



PROJECT SCOPE OVERVIEW

Since 1949, Sandia National Laboratories has developed science-based technologies that support our national security. Today, the nearly 300 million Americans depend on Sandia's technology solutions to solve national and global threats to peace and freedom.

Through science and technology, people, infrastructure, and partnerships, Sandia's mission is to meet national needs in five key areas:

Nuclear Weapons - ensuring the stockpile is safe, secure, reliable, and can support the United States' deterrence policy

Energy and Infrastructure Assurance - enhancing the surety of energy and other critical infrastructures

Nonproliferation - reducing the proliferation of weapons of mass destruction, the threat of nuclear accidents, and the potential for damage to the environment

Defense Systems and Assessments - addressing new threats to national security

Homeland Security - helping to protect our nation against terrorism

Sandia is a government-owned/contractor operated (GOCO) facility. Sandia Corporation, a Lockheed Martin company, manages Sandia for the U.S. Department of Energy's National Nuclear Security Administration. We seek collaborative partnerships on emerging technologies that support our mission.

Sandia National Laboratories is seeking a twenty-year lease (one-year lease with nineteen (19) one-year options) for approximately 150,000 square feet of office and support space to be ready for occupancy within one year of contract award. The delineated area of consideration is adjacent to Kirtland Air Force Base and is bordered by Eubank Boulevard SE (west boundary) and Innovation Parkway (south boundary). See attached site plan.

BASIC FACILITY DESCRIPTION & PURPOSE

This building will be used as standard office and support space for a minimum of 750 occupants. Space must be within the delineated area. The potential landlords shall provide a move-in date of within one year of contract award. The net office space needed is about 150,000 sqft. with a mix of approximately 65% ceiling high-enclosed offices and 35% open office (system furniture). Adequate amount of support space – restrooms, conference rooms, administrative (copier, files, fax, break areas, etc.) and other storage.

Space must meet applicable accessibility standards and/or codes for the disabled, in accordance with the Americans with Disabilities Act. Additionally, space must meet applicable requirements from OSHA, and other local codes and ordinances with this type of space. This facility must have controlled access to protect information and assets. Utilities for normal office functions will be required.

This space may need to be accommodated by a build-to-lease action; therefore, space will be developed/designed to meet Sandia's requirements. A full-service turnkey lease is desired, however the successful design builder is requested to submit a total cost budget for evaluation purposes.





PROJECT BUDGET

Maximum funding available is \$20,000,000.00. Contractor must design and build the facilities described above including all change orders, within this budget.

Award will be made to the contractor whose proposal contains the combination of technical excellence and price that offering the best overall value.

Proposal should include the following:

- » Design/Engineering
- » Site Work/Improvements
- » Construction
- » Construction inspections, including quality control and quality assurance testing
- » Administration and general conditions as required
- » Contingencies
- » Professional fees
- » Design Surveys and investigation
- » Building Information Modeling

SCHEDULE

- » **Contract Award** **03/01/08**
- » **Notice to Proceed** **04/01/08**

The anticipated final completion of this project should be no more than **644 calendar days** after the "Notice to Proceed." The proposed schedule may be shorter than this.

Establish a schedule including at a minimum the following milestones:

- » Schematic Design review date & submission of estimate
- » Detail Design review date & updated estimate
- » Construction documents completion date and final estimate
- » Start of Construction
- » TCO
- » Final Completion

The Design-Build (D/B) team shall specify how much allowance, if any has been made for inclement weather in the schedule. The D/B team shall also specify the days of the week and the hours of construction operations during each phase of the work.

PROGRAM

The following space attributes are provided as guidance for your planning efforts.

The net office space needed is approximately 150,000 sqft. with a mix of approximately 65% ceiling high-enclosed offices and 35% open office (system furniture).

Office Suites (Ceiling high office space – 65% of the office space):





- Each office suite should house 20 people and contain a manager's office, a secretarial area near the manager's office, and a mix of one-and two-person enclosed offices to accommodate 18 staff. All offices must have the necessary building systems to support the maximum number of occupants.

Open Office Areas (35% of the office space):

- The majority of the open office area should be permanent occupancy space.
- Remaining open office area should be temporary occupancy space.
- Open Office areas should be located adjacent to or within the office suites.
- Services areas are to be included in the program.

Shared Support Space:

- Printer/Server Room for every 125 people.
- One Work/Copy Room for every 125 People.
- One Concession/Break Room for every 125 people.
- One Small Conference Room for every 60 people.
- One Large Conference Room for every 125 people.
- The principal/main entrance point should convey a sense of arrival and integrate "way finding".
- Daylight concepts should be integrated into building design.
- Items that must be included in the program and verified for their size include: building maintenance and janitor closets, lobby/visitor orientation/reception area, storage and mail distribution centers.

