

**STATE OF COLORADO
OFFICE OF THE STATE ARCHITECT
STATE BUILDINGS PROGRAMS**



**REQUEST FOR PROPOSALS
FOR AN
INTEGRATED PROJECT DELIVERY METHOD
UTILIZING
DESIGN/BUILD SERVICES**

FOR THE

Department of Military & Veterans Affairs

FOR THE

**Colorado Army National Guard
Statewide Security Lighting Upgrades
Project Number: F12J33**

DATE DUE: 28 August 2012

TIME: 2:00 PM

**REQUEST FOR PROPOSALS FOR AN
INTEGRATED PROJECT DELIVERY METHOD UTILIZING
DESIGN/BUILD SERVICES**

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**REQUEST FOR PROPOSALS
Design/Build Services (D/B)
State of Colorado
Department of Military & Veterans Affairs
Notice Number:**

Notice Status:

Notice Revisions:

Project No: **F12J33**

Project Title: **Statewide Security Lighting Upgrades**

Estimated Construction Cost: **\$250,000.00**

***ARRA Funding?: NO**

Settlement Notices

For all projects with a total dollar value above \$50,000 Notice of Final Settlement is required by C.R.S. 38-26-107.

Final Settlement, if required, will be advertised via: Electronic Media

Project Description

The State of Colorado, Department of Military & Veterans Affairs (DMVA), is soliciting this Request for Proposals (RFP) from qualified and experienced Design/Build Firms to provide services for designing and constructing security lighting upgrades for four (4) Colorado Army National Guard Facilities located throughout the State.

A. Project Locations/Bidding: The [locations](#) that are being considered for upgrades are listed below. A complete design shall be required for all locations awarded. Additive Alternates shall be accepted in order of priority subject to availability of funds: (Click on location link for a vicinity map)

PRIORITY	LOCATION	FACILITY TYPE	BID ITEM
1	Longmont	Readiness Center	BASE BID
2	Watkins	Readiness Center/FMS 7	BASE BID
3	Fort Collins	Readiness Center	BASE BID
4	Grand Junction	Readiness Center	ALTERNATE 1

Scope of Services

The intent of the project is to upgrade the selected facilities security lighting in order to correct deficiencies and/or meet current required security lighting regulations and standards as follows:

- A.** Provision of design and construction of security lighting for facilities that do not currently have security lighting in the Motor Pool areas. All new lighting fixtures shall be LED lighting provided by pre-qualified manufacturers that meet the requirements specified in this RFP. Photo cells shall be required for each pole light, and an astronomical time clock shall be required at each location.
- B.** Upgrade of existing security lighting may be required in order to meet current standards and regulations. All facilities either have or are planned to be upgraded with CCTV. CCTV requires that a Minimum of Two (2) foot Candles be provided in monitored areas. Due to this and other considerations the minimum foot candles for all locations shall be two (2) foot Candles.

- C. Retrofit of existing security lighting fixtures to LED may be a more cost effective option if it reduces the quantity of poles that are required. This should be considered.
- D. Provision for two levels of lighting for energy efficiency is required.
 - 1. Refer to "Appendix E" of this RFP for Aesthetic Guidelines and Construction Standards.
 - 2. Refer to "Appendix D" of this RFP for Project Concept, Program and Specifications.

Minimum Requirements

Notice is hereby given to all interested parties that all teams will be required to meet all minimum qualifications to be considered for this project. To be considered as qualified, interested teams shall have, as a minimum:

1. Provided Design/Build Contracting services within the last three (3) years for at least two (2) projects each in excess of **\$250,000.00** (hard costs), utilizing the expertise present in their Colorado Office; and
2. Demonstrated specific Design/Build Contracting experience in projects of similar scope and complexity; and
3. Demonstrated bonding capability up to **\$250,000.00** for an individual project coincidentally with current and anticipated workloads; provide letter from surety that affirms this capacity.
4. Lighting Manufacturer must have at least 5 years demonstrated experience designing, installing and commissioning Security Lighting Systems.
5. Lighting Manufacturer must have successfully completed the design and installation of at least three Security Lighting Systems of similar size and complexity.
6. Design Build Entity must be able to provide design documents bearing the seal of a registered Colorado Professional Engineer for the lighting system electrical work, the structural design for the light pole assemblies and for the design of all foundations.
7. Installer should have recently completed at least one successful Security Lighting Project of similar scope and complexity.
8. The Design Build firm shall be responsible for compliance with all requirements as described in the Design/Build Agreement SC-8.0 and in accordance with the General Conditions SC-8.1.

Teams meeting the minimum requirements may obtain the RFP documents by contacting
The RFP is available at www.gssa.state.co.us/CDNotices

Other Information

Preference shall be given to Colorado resident bidders and for Colorado labor, as provided by law.

Pre-Submittal Meeting

A mandatory Pre-Submittal Meeting will be held: **Wednesday 01 August 2012 at the Watkins Armory, 5049 Front Range Parkway, Watkins, Colorado 80137.**

NOTE: Immediately after the conference, the Project Manager will be visiting Longmont from **1:00-2:00**, Fort Collins from **3:00-4:00**, and Grand Junction will be open for viewing on **Thursday 02 August 2012** from **10:00-12:00**. It is not mandatory to attend these locations, but the Design Build entity shall understand that they are responsible to verify existing conditions at all locations.

Comments: **Pre-submittal meeting will begin at 9:00 AM.**

Submittals Due

Date & Time: **28 August 2012 at 2:00 PM**

Address: **Department of Military and Veterans Affairs
Purchasing and Contracts Office
Attn: Janet Jones
6848 South Revere Parkway, 2 Story, Suite 153
Centennial, Colorado 80112-6709**

Comments: **Late submittals will be rejected without consideration. The Department of Military and Veterans Affairs and the State of Colorado assume no responsibility for costs related to the preparation of submittals.**
NOTE: This is a secure facility. Allow at least 30 minutes extra time when dropping off submittals.

Point of Contact

Name: **Janet Jones**
Agency: **DMVA**
Phone: **720-250-1541**
Fax: **720-250-1549**
Email: janet.jones@dmva.state.co.us

This Notice is also available on the web at www.colorado.gov/dpa/dfp/sbrep

Media of Publication(s):

Publication Dates:

Note to Editor:

Transmit two (2) copies of the Affidavit of Publication, and invoice to:

Account # _____

Attention:

**REQUEST FOR PROPOSALS FOR AN
INTEGRATED PROJECT DELIVERY METHOD UTILIZING
DESIGN/BUILD SERVICES
DEPARTMENT OF MILITARY & VETERANS AFFAIRS**

I. GENERAL INFORMATION

A. INTRODUCTION/DESCRIPTION OF PROJECT

The State of Colorado, Department of Military & Veterans Affairs (DMVA), is soliciting this Request for Proposals (RFP) from qualified and experienced Design/Build Firms to provide services for designing and constructing security lighting upgrades for four (4) Colorado Army National Guard Facilities located throughout the State. The programmed budget for this project is currently **approximately \$250,000.00 dollars**. It is imperative that the “**Shortlisted**” Design Build Entities take in to consideration that sixty percent (60%) of the overall score is based on cost. A complete breakout of all design costs for all locations, including wage rates and reimbursable expenses is required. A complete breakout of all construction costs is required including wage rates for each team member. (See section III Step II item C, 2.) Team members of the selected DB entity shall not be changed without written consent from DMVA in accordance with the Design/Build contract. Construction costs shall be broken out by location. A fixed limit of construction cost shall be determined prior to issuing the Design/Build contract.

The Design Build Entity must be able to provide design documents bearing the seal of a registered Colorado Professional Engineer for the lighting system electrical work, the structural design for the light pole assemblies, the design of all foundations/pole bases, and any required coring, boring, trenching, and patching of ACC and PCC surfaces. All work shall be inspected by the Professional Engineer that seals the drawings. The Design Build firm, and the Professional Engineer shall be responsible for compliance with all requirements as described in the Design/Build Agreement SC-8.0 and in accordance with the General Conditions SC-8.1. The Design Build Entity and any sub-consultants shall thoroughly review, understand and accept the requirements of SC-8.0 and SC-8.1 provided in Appendix B of this RFP prior to providing proposals. It is the Design Build contractor's responsibility to verify **ALL** existing conditions prior to bidding on this project. By execution of the Design/Build Agreement the Design/Build Entity represents that the Design/Build Entity has visited the site, has become familiar with local conditions and local requirements under which the Work is to be performed, including the building code programs of the State Buildings Program as implemented by the Principal Representative, and has correlated personal observations with the requirements of the Contract Documents.

