Request for Qualifications
CM/GC
DPW Project #25-233

Idaho State University
TVAPL Lab Expansion
Meridian, ID

22-November- 2024

Pat Donaldson, DPW Administrator

State of Idaho
Department of Administration
Division of Public Works

BRAD LITTLE
Governor
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November 22, 2024

REQUEST FOR QUALIFICATIONS (RFQ)

TO: Construction Manager/General Contractor (CM/GC)

VB FROM: Pat Donaldson, DPW Administrator

SUBJECT: DPW PROJECT NO. 25233
TVAPL Lab Expansion
Idaho State University (ISU)
Meridian, 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 **1:00 p.m., Mountain Standard Time Zone, on Friday, December 13, 2024,** for furnishing Construction Manager/General Contractor (CM/GC) services to the State of Idaho.

All questions must be sent to the DPW Project Manager:

John Julian, Project Manager
Division of Public Works
502 N. 4th St.
PO Box 83720
Boise ID 83720-0072
(208) 332-1904
John.Julian@adm.idaho.gov

RFQ Instructions and Selection Process

The State of Idaho is requesting proposals for the selection of a Construction Manager/General Contractor (CM/GC). The selection process includes written and interview scores; both scores will be combined for a total final score. Note: interviews will not be conducted if there is a difference of 30 points between the first and second ranked team's written score.

All proposing teams must have a Construction Manager license in the State of Idaho at the time of submitting.

The information contained in the team's submittal will be evaluated and ranked by a selection committee consisting of two (2) persons from DPW, two (2) persons from the agency, and an independent construction professional.

- Written scores completed by the Selection Committee – **January 03, 2025**
- Interviews, if needed – **January 16, 2025**
- PBFAC Selection Approval – **February 04, 2025**
- Negotiate Contract – **February 15, 2025**

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 the 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.

General Information

Funding for the project will be Idaho State University funds. The Division of Public Works (DPW) will administer the project according to the terms and conditions of the award, State laws and guidelines. The CM/GC 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 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 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.

DPW reserves the right to investigate the financial responsibility for the CM/GC firm. Unfavorable responses regarding financial statements, bank references, interviews with past consultants, employees, creditors, past or current litigation, the Idaho Division of Occupational Licenses or consultants that were the cause of improperly managing a DPW project in the past seven years are grounds for rejection of RFQ submittal.

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. There will be an **Informational Meeting for this RFQ on Monday, December 02, 2024, at the project site, at the Main Lobby Entrance of the ISU Meridian Health Science Center, beginning at 2:00 pm and until 4 :00 pm. MDT (Mountain Daylight Time. Due to space restrictions, visiting team sizes must be restricted to just two (2) members per CMGC firm.**

ISU Meridian Health Science Center
1311 East Central Drive
Meridian, Idaho, 83642

CM/GC Required Services

The State of Idaho, through the Division of Public Works is requesting proposals for CM/GC Services beginning with preconstruction services, with the Design Professional, through project construction, including the one-year period of correction following project completion. The Division of Public Works and ISU are looking for a CM/GC who will be a team player who works closely and in harmony with DPW, I,SU, and the design professional.

The CM/GC team identified in this RFQ will be required to meet as needed, but not less than bi-weekly, during the design and construction phases with the Design Professional, DPW, and ISU, and other team members for the purpose of providing preconstruction services. The CM/GC is required to provide a report regarding the previous month's progress. Such report will show funds expended in the completion of the preconstruction services and specific accomplishments related to the completion of the project.

The CM/GC shall be licensed as a Public Works Construction Manager by the State of Idaho. Firms proposing for these services shall hold and maintain a certificate of authority for providing construction management services. A total project budget has been established at $2,000,000 and includes fees (A/E and CM/GC), commissioning services, contingencies, tests, and other project related expenses. A complete construction cost estimate and construction schedule will be required per the CM/GC's contract. Review of the drawings and cost estimate must be updated throughout the construction documents process which is anticipated to be completed no later than May 22, 2026 semester.

Project Description

REQUIREMENTS FOR LAB EXPANSION

The project will create additional lab space to support expansion of health sciences programs, including the Idaho College of Osteopathic Medicine (ICOM). With 26 existing stations, this expansion will create a total of 40 stations and a capacity of up to 240 students (6 students/table). The project must be at **Final completion**, including HVAC commission, all FF&E and A/V installation, and move-in **no later than May 22, 2026 semester**.

