



**REQUEST FOR PROPOSAL
(RFP No. 2019-05)**

For

Design Builder Entities

For

Solano Transportation Authority Office Building

Located in

Suisun City, CA

Release Date: March 28, 2019

Solano Transportation Authority Office Building

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1. NOTICES

This solicitation is only open to Design Build entities that were shortlisted during the RFQ process. The shortlisted firms are:

1. Otto Construction/LPAS
2. Overaa/RMW
3. Thompson Builders/RIM.

A. Pre-Submittal Conference

A pre-submittal conference will be held on April 4, 2019, beginning at 9:30 a.m. (PT), at the Solano Transportation Authority office located at, One Harbor Center, Suisun City, CA. This conference will provide an opportunity to discuss and clarify this Request for Proposals (RFP) including the Bridging Documents, Contract Requirements, supplemental information, and submission requirements. However, nothing said or represented during this conference shall be deemed to modify the requirements of this RFP unless followed by a written addendum.

This conference is only open to the shortlisted Design Build entities.

Design-Build entities are encouraged to submit written questions prior to the Pre-Submittal Conference. These questions will be answered during the pre-submittal conference unless the question requires further time or research to properly construct an answer. Questions must be submitted in writing, on or before April 2nd to:

Solano Transportation Authority (STA)
Attn: Janet Adams, Deputy Executive Director/Director of Projects
jadams@sta.ca.gov
with copy to
Chris Wilson, Gilbane Project Executive
cwilson@gilbaneco.com

B. Site Investigation

A site walk-thru will be conducted immediately following the Pre-Proposal Conference on April 4, 2019 at 9:30am. The site is available for inspection at the convenience of the Design-Build entities. If special access is required to any portion of the site, submit a written request via email to the people noted above.

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C. Question and Answer Period

Design-Build entities may submit written questions until May 10, 2019. All communications must be in writing only, by e-mail directed to the contact person listed above. No oral questions or inquiries of any kind will be allowed.

Written questions received each week will be answered in writing and posted to the STA website <https://sta.ca.gov/work-with-sta/procurement-opportunities/> by the following week unless the nature of the question requires further time or research to properly construct an answer. Anonymity of the source of specific questions will be maintained in the written answers. Written questions received after May 10, 2019, will not be responded to.

D. Addenda

Written addenda, if required, will be posted to STA website. Neither the STA nor the Design-Build entities will be bound by any oral representations, clarifications, or changes made to this RFP unless provided in written addenda form. No addenda will be issued by the STA less than five (5) working days prior to the date for receipt of submittals.

E. Interim Review

The STA will conduct one mandatory interim review session, of approximately two (2) hours in length, with each Design-Build entity. These interactive sessions will be attended by representatives of the STA, the Criteria Architect and Construction Manager. These sessions will afford each Design-Build entity and the STA team an opportunity to address issues relating to conformance with the RFP, Agreement, Criteria Documents, Space Programming, and supplemental information. The Design-Build entities may utilize this time to their best advantage.

The reviews will be conducted in a northern California office of the Design-Build entity. Issues that affect all Design-Build entities will be documented in written form by the STA, via addendum. Items of confidential nature related to the Design Builder's competitive designs and/or technical solutions will be kept confidential from the other proposers.

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F. Submittal Due Date

Submittals are due on May 17, 2019 no later than 4:00 p.m. (PT). Deliver to:

Janet Adams, Deputy Executive Director/Director of Projects
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585

G. Technical Review

After receipt of the Proposals, the STA's "Proposal Evaluation Team" shall conduct a review of the proposals. During the Proposal Evaluation, it may become necessary for the Proposal Evaluation Team to issue Request for Clarifications to the Design-Build entities. These requests may be necessary to enable the evaluators to best understand the Design-Build entities' response(s). Requests for Clarification may be in the form of a written request issued by the Proposal Evaluation Team prior to the Proposal Presentations/Interview and/or a verbal request at the time of the Proposal Presentations/Interview.

H. Proposal Presentations / Interviews

On May 30, 2019, the Proposal Evaluation Team will conduct individual interviews with each of the three (3) Design-Build entities. Each Design-Build entity will present its Proposal in accordance with the requirements outlined in this RFP. The interview will take place at the location below. The Design-Build entities will be notified of the time in advance of the interview.

Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585

The purpose of this interview is to confirm information provided in Proposals submitted by the Design-Build entities. This will also be another opportunity for Proposal Evaluators to request additional clarifications. In these interviews, the Design-Build entity and its team of contractors, architects, engineers, and specialty consultants may expand on the relative information provided in their proposal, and will respond to questions from the Proposal Evaluation Team. Each Design-Build entity shall have their proposed key personnel assigned to the project present as the primary representatives during this process.

