

**STATE OF FLORIDA, DEPARTMENT OF MILITARY AFFAIRS  
CONSTRUCTION & FACILITY MANAGEMENT OFFICE  
PUBLIC ANNOUNCEMENT**

**REQUESTING QUALIFICATIONS  
FOR PROFESSIONAL DESIGN AND COMMISSIONING SERVICES**

**For**

**PROJECT NUMBER: 120213  
Automated Multipurpose Machine Gun Range - Design  
Florida Army National Guard, Camp Blanding Joint Training Center, Starke, Florida**

The State of Florida, Department of Military Affairs (DMA), Construction & Facility Management Office (CFMO) requests qualifications from qualified professional services firms for Architectural-Engineering (A/E) services for DESIGN/COMMISSIONING of the MultiPurpose Machine Gun Range to be located at Camp Blanding Joint Training Center, Starke, Florida.

**POINT OF CONTACT (POC):** Department of Military Affairs, Construction & Facility Management Office, Contract Management Branch (for forms and administrative assistance), (904) 823-0255 or 0256, e-mail [ng.fl.flarnng.list.ngfl-cfmo-contracting@mail.mil](mailto:ng.fl.flarnng.list.ngfl-cfmo-contracting@mail.mil). Email requests for FNG Form 5112 in a Microsoft Word format may be sent to the above email address.

Request for private meetings by individual firms will not be granted. No individual verbal communication shall take place between any applicants and the Owners, or Owners' representatives. Request for any additional information, clarifications, or technical questions must be in writing, to the POC listed above.

Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and state holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the procurement officer or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.

**SERVICES TO BE PROVIDED:** This Agency will contract with a single entity who shall provide all services per NGR 415-5, Architectural-Engineering Services for Site Investigation, Design, Bid Phase and Construction Administration, including but not necessarily limited to, topographical and utility survey(s), soils report, attendance at user design conferences to finalize the project design, prioritize project components/additive bid items, programming, schematic and preliminary designs, preconstruction services, constructability reviews, complete design and engineering services, life cycle cost analysis, construction bid documents and technical specifications, detailed line-item construction cost estimates, general storm water permit (acquisition of permit or modification), compilation of preliminary Department of Defense (DD) Form 1354 (NGB form format to be provided by Owner), and construction administration services required to provide a complete facility. The A/E will also need to provide technical assistance and

signed/sealed documents to aid the General Contractor to secure the required building permits and the Florida State Fire Marshal review permit.

**EXECUTIVE PROJECT SUMMARY:** Provide design services for a standard designed Multipurpose Machine Gun (MPMG) range including Heavy Sniper Overlay at Camp Blanding (CBJTC), Florida.

This project includes automated target systems (ATS) varying controlled and scored by computer in the control tower. This facility will be designed to meet Industrial Standards as well as local, of Florida, Federal building codes and as per Public Law 90-480 and 900-400. Design will include Multipurpose Machine Gun Range firing points, Heavy Sniper Overlay firing points, control tower, operation storage building, classroom facility, latrine aerated, bleacher enclosure, covered mess shelter, ammo breakdown building, targets, sustainability/energy measures, parking, signs, flags/safety barriers, lightning protection, site improvements, anti-terrorism/force protection, and storm drainage. Facilities will be designed to a minimum life of 50 years and energy efficiencies meeting, on average, American Society of Heating, Refrigerating, and Air-conditioning Engineers (ASHRAE) 189.1 standards through improved building envelope and integrated building systems performance. Access for individuals with disabilities will be provided. Antiterrorism Measures are to be included in accordance with the DOD Minimum Antiterrorism. These building standards will be provided.

Camp Blanding Joint Training Center is a 72,000-acre Maneuver Training Center. Camp Blanding is centrally located in Florida, and has the capacity to receive units by air, rail, or roadway. The electrical, sewage, water, telecommunication, and transportation infrastructure can support the addition of the MultiPurpose Machine Gun (MPMG) range with Heavy Sniper Overlay. The MPMGR with the Heavy Sniper Overlay consists of 7 Firing Lanes. It will include audio/video capture instrumentation, three-dimensional precision targetry and a large interactive command / control / AAR facility. The MPMGR with the Heavy Sniper Overlay supports the training strategy as outlined in TC 90-1. The facility provides combined arms collective training for platoon and company situational exercises (STX) and battalion task force field training exercises (FTX).

