

Nevada State Public Works

Prime Architect – Engineer Selection

for the

2019 Capital Improvement Program

FORMAL SELECTION PROCESS

Issue Date: July 2, 2019

2019 CIP AE Selection Table of Contents

Title Sheet	1
Table of Contents	2
Request for Statement of Qualifications	3
Prime AE Selection Schedule	7

CIP No. Project Name

19-M35	Replace Door Locks and Controls (Ely State Prison) - Phase 1
19-P02	Advance Planning: Renovation and Seismic Retrofit (Heroes Memorial Building & Annex)
19-P04	Advance Planning: Replace Domestic Water and Sanitary Sewer (NNCC)
19-P05	Advance Planning: HVAC Renovation (Department of Motor Vehicles - Carson City)
19-P07	Advance Planning: Central Plant Renovation (High Desert State Prison)
19-P08	Advance Planning: Heavy Equipment Shop & Renovation (Elko)
19-P70	Advance Planning: Welding Lab Expansion (Great Basin College)

**STATE PUBLIC WORKS BOARD
REQUEST FOR
STATEMENT OF QUALIFICATIONS FOR PROFESSIONAL SERVICES**

The State Public Works Division (SPWD) is requesting Statements of Qualifications (SOQs) for providing design and possible construction administration services. The primary services shall include studies, preparing schematic design, design development and construction documents, including plans, specifications, renderings, cost estimates, and construction administration services.

The design activities of the selected prime consultant must all be performed under the direction of and be sealed and signed by a registered professional in accordance with the Nevada Revised Statutes. The statement of qualifications submitted in the SOQ shall not include sub-consultants. The Prime Consultant, after selected, will produce a team of necessary consultants for the State to review. The State reserves the right to add or substitute any proposed firms according to the best interest of the project and the State. Only one statement of qualifications document will be accepted in response to this RFQ. Any projects an applicant wishes to be considered for should be included within that document. **Please email your submittal to bpearson@admin.nv.gov (limited to 5 MB).**

After the Statements of Qualifications are evaluated for each project, the screening committee will establish a “short list” of qualified and experienced firms. Oral interviews will then be conducted with short-listed firms. An interview committee shall be established to render a recommendation to the manager of the SPWD. The interview committee will be composed of three SPWD members appointed by the manager of the SPWD and two employees of the Using Agency. The manager’s final approval will be posted, and direct notification will be provided.

The SOQ evaluation criteria includes, but is not limited to:

1. Technical competence and specialization of the applying firm only, and the ability of the individuals assigned to the project(s).
2. Past performance, including meeting project schedules, staying within budgets, change orders, and providing quality projects, on several recent projects.
3. Past experience with projects for the same State agency as the project(s) being considered. Or, if no experience with the same agency, experience on similar projects for other state agencies or other governmental agencies.
4. Proposed project approach.
5. Proximity to, and familiarity with, the area in which the project(s) is (are) located.

Questions about this request may be made to Branden Pearson bpearson@admin.nv.gov 775.684.4114

Proposals must be submitted by email **before the date and time listed on the schedule portion of this web page.**

Statement of Qualifications of Prospective Designers

The Statement of Qualifications (SOQ) shall consist of five parts as outlined below: a cover letter, a firm profile, a representative list of projects, a portfolio of built projects, and a description of the proposed design approach to the project. The SOQ shall be submitted electronically to bpearson@admin.nv.gov (**limited to 5 MB**) in an 8 1/2" x 11" format.

Part A COVER LETTER (maximum 1 page)

The cover letter shall include the following:

- Introduction of the Design Firm's major members and their role.
- A list of 5 references with telephone numbers from the most recent 5 projects completed by the Prime Consultant.
- Point of contact, firm name, address, phone number, fax number, email address, web page (if available)
- Project name(s) and project number(s), the firm wishes to be considered for. This **shall** also be included on the cover of the SOQ.

Part B PRIME CONSULTANT PROFILE (maximum 3 pages)

The proposal should include the prime consultant's profile that lists the names of the partners/ principals and their professional credentials. The profile should also include a list of design awards won by the firm, including:

- the name of the award,
- the awarding organization,
- the project name and location for which the award was given,
- the name(s) of the designer(s),
- the date when the project was completed, and
- the date of the award.

