



2015 ASC Student Competition Region VI Design-Build

REQUEST FOR DESIGN-BUILD ENTITY PROPOSALS

CHOC Children's Hospital NICU Addition

February 5, 2015

ANNOUNCEMENT TO PRE-QUALIFIED DESIGN-BUILD ENTITIES

1.0 INTRODUCTION

- A. The Owner's Representative (OR) has completed Design-Build Entity (DBE) pre-qualification for the subject project. This announcement establishes the requirements for sealed proposals, which will only be accepted from pre-qualified DBEs.
- B. The Request for Proposal documents will be made available on **Thursday, February 5, 2015 at 7:00AM** at the address below:

John Ascuaga's Nugget
1100 Nugget Avenue
Sparks, Nevada 89431
Conference Room Bonanza A
Attn: Kris Nordbak, McCarthy Building Companies, Inc.

1.1 LISTING OF PRE-QUALIFIED DBEs

Based on review by the OR of the DBE Pre-Qualification Submittals, the following Firms have been selected to continue through the selection process.

Arizona State University
Boise State University
Brigham Young University
Brigham Young University, Idaho (Team #1)
Brigham Young University, Idaho (Team #2)
Colorado State University
U.S. Air Force Academy
University of New Mexico
Weber State University

1.2 PURPOSE

- A. The primary objective of the OR in utilizing the Design-Build approach for this project is to bring the best available design, construction management, construction experience, and expertise together to work as a team in order to successfully meet the unique challenges presented by this project.
- B. The OR will select a DBE to provide a project that meets the established needs of program, budget, design standards, and site interface and development guidelines.

1.3 PROJECT OVERVIEW – DBE CONTRACT PROVISION SUMMARY

- A. The OR is looking to retain a DBE through a competitive proposal and interview process for the project, to provide Design and Pre-Construction Services during the project design period, and to act as General Contractor to construct the project as the design is completed. The Design and Pre-construction services are referred to in the Contract Documents as Phase 1; the Construction period is referred to as Phase 2.
- B. The DBE, after authorization by the OR, will prepare and complete the design and construction documents in accordance with the requirements as set forth by the OR.
- C. The DBE, after authorization by the OR, will competitively bid the various Trade (Subcontractor) Bid Packages representing the Construction Work required to

complete the Project. After approval by the OR, the difference between the sum of the Trade Bid Packages and the Anticipated Contract Value Sum (less the DBE's Design Fees, Base Fee, General Conditions, Minimum General Requirements Work, etc.) will be incorporated into the Agreement by Contract Amendment, and the Contract Sum will be increased or decreased accordingly. No Contract Time will be added with the incorporation of Trade Bid Packages.

- D. The Minimum General Requirements Work: DBE shall provide all General Requirements Work to complete the project, and the minimum items of General Requirements Work that the DBE will be expected to make available to Subcontractors are defined in the Request for DBE Proposal documents. This list will be required to be included with all Trade Bid Packages so Subcontractors understand what minimum General Requirements Work items are to be provided by the DBE and therefore should not be included in the Trade bid for the Bid Package.
- E. The Phase 2 Work may start prior to the completion of Phase 1. In the event that there is overlap, or "fast track" design/construction is utilized, the Construction Contract Time will not change. In the event of such an overlap, the Phase 1 Pre-Construction Services shall continue into Phase 2 as the design work completes.
- F. The Proposal Security (Bid Bond) will be retained until DBE furnishes Performance and Payment Bonds. Failure to furnish bonds may result in the assessment of liquidated damages.
- G. If the Contract Time is extended (as allowed by the Contract Documents), the DBE will be entitled to additional compensation only, at the daily rate for Compensable Delay as provided in the Agreement, if the conditions pursuant to obtaining compensation are fulfilled.
- H. The provisions herein (this Announcement to Pre-qualified DBEs) are in summary form only. The DBE shall in all cases review the Contract Documents for specific requirements. If there are conflicts between the provisions herein and any other Contract Documents the provisions therein shall govern.

2.0 GENERAL REQUIREMENTS

The successful DBE shall be responsible for providing the Pre-Construction Services and Construction Services as indicated below and described in greater detail in the Request for DBE Proposal documents.

The OR will award to the successful DBE a single Design-Build Contract for the project. The Contract Time for the completion of the Phases shall be as indicated in the Agreement. Liquidated damages will be assessed per the Contract Documents.

2.1 WORK PHASES

The successful DBE shall be responsible for providing Design and Pre-Construction Services (Phase 1), and Construction Services (Phase 2).

2.1.1 Design and Pre-Construction Services (Phase 1)

The selected DBE shall be responsible for the Pre-Construction Services for the project as identified in the DBE Contract.

2.2.1.1 The Design and Pre-Construction Services – Phase 1 shall include (at a minimum) the following:

- a. Development of the Design and construction schedule.
- b. Development of 100% Schematic Design Documents.
- c. Leading and managing all design consultants, sub-consultants, engineers, and others employed to complete the full design.

- d. Secure all plan check and project approvals from the agencies having jurisdiction over the project. Include Agency/Code Review process.
- e. Preparation of Cost Estimates at the various levels of design document submittal packages.
- f. Systems analysis, budget validation, value engineering, and document/constructability reviews to ensure cost management measures are employed.
- g. Constructability/Document Review. Provide design coordination between all design disciplines including mechanical, electrical, plumbing, architectural and structural. Provide Quality Assurance and review of Construction Documents. Employ 3rd Party peer reviews for all Mechanical, Electrical, and Plumbing Systems.
- h. Prequalification of Subcontractors
- i. Development of Trade Bid Packages.
- j. Trade Bid Package bidding

2.1.2 Construction Services (Phase 2)

Upon Notice to Proceed from the OR, the DBE shall be responsible for the construction of the Project.

2.1.2.1 The Construction Services (Phase 2) shall include (at a minimum) the following:

- a. Contract with all Subcontractors.
- b. Construction Supervision.
- c. Subcontractor Coordination.
- d. Formal Coordination and Detailing Activity (CDA) of Mechanical, Electrical, and Plumbing systems to ensure proper installation.
- e. Critical path scheduling (CPM or other network-type schedule).
- f. Shop Drawing Preparation and Review.
- g. Construction Quality Assurance and Inspections.
- h. Management of Project Safety.
- i. Preparation of detailed schedule of values, monthly payment applications, review of Subcontractor payments.
- j. Change order review and recommendation to OR.
- k. All other work to provide complete construction of the facility.
- l. Warranty Period.

2.3 MANDATORY PRE-PROPOSAL CONFERENCE

A mandatory Pre-Proposal Conference will be conducted on **Thursday, February 5, 2015, beginning promptly at 7:00AM**. Only DBEs who participate in the pre-proposal conference in its entirety will be allowed to propose on the project. Participants shall meet at the John Ascuaga's Nugget, Sparks, Nevada, Conference Room Bonanza A.

2.4 REQUESTS FOR CLARIFICATION / ADDENDA

Requests for clarification or interpretation of the Proposal Documents must be in **writing** and received by the OR by **5:00PM on Thursday, February 5, 2015**. Questions received after the

above-noted deadline may be answered at the discretion of the OR. Revisions, additions, or deletions will be made by written addenda issued by the OR only.

2.5 SUBMITTAL OF DBE PROPOSALS

Proposals will be received only by:

McCarthy Building Companies, Inc.
John Ascuaga's Nugget
Sparks, Nevada
Room: West Tower 650
Attn: Kris Nordbak

Proposals will not be accepted after:

10:00PM on Thursday, February 5, 2015

Proposal Security in the amount of 10% of the Anticipated Contract Value Sum, shall accompany each Proposal.

The successful DBE and its Subcontractors will be required to follow the nondiscrimination requirements set forth in the Proposal Documents and to pay prevailing wage rates at the location of the Work.

