



State of Idaho
 Department of Administration
 Division of Public Works

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October 22, 2024

REQUEST FOR QUALIFICATIONS (RFQ)

TO: Construction Managers/ General Contractors

ASM FROM: Pat Donaldson, DPW Administrator 

SUBJECT: DPW PROJECT NO. 25220
 Physician Assistant Expansion
 Idaho State University (ISU)
 Pocatello, Idaho

Division of Public Works (DPW) is seeking responses from licensed Idaho Public Works Construction Managers (CMs) and licensed Idaho Public Works Contractors, in good standing, to provide their qualifications to perform certain construction manager services (“CM Services”) in accordance with Idaho Code, 54-4501, as determined by DPW.

DPW intends to construct the project using the Construction Manager/General Contractor (CM/GC) delivery process.

Response Date: To be considered, Statement(s) of Qualification (SOQ) must arrive 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 November 21, 2024** for furnishing CM/GC services to the State of Idaho.

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

Matthew Sandoval
 208-332-1908
Matthew.Sandoval@adm.idaho.gov
 Division of Public Works
 502 N. 4th St.
 PO Box 83720
 Boise ID 83720-0072

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 State laws and guidelines. The CM/GC will receive general instructions through the State. A Project Manager/Owner's Representative from DPW will be assigned to serve as project manager and liaison between the Department of Administration, the Agency, and the CM/GC.

The CM/GC 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 CM/GC 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.

Contents

- A. Project Information
- B. Required Services
- C. Response, Format, Content, and Evaluation
- D. Attachment A- Construction Manager Information
- E. Attachment B- Responsible Respondent Questionnaire
- F. Attachment C- CM/GC Contract Template

A. Project Information

Idaho State University (ISU) has witnessed a rapid expansion of its Physician Assistance Program, increasing from 20 to 70 students to meet regional and national needs. The program develops and expands the states' ability to fill in demand careers in the health sector. The current program space has been inadequate for the past 10 years and has hampered the ability to serve the growing student population. A minimum of 15,000 square feet for this space is required.

Along with the Physician Assistance Program, the project will include a Medical Laboratory Science Program space, which is a distinct and separate program. This program currently has no permanent space and contains requirements unique from the Physician Assistant Program. This program will require approximately 6,000 square feet of the total project scope.

Both programs will be housed in the Roy F Christensen Complex, located at the ISU campus in Pocatello. The existing structure (built in 1966) will require extensive modifications,

The CM/GC will be required to adhere to all other contractual requirements as agreed upon in contract negotiations, if selected. Please see Attachment C (CM/GC Contract Template) for other requirements.

C. Response, Format, Content, and Evaluation

Responses must include and be limited to the following for consideration:

1. Construction Manager Information (Attachment A)
2. Construction Manager Resume
3. Responsible Respondent Questionnaire (Attachment B)

Construction Manager's will be evaluated based on their responses to Attachment A and Attachment B. Incomplete, missing, or inaccurate information may result in your firm being found non-responsive, and no longer under consideration for this project.

Information in Attachment A, such as project experience and construction budgets, delivery methods, education, and certifications, must match the Construction Manager's Resume to qualify for point consideration. Any information in attachment A, which is not verifiable in the Construction Manager Resume, will not be considered.

The Construction Manager, as indicated in Attachment A, must be the Construction Manager assigned to this project, and is expected to be the principle point of contact for all project stakeholders, and actively engaged in the project, from the Pre-Construction through Construction Phases of the project.

The content of the Statement of Qualification will consist of attachment A, the Construction Manager Resume, and Attachment B. No other information should be included and will not be considered.

FORMAT AND CONTENT

No pictures, multimedia links (QR Codes), or visuals are to be included in the SOQ.

The format and content of Attachment A and Attachment B should not be altered, other than the response information requested.

The Construction Manager Resume should not exceed two (2) double sided or four (4) single sided pages and be no smaller than size 10 font. It should be clear and concise, with only black text present. Personal and confidential information, such as home address or private phone number, should not be included. Work history must include, if applicable, construction budgets, delivery method utilized, and position held.

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 committee will

rank the teams based on the SOQ scores. The table below is the point range for selection committee’s evaluation for each SOQ. Please note, some material is considered required to be responsive, and does not count towards the score, such as the Construction Manager License Number.

Written SOQ Scoring		
Attachment A		
Question No.	Weight (% of total)	Max. Possible Points
1	8.93%	6.25
2	10.71%	7.5
3	10.71%	7.5
4	7.14%	5
5	7.14%	5
6	5.71%	4
7	4.29%	3
8	7.14%	5
9	4.29%	3
10	1.43%	1
11	5.71%	4
12	4.29%	3
13	5.36%	3.75
14	2.14%	1.5
15	2.14%	1.5
Attachment B		
1	4.29%	3
2	4.29%	3
3	4.29%	3
Total Points Available		70

If interviews are held, the top ranked teams will be notified as to time, place, and content of the interview. The maximum points for the interview, if required, will be 30 points. If interviews are conducted, the written and the interview points will be combined for a final total score.

IMPORTANT DATES:

Oral Interviews
 PBFAC Selection Approval
 Negotiate Contract

December 5, 2024
 January 7, 2024
 January 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.

End 25520 Construction Manager/General Contractor RFQ