Part C REPRESENTATIVE LIST OF PROJECTS (maximum 3 pages)

This part of the SOQ shall include a list of projects included that reflect the range of projects undertaken by the prime consultant. It is designed to showcase the range of talents and services that the designers can apply to the project.

The list should include

- the name and location of the project
- the name of the client
- the name(s) of the designer(s) and
- completion dates
- construction value

Part D PROJECT PORTFOLIO (maximum 5 pages per project, max. 25 pages total)

This part of the SOQ shall consist of a portfolio comprised of three to five in-depth project profiles that demonstrate the prime consultant's ability to undertake the work for which they are competing. The projects selected should have a relative scope and scale as compared with the project.

Each profile should consist of images and supporting narrative that convey the conceptual or theoretical basis for the design, its aesthetics, and its technical achievements. Images should be the primary means of revealing all phases of the design process, not just the final as-built work.

Only built projects should be included.

Each project profile should be limited to 5 pages, including the cover sheet and the statement of design intent (described below).

The COVER SHEET shall be a separate sheet of paper that includes the following information in this order:

- Project name
- Project location
- Client name and address
- Chronology - dates for start of design, completion of design, start of construction, completion of construction
- Construction value
- Name(s) of designer(s)
- Name(s) of major consultants and their roles
- Name(s) of construction contractor(s)

The STATEMENT OF DESIGN INTENT provided for each of the three to five project profiles presents an opportunity for the firm to display its creative talents and the depth of thought behind its designs. It is a flexible document with no prescribed format. However, it should provide a combination of narrative and images that informs the selection panel about the project specific design challenges and accomplishments. The following questions are posed only as a guide to the preparation of the statement of intent. The questions represent the characteristics of the design that the selection panel is likely to consider as it reviews proposals.

- Context
 - What did the client ask you to do and how did the design fulfill the request?
 - How does the project honor the place where it is built? Where is the project located geographically, ecologically, culturally, and/or historically?
 - What is the context of the project?
 - What is adjacent to the site? What previously existed on the site?
- Design Concept – Architecture
 - What is the overarching design concept – the Big Idea? How was the design intention realized in the final form and space?
 - How does the design reveal the character of the place? If applicable to the project, how does it recognize the cultural and historical context as well as the ecological structure of its location?
 - How are architecture and landscape integrated?
 - How does the design reflect the relationships among culture, nature, and technology?
 - What was done in this design that represents an advancement or maturity from previous projects?

- Statements of Design - The images included in the Statements of Design Intent should reinforce the narrative about the design process and concept, as well as provide an overview and details of the built work. A variety of images should be used such as:
 - Panoramic views of the location and context that approximate the human cone of vision
 - Preliminary drawings, sketches, conceptual designs, perspectives, vignettes
 - Final plans and sections
 - Photographs taken before, during, and after construction
 - Construction details that support the design concept and sustainability of the design
 - Computer-generated simulations of the project through time
 - Sequential perspectives keyed to photographs that simulate the visitor experience as they move through the site

Part E PROPOSED PROJECT APPROACH (maximum 5 pages per project applied for)

This part of the SOQ shall consist of the description of the prime consultant's proposed approach as it relates to this project, both in terms of organizational structure and design philosophy and should include:

- A listing of the sub-consultants by discipline responsibility area not by company name.
- A listing of key Prime Consultant staff members only and their areas of responsibility, indicating those who are licensed to practice architecture, landscape architecture, interior architecture, engineering or other applicable licensure in Nevada.
- The organizational structure (attach an organization chart) and an explanation how the prime consultant will ensure integration of its work among team members, with the client, and with sub-consultants, (e.g. website, weekly meetings, and charrettes).
- Proposed Design Schedule.
- Address any supplemental requirements the Prime Consultant is aware of in addition to the key challenges presented by the State on the web site in the project description for this project.