The successful Bidder will be required to have the following State of California Contractor's License current at the time of submission of the Proposal:

LICENSE CLASSIFICATION/CODE: B – General Building Contractor

INSTRUCTIONS FOR DESIGN-BUILD ENTITY PROPOSALS

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ARTICLE 1 - DEFINITIONS

- 1.1 Except as otherwise specifically provided, definitions set forth in the General Conditions or in other Contract Documents are applicable to all Proposal Documents.
- 1.2 The term "Addenda" means written or graphic instruments issued by the OR prior to the Proposal Deadline which modify or interpret the Proposal Documents by additions, deletions, clarifications, or corrections.
- 1.3 The term "Alternate" means a proposed change in the Work, as described in the Proposal Documents which, if accepted, may result in a change to either the Contract Sum or the Contract Time, or both.
- 1.4 The term "Proposal Deadline" means the date and time designated in the Announcement to Pre-Qualified Design-Build Entities as the last date and time for receipt of Proposal, as may be revised by Addenda.
- 1.5 The term "Proposing Firm" means a Person or Firm that submits a Proposal.
- 1.6 The term "Proposal Documents" means the documents prepared and issued for submitting the Proposal including all Addenda thereto.
- 1.7 The term "Days" means calendar days, unless specifically noted otherwise.
- 1.8 The term "Unit Price" means an amount stated in the Proposal for which DBE offers to perform the Unit Price Work for a fixed price per unit of measurement.
- 1.9 Any "time" mentioned in any of the proposal documents for purposes of defining deadlines for submittals, proposals, requests for clarifications, issuance of addenda, etc. shall be the "local standard time", location to which the proposals will be received.

ARTICLE 2 – DESIGN-BUILD ENTITY REPRESENTATIONS

- 2.1 DBE, by making a Proposal, represents that:
 - 2.1.1 DBE has read, understood, and made the Proposal in accordance with the provisions of the Proposal Documents.
 - 2.1.2 DBE has visited the Project site and is familiar with the conditions under which the Work is to be performed and the local conditions as related to the requirements of the Request for DBE Proposal Documents.
 - 2.1.3 The Proposal is based upon the requirements in the Proposal Documents without exception.
 - 2.1.4 At the time of submission of the Proposal, DBE and all Subcontractors, regardless of tier, have the appropriate current licenses issued by the State of California Contractors State License Board for the Work to be performed. Additionally, if DBE is a joint venture, at the time of submission of the Proposal, the DBE shall have a joint venture license appropriate for the performance of the work, and each member of the joint venture shall likewise have the appropriate license.
 - 2.1.5 DBE has read and shall abide by the nondiscrimination requirements contained in the Proposal Documents.

- 2.1.6 DBE has the expertise and financial capacity to perform and complete all obligations under the Proposal Documents.
- 2.1.7 The person executing the Proposal Form is duly authorized and empowered to execute the Proposal Form on behalf of the DBE.
- 2.1.8 DBE is aware of and, if awarded the Contract, will comply with Applicable Code Requirements in its performance of the Work.

ARTICLE 3 - PROPOSAL DOCUMENTS

3.1 COPIES

- 3.1.1 Design / Build Contractor may obtain complete sets of the Proposal Documents from the issuing office designated in the Announcement to Pre-Qualified Design-Build Entities for the deposit sum stated therein, if any. If a deposit is required, it will only be refunded if DBE returns the Proposal Documents in good condition no later than 60 days after the Proposal Deadline. The cost of replacement of missing or damaged documents may be deducted from the deposit. The DBE to whom the Contract is awarded may retain the Proposal Documents and will be refunded its deposit.

The quantity of the Proposal Documents which will be provided to the DBE shall be one (1) electronic copy (uploaded to Box).

- 3.1.2 DBE shall use a complete set of Proposal Documents in preparing Proposals.
- 3.1.3 The OR makes copies of the Proposal Documents available, on the above terms, for the sole purpose of obtaining Proposals for the Work and does not confer a license or grant permission for any other use of the Proposal Documents.

3.2 INTERPRETATION OR CORRECTION OF PROPOSAL DOCUMENTS

- 3.2.1 DBE shall, before submitting its Proposal, carefully study and compare the components of the Proposal Documents and compare them with any other work being Proposed upon concurrently or presently under construction which relates to the Work for which the Proposal is submitted; shall examine the Project site, the conditions under which the Work is to be performed, and the local conditions; and shall at once report to OR errors, inconsistencies, or ambiguities discovered.
- 3.2.2 Requests for clarification or interpretation of the Proposal Documents shall be addressed only to the person or firm designated in the Supplementary Instructions to Pre-Qualified Design-Build Entities.
- 3.2.3 Clarifications, interpretations, corrections, and changes to the Proposal Documents will be made by Addenda issued as provided in Paragraph 3.5. Clarifications, interpretations, corrections, and changes to the Proposal Documents made in any other manner shall not be binding and DBE shall not rely upon them.

3.3 NOT USED

3.4 NOT USED

3.5 ADDENDA

- 3.5.1 Addenda will be issued only by the OR and only in writing and/or pictorial form. Addenda will be identified as such and will be mailed or delivered to all who are

known by the issuing office to have received a complete set of Proposal Documents and who have provided an address for receipt of Addenda.

- 3.5.2 Copies of Addenda will be made available for inspection wherever Proposal Documents are on file for inspection.
- 3.5.3 Addenda will be issued such that they should be received by prospective DBEs, who have provided an address for receipt of Addenda, no later than **3 FULL HOURS** prior to the Proposal Deadline. Addenda withdrawing the request for Proposals or postponing the Proposal Deadline may be issued anytime prior to the Proposal Deadline.
- 3.5.4 Each DBE shall be responsible for ascertaining, prior to submitting a Proposal, that it has received all issued Addenda.
- 3.6 **BUILDER'S RISK PROPERTY INSURANCE**
 - 3.6.1 The OR will provide builder's risk property insurance, with a \$25,000 deductible as required if the requirements of the Project are not excluded by such coverage. A copy of the provisions of the policy will be available for review by DBE at the OR office issuing the Proposal Documents. DBE agrees that the OR provision of builder's risk property insurance containing said provisions meets the OR obligation to provide builder's risk property insurance under the Contract and, in the event of a conflict between the provisions of the policy and any summary or description of the provisions contained herein or otherwise, the provisions of the policy shall control and shall be conclusively presumed to fulfill the OR obligation to provide such insurance.
 - 3.6.2 A copy of the OR Summary of Builder's Risk Insurance Policy for the Project will be provided to the DBE awarded the Contract.

ARTICLE 4 - PRE-PROPOSAL CONFERENCE

- 4.1 Pre-qualified DBEs shall attend the Mandatory Pre-Proposal Conference at which time the requirements of the Proposal Documents are reviewed by the OR, and comments and questions are received from DBEs. The OR requires all Pre-Proposal Conference attendees to arrive for the meeting on time and to sign an attendance list, which in turn is used to determine if DBE meets this requirement. Any DBE not attending the Pre-Proposal Conference in its entirety will be deemed to have not complied with the requirements of the Proposal Documents and its Proposal will be rejected.

ARTICLE 5 - PROPOSAL PROCEDURES

- 5.1 **FORM AND STYLE OF PROPOSALS**
 - 5.1.1 Proposals shall be submitted on the Proposal Form included with the Proposal Documents. Proposals not submitted on the OR Proposal Form shall be rejected.
 - 5.1.2 All blanks on the Proposal Form shall be filled in legibly in **BLUE** ink or be typewritten.
 - 5.1.3 DBE's failure to submit a price for any Alternate or unit price will result in the Proposal being considered as non-responsive. If Alternates are called for and no change in the Proposal Sum is required, enter "No Change."

- 5.1.4 DBE shall make no stipulations on the actual Proposal Form nor qualify the Proposal Form in any manner.

The DBE will be allowed to submit a declaration, description, and/or narrative of the DBE's Assumptions, Value Added Alternates, Qualifications, Allowances, and/or Contingencies as part of the Proposal and include as Proposal Form – Exhibit B. The OR will include the items listed on the Proposal Form – Exhibit B in the overall consideration of the proposal. Dollar values should be assigned to these items for OR consideration. DBE teams are encouraged to provide value added alternates and stipulate the increased amount for OR consideration

- 5.1.6 The Proposal Form shall be signed by a person or persons legally authorized to bind DBE to a contract. DBE's Representative shall sign and date the Declaration included in the Proposal Form. Failure to sign and date the declaration will cause the Proposal to be rejected.

5.2 PROPOSAL SECURITY

- 5.2.1 Each Proposal shall be accompanied by Proposal Security (Bid Bond), in the amount of 10% of the Anticipated Contract Value as security for DBE's obligation to enter into a Contract with the OR on the terms stated in the Proposal Form and to furnish all items required by the Proposal Documents. Bid Bond shall be a Proposal Bond on the form provided by the OR and included herein, or a certified check made payable to the OR. When a Bond is used for Proposal Security, failure to use OR Proposal Bond form will result in the rejection of the Proposal.

