

**REQUEST FOR PROPOSAL
NO. 021-12**

**Robert A. Christensen Justice Center Detention Facility
Expansion Project – Design/Build**

INTRODUCTION

Through this Request for Proposal (RFP), the Facilities & Fleet Management Department in conjunction with the Sheriff's Office of Douglas County Government hereinafter referred to as the County, respectfully requests proposals from responsible and qualified firms for the design/build of the Robert A. Christensen Justice Center Detention Facility Expansion Project.

OBJECTIVE

The primary project objective is to complete the facility expansion of the Robert A. Christensen Justice Center (DCJC) by November 30, 2016, within the budgeted dollar amount of twenty million dollars (\$20,000,000.00). This 141,000 square foot project shall consist of 2 major elements including: (1) the addition of a 2-story special management – infirmary pod to the existing Douglas County Justice Center, and (2) Renovation of the Pre-Booking/Booking, visitation, existing clinic transition to custody admin, and central control of the Douglas County Justice Center.

DOUGLAS COUNTY JUSTICE CENTER BACKGROUND & HISTORY

The Douglas County Justice Center was originally built in 1997. Since its inception the building has gone through many renovations and nearly doubled in size. The Douglas County Justice Center Expansion project will provide a new wing to the existing jail that will facilitate the needs of inmates and their medical classifications. Finally, there will be a complete demolition and renovation to the existing Booking area. This renovation will provide better flow and overall efficiency that the previous Booking area lacked. This expansion is to be designed and built to meet the standards set forth by the ACA (American Correctional Association).

PROJECT LOCATION DESCRIPTION

The Douglas County Robert A. Christensen Justice Center is located at 4000 Justice Way in Castle Rock, Colorado. Douglas County is located between Denver and Colorado Springs in the I-25 corridor. The complex services the Courts, District Attorney, Probation, Coroner, and Sherriff departments, all located within a 503,193 square foot site. Access to the Justice Center is off of North Castleton Court and Justice Way. Parking is located in the Southwest corner of the site footprint separated into three parking lots, which include the public parking lot, the Sherriff's parking lot, and the employee parking lot. The city of Castle Rock receives an average of 19 inches of rainfall a year and an average annual snowfall of 62 inches. Summer temperatures average around 80 degrees during the day and 55 degrees at night. Winter averages days at 45 degrees with a low of 20 degrees.



SCOPE OF WORK INCLUSIONS:

- General:
 - A. Coordination, execution, and guarantee of all design and construction work.
 - B. Both the General Contractor and Architect must each have completed a minimum of three (3) projects utilizing the Design/Build delivery method.
 - C. The Design/Build Team must provide:
 - A minimum bonding capacity of \$20 million for this project
 - \$25 million General Liability Insurance policy, and;
 - A minimum of \$2 million in Professional Liability/E&O Insurance Coverage
 - D. Design Build Team shall maintain all necessary licenses, permits, or other authorizations necessary to act as Design Build Team for the project until Design/Builders duties under this Contract have been fully satisfied.
 - E. The Design-Build project team shall include one dedicated full time quality control manager who has the ability to stop work. This role shall report directly to company executives independent of the project team.
 - F. The Design-Build project team shall include one dedicated part time safety manager who has the ability to stop work. This role shall report directly to company executives independent of the project team.
 - G. The Design Build Team shall prepare the contract design drawings, specifications; develop the means, methods, sequencing, phasing, site development, shop drawings, product data, and samples.

- Architectural:
 - A. There will be approximately 141,000 square feet of new construction once the expansion project is complete.
 - B. The Site includes six (6) existing detention pods, existing parking, general grounds and access to the detention center.
 - C. Build new Special Management Infirmary Pod (SMI Pod) within expansion zone to replace the existing clinic and provide male and female medical/mental health housing.
 - D. Two-story building scheme, with Healthcare Administration, Clinics, Ambulance Sally port, Infirmary, and Intake Housing Unit located on the ground floor, and one level of population housing for the medical/mental inmates.
 - E. Secure connector corridor for on grade circulation from the existing jail to the new building expansion.
 - F. Space Programming for the SMI Pod is as follows:
 - Level 1 – 21,348 sf
 - Level 1 Mezzanine – 2,460 sf
 - Ambulance Sallyport – 1,138 sf
 - Level 2 – 9,326 sf
 - Level 2 mezzanine – 2,650 sf
 - G. Refer to Exhibit A for more detailed information on space programming
 - H. Maximize access to natural light to promote humane living conditions.
 - I. Renovation of the existing Booking area shall include a full gut and remodel that will facilitate the flow of inmates while they are being processed and initiated into the Booking/Intake area. The new Booking area shall also allow for holding cells, open seating area, office area for detention admin staff, pre-booking law



enforcement rooms, property storage room with rolling archive racks, and a raised booking counter for staff to monitor inmates while they are being processed and booked into the jail. Please refer to Exhibit B for drawings of the existing booking area.