2019 CIP AE Selection Schedule

#1 SOQ's Due Date July 23, 2019

July 23, 2019	Qualifications Submittal # 1 Due (5:00 pm) (M35, P02, P04, P05, P07, P08, P70)
July 26, 2019	Screening by video conference at SPWD (M35, P02, P04, P05, P07, P08, P70)
August 27, 2019	Interviews in Carson City (9:00 am) (P02)
August 27, 2019	Interviews in Carson City (1:00 pm) (P04)
September 5, 2019	Interviews in Carson City (9:00 am) (P05)
September 5, 2019	Interviews in Carson City (1:00 pm) (P08)
September 10, 2019	Interviews in Las Vegas (9:00 am) (M35)
September 10, 2019	Interviews in Las Vegas (1:00 pm) (P07)
September 12, 2019	Interviews in Carson City (9:00 am) (P70)

PROJECT NO: 19-M35

PROJECT LOCATION: Ely, Nevada

PROJECT NAME: **Replace Door Locks and Controls (Ely State Prison) - Phase 1**

DEPARTMENT: Department of Corrections

BRIEF DESCRIPTION OF PROJECT SCOPE OF WORK:

This project will replace the intercoms, locks and controls for the doors in Housing Unit 3 & 4 and will also replace locks and controls for the doors in the Building #9 - Scheduled Services, Building #10 - Work & Recreation, Building #11 - Warehouse/Central Plant, Building 12 - Trustee Dormitory, Building #14 - Gatehouse and four towers.

Based on the planning performed to date the total construction cost is estimated to be \$2,300,000.

PROJECT NO: 19-P02

PROJECT LOCATION: Carson City, Nevada

PROJECT NAME: **Advance Planning: Renovation and Seismic Retrofit (Heroes Memorial Building & Annex)**

DEPARTMENT: Administration

AGENCY: Buildings and Grounds

BRIEF DESCRIPTION OF PROJECT SCOPE OF WORK:

This project will complete the programming and schematic design for seismic strengthening and a major remodel of the Heroes Memorial Building and Annex. This project will provide significant upgrades to the structure, building systems, and provide more effective use of available spaces. In addition, the Programming study will address planning options for the relocation of staff that will be displaced during the rehabilitation of the buildings. Heroes Memorial and the Annex are historic buildings, located on the Capitol Complex, and are part of the Attorney General's office building complex. Funding for the completion of the construction documents and construction would be requested in the 2021 legislative session.

Based on the planning performed to date the total construction cost is estimated to be \$11,000,000.

This Selection process will consider the firm's qualifications to continue with Full design through Construction Document's and construction administration even though it is not funded at this time. If the State later funds this activity and the state is satisfied with the services performed to date with the selected Design Professional, the state may contract with the selected firm to complete the project.

PROJECT NO: 19-P04

PROJECT LOCATION: Carson City, Nevada

PROJECT NAME: **Advance Planning: Replace Domestic Water and Sanitary Sewer (NNCC)**

DEPARTMENT: Department of Corrections

BRIEF DESCRIPTION OF PROJECT SCOPE OF WORK:

This project will provide design through construction documents for replacement of the domestic water and sanitary sewer system at the Northern Nevada Correctional Center (NNCC). The project scope includes a subsurface utility investigation, abandonment of existing sanitary sewer and domestic water utilities and replacement with new sanitary sewer and water utilities, replacement of the sanitary sewer headworks and installation of a lift station.

Based on the planning performed to date the total construction cost is estimated to be \$9,000,000.

This Selection process will consider the firm's qualifications to continue with construction administration even though it is not funded at this time. If the State later funds this activity and the state is satisfied with the services performed to date with the selected Design Professional, the state may contract with the selected firm to complete the project.

PROJECT NO: 19-P05

PROJECT LOCATION: Carson City, Nevada

PROJECT NAME: **Advance Planning: HVAC Renovation (Department of Motor Vehicles - Carson City)**

DEPARTMENT: Administration

AGENCY: Buildings and Grounds

BRIEF DESCRIPTION OF PROJECT SCOPE OF WORK:

This project will provide advance planning through construction documents for the replacement of the chilled and heating hot water central plant, chilled and heating hot water distribution piping, air handling units, terminal units, and computer room cooling units for the Department of Motor Vehicles buildings in Carson City.