- 5.2.2 If the selected DBE fails to sign the Agreement and/or to furnish all items required by the Proposal Documents within the time limits specified in these Instructions for Design-Build Entity Proposals, OR will disqualify such DBE and select another DBE, or OR may reject all Proposals. In such an event, the disqualified DBE shall be liable for, and forfeit to OR, the amount of the difference, not to exceed the amount of the Proposal Security, between the amount of the disqualified Proposal and the larger amount for which OR procures the Work.

- 5.2.3 If the DBE is awarded the Contract and fails to furnish the performance and payment bonds within 10 days of the OR's issuance of the Notice of Intent, OR may:

.1 Elect to not award a contract for DBE to another contractor, in which case the DBE shall pay to the OR , as liquidated damages, \$250,000.

- 5.2.4 If a Proposal Bond is submitted and an attorney-in-fact executes the Proposal Bond on behalf of the surety, a notarized and current copy of the power of attorney shall be affixed to the Proposal Bond. The surety issuing the Proposal Bond shall be, on the Proposal Deadline, an admitted surety insurer.

- 5.2.5 The OR will retain Proposal Security of the unsuccessful DBEs until the occurrence of one of the following:

- .1 All items required by the Proposal Documents have been furnished and the Agreement has been signed by the successful DBE and the OR.
- .2 The specified time has elapsed during which Proposals may be withdrawn.
- .3 All Proposals have been rejected.

- 5.2.6 OR will retain the Proposal Security of the successful DBE until DBE has furnished the performance and payment bonds

5.3 SUBMISSION OF PROPOSALS

- 5.3.1 The Proposal Form, Proposal Security, and all other documents required to be submitted with the Proposal shall be separated from the main document.

- 5.3.2 Proposals shall be deposited at the designated location on or before the Proposal Deadline. A Proposal received after the Proposal Deadline will be subject to the following:

Late submittals will be graded at 85% up to 5 minutes late, 75% up to 10 minutes late, 65% up to 15 minutes late.

- 5.3.3 DBE shall assume full responsibility for timely delivery at the location designated for receipt of Proposals.

5.4 MODIFICATION OR WITHDRAWAL OF PROPOSAL

- 5.4.1 Prior to the Proposal Deadline, a submitted Proposal may be modified or withdrawn by notice to the party receiving Proposals at the location designated for receipt of Proposals. Such notice shall be in writing over the signature of DBE or by email. If notice is by email, written confirmation over the signature of DBE shall be mailed and postmarked on or before the Proposal Deadline. A change so made shall be so worded as not to reveal the amount of the original Proposal.

- 5.4.2 A withdrawn Proposal may be resubmitted up to the Proposal Deadline, provided that it then fully complies with the Proposal Requirements.

- 5.4.3 Proposal Security shall be in an amount sufficient for the Proposal as modified or resubmitted.

ARTICLE 6 - CONSIDERATION OF PROPOSALS

6.1 OPENING OF PROPOSALS

- 6.1.1 Proposals which have the required identification as stipulated in 5.3, and are received on or before the Proposal Deadline, will be opened privately by the OR.

6.2 REJECTION OF PROPOSALS

- 6.2.1 OR will have the right to reject all Proposals.
- 6.2.2 OR will have the right to reject any Proposal not accompanied by the required Proposal Security or any other item required by the Proposal Documents, or a Proposal which is in any other way materially incomplete or irregular.

6.3 AWARD / SELECTION

- 6.3.1 OR will have the right, but is not required, to waive nonmaterial irregularities in a Proposal and to accept the Proposal as determined by OR.
- 6.3.2 OR will have the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Proposal Documents.
- 6.3.3 ORS will determine the selection of the DBE on the following basis:

6.3.3.1 The DBE's Anticipated Contract Value Sum plus all unit prices, multiplied by their respective estimated quantities as stated in the Proposal Form, if any, plus the compensation for delay multiplied by the "multiplier" as stated in the Proposal Form, plus the amounts of all accepted Alternates (if any) will determine the Total Anticipated Contract Value Sum. The Total Anticipated Contract Value Sum will be the sum viewed by the Selection Committee as one of the criteria of the Scoring Matrix.

6.3.3.2 The Selection Committee will review the remainder of the DBE's Proposal Submittal Packages and conduct the Interview/Presentation and establish a score for the proposal based on the Scoring Matrix with specific emphasis on the RFP Objectives set forth in the problem statement.

6.3.3.3 The DBE awarded the project, will be the DBE that receives the highest point total from the Selection Committee. The highest point total will be the net sum of the accumulated points awarded to the DBE, as determined from the grading criteria set forth in the Scoring Matrix.

The OR considers that DBE accumulating the highest total points represents the greatest probability of that DBE providing the overall highest level of cost effective, quality design, and construction, and the firm that has presented the firm's ability, project team, as well as skill and professionalism in executing a Design-Build project of this nature.

6.3.4 The OR will select the DBE and notify such DBE on OR form within 50 days (unless number of days is modified in Supplementary Instructions to Design-Build Entities) after the Proposal Deadline or reject all Proposals. Within 10 days after receipt of notice of selection as the DBE, the DBE shall submit to each OR all of the following items:

- .1 Two originals of the Agreement signed by DBE.
- .2 Written certification from DBE's surety company that it has encumbered an amount equal to the Total Anticipated Contract Value Sum.
- .3 Certificates of Insurance on form provided by each OR.
- .4 Not Used
- .5 Selection of Retention Options and Escrow Agreement for Deposit of Securities in Lieu of Retention and Deposit of Retention. If not submitted, the OR will withhold retention.
- .6 List of types of work or specific trades that the DBE intends to self-perform from those identified in the Supplementary Conditions.

6.3.5 Prior to award of the Contract, the OR will notify DBE in writing, if the OR, after due investigation, objects to any Sub-Consultant / Subcontractor or Key Personnel proposed by DBE, in which case DBE shall propose a substitute acceptable to OR. Failure of OR to object to a proposed Sub-Consultant / Subcontractor or Key Personnel prior to award shall not preclude the OR from requiring replacement of Sub-Consultant Subcontractor or Key Personnel based upon information received subsequent to award, information which cannot be properly evaluated prior to award due to time constraints, or information relating to a failure to comply with the requirements of the Contract.

- 6.3.6 If DBE submits two originals of the signed Agreement and all other items required to be submitted to OR within 10 days after receipt of notice of selection as the DBE , and if all such items comply with the requirements of the Proposal Documents and are acceptable to the OR, OR will award the Contract to DBE by signing the Agreement and returning a signed copy of the Agreement to DBE.
- 6.3.7 If OR consents to the withdrawal of the Proposal of the selected DBE, or the selected DBE fails or refuses to sign the Agreement or submit to OR all of the items required by the Proposal Documents, within 10 days after receipt of notice of selection, or that DBE is not financially or otherwise qualified to perform the Contract, OR may reject such DBE Proposal and select the next DBE, until all Proposals are exhausted, or reject all Proposals.

ARTICLE 7 - PROPOSAL PROTEST

- 7.1 FILING A PROPOSAL PROTEST
 - 7.1.1 No DBE, person, or entity may file a Proposal protest.

**SUPPLEMENTARY INSTRUCTIONS
FOR
DESIGN-BUILD ENTITY PROPOSALS**

1. Contract Time:
 - A. Contract Time (Phase 1) – **180** calendar days.
 - B. Contract Time (Phase 2) – **270** calendar days to Substantial Completion.
 - C. Contract Time (Phase 2) – **330** calendar days to Final Completion.
 - D. Assume a Notice to Proceed (NTP) of Tuesday, February 10, 2015.
2. Owner's Anticipated Contract Value is **\$5,000,000 to \$8,000,000**.
3. In an effort to minimize waste, and expedite information flow, the Owner has elected to use Box.com (Box) for the purpose of information exchange, including, but not limited to, RFP document distribution, RFIs, Addenda, Bids, Submittals, etc.

