

PUBLIC ANNOUNCEMENT AND REQUEST FOR QUALIFICATIONS FOR DESIGN-BUILD SERVICES

WAPAKONETA CITY SCHOOLS DESIGN BUILD HARMON FIELD ATHLETIC COMPLEX

The Board of Education of the Wapakoneta City School District, Ohio (the “District”) in accordance with Ohio Revised Code Sections 153.65 through 153.72 is soliciting statements of qualifications and design-build services in connection with building an athletic complex at Harmon Field. Design/Build Firms interested in providing the services may obtain from the District its *Request for Qualifications for Design-Build Services* document detailing the procedures and conditions for submitting a statement of qualifications by contacting:

Mr. Mike Watt, Director of Operations
Wapakoneta City School District
1102 Gardenia Drive
Wapakoneta, Ohio 45895

Email: wattmi@wapak.org

Please note that all answers to any questions regarding the *Request for Qualifications* shall be in writing and shall be sent to all firms on record with the District as having requested and been furnished a copy of this RFQ. It is therefore imperative that firms provide full and accurate contact information to the District.

Sealed statements of qualifications must be addressed and delivered to the Treasurer’s Office at the address noted above by no later than 10:00am January 12, 2017. Statements of qualifications received after this deadline will not be accepted or considered. Statements of Qualifications must be identified on the outside of the envelope by the following: “REQUEST FOR QUALIFICATIONS FOR DESIGN-BUILD SERVICES.”

Design- Build Project Request for Qualifications

No. of paper copies requested: 2

RFQ Deadline: 01/12/2017 by 10:00am

Please submit the requested number of Request for Qualifications and subsequent Request for Proposal directly to Mike Watt at 1102 Gardenia Drive, Wapakoneta, Ohio 45895.

Please submit all questions regarding this RFQ in writing to Mike Watt at wattmi@wapak.org with the project name included in the subject line (no phone calls please). Questions must be in writing and directed by email to Mike Watt at wattmi@wapak.org. Answers to any questions shall be in writing and shall be sent to all firms who are on record with the District as having requested and been furnished a copy of this RFQ. Questions will be answered and posted via email and blind copied to all interested parties. The name of the party submitting a question will not be included on the Q&A response email. It is therefore imperative that firms provide full and accurate contact information to the District.

Statements of Qualifications must be received at the time noted above. **Statements of Qualifications that are received after this date and time will not be accepted.**

A. PROJECT DESCRIPTION

A new athletic complex, approximately 200' x 60', to be located on the south side of Harmon Field. Facility to house wrestling room/locker rooms, restroom/shower, coach's office, and ticket booths.

B. SCOPE OF SERVICES AND KEY REQUIREMENTS

The Project will be constructed using the "Design-Build" project delivery method generally described below, consistent with the criteria established by the Criteria Architect and in accordance with the District's schedule requirements.

Pre-Construction and Construction Phase Services:

The DB will provide pre-construction and construction phase services as more particularly detailed in the Design-Build Agreement as described herein. Pre-construction phase services may include, but are not limited to schedule development, estimate development, schematic design, design development, construction documents preparation, constructability review, permits, and project planning throughout the preconstruction stages.

Project Design-Build Services:

The DB shall implement the Project pursuant to the construction documents and in accordance with the schedule requirements. The DB shall hold all subcontracts and shall be fully responsible for the means and methods of construction, construction execution, progress schedule, weekly progress meetings, testing and inspection, project safety, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations, and submitting monthly reports of these activities to the District. The District reserves the right to approve the DB's selection of subcontractors and any supplemental terms to the subcontract form.

C. DESIGN BUILDER SELECTION

The Design-Builder shall be selected using "best value criteria" in which award is based upon a combination of pricing and performance considerations.

Design Builder Request for Qualifications:

Each DB is asked to submit a Statement of Qualifications that will be evaluated by the District, in consultation with the Criteria Architect, based on the firm's qualifications. Qualifications include the following criteria:

I. Firm Background

Provide general information on the responding firm, including: name, business address, local telephone number, officers of the firm, and contact person(s) for this project. Provide the year the DB's firm was established, former firm names(s), and relationships with professional organizations, if applicable.

II. Team Experience

Provide a Project organizational chart that identifies the employees of the DB's firm that would work on the project, and consultants (Design Professional of Record). Specify the team members that will be on the project by their name, job title, roles, and training. Provide a one-page resume including education, experience, and any other pertinent information shall be included for each member of the DB's project team.

III. Past Performance

Provide the Reference's name, address, current telephone, and contact person for each reference. Provide a brief description of the projects: type of facility, scope of work, duration of project, and key personnel involved with the project.

IV. Project Administration

Letter from surety stating bond in the amount of bid will be issued if selected. Provide demonstrated track record of performance of in-house estimating on projects comparable to the Project. Provide a demonstrated track record of performance of managing projects to the original schedule.

D. SELECTION

I. Short List

Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After evaluating the responses to this RFQ, Wapakoneta City Schools will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the owner determines that fewer than three firms are qualified, it will only select the qualified firms.

II. Request for Proposal

The short-listed firms shall be sent a Request for Proposal ("RFP") that will invite the firms to submit pricing proposals containing their proposed preconstruction stage compensation, construction stage personnel costs, itemized construction stage general costs, construction stage contingency percentage, construction stage design fee percentage, and design-build fee percentage. The short-listed candidates will also receive (i) form of the Agreement with the

Wapakoneta City Schools containing the contract terms and conditions AIA 141, (ii) set of the most recent criteria documents and (iii) proposed Project schedule.

III. Pre-Proposal Meeting

Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with Wapakoneta City Schools. The purpose of the pre-proposal meeting is to permit the short-listed firms an opportunity to ask Wapakoneta City Schools questions in an individual setting to help the firms prepare their responses to the RFP. Wapakoneta City Schools will notify each short-listed firms to schedule individual times for the pre-proposal meetings.

IV. Interview

After submitting responses to the RFP, the short-listed firms will be interviewed by Wapakoneta City Schools. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the project approach and ability to meet the stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance with the timetable, and budget. Each short-listed firm to schedule individual times for the interviews.

V. Selection Schedule

Tentative schedule is subject to change.

RFP Issued to the Short-Listed Firms	1/20/2017
RFP Due	2/9/2017
Interviews	Date to Follow
Selection of DB	Date to Follow

VI. Cancellation and Rejection

Wapakoneta City Schools reserves the right to reject all proposals and cancel at any time for any reason this solicitation, any portion of this solicitation or any phase of the Project. Wapakoneta City Schools shall have no liability to any proposer arising out of such cancellation or rejection. Wapakoneta City Schools reserves the right to waive minor variations in the selection process.