LEED Certification:

- Building to be at a minimum LEED Certified per version 2.2 New Construction. Silver certification.

Building Information Modeling:

- Use of BIM in the design, coordination and scheduling of the project is highly encouraged and will be a determining factor in the award of the project. The extent to which BIM is used is TBD by the design builder.





OFFICE BUILDING SPECIFICS:

<u>Building Area:</u>	TBD by Design Builder
<u>Capacity / Occupancy:</u>	750 People
<u># of Levels:</u>	TBD by Design Builder
<u>Floor-to-Floor Height:</u>	TBD by Design Builder
<u>Structural</u>	TBD by Design Builder
<u>Passenger Elevators:</u>	TBD by Design Builder
<u>Stairs & guardrails:</u>	TBD by Design Builder
<u>Acoustical Ceilings:</u>	TBD by Design Builder
<u>Floor Covering & Bases:</u>	TBD by Design Builder
<u>Painting & Wall Coverings:</u>	TBD by Design Builder.
<u>Doors & Frames:</u>	TBD by Design Builder
<u>HVAC:</u>	TBD by Design Builder
<u>Drainage:</u>	TBD by Design Builder
<u>Fire Protection:</u>	TBD by Design Builder
<u>Signage:</u>	Provide code-required signs, entry/exit signage panels and other signage required for an office building.
<u>Electrical:</u>	TBD by Design Builder
<u>LEED v. 2.2</u>	Silver
<u>BIM</u>	TBD by Design Builder





Intended Use

Sandia's Normal Work Hours:

8:00 AM to 4:30 PM, Monday through Friday

Sandia also permits its employees to work a compressed workweek schedule or 9/80 schedule, which is a work schedule involving 80 hours of work in 9 workdays. A second but less common compressed workweek permits 40 hours in 4 workdays.

DOCUMENTATION REQUIREMENTS

Upon substantial completion the successful design builder will be required to submit floor plans on a Computer Aided Design (CAD) program that is compatible with MicroStation V7, unless otherwise negotiated and approved. The required file extension is .DGN. Clean and purged files shall be submitted on CD-ROM or electronically to the Sandia Contracting Officer. All submissions shall be accompanied with the written matrix indicating the layering standard to ensure that all information is recoverable. All architectural features of the space shall be accurately shown.

Plans must be submitted after construction completion and prior to beneficial occupancy. Failure to provide accurate floor plans may result payment being withheld.

LIMITATION OF OBLIGATION – Fixed Price Contracts – 217-FLO (01-02)

(a) This contract is incrementally funded. The sum of \$ \$17,000,000.00 Of the total price is presently available for payment under this contract. Although Sandia intends to fully fund this contract, the presently available funds as stated above are not a guarantee under this contract and cannot be exceeded under any circumstances without a written amendment to this contract or by use of a Limitation of Obligation Increase Letter (SF 6432-LOC) for this contract.

(b) The Contractor agrees to perform up to the point at which the total amount payable by Sandia, including reimbursement in the event of termination of those item(s) for Sandia's convenience, approximates the total amount currently allotted to the contract. The Contractor will not be obligated to continue work beyond that point. Sandia will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract regardless of anything to the contrary in the clause entitled "Termination for Convenience." As used in this clause, the total amount payable by Sandia in the event of termination of this contract for convenience includes costs, profit, and estimated termination settlement costs.

(c) The Contractor will notify the Sandia Contracting Representative, in writing, at least sixty days prior to the date when the work will reach the point at which the total amount payable by Sandia, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance. The notification will state (1) the estimated date when that point will be





reached, and (2) an estimate of additional funding if any, needed to continue performance. In any event, the cumulative total of the funding requested and the funding previously provided cannot exceed the existing price of the contract. The notification will also advise the Sandia Contracting Representative of the estimated amount of additional funds that will be required for the timely performance for a subsequent period. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Sandia Contracting Representative will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled "Termination for Convenience."

(d) Increases to the Limitation of Obligation will be authorized unilaterally by LO change authorization from the Sandia LO delegated representative (identified in SC 403-DKO) which shall become a part of the contract or as amended by the Sandia Contracting Representative. Decrease in a Limitation of Obligation shall be made by contract revision only.