All deadlines prescribed throughout this document will be assessed based upon document upload completion, so please ensure that you have sufficient time to transfer the data (in lieu of printing).
4. Requests for clarification or interpretation of the Proposal Documents shall be addressed only to:

**McCarthy Building Companies, Inc.
John Ascuaga's Nugget
1100 Nugget Avenue
Sparks, Nevada 89431
Room West Tower 650
Attn: Kris Nordbak**
5. The Pre-Proposal Conference will be conducted at the time, day, and place indicated in the Notice to Pre-Qualified Design-Build Entities. (Attendance at Pre-Proposal Conference is mandatory.)
6. Upload to Box one (1) electronic copy of Request for Proposal Submittal Package and one (1) electronic copy Proposal Form and Proposal Bond (NOTE: These shall be two separate PDF files; one for the RFP Submittal and one for the Proposal and Bond) shall be received no later than **10:00PM on Thursday, February 5, 2015** at:

**McCarthy Building Companies, Inc.
John Ascuaga's Nugget
1100 Nugget Avenue
Sparks, Nevada 89431
Room West Tower 650
Attn: Kris Nordbak**
7. Proposals will be opened **privately by the OR.**
8. DBE will be assessed as liquidated damages the sum of **\$5,000** for each day the Work remains incomplete beyond the expiration of the prescribed Substantial Completion Date and **\$2,500** for each day the Work remains incomplete beyond the expiration of the prescribed Final Completion Date.
9. Not Used
10. Not Used

11. Request for Proposals of Design-Build Entity:

The Request for Proposals will involve an interview with the principals of the DBE, and the proposed Project Team. At this time, the DBE is required to confirm the assignment of staff to the project. Substitution of project staff named in the DBE Pre-Qualification may (at the OR discretion) result in the proposal being considered non-responsive.

11a. Presentation / Interview of Pre-Qualified DBEs:

The OR will conduct interviews with only those Pre-Qualified DBEs who respond to and submit the Request for Proposal Submittal Package.

12. OR DBE Selection Activity Plan Overview:

DBE Pre-Qualification

- Interested Firms submit the Design-Build Entity Pre-Qualification.
- The OR will open and review the submitted DBE Pre-Qualifications.
- The OR will select firms to continue to the Request for Proposal stage.

Pre-Qualified Firms Respond to the Request for Proposals

- Pre-Qualified DBEs submit their Request for Proposal Submittal Package in electronic format to Box.
- The OR will download the Request for Proposal Submittal Package from Box.
- The OR will review the electronic submitted Request for Proposal Submittal Package PDF.
- The OR will evaluate and score each submittal with regards to the outlined RFP Objectives.

Presentation / Interview

- The OR will conduct interviews with Pre-Qualified DBEs who responded to and submitted Request for Proposal Submittal Package.
- The OR will score each presentation / interview.
- The OR will make selection of their DBE

The paragraphs above represent a general description of the Proposal and contract process. The specific requirements of the referenced agreements shall govern in case of a conflict with the foregoing.

13. Proposal Forms will be **privately opened**.

14. Each of the Pre-Qualified DBEs will be provided a Request for Proposal in the quantity as determined by the OR. By participating, the DBEs acknowledge that the preliminary drawings, if any, are intended for use only in conjunction with Request for Proposal.

15. Details of the DBE Selection and Proposal Process:

- A. Each Pre-Qualified DBE's attention is called to the fact that OR-issued forms have not been previously provided for the Request for Proposal Submittal Package and must be independently prepared in its entirety.

- C. As detailed below, Pre-Qualified DBEs shall upload to Box, prior to the Proposal deadline, the Request for Proposal Submittal Package which includes the following:
- One (1) electronic copy of Request for Proposal Package (NOTE: This is one PDF, in order, of all requested submittal items).
 - One (1) electronic copy Proposal Form and Proposal Bond (NOTE: This is one PDF, in order, in addition to the aforementioned requested submittal items).
 - NOTE: Your upload shall include only two (2) PDF files, with all requested information contained therein.

These packages shall be identified with the Project name and DBE Team Name, as well as School Name. The Proposal Form and Proposal Bond shall be enclosed in a separate envelope with the notations "REQUEST FOR PROPOSAL" and "SEALED PROPOSAL ENCLOSED" on the face thereof.

- C. The OR will open the entire Request for Proposal Submittal Packages, review, and if necessary, request clarifications.
- D. Presentation / Interview.
Each firm that provided Request for Proposal Submittal Packages to the OR will then make a presentation to and be interviewed by the Selection Committee. Fifty (50) minutes will be allotted for the Presentation / Interview for the **NICU Addition**, broken down as follows. Each firm will be allotted five (5) minutes for set-up, twenty (20) minutes for formal presentation, twenty (20) minutes interactive Q&A, and five (5) minutes to exit.

Any portion of the DBE's Project Approach in the Request for Proposal Submittal package may be covered in the Presentation / Interview. The presentation / interview is intended to supplement (not supplant) the requirements of the written submittal; however the DBE is **encouraged to present the key aspects of their project approach, project solution, execution, and firms ability to ensure success of the project.**

The Presentations / Interviews for the **CHOC Children's Hospital NICU Addition** will be held at the **JA Nugget, Conference Room Bonanza A.**

The OR will conduct the Presentations / Interviews for the **CHOC Children's Hospital NICU Addition** on **Friday, February 6, 2015, and the schedule will be posted / announced at 6:45AM that day.**

Each firm is expected to focus on the specific project components and more specifically, the design concept, compliance with design guidelines, pre-construction and design management approach, the total project costs including design and construction, project management, project schedule, project closeout, quality assurance and quality control, site utilization and site personnel safety programs of work performed by own forces and work performed by subcontractors. Overall team capability is viewed as favorable to the extent that DBE's Proposal demonstrates its relevance to the aforementioned and to specific aspects of the **NICU Addition**.

At minimum, the Pre-Qualified Design-Build Entities shall be represented in the Presentation / Interview by the individuals that have been presented in the organizational chart provided in the Pre-Qualification documents. Additional participants from the DBE are at the DBE's discretion. It is requested that participants be limited to those individuals specifically related in some capacity to the project performance and delivery.

At the conclusion of the Presentations / Interviews, the Request for Proposal Submittal Packages and the Presentations / Interviews will be evaluated by the OR based on a pre-established scoring system (see PROPOSAL SUBMITTAL AND INTERVIEW SCORING MATRIX attached in the Information Available to Design-Build Entities section following these Supplementary Instructions.

16. Request for Proposal Submittal Package Detailed Submittal Requirements:

Submit (1) electronic copy (uploaded to Box) of the Request for Proposal Submittal Package. For the Request for Proposal Submittal Package material shall be no larger than 11" x 17" and it shall contain no more than thirty (30) pages of information, excluding separator sheets. A copy of any full size floor plan drawings and building elevation drawings may be used by the proposing DBE during the Interview / Presentation and will be retained by the OR for judging purposes.

Components of the Request for Proposal Submittal Package (Basis for Scoring) - Submit component information requested with separators in the single PDF between each component item.

1. Organization and Overview:

Pre-Qualified DBE must demonstrate its established Pre-Construction and Design Management abilities including, but not limited to, OR / User Group meetings, meeting scheduled design milestones, budget management, subcontracting process, working with governing authority, permitting process, key personnel including Design Manager and staff resources.

Submit the following:

- Provide narrative and any supplemental graphical representations that describes your approach to managing the design and OR approval process from Schematic level thru 100% Construction Documents.
- Provide a design schedule including the design milestones necessary obtain the necessary permit(s) to proceed with construction. Show the specific timeline in calendar days from Schematic Design to Final Permitting Approval.
- Address the subcontracting process and your approach to bidding the work packages. Specifically address the timeframe for bidding the work and strategies, if any, with early bid packages to expedite the construction phase.

Demonstrate that the DBE staff has the resources and collective capabilities as proposed for this assignment to support the specific needs of this project.

Provide the following as a minimum:

- Project Organization Structure: Describe and define the role of the Design Staff, Design Consultants, Outside Agencies, Construction Staff, and Construction Home Office Support Staff.
- List all staff to be assigned to Pre-Construction services.