While it is believed that the project requirements set forth in this RFP are in a logical sequence and include all elements essential for a comprehensive project evaluation, those submitting proposals are advised to include any subject or procedure they believe may have been overlooked. They may also note required items they believe to be excessive or extraneous. The cost of such items to be added or deleted should be separately noted in the proposal. Similarly, any additional costs that must be expended to make the project complete shall be identified and listed separately in the technical proposal.

The State of Colorado Department of Military & Veterans Affairs intends to select a Design/Build Entity who will design, manage and construct the project as described within. The process to be used in the selection of the firm is comprised of two steps:

STEP I is the Submittal of Prequalification as described in Section II.

STEP II is the Oral Interview/Cost Proposal as described in detail in Section III.

A Jury Panel of individuals who will be involved in the project and/or understand the required services associated with Design/Build Contracting will evaluate responses to this RFP for both STEPS.

Upon completion of the evaluation of the Submittals of Prequalification, a limited number of teams will be invited to the oral interviews.

Sealed cost proposals will be required only from those teams who are interviewed and are to be submitted as indicated in this RFP. Both qualifications and cost will be considered in the final ranking of teams with qualifications given 40% of the value of the weighted criteria and costs in the sealed Cost Proposal given 60%.

Selection and award of this project will be based on a combination of qualifications and costs that represents the best overall value to the State.

B. MINIMUM QUALIFICATIONS

As indicated in the advertisements, Notice is hereby given to all interested parties that all teams will be required to meet minimum requirements to be considered for these projects. To be considered as qualified, interested teams shall have, as a minimum:

1. Provided Design/Build Contracting services within the last three (3) years for at least two (2) projects each in excess of **\$250,000.00** (hard costs), utilizing the expertise present in their Colorado Office; and
2. Demonstrated specific Design/Build experience in projects of similar scope and complexity; and
3. Demonstrated bonding capability up to **\$250,000.00** for an individual project coincidentally with current and anticipated workloads; provide letter from surety that affirms this capability.
4. Design Build Entity and/or Lighting Manufacturer sub consultant must have at least 5 years demonstrated experience designing, installing and commissioning Security Lighting Systems.
5. Design Build Entity and/or Lighting Manufacturer sub consultant must have successfully completed the design and installation of at least three Security Lighting Systems of similar size and complexity.
6. Design Build Entity must be able to provide design documents bearing the seal of a registered Colorado Professional Engineer for the lighting system electrical work, the structural design for the light pole assemblies and for the design of all foundations.

7. Installer should have recently completed at least one successful Security Lighting Project of similar scope and complexity.
8. The Design Build firm shall be responsible for compliance with all requirements as described in the Design/Build Agreement SC-8.0 and in accordance with the General Conditions SC-8.1.

C. SCOPE OF SERVICES

The scope of services will include assistance to the State during the process of design, construction, and warranty period. Specific tasks to be performed by the Design/Build Contractor (D/B) include those generally performed by the D/B construction community where the Designer is also the Contractor.

II. PREQUALIFICATION SUBMITTALS (STEP I)

A. SCHEDULE

1. The schedule of events for the 2012 RFP process and an outline of the schedule for the balance of the project is as follows:

Advertisement	25 July 2012
RFP Document Release	25 July 2012
Mandatory Pre-submittal Conference and Tour	01- 02 August 2012
Date Email Questions (Clarifications) Due	08 August 2012
Date Email Responses Issued	10 August 2012
Submittals (Prequalification: Step I) Due	28 August 2012
Interview Short List Announced	30 August 2012
Sealed Proposal (Evaluation and Award: Step II) Due	05 Sept. 2012
Oral Interviews	05 Sept. 2012
Selection Announced	07 Sept. 2012
Negotiation of D/B Contract	12 Sept. 2012
Contract Approval (projected)	21 Sept. 2012
Anticipated Design Start	25 Sept. 2012
Anticipated Construction Start/Finish	Nov 2012/July 2013

2. Four (4) hard copies of the Prequalification submittals are due **28 August 2012** and shall be received no later than **2:00 PM (MD/ST)**, at the following address:

**Department of Military and Veterans Affairs
Purchasing and Contracts Office
Attn: Janet Jones
6848 South Revere Parkway, 2 Story, Suite 153
Centennial, Colorado 80112-6709**

NOTE: This is a secure facility. Allow at least 30 minutes extra time when dropping off submittals.

3. The above schedule is tentative. Responding teams shall be notified of revisions in a timely manner by email. Respondents may elect to verify times and dates by email, but no earlier than 36 hours before the schedule date and time.

B. MANDATORY PRE-SUBMITTAL CONFERENCE

1. To ensure sufficient information is available to teams preparing submittals, a mandatory pre-submittal conference has been scheduled. The intent of this conference is to tour the site and to have the **Department of Military & Veterans Affairs** staff able to discuss the project. Teams preparing submittals must attend and sign-in in order to have their submittals accepted. The pre-submittal conference will be held at:

**Watkins Armory
5049 Front Range Parkway
Watkins, Colorado 80137
Wednesday 01 August 2012 at 9:00AM – 11:00AM**

NOTE: Immediately after the conference, the Project Manager will be visiting Longmont from **1:00-2:00**, Fort Collins from **3:00-4:00**, and Grand Junction will be open for viewing on **Thursday 02 August 2012** from **10:00-12:00**. It is not mandatory to attend these locations, but the Design Build entity shall understand that they are responsible to verify existing conditions at all locations.

C. CLARIFICATIONS

1. Owner initiated changes to this RFP will be issued under numerically sequenced email addenda. Addenda generally consist of the following items:
 - a. Clarifications
 - b. Scope Changes
 - c. Time and/or Date Changes

Respondents must acknowledge all issued addenda in their submittal and proposal.

2. Respondent initiated requests for clarification will be received any time prior to **08 August at 2:00 PM**. Submit questions to Darrel.hart1@us.army.mil All State responses will be issued by email addenda on or before **10 August at 2:00 PM**

D. GENERAL INFORMATION

1. All respondents accept the conditions of this RFP, including, but not limited to, the following:
 - a. All submittals shall become the property of the State of Colorado and will not be returned.
 - b. Late submittals shall not be evaluated. Facsimile submittals shall not be accepted.
 - c. Any restriction as to the use of submitted materials must be clearly indicated as proprietary. The requested limitation or prohibition of use or release shall be

identified in writing on a cover sheet. Blanket claims of proprietary submittals will not be honored. Cost proposals will be considered proprietary.

- d. The State reserves the right to reject any or all proposals on the basis of being unresponsive to this RFP or for failure to disclose requested information.
 - e. The State shall not be liable for any costs incurred by respondents in the preparation of submittals and proposals nor in costs related to any element of the selection and contract negotiation process.
 - f. The respondent has reviewed Appendix B and by responding has agreed that the terms and conditions of the sample Design/Build Agreement are expressly workable without reservation.
 - g. The respondent has reviewed Appendix D and by responding acknowledges the project concept, program and specifications as the initial basis of design.
 - h. The respondent has reviewed Appendix E and by responding acknowledges the standards for construction as basic standards for design, and the aesthetic guidelines as basic guidelines for design.
2. Appendix F is the estimated budget for the project. The distribution of contract costs is permitted to differ in the Cost Proposal.

E. PREQUALIFICATION SUBMITTALS (STEP I)

1. Respondent must comply with the following items, a through f. The State retains the right to waive any minor irregularity or requirement should it be judged to be in the best interest of the State. **(Note that the primary focus of the Prequalification evaluation will be the team' capabilities and project approach).**
- a. Submit four (4) complete copies of all material.
 - b. Submittals shall be formatted and tabbed in the exact form and numeric sequence of the Evaluation Form (1 through 5) in Appendix A. A two sided single page cover letter addressed to the **Department of Military and Veterans Affairs, Attn: Janet Jones** outlining the team qualifications is required at the front of the submittal.
 - c. Submittals shall be evaluated in accordance with criteria as indicated in SECTION IV. A. PREQUALIFICATION SUBMITTAL CRITERIA and ranked on the corresponding Evaluation Form in Appendix A.
 - d. Response to all items shall be complete.
 - e. All references shall be current and relevant.
 - f. Complete and execute the appropriate Acknowledgment and Attestation Form as provided in Section VI and submit at the back of the Prequalification Submittal.