Design-Build entities will be scored on the Design Build Entity's bid proposal, technical design, construction expertise of their team, the quality of the project they propose, their

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skilled labor force availability, safety record and the design and performance quality enhancements they incorporate in the project, including but not limited to, lifecycle costs over 15 years or more, sustainability/green architecture features, energy conservation, quality of work place environment, enhanced work place communications, long term economic benefit due to both active and passive energy systems, and project cost and schedule. Presentation materials and content will be at the discretion of the Design-Build entities.

END OF SECTION

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2. PROJECT OVERVIEW

A. Organization

This RFP is composed of submittal requirements and criteria documents containing floor plans for the building and technical summaries of the building systems and components.

B. Copies

The STA will provide each Design-Build entity with one (1) digital copy of the RFP and one electronic copy of the building model that was utilized by the Criteria Architect in the development of the floor plates. It is required that the Design Build entities complete an electronic transfer agreement prior to receiving the building model. STA's Construction Manager, Chris Wilson (cwilson@gilbaneco.com) will arrange for this transfer agreement completion.

C. Contract Scope

The roles and responsibilities of the STA and the Design-Build entity are summarized below and set forth in detail in the contract documents. The Design-Build entity shall be responsible for all turnkey design and construction services including staging, sequencing, temporary on-site construction parking, security, data/telecommunications, audio visual, commissioning, space planning, programming and coordination of modular furnishing installation (including final data/telephone and power connections), in conformance with the requirements of this RFP, and as set forth in the Bridging Documents. Design-Build entity shall be responsible to work closely with the STA staff, Criteria Architect and Construction Project Manager for completion of this work.

Services excluded from the responsibility of the Design-Build entity include the following:

1. Procuring furniture, fixtures, and equipment (FF&E), including systems furniture and all movable office furnishings and equipment, except for FF&E clearly included in the RFP and Bridging Documents.
2. Procuring telephone switches, handsets, and computer equipment; their installation; and interconnection of equipment in computer rooms.
3. Moving/relocation costs and installation of STA owned furniture and equipment, and any furniture and equipment not specifically called for installation by the Design/Builder.
4. Art work placed on or applied to the building or the site. It shall be the responsibility of the Design Build entity to work with the selected artist for the incorporation of the art into the building and/or the site.

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D. Site

The site contains certain structures which must be demolished prior to the start of construction. The Design-Build entity shall be responsible for the complete demolition and removal of these foundation structures and utilities.

E. Design and Program Requirements

The Design-Build entity shall provide a two (2) story office building with rooftop conference room of approximately 23,000 gross square feet; new city sidewalks and lighting, landscape, hardscape elements.

Major project goals include providing an architecturally significant, office building along with offering innovative technologies and features to support occupant productivity, energy conservation, space flexibility, reliable system operations, and low maintenance. Project goals also include improving the Suisun site to respond to the design goals outlined in the Technical Proposal, and to create a cohesive, pedestrian-friendly environment. Specific design criteria are included in the Bridging Documents.

F. Project Budget

The budget for this project is \$8,000,000. Design-Build entities will submit within their proposal a Proposed GMP Bid. This Design-Build Proposed Bid shall include all permits, fees, labor, materials, equipment, tools for the complete construction, along with design and management fees for services provided by the Design Builder, to deliver complete and operable facilities.

G. Schedule

The STA office building shall be completed and available for final occupancy by the Solano Transportation Authority no later than December 31, 2020. To support this scheduled completion date, the following schedule is established for this Design-Build selection process and subsequent design and construction activities. The STA reserves the right to modify this schedule at any time.

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Issue RFP Documents.....	March 28, 2019
Pre-Submittal Conference/Site Walk.....	April 4, 2019
Last Day for RFI's	May 10, 2019
Interim Reviews	TBD
Submittals Due.....	May 17, 2019
Proposal Presentations / Interviews.....	May 30, 2019
Award Design Build Contract.....	June 12, 2019
Notice To Proceed	June 30, 2019

H. Roles and Responsibilities

The roles and responsibilities of the STA and the Design-Build entity are summarized below and set forth in detail in the contract documents.