1. Lab(s) with 14 down draft table dissection stations (16 stations is preferred).
    a. 6' spacing between tables is preferred; minimum of 5' between tables
    b. HVAC system must be able to maintain a negative pressure with respect to adjacent spaces
    c. Supply and exhaust ventilation must effectively remove formaldehyde and other airborne contaminants to below allowable limits:
        i. Formaldehyde ACGIH TVL 0.1ppm 8hr TWA for indoor air
        ii. Formaldehyde IDEQ Acceptable Ambient Concentration 24-hr average must be less than 7.7E-02 for exhaust air
    d. Recirculation of air is not acceptable
    e. HVAC system must be able to achieve 20-30 total exchanges per hour via laminar flow (conditioned air delivered to the room from the ceiling and exhausted along the bottom perimeter of the lab(s))
    f. Lab must be able to maintain internal temperatures between 55F-65F
    g. HVAC design must include downdraft dissection stations (e.g., exhaust channel with blast gate + dissection table) in addition to laminar air flow.
    h. Downdraft stations must be able to be turned on and off with wall switch activated pneumatic or electric blast gates as in existing lab 692. The system should be balanced in such a way that function remains normal (i.e., 20-30 total exchanges/hour via laminar flow) with no downdraft stations open, 1 downdraft station open, or all downdraft stations open
    i. HVAC system must be fully commissioned upon completion to ensure all of the above operational parameters are met. A full report of actual test results will be provided to Owner upon commissioning.

j. Triango 100 Procedure/Dissection light arrays (ceiling mounted) incorporated at each station
k. Lab instructors must be able to see all learners in the lab from at least one location within the lab space
l. IT closet for IT/AV equipment (Crestron, Cisco, BiAmp, Mac Mini) and distance learning equipment should be associated in or adjacent to the lab space. Sized adequately for all associated IT/AV equipment racks and room for servicing equipment.
m. IT closet temperatures must be maintained at or below 75F (same temperature range as lab spaces, 55F - 65F, is acceptable)
n. AV equipment to allow the routing of all AV sources to all displays; should match (or compatible with) current standards within existing TVAPL lab spaces
o. Design must include one, 55" display, Touch Panel Controller, one Mac Mini computer (to be located in IT/AV closet), and a mouse and keyboard tray/counter space for each dissection station. Need a 1" raceway between each display location and IT/AV closet.
p. To facilitate inter-lab connectivity with other TVAPL labs, and to support distance learning applications design must include:
    i. Ceiling mounted PTZ camera(s) 4-6 (to match existing Lab 692)
    ii. Large wall mounted display(s) (minimum 86" wall mounted display, projector screen and projector, or video wall are acceptable)
q. Design must include sufficient counter and cabinet space for dissection instruments and resources (e.g., anatomical models)
r. Design must include hand washing stations and emergency eye wash station; hands free operation of sinks is preferred (e.g., foot pedal activation)

2. Cold storage room with racking system and material lift (e.g., hand driven fork lift) that can accommodate at least 40 whole cadavers
    a. Cold room must maintain temperatures at 34F
3. Additional storage space
    a. 250 sf to support ADP (e.g., chemical storage, supply closet)
    b. 750 sf to support lab operations
4. 2 station embalming suite
    a. Minimum space requirements for a 2-station embalming suite per Mopec design team are approximately 24' x 13' (*See Figure 1*).

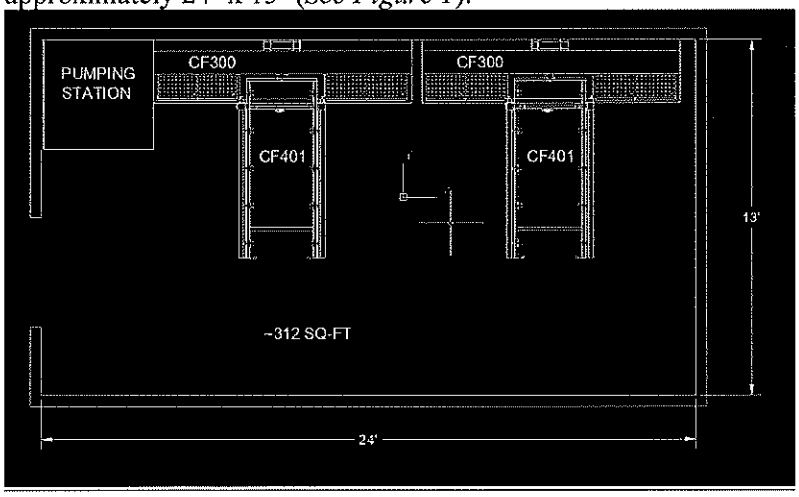

Figure 1. 2-station embalming room configuration

5. Changing rooms with lockers must remain available in the new design; showers may be eliminated
6. All entries/exits must incorporate doors with hold-open mechanisms and must be sufficiently wide enough to facilitate easy movement of dissection tables and equipment in and out of the lab spaces (e.g., double doors (automatic sliding doors preferred) , or 48"-wide doors)
7. The expanded lab space is will be located in existing rooms 688-695. ISU desires to minimize the space taken from 688-689 to only as much as required to meet the project requirements and limit impact on budget. Cold storage is anticipated in existing rooms 697-697D, A portion of the corridor 687D may potentially be used for miscellaneous storage. The proposed 2 station embalming suite is anticipated in existing room 692C, if space

allows as it would require taking some space from corridor 692A. See Figure 2). If 692C is insufficient for the embalming suite, it will need to be located adjacent to the proposed lab area in existing room 688-695.

