

Request for Qualifications RFQ752-10-84779JB

November 2, 2009

Re: Request for Qualifications
3rd Party Code Review
UNT Football Stadium

The University of North Texas System seeks qualification statements from architect/ engineering firms interested in being considered for a third party Life Safety/American Disability Act (ADA) evaluation for the new football stadium at the University of North Texas Denton Campus.

The new football stadium is currently being designed for construction on the University of North Texas Denton campus. The stadium will be approximately 28,000 seats, and includes associated buildings and infrastructure. The architect designated for the building design is HKS Architects, Dallas, TX.

I. Scope

The scope includes preparation of a Life Safety/ADA Evaluation. The evaluation will include, but not limited to, an assessment (i.e., identifies, reference, review and discuss) of the safety related aspects of the following:

1. Compliance with Texas Accessibility Standards (TAS) and ADA
2. Exit capacity requirements identified in the applicable provisions of the *Life Safety Code*
3. Exit capacity calculation and an occupant load calculation
4. The number of occupants and actual capacity for each major exit feature
5. Identify recommendations for egress-related items of non-compliance with National Fire Protection Association (NFPA) 101
6. Fire hazards/smoke evacuation
7. Severe weather conditions
8. Civil or other disturbances
9. Hazardous materials incidents within and near the facility

II. Submission Requirements

The responses should address each of the following areas in the same order in which they are set forth below:

A. Firm Data

1. General Qualifications;
2. Name and Address(es) of each firm;
3. Firm profile, i.e.:
 - i. Age
 - ii. Type of firm (partnership, professional corporation, etc.)
 - iii. Firm history
 - iv. Firm size (professionals by discipline) current and one year ago
 - v. Areas of specialty/concentration

B. Description of the team:

1. Identification of the single point of contact for the team, to include name, phone number, and email address;
2. Identification of key firm personnel to be assigned to the project;
3. Organizational chart illustrating reporting lines and names and titles for key participants proposed by the firm and each of its consultants;
4. Resumes for each individual on the team and identification of that person's roll in this project. List any education, and registrations that may be relevant to this project.

III. Relevant Experience and Capabilities

- A. Relevant experience and capabilities will be judged through a review of both completed and ongoing projects; however, greater consideration will be given to completed projects. The key areas of interest for which project data and photographs should be submitted should be projects including those facilities described in this RFQ above.
- B. Provide detailed data for no more than five (5) projects on which the firm and/or team members have been involved in providing services and which best illustrated current experience. For each project, please provide the following information:
1. Project name and location
 2. Brief project description including:
 - i. Size and scope;
 - ii. Firm's role in project;
 - iii. Key firm strengths exhibits by project and relevant to the project.
 3. Owner's name, address, contact person, and telephone number
 4. Identification of proposed personnel involved in the submitted project along with explanations of their role in previous project(s)
 5. Schedule Data (any unusual events or occurrences that affected the schedule should be explained)
- C. Briefly describe up to five (5) other projects which further illustrates experience and capabilities relevant to this proposed project.
- D. Approach:
1. State briefly what you believe to be the most pertinent considerations and challenges that must be addressed in the performance of a project of this type.
 2. State why you believe your team to be qualified to skillfully address the issues that you feel will be relevant to this project.

3. Explain the review process as it relates to a collaborative environment with the architecture design firm and the owner.

IV. Historical Underutilized Businesses

It is the policy of the University of North Texas System to promote and encourage contracting and subcontracting opportunities for HUB in all contracts. A HUB Subcontracting Plan will not be required with this submittal.

V. Selection Procedure/ Description of Process

The selection procedure starts after the Request For Qualifications is posted on the Electronic State Business Daily on the date listed in Section VI. Following this stage the selection process is as follow:

- A. Qualifications are due on or before 2:00 P.M., on the date and time listed in Section VI. Responses must be limited to no more than 15 pages. Covers, table of contents and divider tabs will not count as pages provided no additional information is included on those pages. All documents should be printed and submitted on 8½" X 11" page size. Proposals received that are late or exceed the number of pages listed above will not be accepted. Provide six (6) copies of your submittal, (1) copy loose and (1) copy bound, and four (4) individual copies on separate CD's in a single .pdf file to:

Jason Bodine
University of North Texas
University Services Building
2310 N I-35
Denton, TX 76205

- B. No more than five (5) firms may be selected for interviews. These firms will be notified on or before the date listed in Section VI.
- C. Interviews, if necessary, are expected to be conducted on or about the date listed in Section VI.
- D. The top-rated firm will be notified on or about the date listed in Section VI.
- E. The University expects to reach a contractual agreement with the top-rated firm within two weeks of the notification and will expect work to begin immediately thereafter. All documents related to this Project shall be and become the property of the University.
- F. The University reserves the right to reject any or all qualifications at any point during this selection process.

VI. Selection Schedule Summary:

The schedule for selection is as follows:

RFP posted on the Electronic Texas Marketplace	11/02/09
Qualifications Received	11/17/09
Review Qualifications	11/23/09
Notify Firms of Short List and Interview Dates	11/23/09
Interview of Firms	12/01/09
Approve Contract/ Notice to Proceed	12/11/09

VII. Evaluation Criteria:

Firms will be ranked and selected on the basis of quality using the following criteria:

- A. Relevant successful code/ADA analysis experience will be evaluated on the basis of experience of those individuals named to the project teams. Demonstrated successful code review and required reporting experience for other projects of similar character to the football stadium will be given higher consideration;
- B. Quality of past projects including the effectiveness of the resulting analysis and project results will be critical in the evaluation;
- C. Current capabilities will be evaluated on the basis of the experience and capacity (current workload and availability) of the individuals assigned to your team;
- D. Quality and Responsiveness of the Submittal.

VIII. Questions:

Please address your questions concerning this RFQ to:

Jason Bodine
Contract Specialist
University of North Texas
Phone: 940-565-3200, Fax: 940-369-7852
E-Mail: jason.bodine@unt.edu

Do not contact any other individuals from the University or UNTS. This may result in disqualification.