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

DPW is looking for Design-Build services for Invasive Species Water Check Stations to support Agriculture's Aquatic Invasive Species Program. The program currently operates on Idaho Transportation Department border crossing properties throughout the state. Their current nondescript 400/500 sq.ft. Conex or storage containers are divided roughly one third office and two thirds storage.

The State is open to creative options from the Design-Build teams. The proposed Invasive Species Water Check Stations could be a premanufactured-modular or traditionally constructed stations with concrete footings, HVAC, electrical, Wi-Fi, interior/exterior lighting, and an internal ADA staff restroom with potentially 24/7 operations. The secure storage bay would include a garage door, water and 220V power. Each site is currently an established ITD property. Agriculture's staff will perform inspections of vehicles and watercraft. Reference <https://invasivespecies.idaho.gov/watercraft-inspection-stations> for more information about the Invasive Species Water Check program.

The prioritized sites are all on existing Idaho Transportation Department (ITD) sites:

- 1.) Cotterell (I-84)
- 2.) Cherry Creek Rest Area, (I-15N) Malad
- 3.) Cedars (I-90W)
- 4.) Huetter (I-90)

REQUIRED SERVICES

The State of Idaho, through the Division of Public Works is requesting proposals for Design-Build Services from a team that will work closely and in harmony with the Department of Agriculture and the Division Public Works. The team will manage the project's budget and schedule within the current volatile market with long material procurement.

A total project budget of **\$600,000.00** has been established to include design fees and construction. A relatively complete construction cost estimate will be required following the Schematic Design Phase and must be updated at each additional phase.

The Design-Builder is required to provide Schematic Design, Design Development, Construction Documents, and Construction. The Design-Build Team shall be prepared to complete a robust Conceptual / Schematic Phase to evaluate options to align scope with the available project budget.

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, code compliance, energy efficiency, and building maintenance concerns should be incorporated into the design.

The Design-Build team will be required to meet, at a minimum, monthly 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.

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 Schematic services have been completed.
2. A Design Development Report and update to the Owner, Agency, and the PBFAC, prior to beginning Construction Documents, along with recommended project budget.

PROPOSAL CONTENT

A. Design-Build Contractors Organization: (10 points max.)

Provide basic data relative to Design-Build team size (both design disciplines and contractor if separate firms), history, personnel, design-build experience, special expertise, resources available to meet the project schedule, as well as general information. Individual resumes, awards, associations, etc., may be included. Specifically identify the team's makeup as to sole proprietorship, partnership, professional corporation, and any relationships that include joint ventures, associations, or other special or unique relationships. Indicate if the team is a subsidiary of any other team/firm or if the team/firm or principals operate or participate in other professional teams/firms.

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 Statement of Qualifications. At the time of submittal, all Contractors must have a Public Works Contractors License and Design Professionals shall have an Idaho Architectural and/or Engineering License.

B. Team Member Qualifications: (15 points max.)

List all members of the Design-Build team expected to accomplish this work including anticipated consultants. Describe who will perform the various tasks, the amount of their involvement (pre-construction / design and during construction) and responsibilities, their qualifications, education, training, and relevant special expertise to this project type. Provide a list of at least three (3) relative projects, with brief descriptions that show ability to complete projects.

C. Approach to Project: (23 points max.)

Include a statement of your approach to this specific project including design philosophy, understanding of program, location and utility challenges, and opportunities as well as alternative concepts and methods that might be explored. Discuss your ideas and process of value engineering a project during the current market conditions.

D. Past Performance: (20 points max.)

Describe the Design-Build team's experience constructing remote, small structures and providing/ extending utilities to these structures. Explain the team's quality control, schedule, and cost estimation with examples of similar projects that the cost estimate was within budget and with minimal change orders. Include your approach to gathering multiple stakeholder's input and acceptance.

E. Examples of Work: (10 points max.)

Renderings, photographs, drawings, and applicable documents may be submitted as examples of your work. Include name, location, short project description, project owner, square footage, initial projected construction cost, final construction cost, date of substantial completion, and a reference/contact for three projects. If there is a differential between the budget and final construction cost, explain the reason for the difference.