The central plant equipment, air handling units, computer room cooling units are over 20 years old and are nearing the end of their useful life. The chiller equipment also contains R-22 refrigerant which will no longer be available in the United States starting January 1, 2020.

Based on the planning performed to date the total construction cost is estimated to be \$4,000,000.

This Selection process will consider the firm's qualifications to continue with construction administration even though it is not funded at this time. If the State later funds this activity and the state is satisfied with the services performed to date with the selected Design Professional, the state may contract with the selected firm to complete the project.

PROJECT NO: 19-P07

PROJECT LOCATION: Indian Springs, Nevada

PROJECT NAME: **Advance Planning: Central Plant Renovation (High Desert State Prison)**

DEPARTMENT: Corrections

BRIEF DESCRIPTION OF PROJECT SCOPE OF WORK:

This project will provide advance planning through construction documents for the replacement of the existing central plant heating and cooling equipment at the High Desert State Prison. This project will include replacing the existing chillers, boilers, cooling towers, plate heat exchangers, pumps, piping, and related controls. This is recommended as a planning project due to the relatively significant project scope and cost. The planning project will provide for a complete project design and development of a detailed cost estimate before requesting funding for construction.

The existing central plant equipment is approximately 18 years old and is nearing the end of its useful service life. The equipment replacement will increase the system efficiency, reliability, and provide operational cost savings.

Based on the planning performed to date the total construction cost is estimated to be \$5,500,000.

This Selection process will consider the firm's qualifications to continue with construction administration even though it is not funded at this time. If the State later funds this activity and the state is satisfied with the services performed to date with the selected Design Professional, the state may contract with the selected firm to complete the project.

PROJECT NO: 19-P08

PROJECT LOCATION: Elko, Nevada

PROJECT NAME: **Advance Planning: Heavy Equipment Shop & Renovation (Elko)**

DEPARTMENT: Conservation and Natural Resources

AGENCY: Forestry

BRIEF DESCRIPTION OF PROJECT SCOPE OF WORK:

This project will complete design through construction documents for a new heavy equipment repair and fabrication shop consisting of 6,000 sf including space for offices, restrooms, showers and support facilities with a 1,200 sf storage mezzanine. The building would be located north of the shop at the Nevada Division of Forestry compound situated on Nevada Youth Training Center property. In addition, construction documents will be completed for the remodel of an existing 4,600 sf shop building to include safety upgrades and convert the building into a storage facility for equipment that is currently stored outdoors and covered with tarps for weather protection.

Based on the planning performed to date the total construction cost is estimated to be \$3,000,000.

This Selection process will consider the firm's qualifications to continue with construction administration even though it is not funded at this time. If the State later funds this activity and the state is satisfied with the services performed to date with the selected Design Professional, the state may contract with the selected firm to complete the project.

PROJECT NO: 19-P70

PROJECT LOCATION: Elko, Nevada

PROJECT NAME: **Advance Planning: Welding Lab Expansion (Great Basin College)**

DEPARTMENT: Nevada System of Higher Education

BRIEF DESCRIPTION OF PROJECT SCOPE OF WORK:

This project will complete the programming through construction documents for the new 4,000 sf welding lab and the renovation of the existing 4,200 sf welding shop building at the Great Basin College (GBC) Elko campus. The expansion includes additional classrooms, welding stations, fabrication, and storage areas. Renovation of the existing building includes minor interior finish remodeling, roof replacement, improved electrical and lighting, essential welding station safety upgrades, replacement of all existing HVAC equipment and controls, and an upgraded welding fume exhaust system. The proposed building expansion will extend southwest into the adjacent lawn and landscaped areas, requiring underground utility relocation work.

Based on the planning performed to date the total construction cost is estimated to be \$3,000,000.

This Selection process will consider the firm's qualifications to continue with construction administration even though it is not funded at this time. If the State later funds this activity and the state is satisfied with the services performed to date with the selected Design Professional, the state may contract with the selected firm to complete the project.