- Structural/Civil Requirements:
 - A. IBC 2012, AISC 13th Edition, Building Code Requirements for Structural Concrete ACI 318-11, Building Code Requirements for Masonry ACI 530-11 ASCE 5-11 & TMS 402-11, Minimum Design Load for Buildings and Structures ASCE7-10.
 - B. Building Construction Type I-3
 - C. Snow Load 35 PSF
 - D. Live Load 20 PSF
 - E. Wind Load 120 MPH, Category C Wind Exposure
 - F. Seismic Design Category B. 1.25 Seismic Importance Factor
 - G. Fire Ratings- Roof 1.5 hour, Floor Construction 2 Hours, Steel Construction 3 hours.
 - H. Foundation Design Criteria- In accordance with the recommendations and findings of the Geotechnical Report. The foundation system shall consist of spread footings and ground support floor slabs.
 - I. Based upon the Geotechnical Evaluation the existing site will necessitate fills up to 8 feet and material cuts up to 9 feet in some locations. Furthermore, the infirmary structure will require 1 to 3 feet of fill material depending on location.
 - J. Runoff may be routed towards existing drainage systems or contained by erosion control practices.
 - K. Provides direct ambulance and vehicular access to new Healthcare Services Facility.

Mechanical/Electrical/Plumbing/Fire-Sprinkler Requirements

- Mechanical
 - A. Compliant with International Mechanical Code – 2012 Edition
 - B. Minimum one temperature control device per zone
 - C. Ventilation to be set 15 CFM per person
 - D. Indoor conditions to be 73 degrees at 50%Relative Humidity during summer and 72 degrees during winter.
 - E. Integrated air economizer is required for individual cooling systems and allows modulation of outdoor air and return air dampers to provide up to 100% of the design supply air quantity as outdoor air for cooling. All air economizers shall be capable of automatically reducing outdoor air intake to the design minimum outdoor air quantity when outdoor air intake will no longer reduce cooling energy usage.
 - F. Systems serving more than one zone must be VAV systems
 - G. Ducts sealed – longitudinal seams on rigid ducts; transverse seams on all ducts; UL 181A or 181B tapes and mastics.
 - H. Motorized, automatic shutoff dampers required on exhaust and outdoor air supply openings.
 - I. Automatic controls for freeze protection systems present.
 - J. Each fan system has an energy recovery system when percent outdoor air at full design airflow rate $\geq 70\%$ AND design supply fan airflow rate $\geq 5,000$ cfm.



K. Exit Stairs to be provided with stair pressurization through the use of stair pressurization fans that will only operate during a fire event.

- Plumbing

- A. Compliant with International Plumbing Code – 2012 Edition
- B. Standard roof and overflow drainage is sized for 3” per hour rainfall rate.
- C. Provide isolation valves on all piping serving hose bibs.
- D. All elevator pits shall be served with a sump pump able to pump 50 GPM per car.
- E. Cap all sanitary and storm tees for future branch piping and stake location of piping for connection to future branch lines.

- Electrical

- A. Compliant with National Electric Code – 2011 Edition
- B. Extent of Electrical work includes to provide electrical systems including but not limited to the following:
 - i. Power and lighting
 - ii. Interior light fixtures
 - iii. Exterior light fixtures
 - iv. Fire alarm systems
 - v. Emergency generator system
 - vi. Provide temporary power as required by the general contractor
 - vii. Security Alarm System

- Fire Protection

- A. Design and furnish all materials and equipment for a Class I standpipe and Automatic Fire Sprinkler System throughout the building in accordance with NFPA 13
- B. Primary source of water shall be obtained from the street water main with new detector check, anti-backflow device, and multiple fire department connections as required by local Fire Department.
- C. Provide temporary fire protection as required by code.
- D. Sprinkler system shall be provided with detector check backflow prevention zone control valves, electrical switches on each zone.
- E. Tamper switches at all valves as required.
- F. Sprinkler heads shall be provided in all mechanical equipment, electrical, and elevator machine rooms.

