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Department of Administration
Division of Public Works

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January 22, 2026

REQUEST FOR QUALIFICATIONS (RFQ)

TO: Design-Build Teams

FROM: Kelly Berard, DPW Administrator 

SUBJECT: DPW PROJECT NO. 26011
Replace 10 PIV's
Idaho Chinden Campus
Boise, 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 **2:00 p.m., Mountain Time Zone, on Monday, February 16, 2026**, for furnishing Design-Build services to the State of Idaho.

A Site/ Building Walkthrough will be held on **February 10, 2026 at 1:00 PM at 11341 W. Chinden Blvd. Boise, ID 83201 at the entrance of Building 4**. DPW and Administration representatives will be there to discuss project requirements, scope, and to discuss any questions or concerns.

All questions must be sent to the DPW Project Manager

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

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 Professional 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 Professional.

The Design Professional 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 Professional 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.

Pursuit to Title 54, Chapter 3 of Idaho Code, The Design Professional shall specifically identify an individual architect licensed in the state of Idaho who will supervise all architectural services contained in this Request for Qualifications.

DPW reserves the right to investigate the financial responsibility and past projects for the Design Professional and Consultants. Unfavorable responses regarding financial statements, bank references, interviews with past consultants, employees, or creditors, that were the cause of improperly managing a DPW project in the past seven years are grounds for rejection of Statement of Qualifications submittal.

DESCRIPTION OF PROJECT

This project consists of the evaluation, design, and construction of critical fire protection infrastructure improvements across the State of Idaho, Chinden campus. The scope of work includes the replacement of multiple Post Indicator Valves (PIVs) serving the campus fire-line loop, replacement of select fire hydrants, and associated underground piping. The project will require field investigation and documentation of existing conditions, including valve locations, fire-line routing, system connectivity, and operational constraints. The Design-Build team will be responsible for developing a constructible design that ensures continuous fire protection service to campus facilities throughout all phases of construction, including appropriate phasing, temporary protection measures, and coordination with the Division of Occupational Licenses and the local Fire Marshal. The total amount available for design and construction services is \$530,000.

REQUIRED SERVICES

The Design-Build team selected shall be responsible for all design, preconstruction, construction, and closeout activities necessary to complete the work. Services shall include field investigation and documentation of existing fire-line conditions; civil, utility, and fire protection engineering; preparation of drawings and documents required for permitting and construction and development of phasing plans that maintain continuous fire protection service to campus facilities throughout the project. All services shall be performed by professionals licensed to practice in the State of Idaho.

Preconstruction services shall include development based on project budgets, constructability reviews, risk identification and mitigation strategies, value engineering, schedule development, and early procurement planning for long-lead materials such as post indicator valves and fire hydrants. Construction services shall include procurement and installation of new PIVs, fire hydrants, and associated underground piping; excavation and utility work; temporary fire protection measures; traffic and access control; site restoration;

and all required testing, flushing, disinfection, and commissioning of the fire protection system. The Design-Build team shall also prepare record drawings, operation and maintenance documentation.

Project administration responsibilities shall include coordination with the Division of Public Works and the Agency, participation in monthly Owner-Architect-Contractor (OAC) meetings, preparation of written and verbal monthly progress reports, and timely uploading of all required project documentation to DPW's cloud-based project management system, Projectmates. The Design-Build team shall develop presentation materials as required, including materials for review by the Permanent Building Fund Advisory Council. All services shall be performed in accordance with applicable codes, State of Idaho requirements, DPW standards.

At the time of submittal, the Design Professional and required consultants must be properly licensed to practice in the State of Idaho for their specific disciplines.

The Design Professional shall develop all necessary presentation materials for, at minimum, one (1) presentation to the Permanent Building Fund Advisory Council.

STATEMENT OF QUALIFICATIONS (SOQ) PROPOSAL CONTENT

A - Cover Letter (2 Points)

1. Your Company Name and Address
2. Name and Title of the Primary Point of Contact
 - a. Primary Point of Contact Phone Number
 - b. Primary Point of Contact Email Address

The primary point of contact provided will be notified of all shortlist rankings (if interviews are required), schedule updates, final rankings, and general Request for Qualification information. **Failure to include this element may result in your firm being found non-responsive.**

B - Basic Qualifications (8 Points)

Provide a brief overview of the company's qualifications specifically to this project type.

- a. History and size of the company
- b. Identification of the individual responsible for design management
- c. Identification of the construction project manager and superintendent
- d. Experience designing and constructing fire lines, hydrant, and water system improvements

C - Team Member Qualifications (16 Points)

For each key personnel member (design + construction):

- a. Name and Title
- b. Years of experience relevant to fire line/hydrant replacement
- c. Education and training
- d. Specific responsibilities for this project

D - Design Approach (20 Points)

Responders shall describe:

- a. Understanding of DPW's Design-Build process and deliverables
- b. Approach to maintaining campus fire protection during construction
- c. Procedures for surveying, locating, and documenting existing utilities
- d. Understanding of DPW's Projectmates system
- e. Acknowledgement of required monthly OAC meetings and document uploads

E - Examples of Work (20 Points)

Provide two (2) examples of relevant projects, including:

- a. Project name & location
- b. Delivery method (preferably Design-Build)
- c. Cost estimate accuracy (estimate vs. actual)
- d. Schedule adherence (planned vs. actual)
- e. Team members listed in Criteria C who participated

F – Format (4 Points)

To assist evaluation, format the SOQ using the criterion headings provided above.

Submittals must be concise, well-organized, and easy to follow.

SUBMITAL (70 Points)

Submit five (5) copies of the submittal; include one USB drive containing a PDF of the submittal. In your SOQ 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: 70 points for the Initial Ranking based on the written submittal, and 30 points for a Final Ranking based on an interview (If Required).

Statement of Qualifications Scoring		
#	Criteria	Points Available
A	Cover Letter	2
B	Basic Qualifications	8
C	Team Member Qualifications	16
D	Project Approach	20
E	Examples of Work	20
F	Format	4
Written SOQ Total		70

1	Ability to address Qualifications specific to this project	10
2	Selection Committee's Q & A	20
	Presentation & Interview Total	30

Award is 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 16, 2026 |
| ➤ CM / GC Shortlist Published | February 26, 2026 |
| ➤ Oral Interviews (If Required) | March 5, 2026 |
| ➤ PBFAC Selection Approval | April 7, 2026 |
| ➤ Negotiate Contract | April 2026 |

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 because 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 based on submittals resulting from this request and subsequent interviews.

End 26011 – Design-Build - RFQ