F. Format: (2 points max.)

To assist evaluation, it is desirable to format the Statement of Qualifications similar to the headings listed above. The Statement of Qualifications 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.

SUBMITTAL

Submit five (5) copies of the submittal; include one USB drive containing a PDF of the submittal. In your RFQ cover letter, include the email address of the primary contact person; **failure to provide this information may result in the proposal being nonresponsive.**

EVALUATION, FINAL RANKING, INTERVIEW PROCESS

A selection committee consisting of two (2) persons from DPW, two (2) persons from the agency, and an independent Design Professional/Contractor will rank the submittals.

The ranking process is accomplished in two steps: 80 points for the Initial Ranking based on the written submittal, and 20 points for a Final Ranking based on an interview. Step one: the selection committee will score the written submittals based on the criteria in the Proposal Content. If deemed necessary, the highest ranked team will be invited for an interview to address questions from the selection committee. The scores will be based on the tables below:

| Initial Ranking, Written Point Scoring | | |
|---|---|-------------------------|
| | Criteria | Maximum Possible Points |
| A | Design-Build Contractors Organization | 10 |
| B | Team Member Qualifications | 15 |
| C | Approach to Project | 23 |
| D | Past Performance | 20 |
| E | Examples of Work | 10 |
| F | Format | 2 |
| Written Total | | 80 |
| Presentation – Interview Point Scoring | | |
| | Criteria | Maximum Possible Points |
| | Competency and abilities to address the items that will be provided to the final ranked teams | 5 |
| | Response to Selection Committee's Q & A | 5 |
| | Overall Presentation Approach & Quality of Communication | 10 |
| Presentation – Interview Total | | 20 |

Selected firms will be notified as to time and date of their interview. The timeframe for the interview is approximately 25 minutes for the presentation; 15 minutes for the selection committee's Q&A; and 5 minutes for the Design-Build team's closing comments.

AWARD

Based on the results of the final proposals, DPW will recommend a course of action to the PBFAC at their next regularly scheduled meeting. If recommended, a notice of intent to negotiate will be issued by DPW.

PROPOSED DATES:

| | |
|----------------------------------|-----------------------|
| Receive RFQ Submittals | February 13, 2024 |
| Design-Build Shortlist Published | February 20, 2024 |
| Tentative Oral Interviews | February 26-29, 2024 |
| PBFAC Selection Approval | March 5, 2024 meeting |
| Negotiate Contract | March 2024 |

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. 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 submittals resulting from this request and subsequent interviews.

Attachment:

Three photos (2 pages)

Invasive Species Program Fact Sheet background information (3 pages)





Idaho State Department of Agriculture Aquatic Invasive Species Program



Program Budget

- **\$3.1M** Idaho General Fund
- **\$1.9M** US ACE Federal Grant (WRDA)
- **\$1.5M** Idaho Dedicated Fund (AIS Sticker)
- **\$600K** Site Improvement Project
- **\$90K** USFWS Federal Grant
- **Other smaller federal grant for project specific work (USFS Redfish)**

Watercraft Inspection

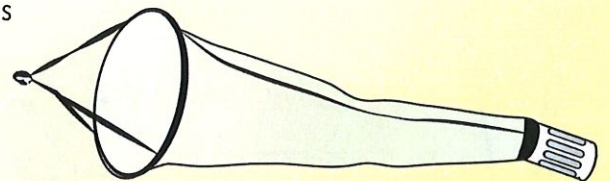
- **2022-14th** Year of the watercraft inspection program
- **19** Watercraft inspection stations, **5** Roving crews
- Over 90K Inspections, 31 mussel fouled watercraft (in progress)
- Extended night operations
 - 18 Hour (6AM-midnight)
Malad (I-15 N), Cedars (I-90W), Jackpot (HWY 93 N)
 - 24 Hour
Cotterell (I-84W)
- Law enforcement support
 - Local County
 - Idaho State Police

Early Detection Monitoring

- **2022-13th** year of monitoring in Idaho
- Veliger monitoring (microscopy)~**1600** plankton samples collected from **80** waterbodies, multiple sample events, bi-weekly
- Adult Monitoring (visual) shoreline, substrate and benthic grab sampling
- **NO** mussel detections in Idaho
- All taxa AIS survey for plants, snails, clams, mussels, crayfish.
- Activate Idaho rapid response plan if detection occurs

