



REQUEST FOR QUALIFICATIONS
Design-Build Services

Fire Station 22 and Administration
Consolidated Fire District 2

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Johnson County Consolidated Fire District No. 2

Fire Chief Steve Chick

3921 West 63rd St Prairie Village, KS 66208

913-432-1105 ContactUs@cfid2.org



Consolidated Fire District 2

Request for Qualifications

I. INTRODUCTION

Consolidated Fire District 2 (“CFD2”) is seeking a Contractor-led Design-Build Team (“Team”) to design and renovate CFD2’s existing Fire Station 22 and Administration building (the “Project”) located at 3921 W. 63rd Street in Prairie Village, Kansas. CFD2 will utilize an internal evaluation method to determine which proposal is best suited for the Project. CFD2 will review all proposals and establish a short list of candidates and request presentations from each of those selected.

CFD2 desires a Contractor-led Design-Build communication structure in order to streamline and simplify communication and decision making.

The pricing format is Cost-Plus with a guaranteed Maximum Price (GMP) of \$2,175,000.00.

II. PROJECT GOALS

The selected Team will work with CFD2 on the design and construction of this project. The selected Design Build Team must have experience with similar facilities. CFD2 will select one Design Build Team that has experience and expertise in the following primary goals of this Project:

- Lead CFD2 through normal design and construction issues.
- Implement universal design for all components.
- Ensure the ease of daily maintenance of the facility once completed.
- Complete construction on time and within budget parameters.

III. PROJECT OVERVIEW

Station 22 and the Administration building at 3921 W. 63rd Street, Prairie Village, Kansas, were built in 1998 to accommodate a total of 7 personnel in Station 22 and 5 personnel in Administration. Since its construction, the staffing has increased to 10 personnel at Station 22 and 6 personnel in Administration. This has come at a cost of functionality of the buildings, productivity, and the well-being of employees at both Station 22 and Administration.

With the design and renovation of the Project, CFD2 has the following key objectives that must be accommodated within the proposal:

1. Station 22 must remain occupied by CFD2 throughout the construction process in order to provide emergency services to the citizens and area it serves.
2. Increase the number of bunks to accommodate the current staffing levels, as well as provide ample bunk space for future flexibility.

3. Provide full height walls in all sleeping areas for better privacy as well as providing a means to combat the spread of airborne illnesses while firefighters are occupying their bunks.
4. Develop a Battalion Chiefs' Suite, which will house their private sleeping quarters, separate office space, private locker area and restroom facilities.
5. Renovate the kitchen to accommodate the current 10 personnel while accounting for future increases in personnel, as well as update the cabinets, countertops, flooring, etc.
6. Provide additional office space and storage for Administration to accommodate current needs, while providing opportunities for flexibility in future initiatives.
7. Create necessary office space and storage at Station 22 to better accommodate current assigned personnel, while also providing opportunities for flexibility in staffing.
8. Increase size of the workout room to allow for the same equipment as the other stations and provide the appropriate space for employees to utilize the workout room at this location.
9. Provide additional space for training activities and Board meetings. Additionally, add storage space for training props, training materials, etc., as a part of the renovation of this space.

IV. SUMMARY SCOPE OF SERVICES:

The Scope of Services for the Project includes all disciplines necessary to completely design and construct the Project, including, without limitation, all on-site and off-site work. The services sought for this Project include all customary services normally provided under the umbrella of the design-build method of project delivery. This includes, but is not limited to, full design services, agency approvals, site survey for design and construction, procurement, scheduling estimating, value engineering, general contracting, project closeout, and warranty services. The completed Project is to be a fully functioning installation as described in the contract between CFD2 and the Team selected. Some of the key components of the phases of this Project are defined below, though overall scope of services for each phase will be fully defined in the Project agreements. (The proposer and CFD2 will work together to try and address any additional steps or work tasks they see fit to assist in the successful completion of objectives.)

V. MANDATORY SITE VISIT

A mandatory site visit will be on March 26th at 09:00. The location of the site visit is 3921 W. 63rd Street Prairie Village, Kansas 66208. Contact for the site visit is Mike Morse, 913-432-1105.

