City of Jackson, Missouri

Jackson Police Station
Design-Build Project
Design-Build Approaches

Three Basic D-B Approaches
1. Qualifications Based
2. Technical Qualifications and Cost
3. Cost Only
Cape County D-B Projects

1. Jackson Police Station
2. Cape Girardeau County Justice Center (courthouse)
3. City of Cape Girardeau Police Station
Design-Build Approach Considerations

1. Advantage of Design-Build
2. Comply with Statute
3. Type of Project - Applicable to Design-Build
   A. Does Marketplace Offer D-B Firms
   B. Owner Experience Match Project Complexity
4. Owner’s Ability to Manage a Design-Build Project
   A. Design Criteria Consultant
      i. In-House
      ii. Consultant
   B. In-House Capabilities/Resources
   C. Owner’s Perception of D-B Contractors
Design-Build Resources

- Missouri Statute
  - Design Criteria Consultant
  - Phase I (Qualifications)
  - Phases II and III (Technical and Cost)

- DBIA Guide Materials
  - Forms
  - Reference Materials
  - RFQ (Qualifications- Phase I)
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- Minimum Qualifications
- Technical and Management Qualifications
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EXHIBITS:

- Preliminary Project Programming
- Proposal, Performance, and Payment Bond Instructions
- Insurance Requirements and Instructions
- Corporate Structure Questionnaire (Pass/Fail)
- Acknowledgement of Addenda

ATTACHMENTS:

- Sample Bond Forms – Proposal Bond, Performance Bond, Payment Bond (Pass/Fail)
- Minimum Insurance Requirements
## Request for Qualifications

### SOQ (Phase I)

<table>
<thead>
<tr>
<th>Project Past Performance</th>
<th>Total Weight: 100</th>
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<tbody>
<tr>
<td>Team Organization and Key Team Members (Section 5.3.1)</td>
<td>40 percent</td>
</tr>
<tr>
<td>Demonstrated Past Performance with Successful Projects of Similar Scope and Complexity (Section 5.3.2)</td>
<td>10 percent</td>
</tr>
<tr>
<td>Design-Build Design, Architecture, Engineering and Permitting Past Performance (Section 5.3.3)</td>
<td>15 percent</td>
</tr>
<tr>
<td>Design-Build Construction Past Performance (Section 5.3.4)</td>
<td>20 percent</td>
</tr>
<tr>
<td>Project Understanding and Approach (Section 5.3.5)</td>
<td>15 percent</td>
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</tbody>
</table>
3.3.4 Evaluation and Ranking of Offerors

In the evaluation and ranking of Offerors, the Owner will consider the information submitted in the SOQ, the Technical and Price Proposals as well as the meetings with the Offerors with respect to the evaluation criteria set forth in the RFQ and RFP. The result of the evaluation will be a comparative ranking of Offerors.

For the purpose of selecting and evaluating Offerors, the evaluation criteria will be given the following relative weights:

<table>
<thead>
<tr>
<th>Technical Proposal (Phase II)</th>
<th>Total Weight: 50</th>
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<tbody>
<tr>
<td>Project Management Approach</td>
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</tr>
<tr>
<td>Project Design</td>
<td>45 percent</td>
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<tr>
<td>Project Sequencing and Scheduling</td>
<td>10 percent</td>
</tr>
<tr>
<td>Approach to Safety</td>
<td>15 percent</td>
</tr>
<tr>
<td>Approach to Quality</td>
<td>15 percent</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Price Proposal (Phase III)</th>
<th>Total Weight: 50*</th>
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</thead>
</table>