1. The Design-Build entity is required to provide:
 - a. Site survey, geotechnical report, special testing and related services;
 - b. Site development, including bringing utilities to the site;
 - c. Design in accordance with the requirements of this RFP;
 - d. Manage the bidding and award of construction trade contracts;
 - e. Construction management;
 - f. Construction administration;
 - g. Contractor-furnished items;
 - h. Spare parts, material, and equipment;
 - i. Quality Control and Safety plan;
 - j. Utility hook-ups for all equipment;
 - k. Design calculations, operation and maintenance manuals, and shop drawings;
 - l. Training of building operating staff;
 - m. Programming and space planning for audio-visual, security, tenant improvement communications and general office space planning;
 - n. Testing to verify attainment of design and performance requirements;
 - o. Obtain all required permits and payment of all permit fees (except payment of Building Permit Fees, Utility Connection Fees, Impact Fees); Design Builder responsible for cost of all other fees and permits.
 - p. All other items listed in Section C – Contract Scope.

2. The STA will provide:
 - a. The site;
 - b. Preliminary survey, data, and soils test results (for info only);
 - c. Review/comments on Construction Document submittals;

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- d. Building Department and Fire Department Inspection;
- e. Procurement and installation of FF&E ;
- f. Progress payments for design and construction;
- g. Payment of STA Building Permit Fees, Utility Connection Fees, Impact Fees

I. Solano Transportation Authority Project/Construction Management

The STA will review design and construction development through its Project Oversight Committee, STA staff, Criteria Architect and Construction Project Manager for adherence to contract terms.

K. Contract Type

A Design-Build Agreement, including required attachments, is included in this RFP. It is anticipated the final Design-Build Agreement will be substantially in the same form provided.

L. Substitutions

The materials, products, systems, sub-systems and components described in Criteria Documents establish the minimum standards of required performance, function, appearance and quality to be met by each submittal. Within the limits of the stipulated contract sum, Design-Build entities are encouraged to exceed the specified minimum requirements.

Any substitution or exception request must be submitted in writing to the STA during the formal Questions and Answers period. Failure to make such written request is at the sole and exclusive risk of the Design-Build entity. Substitutions or exceptions not authorized by the STA will not be allowed.

Products or workmanship described or included in the Design-Build entity's Proposal which exceed the minimum requirements of these RFP documents are binding on the Design-Build entity and shall not be eliminated, modified, or substituted for in any way unless specifically approved in writing by the STA.

M. Stipend

In recognition of the effort that is necessary to be put forth, STA will provide a stipend in the amount of \$15,000 to the unsuccessful proposers who submit responsive submittals to this RFP. This stipend will only be available to shortlisted firms from the RFQ solicitation for this project and only after a Design-Build Agreement is fully executed.

N. Reservation of Rights

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This solicitation does not commit the STA to enter into a Design-Build Agreement, to pay any costs incurred in preparation of any response to this RFP, or to procure or contract for services or supplies. The STA reserves the right to accept or reject any or all submittals, to enter into a contractual agreement with any qualified Design-Build entity or agent thereof, and to cancel in part or in its entirety this solicitation if it is most advantageous and in the best interest of the STA to do so. The STA reserves the right to require any Design-Build entity to submit additional design and construction information, technical information or revisions to its submittal as may be needed to ensure the project conforms to all design, program and performance criteria included in this RFP and to execute a Design-Build contract for the design and construction of the project.

The STA reserves the right to waive any informality or irregularity in any submittal received, to reject any or all submittals, to re-solicit for submittals, and to accept the submittal which, in its sole judgment, is most advantageous to the STA and in the STA's best interest.

The STA reserves the right to reject a submittal if it is not in full and complete compliance with the requirements and formats specified in this RFP, to reject a submittal which omits or fails to complete any portion of the required documents, to reject a submittal which is in any way incomplete or irregular, or to reject a submittal upon evidence of the Design-Build entity having engaged in any communication, contact, or other activity prohibited by this RFP.

The STA reserves the right to publicly display any drawings, exhibit boards, models or other materials submitted by any Design-Build entity in response to this RFP. Any language purporting to render all or portions of any proposal confidential or proprietary shall not be binding on the STA.

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3. SUBMISSION REQUIREMENTS

A. Modification of Submittal

Prior to the time and date for receipt of Proposals, a proposal may be modified upon written notice to the STA; provided, however, the modified proposal is received by the STA by the Submittal Due date and time specified herein. After the specified due date and time, a proposal may not be modified. It is the sole responsibility of the Design-Build entity to ensure that the modified submittal is received by the STA no later than the submittal due date and time specified herein.