Building Criteria requirements:

The criteria which will be used for construction is the Training Circular (TC)25-8, Training Ranges; TC 90-1, Urban Operations; and the Huntsville Design Manual (COE)HNDM-1110-1-23.

**EXCEPTIONS TO CRITERIA:**

Incorporation of a standard Camp Blanding latrine design. This will provide added value to training by the reduction of training time lost to using units' maintenance of the facility and the provision of potable water availability. Grounding grid of targetry to protect equipment from lightning damage. Camp Blanding is home to the International Center for Lightning research and Testing because it has been identified as having the most lightning strikes in the nation by the American Meteorological Society.

## Design Criteria:

Florida Building Code (FBC); latest version at the time the design contract is awarded. Applicable Local Building Code. The National Fire Protection Association (NFPA); 2009 Unified Facilities Criteria (UFC) 4-010-01 “DOD Minimum Antiterrorism Standards for Buildings”; October 2003, including Change 1, January 2007. NG Pam 415-12, Army National Guard: Facilities Allowance, April 2007. NG Pam 415-5, Army National Guard: Military Construction Program Development and Execution, July 2003. DG 415-5, Army National Guard: General Appendices; August 2007. CEHNC 1110-23: U.S Army Corp of Engineers Design Guide for Sustainable Range Program

## ALSO TO BE INCLUDED AS LINE ITEMS IN PROJECT PROPOSAL FROM SELECTED FIRM:

- Deliverables for permitting and construction to include 4 (four) sets of drawings signed and sealed and 6 (six) sets of unsigned.
- Bid Phase Services
- Construction Administration Services (listed as an option on A/E’s proposal)
- Regulatory permitting to include the preparation, submittal, payment and review coordination of the Water Management District, Environmental Resource Permit (including permit fees), Florida Department of Environmental Protection (FDEP) Notice of Intent (including filing fees), ), County Review Permit Fee, Fire Marshall Review Fee and any other permits and fees required by other county, local or state authorities
- Commissioning Services

NOTE: Designs must meet current Florida Building Codes and ADA requirements. All structures will be engineered to meet applicable wind load requirements for the area. Unified Facilities Criteria (UFC) DoD Minimum Antiterrorism Standards for Buildings UFC 4-010-01 (8 OCT 2003) requirements will also have to be met.

**SELECTION INFORMATION:** Selection of applicants for consideration will be made on the basis of relative design experience of the firm and their ability to perform based on, but not limited to, the information submitted on FNG Form 5112 for licensed and/or professional personnel; professional services qualifications, financial capability, recent, current, and projected workloads of the Professional Services firm and location of office in relation to project site. The qualifications packages will be reviewed and three semi-finalists will be interviewed to determine the best qualified firm for this project. The three semi-finalists may or may not be required to make oral presentations (in person or by telephone conference) and the selection committee may reject all submissions and stop the selection process at any time. Additional requirements and information may be provided to short-listed firms at the Mandatory Site Visit (if required). Order of Negotiations for the selected shortlisted firms will be made on the basis of past performance references, knowledge of site and local conditions, proposed project staff, ability to meet budget, ability to meet project schedule, understanding program, requirements, approach, and methodology.

**CONTINGENCY STATEMENT:** "The Architect (or registered land surveyor or professional engineer, as applicable) warrants that he has not employed or retained any company or person, other than a bona fide employee working solely for the architect (or registered land surveyor or professional engineer, as applicable) to solicit or secure this agreement and that he has not paid or agreed to pay any person, company, corporation, individual or firm other than a bona fide employee working solely for the architect (or registered land surveyor or professional engineer, as applicable) any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, the Owner shall have the right to terminate this Agreement without liability and, at his discretion, to deduct from the Basic Services Compensation, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration."

**CONTRACT AWARD:** The short list for interviews and the final order of negotiations with the short listed firms will be posted on the MyFlorida website [http://vbs.dms.state.fl.us/vbs/main\\_menu](http://vbs.dms.state.fl.us/vbs/main_menu). Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. If no protest is filed, a contract will be negotiated with the firm which the Agency considers the most qualified for the intended project. If an agreement for compensation which the Agency determines is fair, competitive, and reasonable cannot be reached and the Agency is unable to negotiate a satisfactory contract, negotiations will be formally ceased and negotiations shall be undertaken with the firm the Agency has determined is the second most qualified after Departmental review of the submissions.