III. ORAL INTERVIEWS/COST PROPOSALS (STEP II)

A. SHORT LIST

From the submittals received, a short list of qualified respondents shall be identified using the scoring indicated on the enclosed Prequalification Evaluation Form, Appendix A.

Teams failing to meet the minimum required qualifications will not receive further consideration.

B. ORAL INTERVIEW

1. Mandatory oral interviews shall be conducted for the short listed team only. Interview times and location, will be arranged by the **Department of Military & Veterans Affairs** and all short listed teams will be notified in advance. At the option of the State, a visit to the short listed team managing home office and/or representative field office may be required. **(Note that the primary focus of the Oral Interview evaluation in addition to the Cost Proposal will be the proposed Project Management Team members' capabilities and project approach.)**

C. COST PROPOSALS

1. Only those teams short listed for interview are required to submit their sealed proposals. Cost Proposals are due on the scheduled submission date prior to the start of oral interviews. Only one sealed copy is required. Cost Proposals will remain sealed until after the qualitative scoring and will then be opened. **The cost amount will then be considered (60 percent) in conjunction with the qualitative score from the response and interview (40 percent).**
 - a. **Submit sealed cost proposal separately. Do not include cost proposal data in the qualifications submittal or the oral interview presentation and handout.** Also, do not enclose qualification in sealed cost proposal.
2. Cost Proposals shall be submitted on the form provided in Section VII, without modification. A Cost Proposal shall be **accompanied with sufficient detail** to clearly identify the cost for design and management services construction and general conditions. Percentage of the cost of work is not an acceptable value. The Cost Proposal should be prepared independently in accordance with the following:
 - a. Any specific services requested in the RFP and its appendices that are not included should be clearly identified. Exclusion of any required service may result in the proposal being found non-responsive.
 - 1) Appendices D and E of this RFP include the project concept, program and specifications; and aesthetic guidelines and construction standards.
 - b. Provide a D/B staff schedule with staff by name, position and man-hours (assume 8 hour days) per month estimated on the project.
 - c. The State reserves the right to reject any Cost Proposal not prepared in the above manner. Proposals that exceed the available funds may be rejected outright but the

State reserves the right to negotiate a reasonable cost for service within the available funds. The D/B contract will be a bonded lump sum contract to encompass all design, management and construction work; some allowances may be included.

3. This Cost Proposal is a binding offer to perform the services associated with the Scope of Services described in this RFP. The State, however, reserves the right to negotiate a cost adjustment based on scope clarification subsequent to selection and prior to contract execution. **Cost Proposals shall be valid through 30 September 2012, at a minimum.**

D. METHOD OF SELECTION AND AWARD

The Jury Panel shall complete a combined evaluation of qualifications and Cost Proposal in accordance with the criteria as indicated in SECTION IV, B. ORAL INTERVIEWS/COST PROPOSALS/EVALUATION CRITERIA. Numerical ranking and selection of the most qualified firm (**including cost**) will then occur on the corresponding evaluation forms in Appendix A1.

The final cost amount and scope of services may be negotiated at the State's discretion. Award and contract will be contingent on deliverability of key proposed D/B Staff.

Requests for debriefing of the selection results is not permitted until after Contract Award

IV. EVALUATION CRITERIA

A. PREQUALIFICATION SUBMITTAL CRITERIA

(Note that the primary focus of the Prequalification evaluation will be the Teams capabilities).

1. QUALIFICATIONS OF THE TEAM

- ☐ Provide a description of the composition and management structure of your team. Identify the firm's roles and responsibilities and relevant experience with projects of similar scope and complexity and similar fast track project delivery methods. Describe how the team's experience will relate to the success of this project.
- ☐ Provide a description and separate graphic organizational chart complete with working titles identifying the lines of authority, responsibility and coordination.
- ☐ Provide a detailed description of the process of how your team selects qualified sub-contractors and manages them effectively on complex multi-phased projects.
- ☐ Provide a detailed description of how your team will maximize the Colorado construction work force on this project.
- ☐ Provide your team's safety record over the last ten years and describe your teams' efforts to retain and support employees.

2. QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS

- ☐ Describe the qualifications and relevant experience of the lead design architect/engineer and superintendent including demonstrated experience working on projects of similar scope and complexity and time commitment for this project.

- ☐ Describe the qualifications and relevant experience of other key in-house staff and time commitments for this project.
- ☐ Identify all current office locations of the assigned staff and any other resident expertise intended to be provided under this RFP.

3. PROJECT MANAGEMENT APPROACH

- ☐ Provide a strategic project approach summary: Include discussion of your team's approach in providing successful Design/Build services based on prior experience in cost, schedule and quality effectiveness. Include specific examples (1-2 page excerpts) of actual products (estimates, progress reports, schedules, constructibility reviews, value engineering studies, forms, general conditions budgets, organizational structures, etc.).
- ☐ Provide a description of design and construction work Project Management Team has capability to self-perform, including qualifications to do such.

4. PRIOR PROJECT EXPERIENCE/SUCCESS

Select your three (3) most relevant projects and provide, at a minimum, the following:

- ☐ The project/contract name
- ☐ Description of services provided
- ☐ Overall design/construction cost of project, as applicable, including initial contract value and change orders including reasons for change orders
- ☐ Organizational structure of service delivery under the contract (include the owner's organization as it interfaced with the respondent's contract)
- ☐ Key assigned in-house staff (name and title)
- ☐ Subcontracts (service) used in the performance of the contract
- ☐ Schedule history
- ☐ Reference(s) for Owner as described in IV.A.3
- ☐ Continuing services, if any

a. Timeliness

In general, Design/Build Contracting work is seen as successful if it is on time, on budget, and of acceptable quality. Timeliness is generally based on completion by the originally published date and is indicated by a Certificate of Occupancy. Please demonstrate for each of the above projects how timely delivery occurred.

b. Budget Considerations

Similar to timeliness, being on budget historically means the work was completed within the originally identified available budget. For purposes of this RFP, the State is interested not only in being within budget but also in the respondent's ability to address and implement the following issues as well:

1. Conceptual estimating
2. Value analysis
3. Alternate solutions
4. Scope reduction that maintains project function
5. Cost/benefit analysis

Demonstrate for the above projects examples of how you accomplished the above cost control services.

c. Quality

Design quality has traditional connotations (coherent, integrated, efficient, flexible, aesthetic, etc.). Construction quality has the obvious traditional connotations (workmanlike, in compliance with the specifications, normal standard of care, etc.). Demonstrate for the above project examples how a high quality of workmanship was achieved.

d. Services Disruption

Demonstrate how your services on the above project examples dealt with issues of disruption at existing facilities, etc.

e. Project Acceptability

Please discuss how your Design/Build Contracting services helped achieve owner satisfaction with regard to project quality and acceptability on your project examples.

f. Compliance

Provide information on how compliance with industry standards of care, building codes, etc. was achieved.

5. MISCELLANEOUS CONSIDERATIONS

a. Claims/Litigation History of Firm

Provide information on any past, current or anticipated claims (i.e., knowledge of pending claims) on respondent contracts; explain the litigation, the issue, and its outcome or anticipated outcome.

b. Apprenticeship Training Program (Optional for Step I Prequalification)

Where an Apprentice Training Program certified by the Office of Apprenticeship located in the Employment and Training Administration in the United States Department of Labor exists in the State, or a comparable program for the training of apprentices is available in the State:

1. Each submitter shall demonstrate access to the certified program or a comparable alternative (Note that it is the responsibility of the submitter to demonstrate the comparability of a non-certified program) and,
2. Each submitter's subcontractor at any tier with a contract value of two hundred fifty thousand dollars or more (\$250,000) shall demonstrate access to the certified program or a comparable alternative.

c. Other

This category is included for other items provided by the respondent. Inclusions may include standard firm promotional literature, testimonials, awards, corporate memberships in professional organizations or sponsorships, additional project/contract histories, etc.

B. ORAL INTERVIEWS/COST PROPOSALS EVALUATION CRITERIA

(Note that the primary focus of the Oral Interview evaluation in addition to the Cost Proposal will be the proposed project Management Team Members' capabilities and project approach).

1. QUALIFICATIONS OF THE TEAM

- ☐ Explain the composition and structure of your project management team and how the firm will support their efforts in the field throughout this project.
- ☐ Are the lines of authority, responsibility and coordination clearly identified?

2. QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS

- ☐ Explain the prior experience with projects of similar scope and complexity and similar fast track project delivery methods of the lead architect/engineer and superintendent and all other project management team members. Explain their roles and responsibilities and authority and why they are the right team members for this project.
- ☐ Explain anticipated project management team staff current and projected workload.
- ☐ Identify all current office locations and the resident expertise intended to be provided under this RFP. Identify the location of the staff for the performance of this contract, their expertise, and generic equipment that will be located in Colorado and act in support of the anticipated contract.

3. PROJECT MANAGEMENT APPROACH

- ☐ Explain the strategic project approach for this project in summary: Include discussion of your team's approach in providing successful D/B services based on the needs of this specific project utilizing the team's prior past experience including cost, schedule, and quality control.
- ☐ Explain the design and construction work the project management team has the capability to self-perform including qualifications to do such work.
- ☐ Provide a detailed description of how your project management team selects qualified sub-contractors and manage them effectively on this project.

4. PRIOR PROJECT EXPERIENCE/SUCCESS

- ☐ Explain the most relevant projects the lead architect/engineer, superintendent and the team members have completed together and/or separately and what their role was. The **Department of Military & Veterans Affairs** may at its discretion contact references and/or conduct independent performance analysis on projects on which the team member has worked).

- ☐ Provide descriptions of other related experience of lead design architect/engineer and superintendent and other project management team members.

5. MISCELLANEOUS CONSIDERATIONS

a. Craft Labor Capabilities

Describe the availability of resources that will be utilized to successfully complete the project.

b. Apprenticeship Training Program (Mandatory for Step II)

Describe access to federal or state-approved apprenticeship programs, as available.

c. Other

This category is included for other items provided by the presenter. Inclusions may include testimonials, awards, corporate memberships in professional organizations or sponsorships, additional project/contract histories, etc, intended to demonstrate why this management team is uniquely qualified for this project.

V. D/B CONTRACT INFORMATION

- A.** Carefully review the D/B Agreement sample (Appendix B) before initiating your response submittal. Any exceptions to the contract must be communicated formally in accordance with the written questions schedule in II.A.
 - 1. Appendix C of this RFP is the Certification and Affidavit Regarding Illegal Immigrants, a mandatory portion of the contract agreement.
 - 2. Appendix D of this RFP includes the project concept, program and specifications that apply to this project and are incorporated by reference into the contract agreement as required initial design criteria. Deviation from the project concept, program and specifications must be justified in writing and approved by the **Department of Military & Veterans Affairs** Representative before incorporation into the project.
 - 3. Appendix E of this RFP includes **mandatory** construction standards and aesthetic guidelines that are incorporated by reference into the contract agreement. Deviation from the **Department of Military & Veterans Affairs** standards must be justified in writing and approved by the **Department of Military & Veterans Affairs** Representative before incorporation into the project. The design of building and site is required to respond to the aesthetic guidelines. Formal presentation of the proposed design to a review committee for approval may be required.
- B.** The State reserves the right to make non-material changes to the appended model agreement, including additions and /or modifications that may be necessary to more completely describe the services defined or implied herein.
- C.** Any and all products, systems, methods, and procedures developed, as a result of this agreement shall remain the exclusive property of the State.

VI. ACKNOWLEDGEMENT AND ATTESTATION FORM

- A.** Several versions of the Acknowledgment and Attestation Form follow this section. Proper completion of the appropriate form is a **mandatory** requirement for a respondent to be considered responsive to this RFP Prequalification Submittal.
- B.** Qualifications made by a respondent in executing this form may render a submittal non-responsive as determined by the State.

VII. COST PROPOSAL FORM

- A.** Immediately following the Acknowledgment and Attestation Form is a Cost Proposal Form to be utilized to summarize the cost proposal for the services. Only those teams short-listed will be required to submit cost proposals as directed by the **Department of Military and Veterans Affairs**.
- B.** This RFP document, its appendices, and any written addenda issued prior to the submittal of cost proposals, and written clarifications prior to the interview shall serve as the only basis for cost proposals.
- C.** The respondent, by submitting this proposal, does hereby accept that minor changes by the State to the exhibited contract and its exhibits, which do not adversely affect the respondent, shall not be cause for withdrawal or modification of the amounts submitted herein. Exceptions to the RFP documents and/or modification of the proposal may render the proposal non-responsive.
- D.** Upon due consideration and review of this document along with its appendices, written addenda, and written clarifications prior to the interview, the respondent does hereby submit the following proposal for Design/Build Contracting services, consistent with the schedules provided in the Statement of Work. Respondents are hereby advised that it is the State's desire to accelerate design and construction schedules where reasonably possible, without adverse cost impact.
- E.** Respondent should complete the Cost Proposal Form by filling in all blanks on the form that follows.
- F.** Appendix F is the estimated budget for the project. The distribution of contract costs is permitted to differ in the Cost Proposal.

**ACKNOWLEDGEMENT AND ATTESTATION FORM
(Partnership Format)**

Date: _____

Page 1 of 1

By responding to this RFP, the respondent(s) certify that he/she has reviewed the Design/Build sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and finds them expressly workable without change or modification.

We certify and declare that the foregoing is true and correct.

Subscribed on _____ at _____
Date City

_____, State of _____
County State

1) _____
Partner Signature

Typed Name: _____

2) _____
Partner Signature

Typed Name: _____

Notary: _____ Date _____

Commission Expires: _____

Note: Add additional signature if there are more than two partners.

**ACKNOWLEDGEMENT AND ATTESTATION FORM
(Joint Venture Format)**

Date: _____

Page 1 of 1

By responding to this RFP, the respondent(s) certify that he/she has reviewed the Construction Manager/General Contractor sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and finds them expressly workable without change or modification.

We certify and declare that the foregoing is true and correct.

Subscribed on _____ at _____,
Date City

_____, State of _____.
County State

1) _____
Venture Partner

Binding Signature Date

Type of Business

Typed Name: _____
Title: _____

Witness Date

Typed Name: _____

2) _____
Venture Partner

Binding Signature Date

Type of Business

Typed Name: _____
Title: _____

Witness Date

Typed Name: _____

Note:

1. Add additional venture partners as necessary.
2. Witnesses of venture partners shall be corporate secretary for corporations, partners for partnerships, and notaries for sole proprietorships.
3. Attach venture agreement
4. Type of business shall identify the venture partner as a corporation, venture, partnership, sole proprietorship, or other legal entity.

ACKNOWLEDGEMENT AND ATTESTATION FORM (CORPORATE FORMAT)

Date: _____

Page 1 of 1

By responding to this RFP, the respondent(s) certify that he/she has reviewed the Design/Build sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and finds them expressly workable without change or modification.

We certify and declare that the foregoing is true and correct.

Subscribed on _____ at _____,
Date City

_____, State of _____.
County _____ State _____

Corporate Officer Signature

Date _____

Secretary

Date _____

Note: Use full corporate name and attach corporate seal here.

(SEAL)

Date: _____

Page 1 of 1

We certify and declare that the foregoing is true and correct.

_____, State of _____.

County _____ State _____

Typed Name: _____

Commission Expires: _____

**COST PROPOSAL FORM
DESIGN/BUILD SERVICES**

Date: _____

Page 1 of 1

Project Title: **Statewide Security Lighting Upgrades**

1. _____	D/B General Conditions (lump sum\$
2.Design Cost	\$ _____
3.Site & Utilities Cost	\$ _____
4. _____	
5.Lighting System Cost	\$ _____
6. _____	
7.5.Owner Allowance	\$ _____
8. _____	
9.6.Electrical Cost	\$ _____

Total Design/Build Cost \$ _____

Please provide a **detailed breakdown** to adequately describe the D/B staff provided, term of their services, and associated costs so as to demonstrate as complete an understanding as possible of the services provided.

The cost shall include preconstruction services, construction costs, general conditions, profit, overhead, home office staff, home office expenses, accounting and/or legal fees, insurance and any other costs or expenses.