Security Requirements

- A. Each person who works onsite must pass a background/fingerprint test administered by Douglas County Sherriff’s Office. No persons will be allowed onsite without passing these tests.
- B. All employees must be badged in order to be onsite. A badge will be distributed once the individual has passed a background check.
- C. Construction must be carefully phased in order to keep a secure perimeter inside the jail while construction activities are taking place. All equipment and material stockpiled on the site will be contained within designated staging areas during construction. Barricades, temporary fencing and other suitable methods will be employed as needed. The cost of such security measures shall be borne entirely by the contractor.



- D. Hollow-metal security doors with self-locking security hardware to be installed in all inmate accessible areas, i.e. jail cells, medical holding areas, sally ports and corridors. Doors, frames and hardware to be compatible with security controls system.
- E. The electronic security system should include the following items.
 - Perimeter Intrusion Detection Systems
 - Security Intercom and Paging Systems
 - Detention Door Electronic Control Systems
 - Pneumatic Door Control
 - Access Control Systems
 - Security Video Surveillance Systems
 - Personal /Duress Alarm Systems
 - Video Visitation Systems
 - Metal Detection Equipment

SCOPE OF WORK EXCLUSIONS:

- Fees for code compliance plan check, seismic peer review, and special testing will be paid by Douglas County Government

OPPORTUNITIES & CHALLENGES:

- Design-Builder's operations shall be conducted so that they offer the least possible obstruction and inconvenience to the public and to the Robert A. Christensen Justice Center Detention Facility.

LEED CERTIFICATION: None.

BUILDING INFORMATION MODELING:

- Use of BIM in the design, coordination, and scheduling of the project is required. The extent to which BIM is used is to be determined by the Design-Builder.

BUDGET & SCHEDULE:

- Proposals must include costs on a Guaranteed Maximum Price basis. All submissions must be made with the understanding that the price quotation remains in effect for a period of ninety (90) days from the Proposal opening due date.
- The design-build contract cost maximum is \$20,000,000. Proposals in excess of this amount will be considered non-responsive.
- Describe cost control mechanisms and approach to contingency management that will allow delivery of project within specified budget.
- Ideally, the building must be complete, and process fully functional by November 30, 2016.
- Disruption of utilities required by the execution of work of this contract shall be scheduled at the convenience of DCJC. Major disruptions, such as interruption of power to other buildings, shall be planned 60 days in advance.

PROJECT TIME LINE

- Contract Award 3/1/2015
- Notice to Proceed 3/15/2015



PROJECT PROCUREMENT & CLOSEOUT REQUIREMENTS

This project will include strict procurement and close out requirements related to the Douglas County Standardized Project Closeout Protocol. Specific requirements will be outlined in the contract to the awarded bidder. Include in your construction management plan ways in which your team will manage the procurement and close out process as well as ways your team will exceed the County's expectations and requirements. The county is looking for DBT with innovative solutions to the procurement and close out processes while still providing the required documentation.

RFP Response Requirements

Transmittal Letter:

Provide a transmittal letter identifying the prime Design-Builder 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.

Design Build Delivery Approach:

Outline your proposed design and construction management plan.

Identify the team's understanding of the Design/Build process and how the team proposes to implement an integrated process with Douglas County.

Present the team's anticipated staging and phasing of construction.

Provide a detailed Organization Chart for your proposed team. The proposal should include **each team member's real resume**, as well as a narrative on the overall staffing approach to the project as a whole. 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 the team will solve or avoid said risks. Also the project management plan needs to address how your team plans to manage quality control and safety.

The Design Build Team shall identify a site utilization plan with topics such as but not limited to: materials staging, temporary field office, employee parking and other activities shown in the design solution material and overall construction management plan for the project.

Present your proposed strategy for delivering the project within an operational detention facility, including your plan for ensuring that safety, security and operational integrity are maintained during construction.

Conceptual Design Submittal:

Provide at least three sketches, plans, or diagrams, which best explain your design and circulation 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 (if applicable)

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 Uniformat 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 a minimum of 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. 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, code compliance checks, seismic peer review, etc.

Establish a schedule including at a minimum the following milestones:

- 100% DD complete
- 100% CD complete
- Long lead procurement materials
- Mobilize / start work
- Set transformer
- Place foundation
- Erect structure
- Building dry-in
- MEP wall rough-in complete
- Test Building MEP System
- Building Commissioning

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.

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:

If applicable.

Addenda:

Each addendum issued to during the RFP period will require a specific narrative response as to how your team will approach the addendum and the impacts it will have on your construction management plan, staffing plan, budget, and schedule. Also, if there are any cost impacts for addenda issued be sure to include the alternate price at the bottom of the estimate summary form provided to you as well as in the narrative referenced above.



