

ADV. No.: | BI-JD-349-DBCA

Connecticut Department of Administrative Services
 Division of Construction Services
 Office of Design & Construction
 Process Management Unit
 165 Capitol Avenue
 Hartford, CT 06106

**Request for Qualifications (RFQ)
 Web Advertisement
 For D-B Criteria Architect (DBCA) Services**

Adv. No.:	BI-JD-349-DBCA	Web Advertisement Date:	Wednesday, June 18, 2014
Selection Type:	Major Capital Project Design-Build Criteria Architect Services		
General Statement:	In accordance with the requirements of CGS §4b-55 through §4b-59, State of Connecticut, Department of Administrative Services (DAS), Division of Construction Services (DCS), Office of Design & Construction, Process Management Unit advertises for Requests for Qualifications for the Major Capital Project Design-Build Criteria Architect (DBCA) Services as specified below.		
Consultant Services:	Design-Build Criteria Architect (DBCA)		
Project Delivery Method:	Design-Build (DB)		
Contract Number:	BI-JD-349-DBCA		
Contract/Project Title:	Juvenile Matters Court @ Meriden		
Project Location(s):	Undercliff Road, Meriden, CT		
Estimated Cost of the Work:	\$17,500,000.00		
User Agency Name:	State of Connecticut, Judicial Branch		
Project Description:	<p>Design-Build Criteria Architect (DBCA) services for the design and construction of a New Juvenile Matters Court for the State of Connecticut, Judicial Branch (JB) location at Undercliff Road in Meriden, CT. The project is for a new state of the art juvenile court is a design-build and includes site improvements, utilities and new construction.</p> <p>The new facility used by the Judicial Branch is approximately 55,000 gross sq. ft. to include but not limited to court rooms, hearing rooms, court reporters, judges chambers, assistant attorney office, clerk's office, probation officer offices, staff offices, client conference rooms, conference rooms, multipurpose rooms, public lobby with security area, holding area, sally port, storage area and mechanical, electrical rooms, etc.</p> <p>Site approximately 2 plus acres on a State owned property.</p> <p>Allow for a minimum of one hundred (100) on site parking spaces.</p> <p>This facility is a single phase project.</p>		

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Designated Scope of DBCA Services:

The selected DBCA shall have and demonstrate extensive knowledge, current experience with, and responsibility for providing complete knowledge in Design Build projects and Construction Administration Services on facilities of similar size and complexity for a Juvenile Court.

The DBCA shall identify their “Key Personnel” that can demonstrate experience with the following:

- State Building Codes, Fire Safety Codes, Public Health Codes, etc.;
- High Performance Buildings;
- Building Commissioning (Cx);
- Integrated Design Process;
- [CT High Performance Building Guidelines](#);
- Building Information Modeling (BIM) Process;
- Site analysis and layout for determination of Agency parcel;
- DEEP permits, if required;
- Traffic Study;
- Special Inspections;
- Programmer, limited;
- Construction Representative.

[CT High Performance Building Guidelines require the Design of a State Facility to meet the both twelve \(12\) Mandatory Requirements and the twenty-six \(26\) of the sixty \(60\) Building Standard Optional Strategies.](#)

IMPORTANT:

1. *No members of the Design-Build Criteria Architect’s Team selected for this contract shall be allowed to contract for services with any Shortlisted Design-Build Proposer or their Design-Build Team Members for the duration of time necessary to execute a contract with the selected Design-Build Proposer.*
2. *No members of the Design-Build Criteria Architect’s Team selected for this contract shall be allowed to contract for services with the selected Design-Build Proposer or Design-Build Proposer Team Members for the duration time necessary to complete this Project’s Work.*

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Summary of Electronic On-Line Filing Requirements and Affirmation of Receipt of State Ethics Laws:

In accordance with the Connecticut General Statutes and Governor Dannel P. Malloy's "Business Friendly Initiative," found in Public Act No. 11-229, the following must be adhered to:

1. Electronic Uploading Requirements for Affidavits/Certifications

The State of Connecticut has revised its affidavit/certification procedures. Each firm is required to open a BizNet account on the DAS website (<http://das.ct.gov>) and then upload certain affidavits/certifications.

Instructions for opening a BizNet account can be found on the DAS website by clicking on "State Procurement Marketplace" and then clicking on "NEW* BizNet Connection".

Instructions for uploading the affidavits/certifications can be found on the DAS website by clicking on "State Procurement Marketplace" and then clicking on "DAS Business Friendly Initiatives". Follow the instructions in the "Vendor Guide to Uploading Affidavits and Nondiscrimination Forms Online (PDF)".

The specific affidavits and certifications requiring uploading are found on the DAS website by clicking on "State Procurement Marketplace", then click on the "BizNet" link under the Quick Links feature. Firms should use the affidavit/certification forms found under the BizNet link. Once uploaded, Affidavits shall be updated and submitted annually and Affidavits and Nondiscrimination Forms shall be updated within 30 days of any changes to the submitted information.

2. Electronic "Guide to the Code of Ethics For Current or Potential State Contractors"

When the Department of Construction Services (CT DCS) is seeking a contract for a large state construction or procurement contract having a cost of more than five hundred thousand dollars (\$500,000), CT DCS shall provide all potential consultant and contractor firms with the "**Guide to the Code of Ethics For Current or Potential State Contractors**". The "**Guide to the Code of Ethics For Current or Potential State Contractors**" can be downloaded from the website of the Office of State Ethics, Quick Links, Plain Language Guides (<http://www.ct.gov/ethics>). Questions concerning the "**Guide to the Code of Ethics For Current or Potential State Contractors**" can be directed to the OSE at 860-263-2400.