Acknowledge receipt of Addendum Nos. _____

Applicant or Corporate Officer Signature

Title

APPENDIX A

STATE BUILDINGS PROGRAMS PREQUALIFICATION SUBMITTAL/EVALUATION FORM DESIGN/BUILD SERVICES

Name of Team: _____
Name of Project: _____
Evaluator No: _____ Date: _____

RFP REFERENCE

MINIMUM REQUIREMENTS Y ____ N ____

If the minimum requirements (including letter from surety) have not been met, specify the reason(s):

Acknowledgement and Attestation included: Y ____ N ____

SCORE

Weight¹ x Rating² = Score

1. QUALIFICATIONS OF THE TEAM

☐ Qualifications of the team	_____	x	_____	=	_____
☐ Organizational structure/lines of authority	_____	x	_____	=	_____
☐ Subcontractor selection and management	_____	x	_____	=	_____
☐ Colorado workforce	_____	x	_____	=	_____
☐ Safety/Employee support	_____	x	_____	=	_____

2. QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS

☐ Qualifications and relevant experience of superintendent	_____	x	_____	=	_____
☐ Qualifications and relevant experience of in-house staff	_____	x	_____	=	_____
☐ Location/Access	_____	x	_____	=	_____

3. PROJECT MANAGEMENT APPROACH

☐ Approach to successful D/B Services					
a. Cost effectiveness	_____	x	_____	=	_____
b. Schedule effectiveness	_____	x	_____	=	_____
c. Quality effectiveness	_____	x	_____	=	_____
☐ Competitively Bid/Self Performed Work	_____	x	_____	=	_____

4. PRIOR PROJECT EXPERIENCE/SUCCESS

☐ Project #1	_____	x	_____	=	_____
a. Timeliness d. Disruption					
b. Budget Consideratione. Acceptability					
c. Quality f. Compliance					

- ☐ Project #2 _____ x _____ = _____
 a. Timeliness d. Disruption
 b. Budget Consideration e. Acceptability
 c. Quality f. Compliance
- ☐ Project #3 _____ x _____ = _____
 a. Timeliness d. Disruption
 b. Budget Consideration e. Acceptability
 c. Quality f. Compliance
- ☐ Related experience of the team _____ x _____ = _____

5. MISCELLANEOUS

- ☐ Claims/litigation history _____ x _____ = _____
☐ Apprenticeship Training Program _____ x _____ = _____
☐ Other _____ x _____ = _____

TOTAL SCORE: _____ ³

NOTES:

- Weights are to be assigned prior to evaluation and are to be consistent on all evaluation forms. Use only whole numbers.
- Rating: 1 = Unacceptable 2 = Poor 3 = Fair
 4 = Good 5 = Excellent
- Total score includes the sum total of all criteria.

**STATE BUILDINGS PROGRAMS
ORAL INTERVIEWS/COST PROPOSALS EVALUATION FORM
DESIGN/BUILD SERVICES**

SCORE

TOTAL SCORE: 4

1. Agencies are encouraged to include additional criteria that reflect the unique characteristics of the project under each category to help determine the submitter's overall qualifications.
2. Weights are to be assigned prior to evaluation and are to be consistent on all evaluation forms. Use only whole numbers.
3. Rating: 1 = Unacceptable 2 = Poor 3 = Fair
 4 = Good 5 = Excellent
4. Total score includes the sum total of all criteria.

APPENDIX A2

STATE BUILDINGS PROGRAMS
SUBMITTAL AND ORAL INTERVIEW RANKING MATRIX

QUALIFICATIONS 40%/COST 60%

TEAM	QUALIFICATIONS ¹						AVERAGE QUALS ²	QUALS SCORE ³	COST SCORE ⁴	QUALS & COST SCORE ⁵	RANK ⁶
	EVAL #1	EVAL #2	EVAL #3	EVAL #4	EVAL #5	EVAL #6					

NOTES:

1. Insert total score from each evaluator's ORAL INTERVIEW/ COST PROPOSALS/EVALUATION FORMS. (Note that the use of the Matrix for the PREQUALIFICATION SUBMITTAL EVALUATION does not consider cost proposals only qualifications).
2. Add all evaluators' total scores and divide by the number of evaluators to determine the average score for each team's qualifications.
3. The maximum score for qualifications on the evaluation form is equivalent to 40 points and is equivalent to the maximum points available for qualifications. Therefore, each team's score is determined as a percentage of the maximum points available. To score each average qualification score, use the example formula.

Assume the highest score is 400.

SCORING OF QUALIFICATIONS

FIRM B: $\frac{400}{400} \times 40 \text{ points} = 40 \text{ points}$

FIRM C: $\frac{350}{400} \times 40 \text{ points} = 35 \text{ points}$

FIRM A: $\frac{330}{400} \times 40 \text{ points} = 33 \text{ points}$

4. Determine score for each team's sealed cost proposal with the lowest cost being equivalent to a maximum score of 40 points. To score each cost, use the example formula.

Assume the lowest cost was \$100,000.

SCORING OF COSTS

FIRM A: $\frac{\$100,000}{\$100,000} \times 60 \text{ points} = 60 \text{ points}$

FIRM B: $\frac{\$100,000}{\$125,000} \times 60 \text{ points} = 48 \text{ points}$

FIRM C: $\frac{\$100,000}{\$150,000} \times 60 \text{ points} = 39.9 \text{ points}$

5. Add the average qualification score to the cost score to determine cumulative qualifications and cost score.
6. Numerically rank all teams with the highest scoring team being the most qualified.

APPENDIX B

DESIGN/BUILD AGREEMENT (SC-8.0)
(Sample)
(CLICK TO ACTIVATE)

STATE OF COLORADO
OFFICE OF THE STATE ARCHITECT
STATE BUILDINGS PROGRAMS



DESIGN/BUILD AGREEMENT
(STATE FORM SC-8.0)

CONTRACT ID NUMBER:

AGENCY IDENTIFICATION NUMBER:

PROJECT NUMBER:

F12J33

PROJECT NAME: Statewide Security Lighting

THE GENERAL CONDITIONS OF THE DESIGN/BUILD AGREEMENT (SC-8.1)
(Sample)
(CLICK TO ACTIVATE)

STATE OF COLORADO
OFFICE OF THE STATE ARCHITECT
STATE BUILDINGS PROGRAMS



THE GENERAL CONDITIONS OF THE DESIGN/BUILD AGREEMENT
(STATE FORM SC-8.1)

APPENDIX C

CERTIFICATION AND AFFIDAVIT REGARDING UNAUTHORIZED IMMIGRANTS (FORM UI-1)



STATE OF COLORADO
OFFICE OF THE STATE ARCHITECT
STATE BUILDINGS PROGRAMS

CERTIFICATION AND AFFIDAVIT REGARDING UNAUTHORIZED IMMIGRANTS

Institution/Agency: Department of Military and Veterans Affairs

Project No./Name: F12J33 Statewide Security Lighting

A. CERTIFICATION STATEMENT CRS 8-17.5-101 & 102 (HB 06-1343, SB 08-193)

The Vendor, whose name and signature appear below, certifies and agrees as follows:

1. The Vendor shall comply with the provisions of CRS 8-17.5-101 et seq. The Vendor shall not knowingly employ or contract with an unauthorized immigrant to perform work for the State or enter into a contract with a subcontractor that knowingly employs or contracts with an unauthorized immigrant.
2. The Vendor certifies that it does not now knowingly employ or contract with an unauthorized immigrant who will perform work under this contract, and that it will participate in either (i) the "E-Verify Program", jointly administered by the United States Department of Homeland Security and the Social Security Administration, or (ii) the "Department Program" administered by the Colorado Department of Labor and Employment in order to confirm the employment eligibility of all employees who are newly hired to perform work under this contract.
3. The Vendor shall comply with all reasonable requests made in the course of an investigation under CRS 8-17.5-102 by the Colorado Department of Labor and Employment. If the Vendor fails to comply with any requirement of this provision or CRS 8-17.5-101 et seq., the State may terminate work for breach and the Vendor shall be liable for damages to the State.

B. AFFIDAVIT CRS 24-76.5-101 (HB 06S-1023)

4. If the Vendor is a sole proprietor, the undersigned hereby swears or affirms under penalty of perjury under the laws of the State of Colorado that (check one):

- ☐ I am a United States citizen, or
- ☐ I am a Permanent Resident of the United States, or
- ☐ I am lawfully present in the United States pursuant to Federal law.

I understand that this sworn statement is required by law because I am a sole proprietor entering into a contract to perform work for the State of Colorado. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to starting work for the State. I further acknowledge that I will comply with the requirements of CRS 24-76.5-101 et seq. and will produce the required form of identification prior to starting work. I acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under CRS 18-8-503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

CERTIFIED and AGREED to this _____ day of _____, 20_____.