Staff Commitment:

It is the OR intent that each DBE shall propose and commit qualified and experienced staff in those positions and in such quantities as DBE believes prudent and necessary for the administration, management, and direction of the Work in accordance with the Agreement. Where DBE titles for positions differ

from the following, DBE shall state its equivalent titles for each position. The following is **minimum** sample listing of Staff Commitment:

- Project Executives (Design/Construction) - indicate the percentage of the individual's commitment (10% of time/week, 20% of time/week, etc.) to this Project over what periods/phases of the project.
- Design Architect / Manager (Design) - indicate the percentage of the individual's commitment to this Project.
- Project Manager (full-time and on-site – Construction) - indicate the percentage of the individual's commitment to this Project, if any during Pre-Construction.
- Project Superintendent (full-time and on-site – Construction) - indicate the percentage of the individual's commitment to this Project, if any during Pre-Construction.
- Pre-construction Manager (part-time - during pre-construction) - indicate the percentage of the individual's commitment.
- Project Engineer (full-time and on-site – Construction).

Note that the above staff commitment does not necessarily constitute demonstration of appropriate staffing plan. It is the responsibility of the Project Team to determine the appropriate staffing requirements for the project, based on the proposed design.

2. Design Approach:

Provide written statement of design concept and design narrative to support your team's approach to the project including goals, expected design constraints, opportunities, and results expected. Establish adherence to design guidelines, design requirements, and project minimums.

- Design (Minimum Submission)
 - General Floor Plan with specific uses identified for each area; see Architectural Department Plans.
 - Detailed Floor Plan of entire buildout area, showing all wall locations, and additional detail.
 - One (1) blown-up detailed patient room.
 - Include all equipment (beds, etc.) and furniture.

3. Schedule:

- Pre-Qualified DBE to demonstrate superior project administration, scheduling and procurement management, construction logistics planning, safety, quality assurance / quality control plan, subcontractor management, commissioning, close-out and any other aspects of project management and administration.
 - Pre-Qualified DBE to demonstrate ability to sequence major activities of this project and to manage relationships among project constraints and technical issues. Evaluation will consider demonstrated understanding of potential design and technical issues, opportunities, and constraints, and ability to integrate logically. Project completion time is not a factor in evaluation of this element, although DBE shall observe the Contract Time stated in the Agreement.

Written Submittal (Narrative) shall include:

- Preliminary Schedule with critical path.

- Preliminary Schedule should include enough detail to describe and establish the critical path but should also include the following Milestone Activities:
 - Notice to Proceed
 - Design Milestones
 - Design Complete/Construction Documents Complete
 - Plan Check and Permitting Complete
 - Trade/Subcontractor Package Bidding
 - Start Construction
 - Identify Critical Procurement / Long Lead Items
 - Start of Framing
 - MEP Rough In Complete
 - Drywall Complete
 - Start of Building Finishes
 - Start of Building Commissioning
 - Substantial Completion
 - Final Completion
- Identify and discuss the potential critical path, activity relationships, controlling resources, and the reasoning and challenges of the particular series of activities that reflect this critical path.
- Demonstrate understanding and approach to the method your firm employs to measure construction progress?

Schedule submittal is to include, minimally, a bar chart created on Primavera P3 or P6, SureTrak, or Microsoft Project with descriptive material sufficient to address requirements listed above.

4. Site Utilization Plan / Site Logistics:

Demonstrate the DBE's understanding of, and conceptual approach to, management of the physical challenges and constraints of the project site, and the surrounding environment. Given the Healthcare Facility environment, specifically address your approach to minimizing campus disruptions and maintaining a safe environment for the campus during the course of work.

Submit the following:

Site plan drawing(s), scaled accordingly, indicating potential material staging areas, locations(s) of major equipment locations for various phases of the Project, office trailers, storage containers, and debris boxes, management of pedestrian access in front of the site, management of surrounding environment as affected by construction (e.g. parking, transportation, deliveries), management of construction impacts on adjacent buildings and other activities.

5. Estimating / Pricing:

Pre-Qualified DBE to demonstrate its established job cost management and control approach including, but not limited to, cost management and cost estimating, cost modeling methods, cost tracking programs, and real-time budgeting and the necessary resources to manage this effort.

Submit the following:

- Complete Design-Build Estimate spreadsheet.
- Cash flow analysis or predicted expenditure for this Project during the Phase 1 (include breakdown by all design phases) and Phase 2

(including a mobilization line item if applicable) combined jointly into a document which provides the following;

- Provide Graphic Representation
 - Provide Numeric Table (cost/expenditure per month and cumulative)
- Describe your approach to managing the Subcontractor change order process
- Narrative description of Value Engineering process with any graphical representations if applicable.

PROPOSAL FORM

FOR: **CHOC Children's Hospital NICU Addition**

PROPOSAL TO: McCarthy Building Companies, Inc.
John Ascuaga's Nugget
Reno, Nevada
Room: West Tower 650
Attn: Kris Nordbak

PROPOSAL
FROM:

(Company Name of Design / Project Team)

(Address)

(City)

(State)

(Zip Code)

/

(Telephone Number)

(Fax Number)

(Date Proposal Submitted)

Note: All portions of this Proposal Form must be completed and the Proposal Form must be signed before the Proposal is submitted. Failure to do so will result in the Proposal being rejected as non-responsive.

1.0 **DESIGN-BUILD ENTITY REPRESENTATIONS**

DBE, represents that a) it, and all Subcontractors, regardless of tier, have the appropriate current and active Contractor's license required by the State of California and the Proposal Documents; b) it has carefully read and examined the Proposal Documents for the proposed Work on this Project; c) it has examined the site of the proposed Work and all Information Available to Proposing Firms; d) it has become familiar with all the conditions related to the proposed Work, including the availability of labor, materials, and equipment. DBE hereby offers to furnish all labor, materials, equipment, tools, transportation, and services necessary to complete the proposed Work on this Project in accordance with the Contract Documents. DBE represents that the Key Personnel identified in its Prequalification submittal shall be the personnel provided pursuant to the corresponding provisions of the contract, if the contract is awarded to the DBE. DBE further agrees that it will not withdraw its Proposal within 60 days after the Proposal Deadline, and that, if it is selected, that it will, within 10 days after receipt of notice of selection, sign and deliver to OR the Agreement in triplicate and furnish to OR all items required by the Proposal Documents. If awarded the Contract, DBE agrees to complete the

proposed Work for within **510** calendar days after the date of commencement specified in the Notice to Proceed.

2.0 ADDENDA

DBE acknowledges that it is DBE's responsibility to ascertain whether any Addenda have been issued and if so, to obtain copies of such Addenda from OR at the appropriate address. DBE therefore agrees to be bound by all Addenda that has been issued for this Proposal.

DBE has received and reviewed the following Proposal Addenda

3.0 ANTICIPATED CONTRACT VALUE SUM:

\$

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 ,

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 ,

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 .

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(Place figures in appropriate boxes.)

Complete Proposal Form – Exhibit A – for CSI Format Presentation of DBE's Anticipated Contract Value Sum

4.0 ALLOWANCES INCLUDED IN THE ANTICIPATED CONTRACT VALUE SUM:

DBE shall include in the Anticipated Contract Value Sum, stated in paragraph 3.0, the following allowances if stipulated in the contract documents:

Allowance 1: \$ _____

Allowance 2: \$ _____

Allowance 3: \$ _____

5.0 INITIAL CONTRACT SUM:

The initial Contract Sum will be the Anticipated Contract Sum Value stated in paragraph 3.0 of this proposal form. The Contract Sum to be adjusted upon completion of the design phase and competitive bidding of the Trade Package work as described in the Contract Documents and as mutually agreed to by OR and DBE, along with adjustments for any design changes requested by the OR after the completion of Phase 1 of the project.

6.0 SELECTION OF THE DBE

Refer to the Instructions to Design-Build Entities for selection of DBE.

7.0 NOT USED

8.0 DAILY RATE OF COMPENSATION FOR COMPENSABLE DELAYS

DBE shall determine and provide below the daily rate of compensation for any Compensable Delay caused by the ORs at any time during the performance of the Work for Phase 2:

\$

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 ,

--	--	--

 .

--	--

 X 30 multiplier

(Place figures in appropriate boxes.)

OR will perform the extension of the daily rate times the multiplier, and the following calculation to determine the Total Anticipated Contract Value Sum.