8. Overall lab expansion design concept(s) should respect the need to maintain a secure lab space with traffic directed primarily through the main lab entrance at the south side of the TVAPL facility (south end of hallway H601), and card access control system (proximity (*preferred*) or card swipe) at each lab access point.

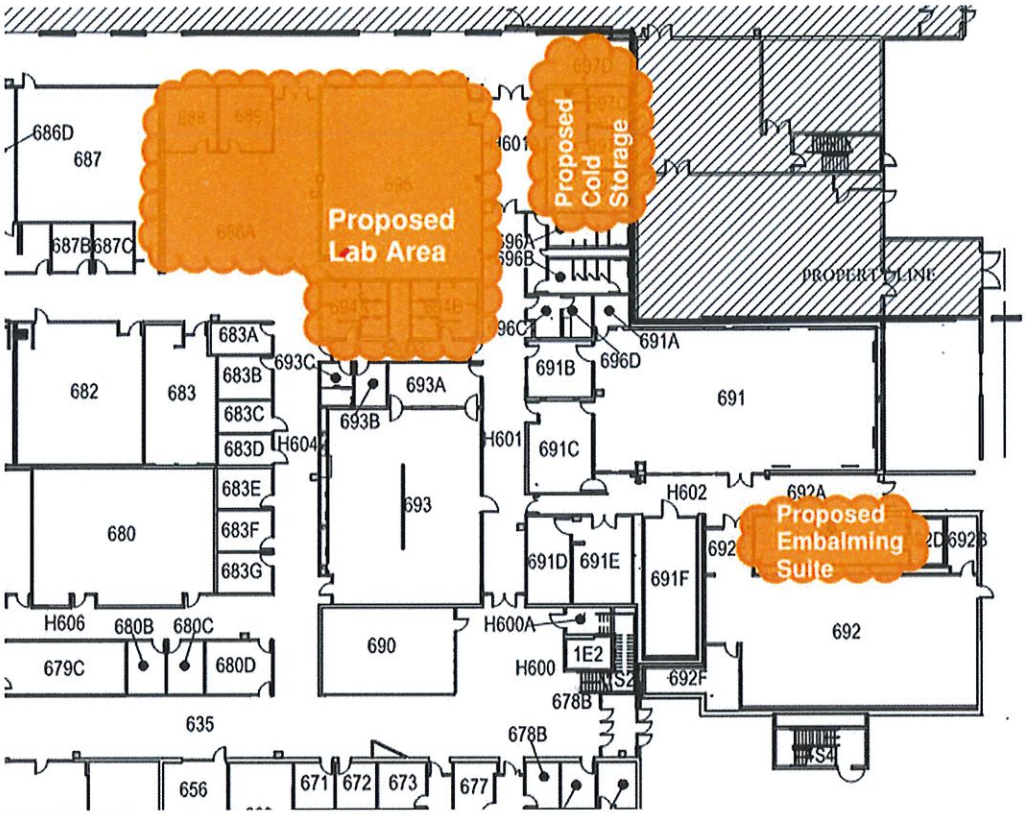

Figure 2. TVAPL Lab Expansion Space

PROPOSAL CONTENT

A. Cover Letter (No point value but is a required element). Include the email address and phone number of the primary contact person. **Limit to (1) page**.

B. Basic Qualifications: (9 Points Available) Limit to (1) page.
Provide basic data relative to CM/GC team. Include the following items: general company information, size, history, general personnel information, special expertise, and resources available to meet the project schedule. Include the licensed Construction Manager and confirmation that the firm holds a certificate of authority for providing construction management services.

Provide information that validates the CM/GC has had at least 10 years or more of successful experience in commercial construction and construction management, which includes pre-construction during the design phases and construction phase with experience working, in and on, an active college campus.

C. Team Member Qualifications: (16 Points Available) Limit to (2) pages.
List the actual team members roles and responsibilities who will be expected to accomplish the work. Describe who will perform the various tasks, their percentage of involvement, their qualifications, and relevant special expertise related to the project scope and building occupancy type. Provide the following:

1. List (2) recently completed projects as a CM/GC by included team members in this RFQ response. Name the project, the Owner, the Architect, the cost of construction and when the project was completed.
2. List (1) project illustrating experience in anatomy/physiology labs, support spaces and

classroom renovation /construction in an active health science lab/classroom operational environment, in an active college campus.