The DMA reserves the right to accept or reject any or all proposals received and reserves the right to make an award with or without further discussion of the proposals submitted or accept minor informalities or irregularities in the best interest of the State of Florida, which are considered a matter of form and not substance, and the correction or waiver of which is not prejudicial to other Proposers. Minor irregularities are defined as those that will not have an adverse effect on the Department's interest and will not affect the price of the proposal by giving a Proposer an advantage or benefit not enjoyed by all other proposers. It is understood the proposal will become a part of the Departments' file, without obligation to the Department. Proposals may be rejected if found to be irregular or not in conformance with the requirements and instructions contained herein. A proposal may be found to be irregular or non-responsive by reasons that include, but are not limited to failure to utilize or complete in their entirety prescribed forms, conditional proposals, and improper, missing and/or undated signatures.

**TENTATIVE SCHEDULE:**

1. Publication Date - April 26, 2013
2. Qualifications (FNG 5112) – May 16, 2013 - Due before 4:00 p.m.
3. Anticipated Short-list for Interviews – May 24, 2013
4. \*Interview Date for Short Listed Firms – June 4, 2013
5. Post Short List for Negotiations to VBS – June 6, 2013

\*Due to the limited time allotted for the DMA to obligate the federal funding for this project, the selected firm must be available for interview dates and contract signature during dates listed. No alternate dates can be arranged. Non availability of scheduled dates for interviews/negotiations and contract signature may cause disqualification.

**INSTRUCTIONS:** Applicants desiring to provide these services shall apply for consideration by submitting an original and two copies of the following:

1. A Letter of Interest detailing firms' qualifications, related experience, the firms' abilities to perform the work and to meet the above referenced selection criteria.
2. Professional Qualifications Supplement (PQS) Form FNG 5112, Revised 3/13.
3. Florida Department of Professional Regulation License(s) with the appropriate Board(s) for each of the license numbers listed in PQS Form Number FNG 5112, Question 3. Firms must be properly registered at the time of application to practice their profession in the State of Florida.
4. Copy of Corporate Charter Registration for Proof that A/E firm has or will have an active office within 150 road miles of the project. **Firms that do not have an active office located within 150 miles of the project site will not be considered.**
5. A list of at least four previous or current projects which exhibit your firm's experience as related to this project. You must have completed at least two projects of the same size and scope (ranges) within the last 5 years to be considered qualified. Provide contact information of the referenced owners, contractors or A/E as applicable. Describe work performed on projects in detail (with photographs, if possible). You must demonstrate that the LEED AP staff member has experience with at least one (1) completed project that achieved LEED certification.
6. Resume of Experience for A/E's lead Architect, the LEED AP staff member, Commissioning Agent(s), and all other major team members.
7. Proof of Registration in MyFloridaMarketPlace.com.

Interested firms shall provide 1 original and 2 copies of each submission. Forms must be electronically obtained in MICROSOFT WORD software format (File extension ".doc"-document format) from CFMO-Contracting Branch, telephone: 904-823-0256 or 904-823-0255, e-mail: [ng.fl.flarnng.list.ngfl-cfmo-contracting@mail.mil](mailto:ng.fl.flarnng.list.ngfl-cfmo-contracting@mail.mil). Forms are available in Adobe Acrobat software (File extension ".pdf"-portable document format) with the solicitation on the Vendor Bid System on myFlorida.com.

**SUBMITTAL DUE DATE:** Thursday, May 16, 2013 before 4:00 p.m.

Submittals received after this date will not be considered. We encourage early submittals be sent to the CFMO, Contract Management Branch any time prior to the final due date. Alternate Work Schedule (AWS) for May is: May 13. Submittal deliveries to the RFE Armory cannot be accepted on that date.

**SUBMITTALS ARE TO BE SENT TO:** Department of Military Affairs, Construction & Facility Management Office (CFMO), Attention: Contract Management Branch, Robert F. Ensslin, Jr. Armory, 2305 State Road 207, St. Augustine, Florida 32086.

**ENVELOPES ARE TO BE MARKED:** Attention: QUALIFICATIONS for Project 120213, MultiPurpose Machine Gun Range.

Faxed or e-mailed submittals are not acceptable and will not be considered. All instructions must be complied with and requested data must be included in order for your firm to be considered for this project. All information received will be maintained with the Department and will not be returned.

The State of Florida's performance and obligation to pay under any contract is contingent upon availability of funding and an annual appropriation by the Legislature.