VI. PROBABLE TIMETABLE

The Project shall proceed according to the following timeline:

- March 8, 2024 - RFQ Issuance
- March 26, 2024 - Mandatory Site Visit
- April 9, 2024 - Proposals due by 12:00 pm
- Week of April 15, 2024 - Selection Committee opens and reviews Statements of Qualifications and selects proposers for formal interviews; Selection Committee opens Initial Price Proposals of selected proposers
- Week of April 29, 2024 - If necessary, Selection Committee interviews and ranks selected Design-Builder firms
- May 21, 2024 – CFD2 Board reviews recommendation from selection committee and authorizes the Fire Chief to execute contract with Design-Builder
- June 2024 Notice to Proceed
- CFD2 is expecting completion of this project within 18 months of Notice to Proceed

- Submitted schedules will be evaluated for time savings advantages

VII. METHOD OF SOLICITATION

Notice will be published on the CFD2's website and released on the Drexel Technologies website at www.drexeltech.com.

Copies of plans and specifications can be seen or purchased for a Non-Refundable fee on-line at www.drexeltech.com in their eDistribution plan room, additional assistance is available at distribution@drexeltech.com. Information regarding this project can be found in the "Public Jobs" link on the website. Contractors desiring the Contract Documents for use in preparing bids may also obtain a set of such documents from Drexel Technologies; 10840 West 86th Street, Lenexa, KS 66214, telephone number is 913-371-4430. Bidding documents will be shipped only if the requesting party assumes responsibility for all related charges. Corporate, certified, or cashier's checks shall be made payable to Drexel Technologies, Inc.

VIII. SELECTION PROCESS

A Selection Committee will be composed of the members of the Station 22 Renovation Committee. The Selection Committee will open and review the Statements of Qualifications (SOQ) to determine which proposers to formally interview. Based upon the quantity and quality of the SOQs, CFD2 reserves the right to directly select and recommend to the Board the highest ranked proposer without a formal interview. Throughout the process, CFD2 reserves the right to initiate the process with the next highest-ranked firm, or to change or terminate the entire selection process at any time. CFD2 reserves the right to reject any and all proposals and to waive any irregularities therein.

IX. DIRECTIONS FOR SUBMISSION

Proposers shall submit seven (7) original copies and one (1) electronic copy of the Statements of Qualifications (SOQs) in one (1) sealed envelope and one (1) original Initial Fee Proposal form in one sealed envelope. **All documents must be received by CFD2 no later than 12:00 noon, on Tuesday April 9, 2024**, at CFD2 Administration, 3921 W. 63rd Street, Prairie Village, Kansas 66208. Any proposals received after the specified due date and time will be rejected and returned unopened. All expenses for preparing and delivering project proposals, including subsequent interviews, will be borne by the proposing Design-Builders.

Any addenda issued will be posted to the Drexel Technologies website at <http://www.drexeltech.com/>.

X. SUBMITTAL REQUIREMENTS

The following information must be provided in the following sequence. Sections and subsections should correspond with the sections and subsections identified below.

STATEMENT OF QUALIFICATIONS

Submit seven (7) originals and one (1) electronic copies in a sealed envelope marked "Statement of Qualifications for CFD2 Project". FEE INFORMATION SHALL NOT BE INCLUDED IN THE SOQs.

- A. Cover Sheet- Identifying RFQ number, project owner, project title and address, legal company name and address of proposer, proposal due date.
- B. Cover Letter – On the proposer's letterhead, the proposer must list all design-builder

members and the legal relationships between the proposer and team members. The cover letter must include a single contact person of the proposer for the Project, and must be signed by an officer of the proposer who has the authority to bind the proposer. The cover letter should contain a commitment to perform the design-build services within the time period identified.

- C. Table of Contents – identify materials by section, subsections and corresponding page number.
- D. Legal/Financial Information
 - 1. Bonding Capacity: Provide letter from surety or surety agent to indicate that the prime proposer can secure bonding for the Project amount, at the time the GMP Proposal is submitted, subject to the terms of the Agreement for Services.
 - 2. Insurance Coverage: Provide letter or Certificate of Insurance (COI) from insurance agent that the proposer has, or can obtain, insurance coverage in the types and amounts specified in the Agreements for all services.
- E. Project Team Organization
 - 1. Organizational chart showing all construction and design firms and clearly identifying the lead design and construction firms.
 - 2. Brief profile of each team member company, including company background, years in business, ownership, parent company, headquarters location, size of staff, and number of registered professionals.
 - 3. Identify the names and provide resumés, including specific references to experience with design or construction for similar projects and with design- build contracts, for the following key team members:
 - a. Design-build project manager
 - b. Quality control manager
 - c. Construction manager
 - d. Construction site superintendent
 - e. Architectural/Engineering design consultants
- F. Qualifications and Experience
 - 1. Provide key team members experience on similar type and size projects in the last seven (7) years for the listed team leads. Design-build projects are preferred but not required.
- G. Safety record and quality management programs.
 - 1. Provide construction safety record of the lead construction contractor. Provide organizational approach to safety and brief summary of safety program.
- H. Project Approach
 - 1. Provide quality control organizational approach and summary of a program for both design and construction, understanding of timelines, indicating roles and responsibilities, and including authority for quality compliance decisions.
 - 2. Provide approach to controlling overall project costs and describe the use of a competitive bidding process in awarding construction and other project partnerships. This approach will include a minimum of 3 bids per scope package.
 - 3. Provide approach to adhering to or enhancing the Probable Timeline outlined in Section VI, or detail an alternative schedule, if necessary.
- I. Best Value Innovation
 - 1. Share specific examples where you kept costs below the agreed budget, letting owners use the savings elsewhere. Highlight upfront savings from decisions in preconstruction, and savings realized during construction potentially leading to