Education and Outreach

- **CLEAN, DRAIN, DRY** campaign spread through various pathways targeting the boating public to prevent the introduction and spread of AIS



BOATERS
FISHERMAN
WATERFOWL HUNTERS

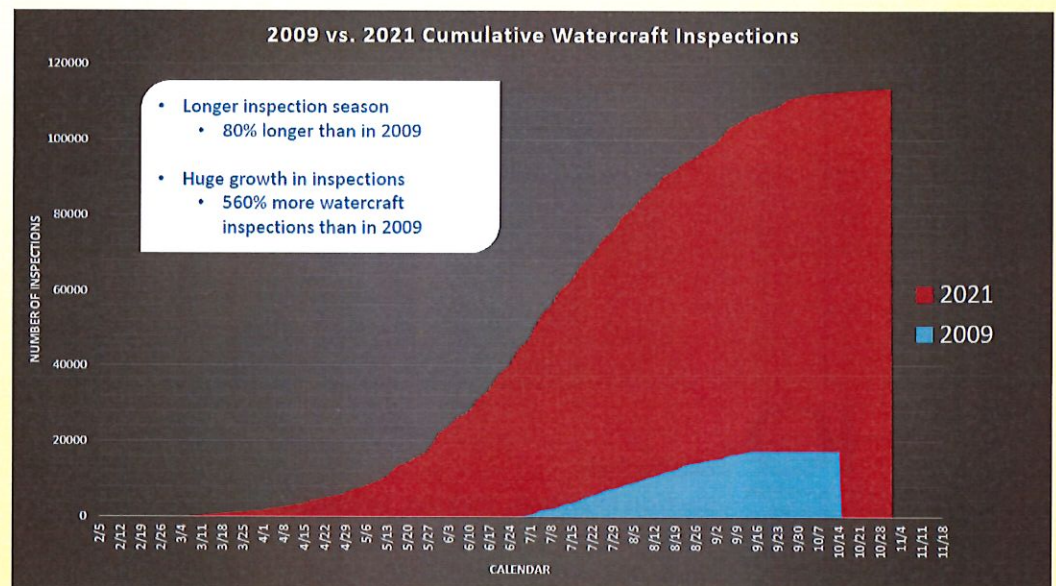
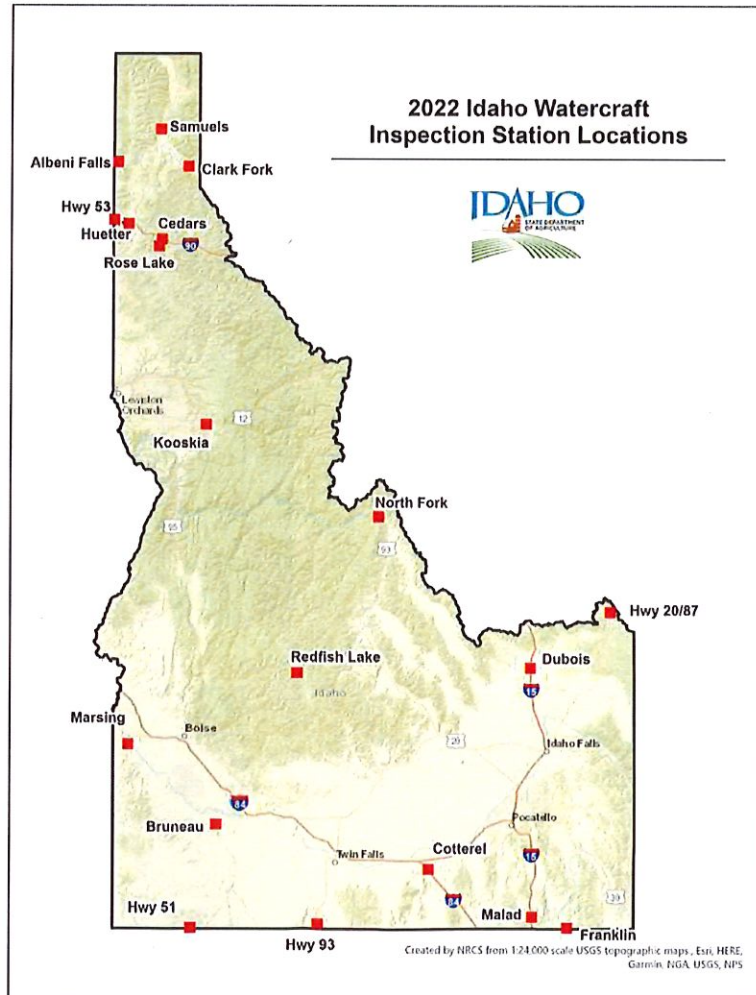
CLEAN >DRAIN>DRY



