



NEW BELGIUM BREWING COMPANY TANK FARM EXPANSION REQUEST FOR PROPOSAL

INTRODUCTION

Your firm is invited to submit a proposal for Design-Build services for the Cellar 2 Expansion Project at New Belgium Brewing Company (NBB).

OBJECTIVE

NBB's goal is to establish a "team" relationship with a Design-Builder of a similar ethos.

- The Design-Builder will foster a relationship of trust and confidence between itself and NBB.
- The integrated design and construction processes will include collaboration between NBB and the Design-Builder, as well as amongst all other team members contracted to NBB or to the Design-Builder.
- The Design-Builder will use its expertise to accomplish the work in an expeditious and economical manner while consistently applying best practices of sustainable and high performance building design and construction.

NEW BELGIUM & PROJECT BACKGROUND/HISTORY

New Belgium Core Values and Beliefs (CVB's):

- **Remembering** that we are incredibly lucky to create something fine that enhances people's lives while surpassing our consumers' expectations.
- **Producing** world-class beers.
- **Promoting** beer culture and the responsible enjoyment of beer.
- Kindling social, environmental and cultural change as a role model of sustainable business.
- **Environmental stewardship:** Honoring nature at every turn of the business.
- **Cultivating potential** through learning, high involvement culture and the pursuit of opportunities.
- **Balancing** the myriad needs of the company, our coworkers and our families.
- **Trusting** each other and committing to authentic relationships and communications.
- **Continuous**, innovative quality and efficiency improvements.
- **Having Fun.**

Congruent with NBB's pattern of continued growth and production of world-class beers, we have nearly reached a capacity constraint in our cellar process. By February of 2011, we will need more cellar capacity. Specifically, we need more fermentation vessels and a building to house the piping and process while supporting the tanks.

PROJECT INFORMATION & PROGRAM

Project Location: The project will be located at New Belgium Brewing Company, 500 Linden Street, Fort Collins, CO 80524. More specifically, the Cellar Expansion (cellar expansion is defined as filling and packaging of final product) is to be built directly north of the existing cellar.

Scope of Work Inclusions:

- Consistent coordination, communication, and collaboration with NBB staff and subcontractors.
- NBB to pre-approve all subcontractor selections prior to award of subcontract.
- Project documentation to include LEED documentation and submittals. Specifics regarding these requirements will be provided to the successful Design-Builder after award of project.





- Design, procure City permits and build a +/- 55,000 sf cellar for the purpose of supporting NBB furnished/installed fermentation vessels and of containing the NBB furnished/installed cellar piping and process. The following program shall be used to define the scope of work:
 - Per previous buildings and soils reports, caisson foundations are likely.
 - Building structure (walls, deck & floor) exterior and interior finish to be Class A. Exterior will need to match existing brewery.
 - Provide building with sufficient clear height to accommodate the process equipment.
 - All exterior doors shall be card reader access.
 - Finish wall & floor to be determined. For purposes of this proposal, assume floor and 5' wainscot to be covered with material that must hold up to acid caustic, and beer. Renewable and/or recycled materials offer an opportunity for LEED credits.
 - Floor drains shall flow to existing lift station. The stub to the lift station has already been installed by NBB. (During design, the team will verify that the existing lift station capacity is sufficient.)
 - All floor drains and related piping will be 304 stainless steel.
 - HVAC systems must be able to detect high CO2 levels and vent CO2 accordingly.
 - All ductwork will be galvanized and exposed. Trades will be held to accordingly high standards.
 - HVAC systems must be able to maintain a min temperature of ~50 degrees Fahrenheit.
 - All house cable and piping (electrical, sprinkler, water, etc.) to be run on shared pipe rack or to be conduit in concrete (walls, floor, roof deck, columns). No exposed, wall mounted conduit or piping.
 - Lighting shall meet or exceed existing light levels and quality of the "Ziemann" cellar.
 - The expectation is a high performance building. The successful Design-Builder will provide appropriate analysis and/or modeling of the building to determine the most efficient design.
 - Utilize sustainable design and building practices in the various systems of the building to achieve a LEED Silver minimum certification. Lower our environment impact by designing solutions for sustainable lighting, water efficiency, efficient HVAC systems, alternate energy sources, renewable materials, etc.
- Pipe rack to be designed and installed by successful Design-Builder. Pipe rack shall be designed sufficiently to hold all house and process piping, cable, etc.
- Include parking for NBB employees and visitors.

Scope of Work Exclusions:

- All process piping will be designed and installed by NBB &/or its subcontractors.
- All process equipment, including tanks, will be designed and installed by NBB &/or its subcontractors.

Opportunities & Challenges:

- NBB daily operations on all 4 sides of the project site will continue throughout the project. This includes: truck docks, spent grain pickup, malt delivery, CO2 delivery, acid delivery, cellar, and others.
- Tight construction site, minimal staging area immediately adjacent to building.
- Need to determine best finished flooring and interior finished wall solution for project. Function, economics, and environmental impacts to be considered.
- Aggressive project schedule.
- NBB's demand for high quality finished product.
- The structural design must be robust. The roof deck must support 4 tanks initially and 16 tanks eventually.