credits to the owner.

- J. Review and Acknowledgement of the following:
1. Appendix A – Agreements between Owner and Design-Builder.
 2. Appendix B – General Conditions of the Contract.

XI. FEE PROPOSAL

Submit one original in a sealed envelope marked “Fee Proposal, Project Name” signed by the proposer Design-Builder and with the proposer’s name clearly indicated.

XII. SELECTION CRITERIA

The successful design-builder will be the one who provides the best value to CFD2. In general, the Selection Committee will evaluate the following criteria:

Qualifications-Weighted Selection Criteria

1. Project Team Organization - Organization and capabilities of Design-Builder and individuals assigned to this Project. – **25 Points**
2. Qualifications and Experience - Experience of Design-Builder’s team members in design, construction and commission of projects similar in type and size to the CFD2’s Project. Show proven capability to provide creative, functional, and technologically sound design solutions with an economy of means and within the Project budget. – **25 Points**
3. Project Approach - Overall project approach, including schedule, facilitation of communication, and innovative design approach to meeting CFD2’s needs. – **20 Points**
4. Best Value Innovation – **25 Points**
5. Safety record and quality management programs. – **5 Points**
6. Bonding capacity and insurance coverage as required by Section X of this RFQ - **Pass/Fail**
7. Insurance coverage as required in the Agreements. - **Pass/Fail**

Price-Weighted Criteria

Price proposals will be scored in reverse proportion to their total proposal price over that of the lowest proposer’s price. Example: a proposal price of 10% over the lowest price will be awarded 90% of the available points.

Total Maximum Price Proposal score: **100 points**

Total Weighted Score: Calculation of the Total Weighted Score for both Qualifications and Price Proposal: The total maximum scores for qualifications and for the price proposal will be weighted as follows:

1. Qualifications Statement score times **eighty percent (80%)**
2. Price Proposal score times **twenty percent (20%)**
3. **Total Maximum Weighted Score: 100 points**
4. Proposer with the highest Total Weighted Score is the apparent successful proposer

Initial Fee Proposal

Project Name/ Title

FEE PROPOSAL FORM

PROJECT IDENTIFICATION

- A. Project Identification, CFD2 Station 22/Administration Renovation, located in Prairie Village, Kansas,
- B. Date of Issuance of Request for Qualifications and Initial Proposals (RFQ): March 8, 2024
- C. Proposal to: Consolidated Fire District 2 (“Owner”)
- D. Proposer: _____