<u>Anticipated Contract Value Sum (3.0):</u>	\$	
		(leave blank)
	+	
<u>Compensable Delays Sum (8.0):</u>	\$	
		(leave blank)
	=	
<u>Total Anticipated Contract Value Sum:</u>	\$	
		(leave blank)

The daily rate shown above will be the total amount of DBE entitlement for each day of Compensable Delay caused by OR at any time during the performance of the Work (Phase 2 only) and shall constitute payment in full for all delay costs, direct or indirect, of the DBE and all persons and entities under DBE on the Project, including without limitation all subcontractors added by Contract Amendment. The number of days of Compensable Delay shown as a "multiplier" above is not intended as an estimate of the number of days of compensable delay anticipated by the OR. The OR will pay the daily rate of compensation only for the actual number of days of Compensable Delay, as defined in the General Conditions; the actual number of days of compensable delay may be greater or lesser than the "multiplier" shown above.

9.0 PROPOSAL ALTERNATE

The OR may Solicit Alternates via Addendum

10.0 NOT USED

DBE INFORMATION

TYPE OF ORGANIZATION:

(Corporation, Partnership, Individual, Joint Venture, etc.)

If a corporation, corporation is organized under the laws:

STATE OF _____.

(State)

NAME OF PRESIDENT OF THE CORPORATION:

(Insert Name)

NAME OF SECRETARY OF THE CORPORATION:

(Insert Name)

If A PARTNERSHIP, NAMES AND TITLES OF PERSONS SIGNING THE BID ON BEHALF OF
BIDDER AND ALL GENERAL PARTNERS:

PERSONS SIGNING ON BEHALF OF BIDDER:

(Insert Names and Titles)

ALL GENERAL PARTNERS:

(Insert Names)

CALIFORNIA CONTRACTORS LICENSE(S):

(Name of Licensee)

(Classification) _____
(License Number) _____
(Expiration Date)
(For Joint Venture, list Joint Venture's license and licenses for all Joint Venture partners.)

12.0 REQUIRED COMPLETED ATTACHMENTS

The following documents are submitted with and made a condition of this Bid:

1. Proposal security in the form of _____.
(Proposal Bond or Certified Check)

13.0 DECLARATION

I, _____, hereby declare that I am the
(Printed name)

_____ of _____
(Title) (Name of Firm)

submitting this Proposal Form; that I am duly authorized to execute this Proposal Form on behalf of DBE; and that all information set forth in this Proposal Form and all attachments hereto are, to the best of my knowledge, true, accurate, and complete as of its submission date.

I declare, under penalty of perjury, that the foregoing is true and correct and that this declaration was executed at: _____(Name of City if within City, otherwise Name of County), State of _____, on _____.

(State) (Date)

(Signature)

(Name – Typed or Printed)

PROPOSAL FORM – EXHIBIT A

ANTICIPATED CONTRACT VALUE SUM:

Scope	Anticipated Contract Value Sum	Square Foot Cost (Based on Floor SF)
Minimum General Requirements Work		
Other General Requirements (if any)		
Framing & Drywall		
Casework & Finish Carpentry		
Insulation		
Doors, Frames, & Hardware		
Glass & Glazing		
Fire & Coiling Doors		
Acoustical Ceilings		
Resilient Flooring		
Tile		
Painting		
Visual Display Boards, Wall & Corner Guards, Fire Extinguisher Cabinets, and Projection Screens		
Toilet Accessories		
Window Coverings		
Lockers		
Cubical Curtains & Tracks		
Medical Equipment Installation		
Signage		
Pneumatic Tube System		
Fire Protection (Sprinklers)		
Mechanical & Plumbing		
Electrical (Includes Nurse Call, Security, A/V, and Fire Alarm)		
Design Services & Fees		
General Conditions – Pre-Construction and Construction		
Permits, Fees, and Assessments		
Taxes (assumed 8.000%)		
Design Contingency		
Construction Contingency		
Escalation (if any)		

Subcontractor Bonds (if any)		
Construction Liability Insurance		
Design-Build Entity Bond		
Design / Build Contractor Fee		
TOTAL ANTICIPATED CONTRACT VALUE		
TOTAL SQUARE FOOTAGE		

Include as part of this Exhibit all proposal quantity take-offs, recapitulations to support how the DBE came to the quantities, labor, and equipment requirements to determine the Anticipated Contract Value sum, or provide a narrative to describe the processes (cost data) how you arrived at the Anticipated Contract Value sum.

PROPOSAL FORM – EXHIBIT B

**DESIGN / BUILD CONTRACTOR'S ASSUMPTIONS, VOLUNTARY VALUE ADDED
ALTERNATES, QUALIFICATIONS, ALLOWANCES, CONTINGENCIES
(if any):**

Add an additional page if needed (2 pages maximum)

<u>ITEM / DESCRIPTION</u>	<u>AMOUNT (\$), if applicable</u>
---------------------------	-----------------------------------

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

PROPOSAL BOND
(Enter Fictitious Information for Name of Surety)

KNOW ALL PERSONS BY THESE PRESENTS:

That we _____
(Name of DBE)

as Principal, and _____ as Surety, are held
(Name of Surety)
and firmly bound unto THE OR, hereinafter called THE OR,

in the sum of \$_____ (amount to be 10% of DBE ANTICIPATED CONTRACT VALUE SUM) for payment of which in lawful money of the United States, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH THAT, WHEREAS, Principal has submitted a Proposal for the work described as follows:

CHOC Children's Hospital NICU Addition

NOW, THEREFORE, if Principal shall not withdraw said Proposal within the time period specified after the Proposal Deadline, as defined in the Proposal Documents, or within 60 days after the Proposal Deadline if no time period be specified, and, if selected as the DBE, Principal shall, within the time period specified in the Proposal Documents, do the following:

- (1) Enter into a written agreement, in the prescribed form, in accordance with the Proposal.
- (2) File two bonds with THE OR, one to guarantee faithful performance and the other to guarantee payment for labor and materials, as required by the Proposal Documents.
- (3) Furnish certificates of insurance and all other items as required by the Proposal Documents.

In the event of the withdrawal of said Proposal within the time period specified, or within 60 days if no time period be specified, or the disqualification of said Proposal due to failure of Principal to enter into such agreement and furnish such bonds, certificates of insurance, and all other items as required by the Proposal Documents, if Principal shall pay to THE OR an amount equal to the difference, not to exceed the amount hereof, between the amount specified in said Proposal and such larger amount for which THE OR procures the required work covered by said Proposal, if the latter be in excess of the former, then this obligation shall be null and void, otherwise to remain in full force and effect.

In the event suit is brought upon this bond by THE OR, Surety shall pay reasonable attorneys' fees and costs incurred by THE OR in such suit.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2015.

Principal: _____
(Name of Firm)

Surety: _____
(Name of Firm)

By: _____

By: _____

Title: _____

Title: _____

Address for Notices: _____

INFORMATION AVAILABLE TO DESIGN-BUILD ENTITIES

QUALIFICATION SUBMITTAL AND INTERVIEW SCORING MATRIX

DESIGN- BUILD ENTITY SCOPE OF WORK AND DESIGN NARRATIVE

ARTICLE 8 – MINIMUM GENERAL REQUIREMENTS WORK

DOCUMENTS TO ACCOMPANY THE REQUEST FOR PROPOSALS

1. Limits of Work
2. Final Photos of Bill Holmes Tower
3. As-Builts
4. Drawings
5. Specifications
6. Architectural Department Plans
 - NOTE: This folder includes a file for Level 4 named "INC 7 VOL 2C A3.40 COLOR - To Be Completed" that is to be completed following the format of the other seven (7) floors provided. Reference "Architectural Department Plan Instructions" PDF for items to complete and provide as part of your Submittal and Presentation / Interview.
7. Navisworks File Including Gridlines and Structural Members

SCORING MATRIX

QUALIFICATION SUBMITTAL AND PRESENTATION / INTERVIEW

Late submittals will be graded at 85% up to 5 minutes late, 75% up to 10 minutes late, 65% up to 15 minutes late. Do not turn in after 10:15 p.m.