(e) When additional funds are allotted for continued performance of the contract, the parties will agree on the period of performance, which will be covered by the funds. The provisions of paragraphs (b) through (d) of this clause will apply in like manner to the additional allotted funds and agreed to period of performance.

(f) If the Contractor incurs additional costs for is delayed in the performance of work, solely by reason of Sandia's failure to allot additional funds in amounts sufficiently for timely performance of the contract, an equitable adjustment may be made in the price or in the time of delivery, or both, if additional funds are allotted.

(g) Sandia may at any time allot additional funds for the performance of the contract.

(h) The provisions of this clause are limited to the work and allotment of funds for the contract. This clause no longer applies once the contract is fully funded.

(i) Nothing in this clause shall act as a waiver of any rights or obligations of the parties under this contract.

ACQUISITION CONFLICT RESOLUTION PROCESS – 850-ACR (12-04)

Sandia encourages open, honest communication between suppliers, Contractors, and the Sandia Contracting Representative (SCR) in resolving a concern. It is always best to resolve issues in an open atmosphere between the suppliers, Contractors, and SCRs without escalating the problem. The goal is to ensure timely resolution of the problem without undo expense to either parties involved.

It is the intent of Sandia to resolve supplier and Contractor concerns through a Conflict Resolution Process that is timely, includes several options, is easy to use, and provides satisfactory results to the supplier, Contractor, and Sandia. This process is described at the following URL address:
<http://www.sandia.gov/supplier/docs/conflict-res.pdf>

Among the options available is for the suppliers and Contractors is to use the Sandia Ombuds Office) to address concerns regarding Sandia procurement actions.

By submitting a response to the solicitation, the supplier agrees to use the Acquisition Conflict Resolution Process at the URL listed to resolve award controversies.





After award of a contract/agreement, the Contractor agrees to the Acquisition Conflict Resolution Process at the URL listed to resolve any contract/agreement disputes that occur during the performance of the contract/agreement.

CONTRACT AWARD BY BEST VALUE DETERMINATION – 891 –BVD (10-99)

Contractor shall quote its most favorable terms, from both a price/cost and technical standpoint, since any contract resulting from this Request for Quotation (RFQ) may be awarded on the basis of initial offers. The proposal determined to be the overall best value to SNL will be selected. Best overall value will be determined by comparing differences based on offeror's relative capabilities and price/cost in relation to all other offers received.





RFP RESPONSE REQUIREMENTS

OUTLINE FOR PROPOSALS

D/B Teams shall use the following outline in the presentation of their solutions to this RFP. The proposal shall be concise and fully self-contained, and shall display clearly and accurately the information requested in the order and format indicated below. All copies of proposals are to be in 8-½" x 11" format. Any sheets larger (i.e. 11" x 17" or 8-½" x 14") must be folded in a manner to fit within the 8-½" x 11" format. All copies are to be three hole punched and bound together by binder clip or rubber band. **Do not put the proposals in 3-ring binders.**

Thursday, February 14, 2008

- » 7:00 am – Pre-Bid Meeting – Pre-Qualification
 - Submittal of Statement of Qualifications due, six (6) copies (3 hole punched)
 - All team members are required to attend.
- » 9:30 am – One copy of Conceptual Design Due
 - Include at least 3 quality sketches/diagrams that best illustrate your design at this phase, also include brief written description.
- » 11:00 am – Deadline for all RFI's.
 - Use RFI format provided only.
- » 12:00 pm – RFI responses returned to D/B teams.
- » 10:00 pm – One (1) copy of Response for Proposal including:
 - Transmittal letter
 - Table of Contents
 - Project Management Narratives
 - Itemized Cost Proposal
 - Project Schedule and Phasing
 - Concept Design Solution
 - Statement of Construction System and Materials
 - Exceptions and Clarifications
- » 12:00 am – Remaining five (5) copies of Response for Proposal and Presentation Materials due

Friday, February 15, 2008

- » 9:00 am – Presentations begin
- » 7:30 pm – Swinerton Builders presentation of problem solution & answer questions





Conceptual Design Submittal:

Provide at least three sketches, plans, or diagrams, which best explain your design at this phase. The way in which the design is presented (sketches, diagrams, plans, etc.) is of your choosing. Include a brief summary of your approach to the design portion, and the team intention with the design. Turn in one copy.

Transmittal Letter:

Provide a transmittal letter identifying the prime Proposer and Design Build Team. Introduce and summarize the overall approach and outcome of the D/B team efforts and note any outstanding characteristics of the D/B proposal presented. Confirm that all requested requirements have been met in the Proposal, or briefly summarize those elements that could not be provided.