B. Form and Style of Submittal

Submit documents on forms included in this RFP. Any delineation or alteration of original data, material, or figures inserted by the Design-Build entity must be initialed by the party under whose name and signature the submittal is made. The submittal shall not and may not qualify the requirements of this RFP, including design, performance, and program requirements, in any manner. Failure to provide all required data, forms, and documents may cause the proposal to be rejected by the STA and result in disqualification of the Design-Build entity at the STA's sole discretion.

A site survey, title reports, a preliminary geotechnical report, and other supplemental documents are included in this RFP in the Appendix. In addition, a compact disc is included with electronic copy of the RFP and the bridging documents.

C. Documents

Submit documents in an 8-1/2" x 11" loose leaf 3-ring hard cover binder, with tabs and an index. Five (5) bound copies and one (1) digital copy on a flash drive, in which files are in a searchable Adobe Acrobat pdf format shall be submitted. Each bound copy shall be limited to a maximum of one hundred (100) pages (double sided counts as two pages), 10 to 12 point font, excluding covers and tabs, and shall be organized in accordance with the following outline. Eight (8) plan sheets no larger than 24x36 may be submitted in addition to the 8.5x11" pages.

- 1. Cover Letter:** The cover letter shall provide an overall summary of the proposal, and highlighting key enhancements and attributes. The letter must be in the name of and signed by the legal entity that will execute the Design-Build contract.
- 2. Table of Contents:** Include a detailed table of contents for all sections of the submittal.
- 3. Declaration:** A declaration (Exhibit A) that the Design-Build entity will complete

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the design and construct the project for the Design-Build Proposed Bid (Exhibit B) must be completed and signed by the legal entity that will execute the Design-Build contract, and included in this section of the submittal. Alteration of any kind to this form may cause the submittal of the Design-Build entity to be rejected by the STA.

- 4. Major Building Systems Description.** A description of the Major Building Systems responding to the information requested in the Technical Proposal.
 - i. Narratives shall describe how the Design-Build entity intends to conform with the Criteria Documents contained in these RFP documents, describing in narrative format the systems, subsystems, materials, equipment, and design solutions incorporated therein, including the intended approach to coordinating / integrating various systems.
 - ii. Submission of an outline technical specification replacing the performance specifications contained in these RFP documents is neither desirable nor acceptable.
- 5. Design Development/Renderings.** Design Renderings responding to the information requested in the Technical Proposal shall be provided. No more than 8 design renderings of elevations may be submitted.
- 6. Project Staffing Plan.** A Project Staffing Plan responding to the information requested in the Technical Proposal shall be provided.
- 7. Design and Construction Management Plan.** A Design and Construction Management Plan responding to the information requested in the Technical Proposal shall be provided.
- 8. GMP Budget.** A GMP estimate shall be provided with enough detail to ascertain that the design proposed is properly estimated in that it is achievable within the proposed GMP budget.
- 9. Other Information.** The Design-Build entity may include in this section of the submittal any additional information it deems appropriate, intended to clarify its Proposal, if such information will enable the STA and the Technical Proposal Evaluation Team to more fully review and evaluate the submittal. The format and content of such information is at the option of the Design-Build entity provided it is no larger than 8-1/2" x 11" or is bound into the document and folded to 8-1/2" x 11".

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Additional information relating to the qualifications or experience of the Design-Build entity or any of its members, other than that specifically requested as relates to designated subcontractors, shall not be included in this section of the submittal.

END OF SECTION

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4. EVALUATION AND AWARD

A. Technical Proposal Evaluation Team Members

A Technical Proposal Evaluation Team composed of five (5) to nine (9) members will be appointed with responsibility to review submittals and select the Design-Build entity to be awarded the Design-Build contract. The Technical Proposal Evaluation Team may be composed of representatives from the following disciplines.

- Solano Transportation Authority
 - Oversight Committee
 - Solano Transportation Authority staff
 - Solano Transportation Authority Counsel
- Gilbane (Construction Manager)
- Lionakis (Criteria Architect)

B. Presentation to Technical Proposal Evaluation Team

Each Design-Build entity will be given an opportunity to present its Proposal to the Technical Proposal Evaluation Team. The presentation should address issues such as the qualifications and expertise of the Design-Build entity's designated subcontractors; an overview of the description of the major building systems; how the Design Builder intends to meet the requirements of the Criteria Documents; review of the Design Builder's proposed Design and Construction Management Plan, and review of enhancements included by the Design-Build entity within the Design-Build's Proposed Bid . The presentation shall be limited to materials included within the submittal.