Component	Subcomponent	Maximum Points Available	Points Awarded
DESIGN-BUILD ENTITY PREQUALIFICATION PACKAGE			
1	Overall Prequalification Presentation	5	
DESIGN-BUILD ENTITY - RESPONSE TO PROPOSAL PACKAGE			
1	Organization and Overview	8	
2	Design Approach	8	
3	Schedule	8	
4	Site Utilization Plan / Site Logistics	8	
5	Estimating / Pricing	8	
PRESENTATION / INTERVIEW			
	Team Presentation	25	
	Interactive Solution	20	
	Q&A	10	
TOTAL			
	Total Available Points	100	

**DESIGN-BUILD
ENTITY
SCOPE OF WORK

AND

DESIGN
NARRATIVE**

CHOC Children's Hospital NICU Addition

Prepared by:
Executive Architect
Structural Engineer
Mechanical Engineer
Electrical Engineer
McCarthy Building Companies, Inc.

Not for Construction
For Design-Build Entity Proposals

1. GENERAL DESCRIPTION OF DESIGN-BUILD ENTITIES CONTRACTUAL SCOPE OF WORK:

The successful Design-Build Entity will be responsible for design, pre-construction, construction, and post construction services including, but not limited to: overall design of the project including all engineering disciplines; (structural systems, mechanical, electrical, plumbing systems, exterior enclosure systems, etc. – within the basic standards and criteria required); cost analysis; review of availability of various materials and labor; design and construction feasibility of various building materials, systems, and equipment; construction document development, review, and coordination; constructability review; development of the project design and construction schedule, including recommendations for scheduling of purchase of long lead items; coordination with the governing authority review and approval process; obtain all necessary permits for construction of the project from the authorities and agencies having jurisdiction; develop bid packages for subcontractors/suppliers/vendors, etc.; pre-qualify and review subcontractor bids; procure subcontracts for the work by use of competitive bidding procedures and make recommendations to the OR for procurement of subcontractors which provide the OR with the best value; subcontract directly for all of the bid work (OR will have no direct relationship with subcontractors); and prosecute the construction of the project with the utmost skill and professionalism.

The proposal shall illustrate the design intent showing the general program of what is being proposed which should include, at a minimum, the following:

- a. Layout footprint of the built-out floor and how it is incorporated into the building, along with any additional improvements that are being proposed.
- b. Elevations that show how this floor fits into the overall theme of the building.
- c. Overall floor plan layouts with the major program elements identified, including ingress/egress requirements, mechanical shafts, and architectural features.
- d. Detailed floor plan layouts with all rooms, furnishings, etc. shown.
- e. Not required but encouraged to provide modeling to convey the architectural intent.

The OR is seeking a DBE that can provide timeless design that is both sustainable and easily maintained within a responsible budget and delivered on time.

2. WORK NOT INCLUDED IN DESIGN-BUILD ENTITY'S SCOPE OF WORK:

The design build entity shall be responsible for coordinating with and working with the OR's consultants and contractors for the following items.

- a. Not Used.

3. DESIGN NARATIVE / DETAILED SCOPE

For over 50 years CHOC Children's Hospital has been committed to providing the highest quality medical care to children. CHOC offers many primary and specialty care clinics, more than 100 additional programs and services, a pediatric residency program, and four centers of excellence – The CHOC Children's Heart, Neuroscience, Orthopedic and Hyundai Cancer Institutes.

The most recent addition to the state-of-the-art 279-bed main hospital facility in the City of Orange was the Bill Holmes Tower. The 425,524-square-foot building, which opened in March 2013, boasts the region's only dedicated pediatric operating rooms, emergency department, imaging department, and laboratory. Enhanced patient and family amenities feature an in-house multi-media center; pre-teen and teen rooms; patient outdoor play area; café and outdoor garden; family resource center; and meditation and prayer center. During construction of this building, CHOC elected to leave the 4th floor of the seven-up, one-down structure as a shelled space, allowing for additional build-out in the future. That time has come, and the client is looking for a DBE to transform a portion of this floor into an extension of their existing NICU (neonatal intensive care unit).

Currently housed on the 2nd floor of their North Tower, CHOC proudly offers a Level 4 Neonatal Intensive Care Unit, rated by the American Academy of Pediatrics at the highest level of care possible. Their 54-bed tertiary/quaternary NICU includes four multi-patient rooms, six single care rooms, four private rooms for "rooming in," and two four-bed suites. Bringing a baby to the CHOC neonatal intensive care unit means that child will be provided the greatest care possible with the latest advances in medical treatment by specially trained physicians and nurses. Most hospitals offer Level 1 neonatal care. The basic care in these units includes a well-newborn nursery, the evaluation and postnatal care of healthy newborns, neonatal resuscitation and the stabilization of ill newborns so that they can be transferred to a more advanced hospital, like CHOC. Beyond the first level, units are recognized as providing specialty neonatal care (Level 2) and intensive care (Level 3). As a Level 4 unit, CHOC exceed the standards of a traditional NICU. They provide care to babies of all birthweights and gestational ages. Pediatric surgeons and anesthesiologists are on site to perform minor and major surgery—in some cases, even in the patient's bed. Hospital census is up, and as such, CHOC has elected to expand their ability to provide NICU services.

To be built on the 4th floor of the CHOC (South) Bill Holmes Tower, this is going to be an extremely challenging project. It is going to be constructed within an active hospital campus environment, bringing challenges of vehicular, pedestrian, patient, staff, and general public interface and safety. Additionally, during construction of the Bill Holmes Tower, the Lower, 1st, 2nd, 3rd, and 5th floors were fully built-out, with floors 4, 6, and 7 as shell space. The DBE is expected to facilitate design and construction of the 4th floor NICU in between the 3rd floor Operating and Procedure Rooms and the 5th floor Patient Rooms.

Programmatically, the CHOC 4th floor NICU Addition shall have the following:

- 32 Standard NICU Patient Rooms

- 4 Airborne Infection Isolation Patient Rooms, Including Associated Ante Rooms

NOTE: The 36 total Patient Rooms shall be served as 3 units (NICU Unit A, NICU Unit B, and NICU Unit C)

- 4 Nurse Stations

At Least 16 Alcove Nurse Stations (one shared between every 2 Patient Rooms)

- 1 Male Public Toilet

- 1 Female Public Toilet

- 1 Male Staff Toilet

- 2 Female Staff Toilet

- 1 Unisex Public Toilet/Shower

- 1 Unisex On-Call Toilet

1 Staff Lounge
1 Staff Locker Room with at least 44 half-height lockers (22 stacked 2-high)
1 Conference Room
2 On-Call Rooms
1 Waiting Room
1 Multi-Purpose Family Room
1 Sibling Waiting and Activity Room
1 Reception Desk Space
7 Offices (CNS/Education; Virtual; Case Manager/Child Life/Social Work; MD; Charge Nurse; Nurse Manager; Multipurpose)
1 Administrative Assistant Space
1 Copy Station Space
2 Medication Stations
1 Consultation Room
1 Activity Room
1 Blood Gas Lab Room
1 Formula Storage Room
3 Equipment Storage Rooms
3 Clean Utility/Linen Rooms
1 Medication Station Room
1 Scrub Alcove Room
2 Soiled Workrooms
1 Nourishment Alcove
1 Housekeeping Closets
All walls to be full-height (deck to deck).
All corridors are to be 8'-1" wide minimum.
Corridor access must be provided to Stairs #1, #3, and #4

The overall design shall fit within the floor space shown in the bidding documents, with aesthetics and thematic elements of the Bill Holmes Tower represented and incorporated into the buildout; please reference CHOC Final Photos for additional information. Cost is also a consideration, thus a balance of each to achieve the best value is imperative.

Items of major interest to the selection committee include the following:

- Nursing and other staff circulation.
- Access/egress for patients, staff, and visitors.
- Utilizing existing utility stub-ups and or vertical risers.
- Durability and ease of maintenance.
- Program Space Usage

The following shall be incorporated into the Design of this project and clearly illustrated in the proposal response:

4. MATERIALS GUIDELINES AND SPECIFICATIONS

The following items in this section are based on campus standards and expected levels of quality of materials and equipment; see Final Photos to get an understanding of building aesthetics.

I. COLOR AND MATERIALS SCHEDULE

DBE to determine appropriate color scheme and thematic elements to incorporate based upon existing building and campus design.

II. CODES AND STANDARDS

DBE to design per the following:

Regulatory Requirements:

The building is classified as a Type 1A Construction, high rise, under CBC, considering the floor plan area, number of stories the non-combustible construction of the building structure and the use of the existing building fully automatic sprinkler system.

Applicable Codes:

The following are the enforceable codes for facilities under the authority of the Alfred E. Alquist Hospital Facilities Seismic Safety Act of 1983:

Application means the submission of a Preliminary or Final Application for Plan Review.