VENDOR:

Vendor Full Legal Name

BY: _____

Signature of Authorized Representative

Title

APPENDIX D

PROJECT CONCEPT, PROGRAM AND SPECIFICATIONS

TABLE OF CONTENTS

1. Project Concept/General Requirements

2. Mandatory Performance Specifications

3. Attachments:

A. Draft Constructions Specifications: This includes Division 1 specifications specific to DMVA, and a draft table of Contents.

B. Preliminary Site Assessments: A study was performed under a separate contract by an electrical engineering firm prior to this RFP. The Site Assessments contain existing condition Information and a basic scope for each location.

C. Drawings-Existing Conditions: The study included existing condition drawings with a site plan and one line drawing for each location.

D. GIS-Motor Pool Parking Area Maps: These Maps were prepared by DMVA and show the areas that require lighting for each area. Linear and square footage dimensions are included. Design Build Entities should verify exact footage and other existing conditions.

E. Real Property-Site Conditions Maps: These Maps were prepared by DMVA and show the "Real Property" information. These are intended to give the Design Build Entity additional information of best available information on existing conditions. Design Build Entities should verify exact footage and other existing conditions.

F. Current Metering/Load Reports: This document includes a summary of previous year kw history for all locations and current 30 day metering summary results for a 100 amp service located at Grand Junction. Design Build Entities should identify any services that will require 30 day metering and/or addition of any required electrical gear and include these costs in their proposals.

Statewide Security Lighting Upgrades

1. Project Concept/General Requirements: This Statement of Work describes the Design/Build requirements for upgrading motor pool area security lighting at four (4) Colorado Army National Guard sites. The project is authorized and funded by the State of Colorado Department of Military and Veterans Affairs (DMVA). Assessments of and recommendations for each site are provided. Contractors are encouraged to perform site investigations to further develop information for each site; some sites may require site visits during hours of darkness to perform site lighting measurements of the existing lighting. The intent of the project is to upgrade the selected facilities security lighting in order to correct deficiencies and/or meet current required security lighting regulations and standards.

- A.** Provision of design and construction for security lighting in the Motor Pool areas. All new lighting fixtures shall be LED lighting provided by pre-qualified manufacturers that meet the requirements specified in this RFP. Photo cells shall be required for each pole light, and an astronomical time clock shall be required at each location.
- B.** Upgrade of existing security lighting may be required in order to meet current standards and regulations. All facilities either have or are planned to be upgraded with CCTV. CCTV requires that a Minimum of Two (2) foot Candles be provided in monitored areas. Due to this and other considerations the minimum foot candles for all locations shall be two (2) foot Candles.
- C.** Retrofit of existing security lighting fixtures to LED may be a more cost effective option if it reduces the quantity of poles that are required. This should be considered.
- D.** Provision for two levels of lighting for energy efficiency is required.
- E.** The Design Build Entity shall be required to perform any electrical metering at any location where it is required for code compliance or load justifications. DMVA shall not be responsible to pay for any additional electrical equipment due to results of the metering.
- F.** The Design Build Entity shall be required to perform photometric point to point calculations for all locations.
 - 1. Refer to "Appendix D" of this RFP for Project Concept, Program and specifications
 - 2. Refer to "Appendix E" of this RFP for Aesthetic Guidelines and Construction Standards

G. Project Locations/Bidding: The [locations](#) that are being considered for upgrades are listed below. Additive Alternates shall be accepted in order of priority subject to availability of funds: (Click on location link for a vicinity map)

PRIORITY	LOCATION	FACILITY TYPE	BID ITEM
1	Longmont	Readiness Center	BASE BID
2	Watkins	Readiness Center/FMS 7	BASE BID
3	Fort Collins	Readiness Center	BASE BID
4	Grand Junction	Readiness Center	ALTERNATE 1

H. Site Surveys/Phasing Requirements: It is anticipated that the project may have a minimum of two (2) construction phases.

- 1. Pre-Proposal Site Surveys:** The selected firm will be required to confirm the preliminary site assessments provided by DMVA in Appendix D of this RFP. The selected firm shall be required to review and verify preliminary drawings of existing conditions for each location. The Design Build entity shall provide a survey of the existing electrical systems of each facility in order to confirm power requirements and tie in locations for the proposed security lighting for each facility. Design Build entity shall verify at a minimum, proposed panels to be used, existing and new pole locations, size, type of pole and bases, ingress and egress, existing pavements. Provide recommendations for paved or unpaved sites that will require coring, boring or trenching, existing outbuildings, and any possible environmental concerns. Consultant shall coordinate with COARNG CFMO and associated departments for required utility research and coordination as required. Consultant shall provide options for the location of the proposed electrical feeds and consider pros and cons of each location to include consideration of conflicts for each facility. It is anticipated that all locations will have sufficient power to connect/support the

load for the new security lighting. Metering may be required in order to complete/verify load justifications. All existing utility facilities (electrical rooms) shall be shown on the plans. The Design Build entity shall document this work and any regulatory or utility issues that need to be addressed.

2. **Construction Phase I:** Provide any metering of electrical gear as required by current codes. Photometric point to point calculations are required for each location in accordance with the performance specifications provided in this RFP. Determine and develop a schedule for site visits to each location.
3. **Construction Phase II:** It is DMVA preference for the Design build contractor to mobilize for construction simultaneously at all locations, however this is not required. Detailed daily construction reports with photographs shall be required to be emailed to the DMVA Project Manager daily. A superintendent is required at all locations whenever any work is being performed unless authorized otherwise in writing by DMVA.

I. Project kickoff/Coordination meeting: Facilitate a meeting with DMVA stakeholders to be held at the Centennial Headquarters Facility. The intent of the meeting will be to discuss and resolve any outstanding issues regarding the interpretation of the design and construction requirements, construction phasing, referenced regulations, codes or other items essential to a complete the design and construction. The selected Design Build entity will be required to work in conjunction with COARNG Force Protection Antiterrorism Officer and other select design review team members throughout the design reviews in accordance with SC-8.0 and 8.1 to verify the design meets the current criteria as listed in Appendix D and E of this RFP. The selected Design Build entity will provide meeting notes which record the resolution of the comments and agreement to proceed with the design and construction philosophy.

J. Design Reviews: DMVA will provide a consolidated list of review comments from DMVA's review team in accordance with SC-8.0 and 8.1. DMVA will provide a cursory review of the drawings and specifications to confirm reasonable and accurate information is being provided. For the purposes of this RFP, comments shall be provided to the Design Build Entity within seven (7) calendar days. The Engineer assigned to respond to the code review comments shall confirm the time required by the assigned Code official for each review, and the required format of submittals. The engineer will update the design drawings and or report to reflect any applicable comments on the drawings. The Design Build Entity shall ensure that responses to all comments are addressed and consolidated on the form provided by DMVA. All comments shall require resolution at each phase and be documented on this form. If all comments are not resolved on the first issue the sheet shall be updated by the Design Build entity until all comments have been resolved to the satisfaction of DMVA. Comments from the States Code consult and shall be on a separate document provided by the Code Review Agent. Once all code comments have been addressed and a compliance notice has been issued, the comments and resolutions shall be inserted on this form by the Design Build Entity as the final design review submittal for each design phase.

1. **Incorporation of Comments:** This includes incorporation of all comments in the design documents and specifications. A Notice to Proceed to the next design phase shall not be executed until all comments have been incorporated and provided to DMVA for verification, and the DMVA Project Managers signature on the compliance notice is received by the Design Build Entity.

K. DD Level Scope Narrative: A DD Level Scope Narrative shall be submitted as described in SC-8.0 and 8.1 that will delineate the requirements needed for the Design Build Contractor to accomplish the remaining design & construction. The report will summarize the results of the investigative phase and present options for consideration by the Agency representatives. The report should discuss the Engineer/Consultant recommendations for which systems/options he/she thinks is the best application for the money that is available to the DMVA within the budget. This report shall include drawings and/or sketches with enough detail to accurately describe these options. The selected firm shall review and consider energy efficiency aspects when recommending fixtures to be used. The Consultant shall submit a table of contents and a description of the proposed final document for review and approval by DMVA. The Report shall include specific requirements that the selected Design Build Contractor will be required to provide with their design. The report shall provide clear concise information. The Design/Build Entity shall review the cost estimate at the completion of the Schematic Design Phase in accordance with the

DB agreement and include an analysis and commentary as to any discrepancies observed in the report.

L.Code Review: All construction for state agencies on state-owned or state leased-purchased properties or facilities are to submit design documents for code compliance plan reviews to the state's code review agents. The Engineer shall prepare all plans and documents appropriately for a successful Plan Review of this project.