REQUEST FOR PROPOSAL – ISSUED DOCUMENTS

(Listed below with exact file names that should match your Team Jump Drive)

FILE STRUCTURE	FILE FORMAT
1. RFP Documents	File Folder
ASC 2015 – Christensen Detention Facility Expansion RFP	.pdf
ASC 2015 – Design Build Estimate Template	.xls
DCJC – Arial Site Photo	.pdf
DCJC – Site Plan	.pdf
Exhibit A – DCJC Space Assessment	.pdf
Exhibit B – DCJC Booking Area Demo Plans	.pdf
2. Addenda	File Folder
DCJC – Addendum #1	.pdf
DCJC – Addendum #2	.pdf
DCJC – Addendum #3	.pdf
DCJC – Addendum #3 (Supporting document)	.xls
3. RFI Form & Instructions	File Folder
Electronic Processing of Requests For Information	.pdf
RFI Form_ Blank	.xls
4. RFI's Submitted	File Folder
<i>Empty Folder – Put Submitted RFI's here in .xls format</i>	
5. RFI's Answered	File Folder
<i>Empty Folder – All team RFI's will be answered and saved here</i>	
6. Response to RFP	File Folder
<i>Electronic File 001</i>	.pdf
<i>Electronic File 002</i>	.pdf
<i>Electronic File 003</i>	.pdf
<i>Electronic File 004</i>	.pdf
<i>Electronic File 005</i>	.pdf
<i>Estimate</i>	.xls



RFP RESPONSE FORMAT REQUIREMENTS

OUTLINE FOR PROPOSALS

Design Build 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.

Each section of the electronic copy of the proposal must be saved as a separate PDF file as follows:

- **Electronic File 001:** Transmittal Letter
Table of Contents
Design Build Delivery Approach
Site Logistics/Organization
Traffic Control Plan

- **Electronic File 002:** Design Solution (includes floor plans, elevations, details, etc. as necessary to convey your design).
Construction Materials/Systems Narrative
BIM Techniques

- **Electronic File 003:** Cost Proposal Narrative

- **Electronic File 004:** Proposed Schedule
Schedule Narrative

- **Electronic File 005:** Exceptions, Clarifications
Addenda Acknowledgement Forms/Correspondents

Please note:

- The above referenced PDF files shall be submitted via “Team USB jump drive” in a separate folder titled “Response to RFP”
- Also include the estimate (Excel Format) in the “Response to RFP” folder on your team jump drive
- Example File Name: School Prefix-001
 - Refer to “Electronic Processing of RFIs” memorandum

COMPETITION SCHEDULE

Thursday, February 5, 2015

- 6:00 am – Pre-Bid Meeting – Pre-Qualifications
 - Submittal of Statement of Qualifications due (1) Electronic copy on CD
 - All Team Members are required to attend.
- 9:00 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.
- 11:00 am – Deadline for all RFI's.
 - Use RFI format provided only.
- 12:00 pm – RFI responses returned to D/B teams.
- 9:00 pm – One (1) electronic colored copy of Design-Build Proposal Due
Proposals to be delivered electronically on Swinerton Issued USB Flash Drive.
Acceptable document formats include:
 - PDF in Adobe Standard 9.0 or earlier
 - MS Word, Excel, and PowerPoint – 2007 or earlier
 - MS Project 2000 or earlier, SureTrak 3.0
 - AutoCAD: Compatible with AutoCAD LT 2006
- 11:00 pm – Proposal Presentation Materials Due

Friday, February 6, 2015

- 5:30 am – Presentation drawing
- 10:00 am – Presentations begin
- 6:30 pm – Swinerton Builders presentation of problem solution and answer questions

Saturday, February 7, 2015

- 10:00 am - Award Ceremony



PRESENTATION & SCORING

Presentation:

Each proposing Design-Build team will be scheduled for a presentation/interview, where the Design Build team may present the full sized presentation materials prepared. It is anticipated that the presentations will be limited to 15 minutes with an additional 5 minutes for Q&A.

Judging Criteria:

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

• Pre-qualification Submittal	5%
• RFP Response	75%
▪ Construction Management Plan	15%
▪ Design/BIM	15%
▪ Schedule	15%
▪ Estimating/Pricing	15%
▪ Addenda Responses	15%
• Presentation Materials	5%
• Oral Presentation & Interview	15%

Thank you and Good luck!