A maximum of one (1) hour will be allowed for each presentation, followed by a one (1) hour question and discussion period. During the question and discussion period, clarification questions from the Technical Proposal Evaluation Team regarding the submittal may be directed to the Design-Build entity but no modification to the submittal will be allowed.

C. Basis for Selection

The Technical Proposal Evaluation Team will rank/score each Proposal based upon the criteria established in these RFP documents. The following two (2) primary areas of evaluation will be considered – each of equal importance.

1. ***Team Organization and Management:*** The manner in which the Design-Build entity has structured its team to deliver the project in an effective, efficient and collaborative manner. This shall include, but is not limited to the relevant experience of the designated subcontractors, clarity and completeness of the

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description of proposed building systems submitted by the Design-Build entity, and the Design-Build entity's design/construction management plan, including the ability to meet budget and schedule requirements, and the ability to work collaboratively with the STA and its Construction Manager and Criteria Architect.

Percentage of Total Score - 80%.

The Design-Build entity's organization and management will be evaluated in the following categories and awarded points as follows:

- A. Subcontractors (100 points)**
 - a. Relative experience of the designated subcontractor to similar project types and related qualifications.
- B. Technical Design (100 points)**
 - a. Relative Responsiveness of Major Building System Descriptions to the Criteria Documents.
- C. Design/Construction Management Plan (300 points)**
 - a. Relative Qualifications, Experience and Relative thoroughness and conformance of Design and Construction Management Plan.
- D. Safety Plan/Record (75 points)**
 - a. Relative Responsiveness of the Health & Safety Program criteria including EMR rating.
- E. GMP Budget (75 points)**
 - a. Relative accuracy of the budget to the technical design descriptions and the Criteria Documents.

Each category will be evaluated and awarded points up to the maximum stipulated value in each category.

- 2. ***Design Elements:*** The degree to which the Design-Build entity demonstrates an understanding of the STA's desire to integrate design elements into the aesthetics of the building and communicates that in design renderings described in these RFP documents.

Percentage of Total Score - 20 %.

The STA will total the scores for ***Team Organization and Management*** and ***Design Elements*** as noted above, and rank them sequentially in order of highest to least points. The Proposal with the highest number of points shall represent the most advantageous

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proposal to the STA. The award of the contract shall be made to the Design-Build entity whose proposal is determined, in writing, to be the most advantageous.

The results of the Solano Transportation Authority's evaluation and ranking of the Design-Build entity Proposals will be final.

END OF SECTION

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5. CONTRACT NEGOTIATIONS

A. Contract Execution

Immediately following selection of the highest ranked Design-Build entity, representatives of the STA and the Design-Build entity will meet to review and finalize Design-Build contract terms and conditions. The Design-Build Agreement will be substantially as the sample contract included in Attachment A.

The Design-Build contract will be executed within a thirty (30) day period following award of the Design-Build contract. In the event the STA is unable for any reason to enter into a Design-Build contract with the selected Design-Build entity within this period, the STA reserves the right to terminate discussions with the otherwise successful Design-Build entity and, at the STA's sole option, to enter into a Design-Build agreement with the Design-Build entity next ranked firm as determined by the Technical Proposal Evaluation Team.

All required insurance certificates and payment and performance bonds, and any other requirements of the Public Contract Code must be submitted to and approved by the STA before the STA will execute the Design-Build contract.

B. Design Review

These RFP documents will become part of the Design-Build contract executed with the successful Design-Build entity and will take priority over anything to the contrary included, whether directly or indirectly, in the submittal of the Design-Build entity. The basis for contract award and the STA's review of subsequent design and construction activities for conformity with contract documents will be this RFP. The submittal of the successful Design-Build entity will be incorporated into the final contract documents to the extent it does not conflict with or contradict any of the provisions, terms, conditions or requirements of this RFP.

The STA will meet with the Design-Build entity as required during the contract execution phase, and during design completion to discuss and review in detail the Design-Build entity's proposed enhancements for the purpose of confirming proposed changes or modifications in designs, materials, finishes, colors, configurations, layouts, equipment, systems or otherwise, to improve the overall design and quality of the proposed building, and/or to result in the development of a building which provides the highest possible level of functional, program and performance utility within the project budget established by the STA. Value enhancement opportunities will be reviewed to provide the greatest benefit to the STA and improve the overall functionality and performance of the building.

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During the contract execution phase, the selected Design-Build entity may be required to provide the STA with additional documentation and clarification of its Proposal, at no additional cost to the STA. This proposal review period will continue for thirty (30) days following selection of the Design-Build entity to be awarded the Design-Build contract.

END OF SECTION