PROPOSER’S OBLIGATIONS AND REPRESENTATIONS

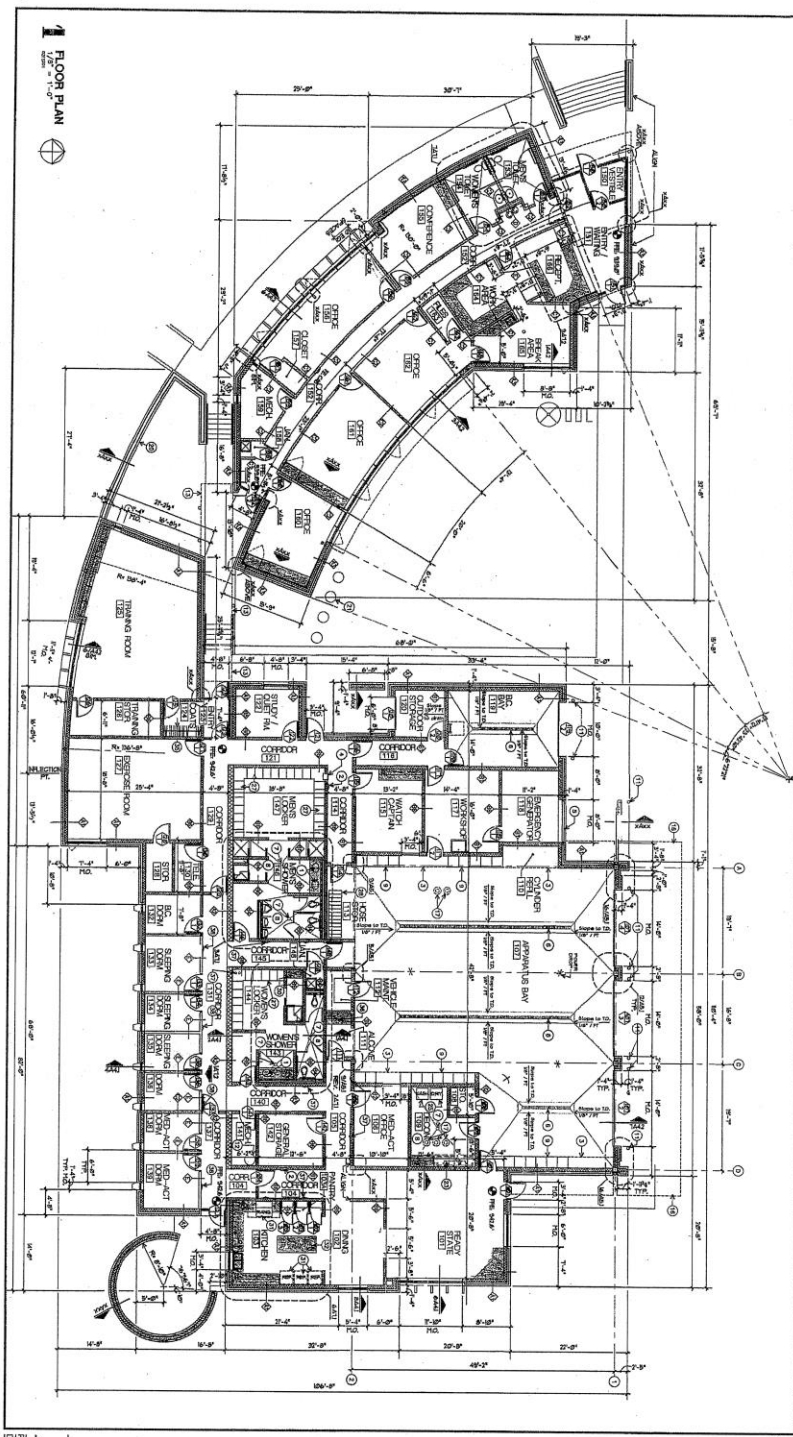
- A. This Proposal will remain subject to acceptance for ninety (90) days from the date of submittal. The Proposer will sign and deliver the required number of copies of the Agreement for Services with any documents or certificates required by the RFQ, within 7 days of the date of the Owner’s Notice of Award.
 - 1. The Proposer is familiar with all applicable federal, state and local laws and regulations that may affect cost, progress, and performance of the work.
 - 2. The Proposer is aware of the general nature of the work to be performed at the site that relates to the work for which this Proposal is submitted.

For the purposes of providing the percentages above and calculating a comparative price, the Proposer shall utilize for proposer selection purposes only an estimated Cost of the Work amount for Final Design and Construction, of \$2,175,000 including all escalation and Design-Builder contingencies.

- A. Design-Builder’s Fees:
 - 1. **Overhead & Profit Fee: 10%** of the Cost of all Consultants and Contractors Work. This fee includes all overhead and profit, as well as mark-ups on design consultants’ contracts, special consultants contracts, all trade subcontracts, materials and equipment, and any self-performed work. This percentage, applied to the actual Cost of Work as determined in the GMP Proposal, may be established by the Owner as a fixed lump sum in accepting the GMP Proposal, not subject to changes in the Cost of the Work within such GMP. This percentage may be applicable to approved change orders to the GMP depending upon the nature of the change.

INCENTIVES– SHARED SAVINGS

Any amount remaining between the cost of the finished project and the GMP will be shared on a percentage basis between the owner at 60% and the construction manager at 40%.