Table of Contents:

The table of Contents shall list all Proposal sections as outlined herein.

Project Management:

Provide a detailed Organization Chart for your proposed team, and correlate in with a detailed Project Management Plan. The proposal should include **each team member's real resume**. The Project Management Plan should clearly communicate your specific plans for controlling the design and construction efforts. Identify all the major risks included in the project and how will the contractor solve or avoid them.

The D/B team shall clarify in a narrative site plan or a site utilization plan that will include materials staging, temporary field office, employee parking and other activities shown in the design solution material.

Elaborate on the design phase – How will you interact with the owner and users? New estimates, schedules, and design drawings will be presented to the owner for review at each of the design phases. How will you expedite this review process?

Outline how the project team will approach and handle this fast-tracked project schedule with the design – How will the two be integrated?

Itemized Cost Proposal:

Provide an itemized cost breakdown (budget) that corresponds with the turnkey provisions of the concept design, program, schedule, construction systems & materials.

Proposal may include the following:

- » Design/Engineering
- » Site Work/Improvements
- » Construction
- » Construction inspections, including quality control and quality assurance testing
- » Administration and general conditions as required
- » Contingencies
- » Professional fees
- » Design Surveys and investigation





Use the proposed estimate summary sheet provided for the overall summary of your estimate. Enter numbers in excel format and place the estimate summary in front of the detailed estimate. The detailed itemized cost breakdown shall be categorized by CSI divisions. Provide both construction and design cost. A schedule of values is also required. Also include a separate breakdown of general conditions, show fee.

***All the backup sheets need to be attached to the proposal in order to receive scores.**

Schedule:

Provide a detail Bar chart AND a logic diagram in PERT or PDM with minimal 75 activities. Include design reviews in the schedule. Think about what takes place at each of these phases.

The schedule should clearly identify all project phases, major activities and duration, major milestones, owner activities, and major disruptions. The schedule should at least indicate the following categories, activity description and ID, early start, late start, early finish, late finish, total float, and duration. Copies of the schedule should be provided in the Proposal. Foldout 11" X 17" pages are acceptable if desired. Manpower loaded schedules are not required, but welcomed.

Also provide a brief narrative of the project phasing/scheduling approach to be utilized. Identify assumptions, risks and benefits. Describe the Owner's and Designer's responsibilities in assuring schedule success with this approach.

Identify Pre-Construction Activities: such as procurement items, permitting, design reviews, etc.

Concept Design Solution:

Provide a concept design presentation that effectively proposes solutions to the design challenges presented by this project. Presentation materials submitted with the Proposal shall be the same 8 1/2" x 11" proposal package, for the selection committee review prior to D/B team presentations and interviews.

The A/E written narrative should include but is not limited to:

- » A description of the proposed architectural concept, façade, interior space development, and utility routing design. How will this building suit the needs of the owner? How will it suit the needs of the users?
- » A narrative of how the D/B team shall manage the design phase. The following categories are an examples of additional areas in which the design team may need to manage additional consultants in: Civil engineering, Landscape design, Structural engineers, Fire protection, MEP, Security, etc.
- » The written narrative should describe how the proposed concept design responds to the requirements of the problem. Following the submittal of Design Build proposals, which include the concept design presentation materials described above. Each proposing Design Build team will be scheduled for a presentation/ interview, where the D/B team may present the full sized presentation materials prepared. It is anticipated that the presentations will be limited to 35 minutes.





Statement of Construction Systems and Materials:

Provide a written narrative to briefly describe the nature and quality of the building systems and materials proposed for the project. Include why the systems and materials were chosen. Describe the design philosophy of where available funds would be allocated to assure long-term project success.

The narrative should include general information regarding proposed materials and systems in the following areas:

- » Structural system concept
- » Hardscape & landscape materials
- » Exterior building finish materials & textures
- » MEP systems
- » Special consideration for fire protection
- » Security system consideration
- » Utility service provisions
- » Interior Design & Space Planning

Exceptions and Clarifications:

Several assumptions will need to be made throughout the Design Build process. Include all the design, estimate, scheduling assumptions and value engineering proposals and ideas in this section.

Judging Criteria:

The following is a percentage breakdown for the Design Build Competition:

- | | |
|--|------------|
| » Pre-qualification submittal | 5% |
| » RFP Response | 70% |
| o Design/Construction Management Plan | 15% |
| o Design/Approach | 20% |
| o Schedule | 15% |
| o Estimating/Pricing | 20% |
| » Presentation Materials | 5% |
| » Oral Presentation & Interview | 20% |

Thank you and Good luck!