Award of this project is not guaranteed in Fiscal Year 2013 (Ending September 30, 2013) and is subject to availability of Federal funding. Funding for this project will be guaranteed upon award.

**MYFLORIDA REGISTRATION:** Prior to entering into a contract with the State of Florida, Department of Military Affairs, the selected Architect-Engineer must be registered with the Florida Department of Management Services (DMS) MyFloridaMarketPlace Vendor Registration System. Registration must be completed at [http://vbs.dms.state.fl.us/vbs/main\\_menu](http://vbs.dms.state.fl.us/vbs/main_menu). Prospective firms who do not have Internet access may request assistance from the MyFloridaMarketPlace Customer Service at 1-866-352-3776.

**INABILITY TO POST ELECTRONICALLY:** If the Department is unable to post an Intent to Award or Intent to Negotiate (due to technical difficulties) as defined above, the Department will notify all firms via the Point of Contact and electronic address provided to the Department. Notice will be posted as defined above once the technical difficulties have been rectified; however, the official posting time will be that time at which the last firm was electronically notified.

**DISCRIMINATION; DENIAL OR REVOCATION FOR THE RIGHT TO TRANSACT BUSINESS WITH PUBLIC ENTITIES:** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, F.S., for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.

The State of Florida requires all Vendors to implement a drug free workplace program as defined in 287.087, Florida Statutes.

**PUBLIC ENTITY CRIME INFORMATION STATEMENT:** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a

contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.

**MINORITY PROGRAM:** Minority Business Enterprises (MBE) are encouraged to participate in this Request for Qualifications. Utilization of MBE participation is highly encouraged from all participants. MBE's must be certified by the Office of Supplier Diversity.

The DMA will not be responsible for submittals/bids presented on forms, or information obtained from sources other than DMA, CFMO, Contracting Branch.

**Requirement for Data Universal Numbering System (DUNS) Numbers:** The DMA may not make an award to an entity unless the entity has provided its DUNS number. Data Universal Numbering System (DUNS) number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the Internet (currently at <http://fedgov.dnb.com/webform>). DUNS Number assignment is FREE for all businesses required to register with the US Federal government for contracts or grants. If one does not already exist for your business location, it can be created within 1 business day. Hearing Impaired customers ONLY may call 877-807-1679.

The Grantee covenants and agrees to comply with the Reporting Sub-awards and Executive Compensation requirements indicated below:

The selected firm covenants and agrees to comply with the any and all Reporting of Sub-awards and Executive Compensation requirements as directed by National Guard Bureau, if and when required per Cooperative Agreements section 812 or 821 as applicable.

**HOMELAND SECURITY:** *Pursuant to the State of Florida, Office of the Governor, Executive Order Number 11-02 entered on January 4, 2011, A/E and Contractor will utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of: (a) all persons employed during the term of the Contract by A/E and Contractor to perform employment duties within Florida within 3 business days after the date of hire; and (b) all persons (including subcontractors) assigned by A/E and Contractor to perform work pursuant to the Contract with the Department within 90 calendar days after the date the Contract is executed or within 30 days after such persons are assigned to perform work pursuant to the Contract, whichever is later.*

The State of Florida requires vendors doing business with the State to submit a Substitute Form W-9. The purpose of a Form W-9 is to provide a Federal Taxpayer Identification Number (TIN), official entity name, a business designation (sole proprietorship, corporation, partnership, etc.), and other taxpayer information to the State. Submission of a Form W-9 ensures that the State's vendor records and Form 1099 reporting are accurate. Due to specific State of Florida requirements, the State will not accept the Internal Revenue Service Form W-9. Effective March 5, 2012, State of Florida agencies will not be permitted to place orders for goods and services or make payments to

any vendor that does not have a verified Substitute W-9 on file with the Department of Financial Services. Vendors are required to register and submit a Form W-9 on the State's Vendor Website at <https://flvendor.myfloridacfo.com>.

NO VERBAL STATEMENTS MADE BY ANY STATE OF FLORIDA EMPLOYEE OR AGENCY REPRESENTATIVE WILL OPERATE TO SUPERSEDE INFORMATION PUBLISHED IN THIS SOLICITATION. ONLY WRITTEN ADDENDUM ISSUED BY THE DEPARTMENT OF MILITARY AFFAIRS, CONSTRUCTION & FACILITY MANAGEMENT OFFICE OR ITS REPRESENTATIVES WILL OPERATE TO ALTER OR OTHERWISE AMEND THIS SOLICITATION.