FLOOR PLAN NOTES

1. All work shall be in accordance with the specifications and details shown on the drawings.
2. All materials shall be of the highest quality and shall conform to the specifications and standards of the American Institute of Architects.
3. All work shall be completed in accordance with the schedule of work shown on the drawings.
4. All work shall be completed in accordance with the specifications and details shown on the drawings.
5. All work shall be completed in accordance with the specifications and details shown on the drawings.
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FLOOR PLAN NOTES

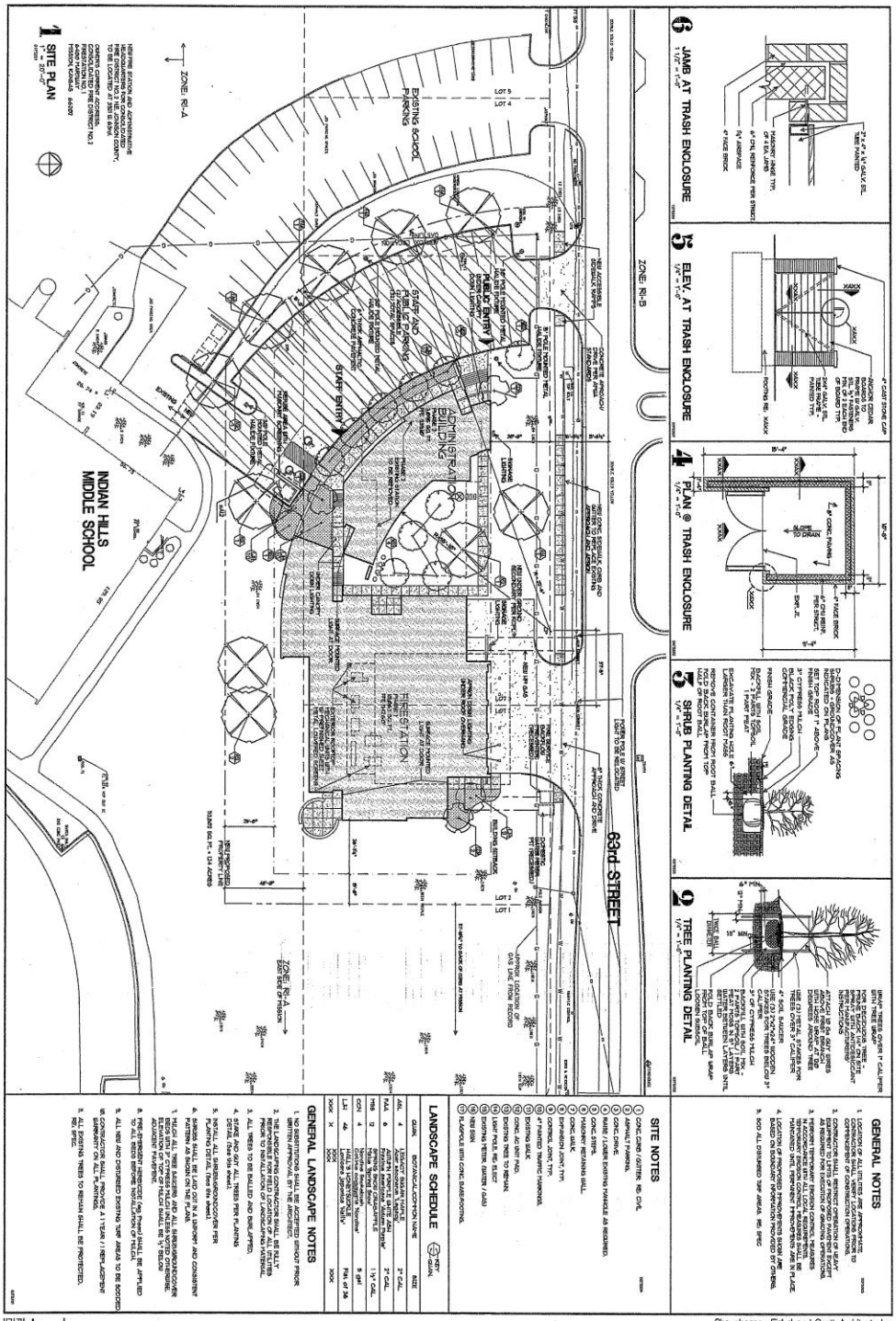
1. All work shall be in accordance with the specifications and details shown on the drawings.
2. All materials shall be of the highest quality and shall conform to the specifications and standards of the American Institute of Architects.
3. All work shall be completed in accordance with the schedule of work shown on the drawings.
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A91
 EXHIBIT A
 DATE: 22. MAR. 1997

**Consolidated Fire District No. 2
 Fire Station No. 2**

Shaughnessy Fickel and Scott Architects Inc.

NOT FOR CONSTRUCTION - CFD2 Makes no claims to accuracy.
 Exhibit A



**Consolidated Fire District No. 2
 Fire Station No. 2**

Shreaghnessy Fickel and Scott, Architects Inc.

NOT FOR CONSTRUCTION - CFD2 Makes no claims to accuracy.
 Exhibit B