

LAFAYETTE TOWNSHIP FIRE PROTECTION DISTRICT
(LTFPD)
REQUEST FOR QUALIFICATIONS/PROPOSALS
QUESTIONNAIRE FOR FIRMS/TEAMS USING THE DESIGN-BUILD METHOD OF DELIVERY FOR A
RENOVATION CONSTRUCTION PROJECT

FLOYDS KNOBS, INDIANA

The 3 (three) member review committee will evaluate all proposals based upon the following: Up to 20 points for Design Build Experience of team members on projects similar in type, size and renovation aspects. Up to 10 points for Financial Bonding Capacity to Perform. Up to 15 points for the Design Builder's managerial resources and management plan. Up to 15 points will be awarded for Design Builder's safety program and record. Up to 20 points for past performance and the capacity to perform on projects. Up to 10 points for the Design Builder's ability to complete the work in a timely and satisfactory manner. Up to 10 points for Local Team member participation within a 50 mile radius of the project. The three member selection committee will utilize the above scoring system to select at least three firms/teams to present their plan to the committee for further evaluation. All submittals will be accepted by electronic means only and sent to: jklein@insightbb.com, with acknowledgement of all attachments.

Business Organization / Credentials

What is the date your firm/team was established and what is the type of ownership or legal structure of your firm?

When did your firm/team first start providing design-build construction services?

Does your firm have a Certification of Qualification for Public Works Projects from the State of Indiana? If so, list the relevant areas and provide a copy of the certificate(s).

Financial and Bonding Capacity

Provide a financial statement for your firm/team.

Provide a statement that your firm/team has the capacity to obtain all required Payment and Performance bonding, liability insurance, an errors and omissions insurance. Provide a letter from Surety indicating that your firm has the capacity to bond a project of this magnitude and the following Certificates of Insurance demonstrating compliance with stated minimum coverage for:

- Worker's Compensation (Indiana Statutory Limits) & Liability Insurance (\$500,000 each accident, each employee, and policy limit)
- Commercial General Liability Insurance (\$1,000,000 general aggregate, products, personal injury, and each occurrence; \$50,000 fire damage; and \$5,000 medical)
- Professional Services (Errors & Omissions) Liability Insurance (\$2,000,000)
- Comprehensive Auto Liability Insurance (\$1,000,000 combined single limit)
- Umbrella Excess Liability Insurance (\$5,000,000)

Design Build Teams will be required to provide a Performance Bond in the full amount of proposal.

Professional Organization

Will you be providing sole services, or be part of a team or joint venture?

If you are forming a team, will it be a formal joint venture or a team agreement? List all of the entities that will be part of the team, along with a brief description of the role each will play in the project. Provide the following information about the leadership professionals who would be working on this project:

Name

Company, title, and role on this project

Education and training

Professional registration and certificates

Professional experience and representative projects

Responsibilities, other than this project, that will run concurrently with this project.

Provide a statement that the design-builder or team members have the licenses, registrations and credentials required to design and construct the project. List the names of all professionals who will provide the certifications necessary for this project and provide proof of certification.

Bankruptcy, Litigation, Debarment, and Disqualification History

Provide a statement containing information concerning any bankruptcy or receivership, past or present of your firm or a member of your team.

Provide an account of any history of litigation and disputes between a public entity and your firm or any member of the design-build team and provide a list of all outstanding or past judgments or lawsuits against your firm or a member of the design-build team.

Have any members of the design-builder's team been involved in debarment, disqualification or removal from a federal, state or local government public works project? If so, explain the circumstances and any remediation.

Are there any associations or other circumstances that could be construed as a conflict of interest with Lafayette Township Fire Protection District? If so, please describe.

Experience

Provide your firm's/team's experience as a design-builder in the following categories for the past five plus years, calendar 2006 through 2011 to date (a project counts on the list regardless of the stage; planning through end of construction). Listing projects for which you were a contractor or an architect and not done as design-build may disqualify your response to this item.

What has been your annual dollar volume of design-build projects (based on project contract amounts) during each of the past five plus years (2006 through 2011 to date)?

Has your firm/team ever failed to complete a design build project? If the answer is yes, please explain.

Has a member of the design builder or team ever been disbarred, disqualified, and or removed from a federal, state or local public works project? If the answer is yes, please explain.

Provide a statement that the design-builder and/or team members have completed or demonstrated the experience, competency, capability to complete projects of similar size, scope or complexity; and that proposed key personnel have sufficient experience and training to competently manage and complete the design and construction of the project.

What is your present workload (design-build and other projects) expressed as follows?

List your present design-build projects in the construction phase stating the project:

Owner:
Name and location:
Type:
Size:
Project cost:
Start date:
Expected completion date:

In addition to your work load described in the previous questions, what is your capacity to take on more projects?

Other

Describe how you document quality assurance and quality control in the design-build process.

Briefly explain your approach to working with the owner during a design-build project delivery as practiced by your organization.

Please provide your company's current EMR rate. Provide your company's approach to Safety on a project of this size and magnitude.

What sets your firm/team apart from the rest? Why should your firm be selected?

Please provide your firms/teams approach in soliciting MBE and WBE for this project.

Please provide your firms/teams statement in regards to participation or completion of an approved United State Department of Labor Bureau of Apprenticeship and Training Program.