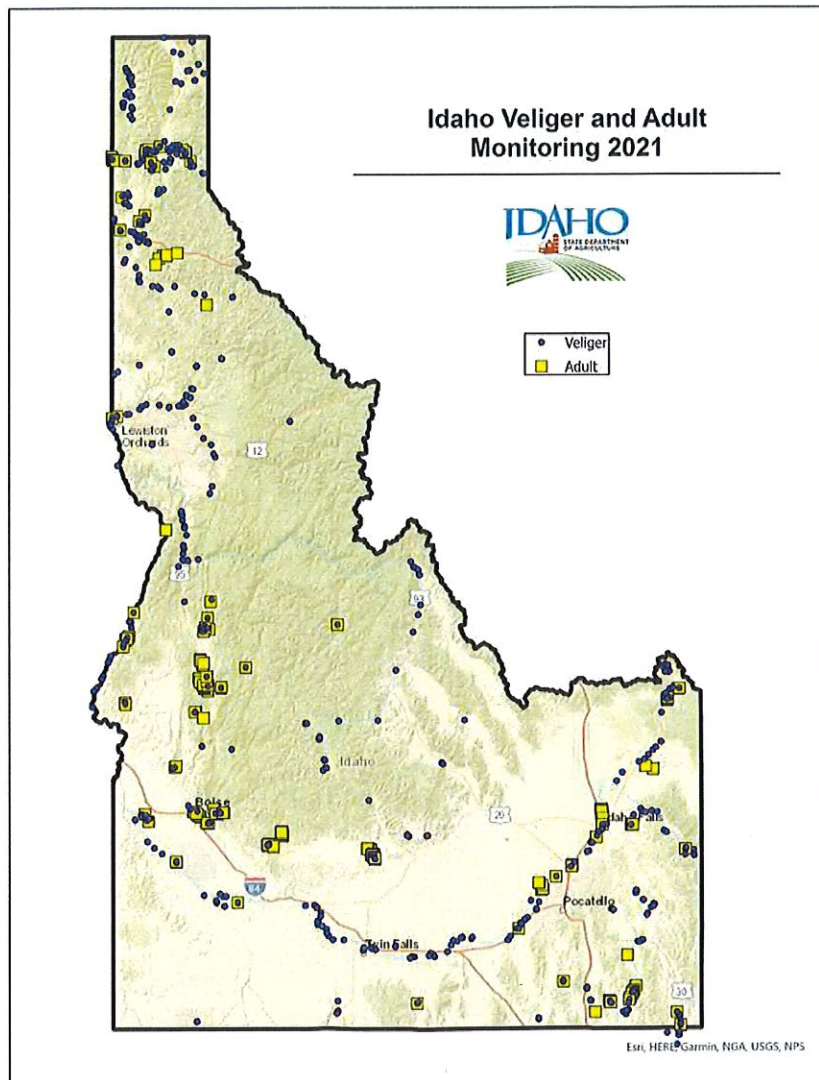
Nic Zurfluh
Section Manager- Invasive Species Coordinator
Idaho State Department of Agriculture
(208) 332-8686

Website: <http://invasivespecies.idaho.gov/>
Facebook: Invasive Species of Idaho
Invasive Species Hotline: 1-877-336-8676

Watercraft Inspection Station Locations



Monitoring Locations



of Samples for Microscopy Analysis