LEED Certification:

- Achieve a minimum of LEED Silver or better certification, per LEED 2.2 for New Construction.
- Calculate the number of credits achieved using the LEED Project Scorecard.





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 to be determined by the design builder.

Budget & Schedule:

- Project budget to be determined.
- Ideally, the building must be complete, and process fully functional by, September 12, 2011.

SUPPLEMENTAL INFORMATION

- Topo Plan
- Vicinity Map

PROJECT TIME LINE

- **Contract Award** **3/1/2010**
- **Notice to Proceed** **3/15/2010**

Establish a schedule including at a minimum the following milestones:

- 100% DD complete
- 100% CD complete
- Mobilize / start work
- Set transformer
- Place foundation
- Erect structural steel
- Building dry-in
- MEP wall rough-in complete
- Test Building MEP System
- Packaging Hall ready for packaging line equipment
- Install packaging line equipment
- Packaging line complete
- Dry testing
- Wet testing
- Test Dry Line
- 1st Beer
- Full production
- Packaging line testing / commissioning
- Owner takes over the line

The Design-Build 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 the construction operations during each phase of the work.

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 New Belgium Brewing Company. All submission shall be accompanied with 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 in payment being withheld.

SELECTION PROCESS AND SCHEDULE

The Design-Build firms will be evaluated based on experience with similar projects, recent experience with projects of similar size and scope, credentials and availability of assigned personnel, and costs. We may elect to visit some of the projects that you have completed. The following is our anticipated process and timeline.

RFP Distribution:	February 11, 2010
Qualification Due:	February 11, 2010
Presentation Date:	February 12, 2010
Selection Date:	February 12, 2010

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. It is recommended that all submitted proposal content be capable of being converted to Adobe PDF format for consistency. Only one (1) written and one (1) electronic PDF formatted proposal will be required this year. Proposal is to be in 8- 1/2" x 11" format. Any sheets larger (i.e. 11" x 17" or 8- 1/2" x 14") must be folded in a manner to fit within the 8- 1/2" x 11" format. Proposal is to be three hole punched and bound together by binder clip or rubber band. **Do not submit proposal copy in 3-ring binder. Each section of the electronic copy of the proposal must be saved as a separate PDF file as follows:**

PDF files for each of the following documents shall be submitted via "jump drive":

Response For Proposals

- **Electronic File 1: Transmittal Letter
Table of Contents**
- **Electronic File 2: Project Management Narratives Safety Programs/Contracts/Site
Logistics/Organization**
- **Electronic File 3: Design Solution
Construction Materials/Systems
BIM techniques**
- **Electronic File 4: Cost Proposal**
- **Electronic File 5: Proposed Schedule**
- **Electronic File 6: Exceptions and Clarifications
LEED Scorecard/Checklist
Sustainable solutions**





Thursday, February 11, 2010

Primary NBB Contact for correspondence:

- Toni Lands, Plant Manager
800-123-4567

- 7:00 am – Pre-Bid Meeting – Pre-Qualifications
 - Submittal of Statement of Qualifications due, (1) Copy (3 hole punched) and (1) Electronic copy on CD
 - 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. At a minimum, general schematic diagram showing building shape and orientation on site, and elevations or details identifying any architectural elements.

- 12:00 pm – Deadline for all RFI's.
 - Use RFI format provided only.

- 1:00 pm – RFI responses returned to D/B teams.

Proposals to be delivered both hard copy and electronically.

- Acceptable document formats include:
 - PDF in Adobe Standard 8.0 or earlier
 - MS Word 2007 or earlier, MS Excel 2007 or earlier
 - MS Project 2000 or earlier, SureTrak
 - AutoCAD: Compatible with AutoCAD LT 2006

- 10:00 pm – One (1) colored hard copy of Design Build Proposal and PDF files of hard copy

- 12:00 am – Proposal Presentation Materials due.

Friday, February 12, 2010

- 6:00 am – Presentation drawing.

- 9:00 am - Presentations begin.

- 7:00 pm - Swinerton Builders presentation of problem solution and answer questions.

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 on 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 the two be integrated?

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.

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 ½ " 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 example of additional areas in which the design team may need to manage additional consultants in: Civil Engineering, Landscape Design, Structural Engineering, 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.
- 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
 - Utility Service Provisions
 - Interior Design & Space Planning





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
- Professional Fees
- Design Surveys and Investigations
- LEED Certification & Fees

Use 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 detailed 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 the schedule success with this approach.

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

- 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.

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.

LEED Checklist:

Complete LEED 2.2 checklist and provide narrative on innovative techniques and/or materials to be used in the construction of the facility. Also provide narrative on how the sustainability of the techniques and materials integrate with the NBB Company philosophy.





Judging Criteria:

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

- **Pre-qualification Submittal** **5%**

- **RFP Response** **70%**
 - Construction Management Plan 10%
 - Design/BIM 15%
 - Schedule 15%
 - Estimating/Pricing 15%
 - LEED/Exceptions & Clarifications 15%

- **Presentation Materials** **5%**

- **Oral Presentation & Interview** **20%**

Thank you and Good luck!