3. List (1) project involving and coordinating design, integrating the installation, testing and operation of new anatomy/physiology lab equipment. Include name of the project, the Owner, the Architect, and the cost of construction.
4. List the pre-construction team and cost estimator and explain how they will provide real-time as well as projected costs based on local / current market conditions, cost control measures, budget control, risk analysis, value engineering, and scheduling through construction.

D. Technical Approach to Project: (22 Points Available) Limit to (1) page.

Based on proposer's knowledge of this project, list the CM/GC services proposed to be provided in a statement of your approach to this specific project, including the following:

1. Understanding of project scope and schedule referenced information from the RFQ project description.
2. Potential challenges, opportunities, as well as alternative concepts and methods for consideration. Address ongoing or unforeseen site issues when working on a fully occupied campus with limited space.
3. Ability to interact with a design team and work through construction documents, while providing quality control and alternate solutions if necessary. Describe how the CMGC Plans to engage with stakeholders to maintain lines of communication.
4. Approach to participate in value engineering efforts and working within the budget provided.
5. Present ideas for constructability review and identify quality control and coordination review efforts through construction and approach to any phasing.
6. Approach to determining highly qualified sub-contractors. Pre-qualification measures taken prior to bidding.

E Examples of Work: (18 points available – 6 points maximum for each project) **Limit to (2) pages.**

Provide three (3) examples of relevant construction projects, preferably in fully operational anatomy/physiology laboratories and classrooms, that include: schedules, any recommended phasing plans, and any other relevant documents used during both the pre-design and construction phases of successful projects completed in the past seven (7) years by the proposed CMGC team members. The examples must be labeled with who on the team performed the work. Provide the following facts for each project: name, location, description, project owner, square footage, initial projected construction cost, final construction cost, date of substantial completion, and reference/contact for each project. Points will be reduced for missing information. These projects can be the same as what were provided for Team Member Qualifications. Performance on past projects with the State of Idaho is an important factor.

F. Format: (5 points available)

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.

SUBMITTAL

Submit five (5) bound copies of the submittal 8-1/2 x 11 format; include one USB drive containing a PDF of the submittal. In a cover letter, include the email address and phone number of the primary contact person; **failure to provide this information may result in the proposal being nonresponsive. Acknowledge any and all Addendums posted on the website in your Proposal.**

EVALUATION | INITIAL 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 evaluate and rank the teams deemed to be the most highly

qualified to perform the required services. The initial ranking criteria will be weighted as indicated below and used to determine the teams selected for an interview, if deemed necessary. Interviews will not be held if the gap in points between the top ranked team and the subsequent team(s) exceeds the allowable interview points.

The ranking process is accomplished in two steps: Initial Ranking based on the written submittal and Final Ranking based on an interview. The Selection Committee will score the written submittals based on the criteria. If interviews are conducted, the teams invited for an interview will be given content in the interview invitation. The remaining points will be awarded for the interview. If interviews are not conducted, then scores will be final based on the SOQ only.

The Selection Committee may choose to interview any, all, or none of the respondents as may be in the best interest of the State. The names of all firms that submitted Statement of Qualifications and the names, if any, selected for interview shall be public information. At the conclusion of the RFQ process, committee comments and evaluation scores, as well as contents of all Statement of Qualifications become public information. Firms not selected will be notified in writing after the conclusion of the selection process.

If appliable, the timeframe for the teams invited for an interview is approximately one hour; 25-30 minutes for the presentation; 15-20 minutes for the selection committee's Q&A; and 5-10 minutes for the CM/GC's closing comments. After interviewing the selected teams, the committee will rank the interviews to determine the final score.

Initial Ranking, Written Point Scoring		
	Criteria	Maximum Possible Points
A	Cover Letter	Yes/No
B	Basic Qualifications	9
C	Team Member Qualifications	16
D	Technical Approach to Project	22
E	.Examples of Work	18
F	Format	5
.	.	
Written Total		**70**
Presentation – Interview Point Scoring		
Criteria		Maximum Possible Points
Competency and ability to verbally state teams understanding of the project criteria in their Technical Approach to the project in an overall presentation.		20
Selection Committee's Q & A		10
Interview Total		**30**

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:

Issue RFQ	November 22, 2024
Informational Walk-through/Meeting	December 02, 2:00 pm MDT
Receive Statement of Qualifications	December 13, by 1:00 pm MDT
Oral Interviews (location /time TBD)	January 16, 2025
PBFAC Selection Approval	February 04, 2025
Negotiate and Execute Contract	February 12 , 2025

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 and associated ranking criteria noted above.

End 25233 Construction Manager/General Contractor RFQ