- 1.The Code Consultant will be independently contracted through the state. (See "Exhibit I" of the Design Build Agreement for: [CODE COMPLIANCE PLAN REVIEW PROCEDURES AND BUILDING INSPECTIONS](#))
- 2.All communication to the code review agent, verbal and written, shall be directed through the assigned reviewer for the code review agent. The reviewer will be assigned at the time of initial submittal and all participants will be notified who this individual is.
- 3.All communications from the Architect/Engineer shall be directed through an assigned individual in the Architect/Engineer's office. The Architect/Engineer, and or DB entity shall indicate who the assigned individual will be with the initial submittal.

M.Construction Progress and Coordination meetings: It is anticipated that Bi-Weekly meetings will be required throughout the construction term. The Design Build Entity should coordinate the location of these meetings as appropriate for ongoing construction and required Engineer and/or Government inspections. The Design Build entity shall be required to record meeting notes and distribute within three days for review by DMVA. DMVA shall have three days to comment on any adjustments required to be made to the meeting notes. A two week "look ahead" design and constructions schedule shall be provided and updated at each meeting. The Master Schedule shall be updated monthly at a minimum, and shall include any required inspections or testing that is required to be witnessed by DMVA, DORA, or the Engineer, to include closeout inspections. All inspection reports shall be emailed to the DMVA Project Manager as soon as practicable. Daily inspection reports with photographs shall be required to be submitted via email to the DMVA Project Manager. A sample report shall be submitted and agreed to prior to any construction.

N.Design Drawings: Drawings shall include at a minimum a cover page with a location and vicinity map for each location, a site plan, and or floor plan showing the proposed panel location and service for any electrical feeds to existing or new security lighting. One-line drawings shall be included for each location. The design drawings will be developed in accordance with the applicable codes and standards to include calculations, as required for a complete and usable product. Drawings shall be updated to reflect existing conditions, and clearly denote anticipated Motor Pool areas and/or construction zones with updated square footages. Site Plans shall indicate any proposed staging areas, and contractor proposed access to the construction zone. As built drawings shall be updated weekly and a copy kept at each site with **ALL** applicable construction documents with the Building Inspection Card and a copy of the DORA Inspection Reports.

O.One Line Drawings: Consultant shall provide any necessary load studies/justifications and on-site metering. This may include review and conversion of historical utility usage, and conversions of KW usage on select locations to determine what will be required in order to meet the [current codes and standards](#) as currently adopted by The State of Colorado Office of the State Architect. The Consultant may conduct a survey of the load on the service and shall update on-line drawings panel schedules and electrical site plans as needed. Draw up a one-line diagram showing the current existing conditions and update the plan to include/show how the additional load required will affect the electrical system. Proposed transformers and panel locations, if required, shall be positively identified. A one-line diagram of the existing electrical systems and clear identification of all electrical panels and transformers shall be provided by the design build entity.

- 1.The firm shall provide detailed information and costs for any facilities that may require utility or step down transformers or new panels. All costs of metering, if required, and tracing of circuits shall be included in the proposal for this study.

P.Specifications: Complete updated CSI Master Format specifications are required to be updated and submitted at the appropriate phases in accordance with SC-8.1 and 8.0. Specifications shall also be provided to the State's Code Review Agent. Coordinate with DMVA Project Manager to

identify agency processes and requirements.

Q.Engineer Estimate of Probable Costs: The Design/Build Entity shall provide consultation as described in SC-8.1 and 8.0 throughout the Preconstruction and Construction Phases including but not limited to the furnishing of Value Engineering Services to identify cost effective changes in the State's specifications that will result in reducing the Contract Price without impairing essential functions or characteristics. The consultant shall provide a detailed updated estimate of probable cost at each design phase for each location. The Design/Build Entity shall review the cost estimate at the completion of the Schematic Design Phase and include an analysis and commentary as to any discrepancies observed.

R.DELIVERABLE FORMAT AND DISTRIBUTION: Submittal of the design package deliverables will be made as outlined in the DB Agreement 8.1. All submittals shall be concurrently submitted via email in electronic format as PDF files for all Contract Documents, CAD Files and PDF files for drawings, and PDF and native files for specifications for each design phase. Paper submittals shall also be provided in accordance with the following table:

DESIGN SUBMITTAL SCHEDULE					
Phase	Submit to these Agencies	Copies	Format <i>Drawings 11 X 17</i>	Deadline	NOTES
30%	COARNG Code Consultant	4 2	50% size 11X17 (to scale) and electronic (.pdf) 100% size hard copies Include updated TOC for specifications	TBD	7 Days for agency review comments CAD files to COARNG Updated TOC for specs in native word format and pdf.
60%	COARNG Code Consultant	4 2	50% size 11X17 (to scale) and electronic(.pdf) 100% size hard copies Include Specifications 8.5 X11	TBD	7 Days for agency review comments CAD files to COARNG Updated TOC for specs in native word format and pdf.
100%	COARNG Code Consultant	4 2	50% size 11X17 (to scale) and electronic(.pdf) 100% size hard copies Include Specifications 8.5 X11	TBD	Final Contract Documents CAD files to COARNG Updated TOC for specs in native word format and pdf.
	TOTAL	21			

2. Mandatory Performance Specifications: This performance specification describes the Design/Build performance requirements for upgrading motor pool area security lighting at four (4) designated Colorado Army National Guard sites. The project is authorized and funded by the State of Colorado Department of Military and Veterans Affairs (DMVA). Assessments of and recommendations for each site are provided in Attachment "D" of the RFP. Contractors are encouraged to perform site investigations to further develop information for each site; some sites may require site visits during hours of darkness to perform site lighting measurements of the existing lighting. A submittal register and submittals are required for ALL materials.

A. Definitions:

1. "Driver" is used to cover both drivers and power supplies, where applicable.
2. "LED light sources(s)" is used per IES LM-80 to cover LED package(s), modules, and array(s).

B. Photometric Calculations: The Design/Build contractor shall provide point by point lighting calculations demonstrating the illumination levels comply with the standards listed for maintained footcandles (fc) levels and uniformity ratios, and construction drawings and specifications for submittal to the Authority Having Jurisdiction for the purpose of obtaining the required permits. The Design/Build Contractor shall submit to the DMVA the point-by-point calculations, specifying illumination levels on 10' spacing and uniformity ratios for max to min, and average to min light levels, site plans and details including pole base design, building plans if required, one-line diagrams, panelboard schedules and specifications in CSI MF04 format or newer to the DMVA for review prior to issue for permit as specified by the DMVA Project Manager. The photometric calculations shall consider the contribution from the wall mounted luminaires in the secured motor pool area.

C. Surge Protection: The Design/Build contractor shall verify Surge Protection Devices (SPD), formerly identified as TVSS, are provided for the electrical service supplying the exterior lighting, surge protection devices installed at the luminaire are an acceptable means of providing this protection. If during the course of the design the contractor determines a service upgrade will be required, the contractor shall notify the DMVA and coordinate the upgrade with the serving utility.

D. Luminaires: LED pole mounted luminaires, including pole mount style luminaires with wall mount brackets shall have high lumen maintenance rated L85/100,000 hours, 40°C minimum, wall pack type luminaires shall be rated L70/100,000 hours 40°C minimum. Correlated Color Temperature (CCT) shall be rated 4000°K with a measured CCT(K) of 3710 to 260 with a Color Rendering Index (CRI) of 65 or better. Luminaires shall conform to the testing methods listed in [IESNA LM-79 and LM-80](#); shall bear the Lighting Facts Label issued under the US Department of Energy documenting testing compliance; and shall be listed, labeled, or identified per the NEC. Luminaires shall be listed for wet locations, finish may be baked-on, anodized, or powder coated unless otherwise approved by the DMVA Project Manager and rated for operation from -20°C to +40°C (-33°F to +104°F) at the altitudes of the project sites listed. Luminaires shall be capable of step dimming to reduce illumination to 50% and restored to 100% on command. Pole mount style luminaires may be wall mounted with an arm specified by the manufacturer where building mounting will provide a technically acceptable alternate to pole mounting or where adequate room is not available to install pole and maintain motor vehicle operation.