• Note: for each 1 percent above the lowest price, 1 percent of the potential points will be deducted (e.g. a price 10% higher than the low price will receive 45 points with the low price receiving 50 points for Phase III)
### Project Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
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<tbody>
<tr>
<td>May 24, 2018</td>
<td>Issue RFQ</td>
</tr>
<tr>
<td>May 31, 2018</td>
<td>Project Information Meeting</td>
</tr>
<tr>
<td>June 14, 2018</td>
<td>Last Date to Submit Questions Regarding the RFQ</td>
</tr>
<tr>
<td>June 21, 2018</td>
<td>SOQ Due Date</td>
</tr>
<tr>
<td><strong>August 19, 2018</strong></td>
<td><strong>Notification of Short Listed Offerors</strong></td>
</tr>
<tr>
<td>September 4, 2018</td>
<td>Issue RFP</td>
</tr>
<tr>
<td>September 11, 2018</td>
<td>Mandatory Site Walk Through for Short Listed Offerors</td>
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<tr>
<td>Week of September 17-21, 2018</td>
<td>Confidential Individual Meetings</td>
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<tr>
<td>Week of October 8-12, 2018</td>
<td>Second Confidential Individual Meetings</td>
</tr>
<tr>
<td>October 22, 2018</td>
<td>Last Date to Submit Proposed Changes to Contract or Alternative Technical Concepts</td>
</tr>
<tr>
<td>October 24, 2018</td>
<td>Last Date to Submit Questions</td>
</tr>
<tr>
<td>October 30, 2018</td>
<td>Last Date to Issue Owner Addenda</td>
</tr>
<tr>
<td>November 7, 2018</td>
<td>Proposal Due Date</td>
</tr>
<tr>
<td><strong>TBD</strong></td>
<td>Interviews with Short Listed Offerors, if Requested by Owner</td>
</tr>
<tr>
<td>November 29, 2018</td>
<td>Notification of Preferred Offeror</td>
</tr>
</tbody>
</table>
Request for Proposals

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- Cost Proposal
- Selection of Preferred Offeror
- Selection De-Briefing
SECTION 3: DOCUMENTATION REQUIREMENTS

Submittal Process.
Submittal Format Requirements
Cover Letter
Technical Proposal
  Project Management Approach (15 points)
    Overall Project Management
    Subcontracting Approach
    Project Controls, Cost Tracking
    Collaboration and Integration
    Design Development and Management
  Project Design (45 points)
  Project Sequencing and Scheduling (10 points)
  Approach to Safety (15 points)
  Approach to Quality (15 points)

SECTION 4: ATTACHMENTS TO THIS RFP

Attachment A: Owner’s Program
Attachment B: Proposed Contract Documents
Attachment C: Price Proposal Instructions
Attachment D: Acknowledgement of Addenda
Design Criteria Package

- The Design Criteria Package is defined as performance-oriented program, scope, and specifications for the design-build project sufficient to permit a design-builder to prepare a response to a political subdivision’s request for proposals for a design-build project, which may include:
  - capacity
  - durability
  - standards
  - ingress and egress requirements
  - performance requirements
  - description of site
  - surveys
  - soils and environmental information concerning the site
  - interior space requirements
  - material quality standards
  - design and construction schedules
  - site development requirements
  - provisions for utilities
  - storm water retention and disposal
  - parking requirements
  - applicable government code requirements
  - preliminary designs for the project or portions thereof
  - other criteria for the intended use of the project
Owner’s Program

Highlight “Unique” Project Features For Jackson (example)

- No Dispatch Center
- Limited Holding Cells
- Specific Site Conditions
1.3 Owner’s Program

1.3.1

- The Owner’s Program describes the Project scope and contains goals, objectives, and the performance criteria for the Project.
- All submittals from Offerors must be consistent with and designed to achieve the goals and objects set forth in the Owner’s Program.

1.3.2

- Offerors shall be entitled to reasonably rely on the accuracy of the information set forth in the RFP.
- The selected Design-Builder will be required to perform an independent evaluation of all information provided by the Owner, including but not limited to such design or prescriptive specifications to validate the information provided by the Owner.
- The selected Design-Builder shall remain responsible for meeting the performance requirements of the Project, including but not limited to the requirements that the Project meet the Basis of Design Documents as well as all applicable Legal Requirements.

1.3.3

- The Owner assumes no responsibility for conclusions or interpretations made by the Offeror based on the information provided by the Owner.
- Oral statements made by the Owner representatives are not binding on the Owner unless the Owner confirms the statements and changes by written Addendum to the RFP.
- In the event of a conflict between codes, industry standards and the Owner’s Program, the most stringent requirements shall apply and Offerors shall submit their Proposals based on the most stringent requirements.
3.3.2 Request for Proposal (RFP), **Confidential Individual Meetings** & Selection Process (Phase II and Phase III)

d. The Owner will conduct Confidential Individual Meetings with each Short-Listed Offeror as described in the RFP. The format of the Confidential Individual Meetings will be designed to allow the Short-Listed Offerors to ask the Owner questions regarding the Project and the Owner’s goals and concerns. All information from the Design-Build Teams provided in the Confidential Individual Meetings will remain confidential during the procurement process; however, see Section 3.1.4 with respect to the potential public disclosure of information provided during the procurement pursuant to any applicable public records act. The Proprietary meetings will also provide an opportunity for direct interaction between the Short-Listed Offeror and the RFP Evaluation Committee.
Summary/Questions

Thank You