

Town of Orland
Request for Qualifications
Fire Station Design-Build

The Town of Orland is soliciting a Statement of Qualifications from Design-Builders interested in working with the Town for the pre-planning, design, and construction of a new Fire Station located in the Town. Proposers must file their qualification statements with the Town in a sealed package labeled "New Fire Station". Qualification statements will be accepted until 5 pm on June 3, 2022, at the Town of Orland Office, 25 School House Road, Orland, Maine 04472 (Mailing Address: PO Box 67, Orland, Maine 04472).

Any questions regarding the project RFQ should be directed to townclerk@townoforland.org with the subject "New Fire Station".

The Town of Orland reserves the right to reject or disregard any Statement of Qualifications, in whole or in part, based on the Town's sole discretion. The evaluation and selection process entail the exercise of judgement and subjective analysis and decision-making. By submitting a Statement of Qualifications, Proposer waives any right to protest or object to the evaluation or selection process; Town's administration or conduct of the process; and/or any final decisions or selections made by the Town.

REQUEST FOR PROPOSALS/QUALIFICATIONS
DESIGN-BUILD SERVICES
NEW ORLAND FIRE STATION

I. INTRODUCTION

The Town of Orland (Project Owner) is soliciting Design-Build proposals and qualifications from qualified Design-Build teams to complete the design of, and construct a new, full-service Fire Station building located in the Town of Orland. The estimated construction budget is \$3.2M for completion of this project including all costs and fees. It is anticipated that the selection process will be completed by July 8, 2022.

II. PROJECT DESCRIPTION

1. The Contract will be based on an amended AIA Document A141-2014, Standard Form of Agreement Between Owner and Design Builder including the exhibits referenced thereon, a copy of which is contained in Appendix A with supporting documents.
2. The Project Owner has already advanced the design through Conceptual Design. The concept of design narratives and concept floor plans are contained in Appendix B. The Design-Builder will advance the current Conceptual Design through Preliminary Design and development of the Design Builder's Proposal per A141-2014. Preliminary Design and Design Builder's Proposal with a Guaranteed Maximum Price will be completed by October, 2022.
3. Following approval of the Design Builder's Proposal by the town at a special town meeting in Fall 2022 and provided funding is secured, a Design-Build Amendment, AIA141-2014 Exhibit A, will be executed as Cost of the Work plus Design-Builder's Fee with a Guaranteed Maximum Price.
4. It is anticipated construction will begin in Spring 2023 and be completed by Fall 2023. If funding is not available to meet that schedule, the Design-Build Amendment and Guaranteed Maximum Price will be adjusted accordingly to when funding is secured.
5. The Design-Builder shall furnish the services of geotechnical engineers, environmental engineers, and or other consultants necessary for investigation of subsurface conditions, and site evaluation to advance the current Conceptual Design through Preliminary Design and development of the Design Builder's Proposal.

II. PROPOSER'S QUALIFICATIONS

To demonstrate its qualifications to perform the Work, each Proposer must submit in writing a Statement of Qualifications (SOQ), containing written evidence of its qualifications to perform the work.

The SOQ will be completed using the AIA Document A305 – 2020, Exhibits A, B, C, D and E in accordance with the Supplementary Instructions contained in Appendix C.

Include a Cover Letter with the complete name and address of the prime firm/company and the name and contact information of the person the Town should contact regarding the SOQ. The cover letter shall include:

- a. Background/historical information about your company and explain your company's experience and approach to Design-Build with a Guaranteed-Maximum Price. Include information regarding similar public safety projects.
- b. Your plan for open contractor and subcontractor selection.
- c. Explain your team's approach to quality assurance and control during construction.
- d. A detailed discussion of your company's philosophy and approach to completing punch list work, managing all project close-out requirements, and completing any necessary warrantee work post-construction.

The Owner reserves the right to seek additional information from any sources regarding a Proposer's qualification at any time during the selection and award process.

III. DATE AND METHOD OF STATEMENT OF QUALIFICATION SUBMITTALS

Proposers will submit ten (10) bound copies and one flash drive of their SOQ in a sealed package by 5:00 PM on June 3, 2022 to the Town of Orland Office, 25 School House Road, Orland, Maine 04472 (Mailing Address: PO Box 67, Orland, Maine 04472), labeled " New Fire Station".

IV. DISQUALIFICATION

The Owner may disqualify a Proposer from participation for Proposer's failure to submit required information.

V. EVALUATION AND SELECTION PROCESS

Responses to this RFQ will be evaluated and ranked by the Fire Department Building Committee. Each submitter's SOQ will be evaluated and scored based on the following:

1. Project Team design-build philosophy and experience (35%)
2. Project Team professional qualifications (35%)
3. Similar project experience (15%)
4. Financial strength and capability to design and construct the Project (15%)

The Owner reserves the right to reject or disregard any SOQ, in whole or in part, based on the Owner's sole discretion. The evaluation and selection process entails the exercise of judgement and subjective analysis and decision-making. By submitting a SOQ, Proposer waives any right to protest or object to

the evaluation or selection process; Owner's administration or conduct of the process; and/or any final decisions made by the owner.

After evaluating the SOQs the most highly qualified submitters may be invited to be interviewed. The purpose of the interview is to meet the proposed Project Team and to understand their approach and ability to meet the stated objectives of the project

COST PROPOSAL

Proposers selected to be interviewed shall submit in a separate sealed envelope a Cost Proposal with the following cost information.

- A. Development of Preliminary Design and Design Builder's Proposal with a Guaranteed Maximum Price:
Provide a cost estimate for all services to advance the current Conceptual Design, Appendix B, through Preliminary Design and the development of the Design Builder's Proposal per A141-2014. The cost estimate shall include all related costs including, but not limited to: professional services, consultants, geo technical services, permits, reimbursable expenses, and Design-Builder's fee. Include a breakout of hourly billing rates for services of the Design-Builder, architect, consultants, and contractors.
- B. Design-Builder's Fee:
Provide the proposed Design-Builder's Fee which will be applied to the Cost of the Work as defined by AIA A141 Standard Form of Agreement Between Owner and Design-Builder where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price.
- C. Change Order Fees:
Please indicate the proposed Design-Builder's Fee on Change Orders for added self-performed and subcontracted work and for deducted work.
- D. Shared Savings:
Please indicate how you would propose that the Project Owner and Design-Builder share in any savings if the final project cost is less than the Guaranteed Maximum Price.

Following the interview process, the submitted Cost Proposals will be considered in the selection of the successful Proposer. Your responses will be considered binding and will be incorporated into any final Contract Documents. The Owner reserves the right to negotiate the proposed costs.

FINAL SELECTION

Following the interview process and the selection of the successful Proposer, AIA Document A141 – 2014 Standard Form of Agreement Between Owner and Design Builder as amended will be executed by the parties.

SCHEDULE

Milestone Dates:

- | | |
|---|----------------------|
| A. SOQs due | June 3, 2022 |
| B. Proposer interviews | June 27-July 1, 2022 |
| C. Proposer selection | July 8, 2022 |
| D. Design Builder's Proposal completed with GMP | September 2022 |
| E. Special Town meeting to approve Construction | Fall 2022 |
| F. Design-Build Amendment executed | Fall 2022 |

Appendix A

Form of Contract

Appendix B
Orland Volunteer Fire Department
Conceptual Design Narratives

Appendix C

Supplementary Instructions for AIA A305, EXHIBITS A, B, C, D & E