E. Drivers: Drivers shall meet the following requirements:

1. Shall have a minimum efficiency of 85%
2. Rated cable temperature shall be suitable for operation in the luminaire operating in the ambient temperature range listed

3. Shall be capable of operation on the voltage at the site which may range between 120VAC to 480VAC
4. Power supplies shall be UL Class I or II output
5. Operating frequency shall be 60Hz
6. Driver shall have a Power Factor (PF) of 0.90 or greater
7. Minimum Time Between Failures (MTBF) shall be greater than 300,000 hours at full load and +25°C ambient, per MIL-HDBK-217.
8. Electromagnetic interference:
 - a) Shall have a maximum Total Harmonic Distortion (THD) of less than 20% at full input power and across the specified voltage range
 - b) Shall comply with FCC 47 CFR non-consumer RFI/EMI standards
9. Manufacturers: Luminaire manufacturers considered included Cree (Beta), Beacon, Lithonia, Cooper Lighting, and TOTUS Solutions or equal approved by DMVA.

F. Illumination Levels: Illumination levels in motor pool parking area shall meet minimum standards for CCTV surveillance in accordance with UFC-4-02-4a w/change 2 and the Anti-Terrorism Force Protection (ATFP) standards referenced in Appendix E of the RFP; the horizontal illumination level shall be 2 footcandles (fc) at 6" above the surface with a maximum to minimum ratio of 4 to 1 not to exceed 6 to 1 and an average to minimum ratio to not exceed 3 to 1; vertical illumination shall be 5fc. The design shall minimize glare from the luminaires. Local ordinances regarding pole height shall be followed; light trespass shall be minimized based on LEED principles of less than 0.1fc at 10' outside the property line or applicable local ordinance where the local ordinance is more restrictive.

G. Concrete Bases: Concrete bases for light poles shall be designed for the pole and luminaire selected, capable of withstanding a minimum sustained wind of 100MPH, except Longmont (Boulder County) shall be not less than 125MPH. In motor pool parking and vehicle operation areas the pole base shall be not less than 5'-0" above grade, unless noted in the detailed site evaluation.

H. Light Poles: The design basis is square steel pole; the contractor may propose an alternate for aluminum poles and/or round poles for DMVA review. Height of the pole is to be based on results of the photometric study using the pole height that maximizes lighting efficiency within local ordinances for pole height. The contractor shall verify ATFP requirements for pole locations and electrical equipment locations including minimum setback distances. Requests for exceptions to the ATFP requirements shall be submitted to the DMVA Project Manager for approval prior to issuing the design package. Pole locations shall consider oversize vehicle parking and the required turning radius for these vehicles. All poles shall be grounded by conductors embedded in the concrete base by a driven ground rod.

I. Locates: The contractor shall have both public and private utility locates performed prior to any excavation or boring. Any damaged underground services shall be repaired by the contractor. The contractor is responsible for the cost of pot holing required.

J. Wall Packs: The scope of the project does not include full replacement of the wall pack luminaires existing at the sites. The contractor may replace the existing wall packs if the replacement is required to meet illumination and light to dark ratios as stated previously or by replacing wall packs the designer will be able to reduce the number of pole mounted luminaires. If used, LED outdoor wall pack luminaires shall have high lumen maintenance comparable to the pole mounted luminaires. The luminaires shall conform to the test methods listed in [IESNA LM-79 and LM-80](#); and bear the Lighting Facts Label

documenting testing compliance. Manufacturers considered included Cree (Beta), Beacon, Lithonia, and Cooper Lighting.

- K. Lighting control:** Lighting control shall be via photocell mounted on the pole or mounted on the building for building mounted luminaires. An astronomical time clock shall be provided to permit lighting levels to be reduced to 50% at a designated time, illumination shall be returned to 100% upon activation of a motion sensor at the pole or building. Provide a receptacle for installation of a motion sensor at each pole and at each side of the building adjacent to the motor pool parking area. Provide the motion detector and control wiring to return the site lighting to 100%. The Design/Build Contractor shall provide the necessary wiring to deliver a complete and operable system at completion of the project.
- L. Conductors:** Conductors shall be installed in raceway; minimum cover requirements for Underground Installations shall conform to NEC Table 300.5. Refer to detailed site descriptions for burial depths affected by equipment. PVC conduit may be direct buried, provide RMC elbows and risers, RMC shall be treated for corrosion protection or shall be PVC coated. Provide marker tape above buried conduits. Conductors shall be 600V insulation Type THHN/THWN or XHHW, unless otherwise noted.
- M. Panelboards:** Panelboards shall be labeled with the panelboard designation and operating voltage, the contractor shall provide a clean typed or computer generated panelboard directory at the completion of design, hand written directories are not acceptable. If a new panelboard is installed labeling shall be in accordance with the requirements of the NEC, 2011 edition. The installation shall be performed in a workmanlike manner in accordance with NEC Article 110.
- N. Patching:** If concrete in the motor pool area is removed for construction replacement concrete shall be a minimum of 4,000 PSI, CDOT Class D or P.
- O. Record Drawings:** The contractor shall maintain a set of Project Record Drawings at the site; the re-lined changes shall be incorporated into the Cad drawings and provided to the Owner at project completion.
- P. Inspections:** The completed installation shall be inspected by an inspector from the Colorado State Electrical Board at completion. The contractor shall perform light level measurements with a calibrated light meter; the record of these measurements shall be submitted with the Project Record Drawings. The contractor shall demonstrate the lighting control function to representatives of the DMVA; coordinate the schedule for the demonstration through the DMVA Project Manager.
- Q. Warranties:** The contractor shall warranty the project for a period of not less than one (1) year from the date of final acceptance by the State. Where manufacturer's standard warranty exceeds one year the longer warranty period shall be applicable to those materials at no additional cost to the State.
- R. O&M Manuals:** Upon completion of the project the contractor shall provide Operations and Maintenance manuals containing, at a minimum, contact information for warranty service, the factory specification sheets for the installed luminaires, installation instructions, instructions for replacement of user replaceable components, and a recommended spare parts list.
- S. Spare Parts:** The contractor shall provide spare drivers and LED light sources equal to 10% of the installed quantity of each type but in no case less than 1 per site.

3. Attachments

- A. Draft Constructions Specifications:** This includes Division 1 specifications specific to DMVA, and a draft table of Contents.
- B. Preliminary Site Assessments:** A study was performed under a separate contract by an electrical engineering firm prior to this RFP. The Site Assessments contain existing condition Information and a basic scope for each location.
- C. Drawings-Existing Conditions:** The study included existing condition drawings with a site plan and one line drawing for each location.
- D. GIS-Motor Pool Parking Area Maps:** These Maps were prepared by DMVA and show the areas that require lighting for each area. Linear and square footage dimensions are included. Design Build Entities should verify exact footage and other existing conditions.
- E. Real Property-Site Conditions Maps:** These Maps were prepared by DMVA and show the “Real Property” information. These are intended to give the Design Build Entity additional information of best available information on existing conditions. Design Build Entities should verify exact footage and other existing conditions.
- F. Current Metering/Load Reports:** This document includes a summary of previous year kw history for all locations and current 30 day metering summary results for a 100 amp service located at Grand Junction. Design Build Entities should identify any services that will require 30 day metering and/or addition of any required electrical gear and include these costs in their proposals.

APPENDIX E

AESTHETIC GUIDELINES AND CONSTRUCTION STANDARDS

1. **GENERAL:** Lighting installed under this project shall conform to the following standards and applicable local ordinances as discussed in the site specific assessments. The design of building and site is required to respond to the aesthetic guidelines. Formal presentation of the proposed design to a review committee for approval is required.

- A. [ATTP 3-39.32 \(FM 3-19.30\) Physical Security](#)
- B. [AR 190-51 Security of Unclassified Army Property](#)
- C. [UFC 3-530-01 Design: Interior, Exterior Lighting and Controls](#)
- D. [UFC 4-020-01 Security Engineering Facilities Planning Manual](#)
- E. [UFC 4-020-04A with Change 2](#)
- F. [MIL-HDBK-1013/1A, Design Guidelines for Physical Security of Facilities](#)
- G. [ANSI/ASHRAE/IESNA 90.1-2007](#)
- H. National Electrical Code (NFPA-70) 2011 Edition
- I. IESNA LM-79-08 Approved Method for the Electrical and Photometric Measurements of Solid-State Lighting Products.
- J. IESNA-80-08 Approved Method for Measuring Lumen Maintenance of LED Lightsources

APPENDIX F

BUDGET

THE PROGRAMMED BUDGET FOR THE DESIGN AND CONSTRUCTION OF THIS PROJECT IS APPROXIMATELY \$250,000.