Application

All applications submitted
on or after January 1, 2008

Code

California Building Standards Administrative Code
Part 1, Title 24, California Code of Regulations (CCR)
California Building Code
Part 2, Title 24, CCR
(2006 IBC and 2007 California Amendments)
California Electrical Code
Part 3, Title 24, CCR
(2005 NEC and 2007 California Amendments)
California Mechanical Code
Part 4, Title 24, CCR
(2006 UMC and 2007 California Amendments)
California Plumbing Code
Part 5, Title 24, CCR
(2006 UPC and 2007 California Amendments)
California Fire Code
Part 9, Title 24, CCR
(2006 IFC and 2007 California Amendments)
California Energy Code
NFPA 101 Life Safety Code
Various references to other NFPA Code section via Chapter
18, 7, 8, 9, 10 & 11. This Codes include but not limited to:

NFPA 14 Installation of Standpipe and Hose Systems
NFPA 13 Installation of Sprinkler Systems
NFPA 80 Fire Doors and Fire Windows
NFPA 10 Fire Extinguishers
NFPA 99 Healthcare Facilities
NFPA 72 National Fire Alarm Code
NFPA 110 Emergency and Standby Power Systems
NFPA 20 Installation of Stationary Pumps for Fire
Protection
NFPA 37 Installation and Use of Stationary Combustion
Engines and Gas Turbines.
NFPA 54 National Fuel Gas Code
NFPA 70 National Electrical Code

Other References:

ASHRAE 90.1
ANSI A117.1 Elevator Safety Code

III. GENERAL CONSTRUCTION

- A. General Building Systems
 - 1. Building Structural System
 - a. Structural Steel Frame
- B. Interior Finishes
 - 1. As determined by DBE.

IV. MECHANICAL / PLUMBING

- A. As determined by DBE.

V. FIRE PROTECTION

- A. As determined by DBE.

VI. ELECTRICAL / FIRE ALARM / SECURITY / DATA

- A. As determined by DBE.

ARTICLE 8 - Minimum General Requirements Work

The Minimum General Requirements Work: DBE shall provide all General Requirements Work to complete the project. The minimum items of General Requirements Work that the DBE will be expected to make available to its Subcontractors are defined in the following articles and paragraphs. This list will be required to be included with all Trade Bid Packages so Subcontractors understand what minimum General Requirements Work items are to be provided by the DBE and therefore should not be included in the Subcontractors bid for the Bid Package.

8.0 FIELD ENGINEERING / SURVEYING / LAYOUT

8.0.1 DBE shall include in its Minimum General Requirements Work all field engineering, surveying, and layout to construct the building including but not limited to: all grading surveying and staking; staking of all utilities; all building layout including building corners and all building column lines marked at each floor level and datum elevation on each floor level (Subcontractors will be required to provide their own trade specific layout from the markers provided by the DBE); all site hardscape, sidewalks, and curb and gutter staking

8.1 CLEAN UP

8.1.1 DBE to be responsible for all clean up. DBE may transfer some of the continuous clean up responsibilities to its Subcontractors, but the OR shall still hold DBE responsible for continuous clean up in the event it feels the Project is not being maintained in a clean manner or meeting the requirements of the Specifications.

8.1.2 Include Haul debris and dump fees

8.1.3 DBE may choose to include the Building Interior, Exterior, and Sitework Final clean-up as one of the Trade Bid Packages.

8.2 FIELD OFFICE(S)

8.2.1 DBE shall provide all of its own Field Office expenses, including but not limited to: the office; postal costs; office supplies; office equipment; maintenance of office equipment; office furniture; electric service; telephone service and utility service (hookup and use charges) for DBE facilities; plan reproduction; office drinking water; computer software; computer hardware and maintenance. In addition the DBE shall provide as a minimum the following equipment and/or facilities (all additional equipment and/or facilities that the DBE determines necessary to manage, implement and supervise the Work shall be included. All cost for installing and removing such equipment and/or facilities shall be included in the DBE Proposal.

Quantity	Equipment / Facility	% Time (if not 100%)
2	Telephones	100%
2	Portable/Mobile Telephone	100%
2	Answering Service	100%
1	Copying Machine	100%
1	Fax Machine	100%
2	Plan Rack	100%
2	Computers	100%

1	Job Site Trailers	100%
1	Storage Container(s) for DBE Use as Required.	100%

8.2.2. DBE shall include any costs for lease, property rental, or the like if DBE intends to locate the Field Offices off of or adjacent to the primary Project Site.

8.3 TEMPORARY CONSTRUCTION

8.3.1 Provide all Temporary Construction items listed to Subcontractors for the duration of the Project as the Work requires, for the benefit of the Project and the Subcontractors.

- .1 Temporary Toilets
- .2 Temporary Sanitary Wash Stations
- .3 Temporary Site Fencing/Perimeter Fencing
- .4 Temporary Ladders / Stairs / Hoists (as may be required)
- .5 Overhead Protection / Covered Walkways for Protection of the Public.

8.4 PROJECT SIGN

8.4.1 Provide two (2) Project Signs. Graphics to be determined by the OR.

8.5 SAFETY

8.5.1 The DBE shall be responsible for job site safety and shall follow all applicable laws, Specifications, and furnish all items listed to Subcontractors for the duration of the Project for the benefit of the Project and the DBE Subcontractors.

8.5.2 Safety signage throughout Project.

8.5.3 Personal protective gear for DBE personnel and job site visitors.

8.5.4 Building Perimeter and Shaft Fall Protection / Barriers.

8.5.5 Temporary Fire Protection measures including fire extinguishers.

8.6 TEMPORARY PROTECTION

8.6.1 Provide all Temporary Protection items to Subcontractors, for the duration of the Project as the Work requires, for the benefit of the Project and the DBE Subcontractors.

- .1 Security Watchman, Security shack (if required).

8.7 TEMPORARY UTILITIES

8.7.1 Provide all Temporary Utilities items listed in to Subcontractors throughout the Project as the Work requires, for the benefit of the Project and the DBE Subcontractors. Temporary Utilities shall include all labor and materials for hook-up and disconnection, relocation as the Work requires, and utility usage.

- .1 Temporary Electrical Hook-up and distribution for power to be used during the construction. Subcontractor may be required to provide power cords, etc. from the distribution boxes provided by the DBE.
- .2 Temporary Building Lighting (code required)
- .3 Power for Personnel /Material Hoist hook-up and use if required.

- .4 Temporary Water

8.8 STORM WATER POLLUTION PREVENTION PROGRAM

8.8.1 Provide all labor, material and equipment throughout the Project as the Work requires, for the benefit of the Project and the DBE Subcontractors to implement Best Management Practices of a Storm Water Pollution Prevention Program. Include all labor and materials for installation, maintenance, and removal of the following:

- .1 Site Perimeter sand bagging
- .2 Off-Site drainage protection (if required)
- .3 Dust Control
- .4 Erosion Control
- .5 Street Cleaning

8.9 NOT USED

8.10 MATERIAL HANDLING AND HOISTING

8.10.1 Provide all Material Handling and Hoisting (Building Man/Material Hoist) items to Subcontractors throughout the Project as the Work requires, for the benefit of the Project and the DBE Subcontractors. Material Handling and Hoisting shall include all labor and materials for mobilizing and demobilizing, maintaining, storing, rental, usage operating cost. Subcontractors may be required in the Bid Package to supply their own trade specific hoisting such as scissor lifts, rolling scaffolding, etc.

8.11 SMALL TOOLS

8.11.1 Provide all small tools required for the portion of Construction Work to be performed by the DBE (Self Performed). Small Tools shall be defined as small tools, small equipment, and accessories required in connection with the Work, including, but not limited to: hammers, ladders, ropes, adzes, blocks, brooms, wire brushes, goggles, gloves, raincoats, boots, capes, tarpaulins, bits, chisels, pliers, bolt cutters, picks, hoes, scrapers, shovels, sledges, bars, wheelbarrows, dollies, wrenches, hoses (other than air hoses rented with compressors) and all similar tools and things one would find in Home Depot or Lowes. DBE at all times shall furnish an adequate quantity of all such tools, appliances and equipment required for the Work. Such tools, appliances and equipment shall remain the property of the DBE following completion of the Work.