CT DCS is also required to notify all potential consultant and contractor firms for a large state construction or procurement contract that they must **electronically upload** an "**Affirmation of Receipt of State Ethics Laws Summary**" affirming that their key employees have read and understand the summary and agree to comply with the provisions of state ethics laws. The "**Affirmation of Receipt of State Ethics Laws Summary**" must be electronically uploaded to the "State Procurement Marketplace" as described above. Questions concerning the electronic filing of the "**Affirmation of Receipt of State Ethics Laws Summary**" can be directed to DAS Procurement Services at (860) 713-5095.

NOTE: Do not electronically submit an "Affirmation of Receipt of State Ethics Laws Summary" to CT DCS.

3. Additional Affidavits & Certifications Requirements:

At the time a Firm is notified of its "Conditional Selection" by CT DCS, it will be given instructions regarding additional certificates, affidavits, and other information that must be submitted for the processing of its contract by CT DCS Legal Services.

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Date DCS Began Planning This Project:	March 11, 2013																		
Qualifications Based Selection (QBS) Screening Requirements for DBCA Services:	The DBCA must submit a QBS Submittal Booklet as described below. The QBS process for DBCA Services is based on comparing and evaluating weighted criteria of qualifications and performance of Firms in relation to work of similar scope and complexity that is required for this specific contract. The Contract award is based first on a selection of the highest qualifications and second on the negotiation of a fair and reasonable fee. For the screening phase of this selection the following are the rating point weights for the screening criteria categories:																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Criteria Number</th> <th style="width: 80%;">Design-Build Criteria Architect Services Screening Criteria Categories</th> <th style="width: 10%;">Rating Points</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">Experience with Work of Similar Size and Scope as Required for this Contract</td> <td style="text-align: center;">35</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">Organizational / Team Structure For This Contract</td> <td style="text-align: center;">30</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">Past Performance Record</td> <td style="text-align: center;">20</td> </tr> <tr> <td style="text-align: center;">4</td> <td style="text-align: center;">Partnering Experience</td> <td style="text-align: center;">15</td> </tr> <tr> <td colspan="2" style="text-align: center;">Points per Screening Panel Member</td> <td style="text-align: center;">100</td> </tr> </tbody> </table>	Criteria Number	Design-Build Criteria Architect Services Screening Criteria Categories	Rating Points	1	Experience with Work of Similar Size and Scope as Required for this Contract	35	2	Organizational / Team Structure For This Contract	30	3	Past Performance Record	20	4	Partnering Experience	15	Points per Screening Panel Member		100
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Note:	The QBS DBCA Selection for this Project shall be conducted in accordance with the procedures described in the D-B (Design-Build) Total Cost • Best Value Selection Procedure Manual (0350) :																		
	<ol style="list-style-type: none"> 1. Go to the CT DCS Website: www.ct.gov/dcs 2. At the top of the CT DCS Home Page click on the DCS Library link; 3. Scroll down and click on the D-B (Design-Build) Total Cost • Best Value Selection Procedure Manual (0350) link. 4. For the number of active and inactive D-B Criteria Architect Selections and Contracts that are allowed to be held by a firm by at one time see the QBS - Guidelines for Selection and Contract Limits (1210) link. 																		
QBS Email Registration:	To access the QBS Email Registration for this Project: <ol style="list-style-type: none"> 1. Go to the CT DCS Website: www.ct.gov/dcs 2. At the top of the CT DCS Home Page click on the DCS Library link. 3. Scroll down and click on the QBS Email Registration (1211) link. 																		
QBS Submittal Booklet Requirements:	The requirements for the QBS Submittal Booklet are described in the QBS Submittal Booklet Requirements (1212) . To access the QBS Submittal Booklet Requirements (1212) for this Project: <ol style="list-style-type: none"> 4. Go to the CT DCS Website: www.ct.gov/dcs 5. At the top of the CT DCS Home Page click on the DCS Library link. 6. Scroll down and click on the QBS Submittal Booklet Requirements (1212) link. 																		

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<p>QBS Submittal Booklets -Deadline and Location:</p>	<p>Deadline for the receipt of the QBS Submittal Booklets is: 3 p.m. Tuesday, July 22, 2014</p> <p>QBS Submittal Booklets shall be submitted to the following address:</p> <p>Randy Daigle State Office Building Department of Administrative Services (DAS) Division of Construction Services (DCS) Office of Design & Construction Process Management & QBS Unit - Room 478 165 Capitol Avenue Hartford, Connecticut 06106</p> <p><u>IMPORTANT NOTE:</u> Failure to submit properly formatted QBS Submittal Booklets with all of the required contents by the designated deadline and location may result in the Firm's submittal being deemed deficient for consideration for this Contract.</p>	
<p>RFQ Contacts:</p>	<p><i>For General RFQ Requirements:</i></p> <p>CT DCS Project Manager - Selections Unit Randy Daigle, QBS- Unit Supervisor Room 478 165 Capitol Avenue Hartford, Connecticut 06106 Email: randy.daigle@ct.gov</p>	<p><i>For this DBCA Services Contract:</i></p> <p>CT DCS Project Manager Ward Ponticelli, RA Room 460 165 Capitol Avenue Hartford, Connecticut 06106 Email: ward.ponticelli@ct.gov</p>
	<p><u>IMPORTANT NOTE:</u> Responses to requests for more specific contract information than is contained in this Advertisement shall be limited information that is available to all Firms and that is necessary to complete this QBS process.</p> <p>All requests for more specific contract information must be sent in <u>writing</u> (email acceptable).</p>	

END
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