

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

**REQUESTING QUALIFICATIONS
FOR PROFESSIONAL DESIGN SERVICES**

For

**PROJECT NUMBER: 219028
REMODEL BUILDING 2004
CAMP BLANDING JOINT TRAINING CENTER, STARKE, FLORIDA**

The State of Florida, Department of Military Affairs (DMA), Construction & Facility Management Office (CFMO) requests qualifications from Professional Services Firms for Architectural-Engineering (A/E) services for DESIGN and Development of Construction Documents for the renovation of building 2004, Camp Blanding Joint Training Center, Starke (Clay Co.), Florida.

POINT OF CONTACT (POC):

Department of Military Affairs, Construction & Facility Management Office, Contract Management Branch (for forms and administrative assistance), (904) 823-0285, 823-0255, e-mail ng.fl.flarnng.list.cfmo-contracting@mail.mil. Requests for FNG5112 in a word document format may be sent to the above e-mail 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 requested in writing via email to the POC listed above no later than January 28, 2020 at 5:00 PM.

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.

EXECUTIVE PROJECT SUMMARY:

Estimated Construction Cost: \$431,000.00

Project Location: Camp Blanding Joint Training Center (CBJTC), 5629 State Road 16 W, Starke, FL 32091

Building square footage: Approximately 5876 square feet

PROFESSIONAL SERVICES TO BE PROVIDED:

This Agency will contract with a single firm who shall provide all professional services (s. 287.055 FS) per ARNG Design Guides 415-1 & 415-5, the Unified Facilities Criteria, Army Regulations, base design standards, and state and local building codes.

Firm shall furnish professional services for all phases of the design and construction during the project life cycle including site investigation, design, procurement & bidding, construction administration, and administrative closeout.

Professional Services are to include but are not limited to:

Prepare a complete design, including drawings and specifications, suitable for construction. Construction will include the following:

Demo entire interior of building, including floor coverings, ceilings, light fixtures, HVAC ductwork, and HVAC equipment. Existing communication/electrical closet to be separated into two stand-alone rooms with adequate space and access. Upgrade fire alarm panel and associated components. Provide for new mechanical room (current air handlers are in the ceiling, to be relocated to new mechanical room. There is an additional air handler in a classroom that will also need to be in this new mechanical room).

Provide for a conventionally partitioned hallway through the building, similar to the current configuration. Hallway to have permanent doorways for access to 8 classrooms similar to existing configuration. Provide for retractable partitions for 7 smaller classrooms similar to existing. Provide for all new vinyl framed, insulated, fixed Low-E windows, tinted. Provide for 2" blinds at each window.

Spray foam the existing roof deck with minimum R30. Install 1 5/8" metal Z-furring, 1 1/2" rigid foam insulation and 5/8" drywall on the inside of the exterior walls.

Convert the existing latrine area to female latrines and design new male latrines. Both latrines to have ADA accessibility and the correct number of plumbing fixtures per occupant load. Showers will not be required.

Install new HVAC system(s) throughout building.

Install electrical switches in new hallway walls to control classroom lighting. Install receptacles on classroom side of hallway wall and along existing exterior walls near retractable partitions. Install new 2x4 LED lay-in troffer fixtures for classrooms, hallway and latrines plus wall mounted emergency/exit lights as required. Provide wiring and controls for recessed projection screen similar to existing. Provide electrical and chases for wall mounted TV's as needed.

Install new suspended ceiling system throughout the building. Install new flooring and baseboard throughout building per CBJTC standards. Repaint entire interior with Sherwin Williams paint to CBJTC color specs.

Make provisions for secure and weatherproof chase through exterior wall for cabling of various training exercises (currently, such cabling is run through an open window). Location TBD.

Provide Alternate Bid Item (ABI) to replace shingle roof with standing seam metal roofing system, 16 ½” panels with striation, Sierra Tan color and Kynar 500 Finish. Approved Manufacture: Gulf Coast Supply – Gulfseam Hidden Screw metal roof system, Berridge Manufacturing Co – Cee-Lock. Underlayment shall be Grace Ice and Water shield or equal. Contractor is required to verify square footage during the site visit.

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 firm’s project team’s primary office where they report to on a daily basis must be located within 300 miles of the project location to allow for easy review of site progress with plans, specifications, and code compliance.

The qualifications packages will be reviewed and a minimum of three finalists will be interviewed to determine the best qualified firm for this project. The 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 finalists at a later time.

Order of Negotiations for the selected finalists 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, and approach and methodology.

CONTINGENCY STATEMENT:

"The Architect (or registered land surveyor or professional engineer, as applicable) warrants that he/she 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/she 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. 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 Department's 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:

Selection Schedule	Event Time	Event Date
RFQ posted to VBS website		3/20/2020
Question period ends	By 5:00 PM	3/27/2020
Answers to questions posted to VBS website	By 5:00 PM	3/31/2020
Responses from firms due	By 4:00 PM	4/3/2020
Anticipated posting of shortlist results to the VBS website		4/10/2020
72-hour protest period ends		4/15/2020
Anticipated interviews/presentations of shortlisted firms		4/16/2020
Anticipated posting of final results to the VBS website		4/17/2020
72-hour protest period ends		4/20/2020

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

INSTRUCTIONS:

Applicants desiring to provide these services shall apply for consideration by submitting an original and four (4) printed copies of the following:

1. A Letter of Interest detailing firm's qualifications, related experience, the firm's abilities to perform the work and to meet the below referenced selection criteria.

2. Professional Qualifications Supplement (PQS) Form FNG 5112, Revised 4/13.
3. For Corporations only: If the firm offering services is a corporation, it must be properly registered with the Florida Department of State to practice their profession in Florida and must provide a copy of the firm's current Florida Corporate Registration.
4. Proof of Registration in MyFloridaMarketPlace.com.

Forms may be electronically obtained in MICROSOFT WORD software format (File extension “.doc” format) from CFMO-Contract Management Branch, e-mail: ng.fl.flarng.list.cfmo-contracting@mail.mil. Forms are available in Adobe Acrobat software (File extension “.pdf”) with the solicitation on the Vendor Bid System on myFlorida.com.

SUBMITTAL DUE DATE: April 3, 2020, 4:00 PM

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.

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:

QUALIFICATIONS FOR: Project 219028 Building 2004

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.

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. 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 and 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.

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

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, Contract Management Branch, or solicitations posted to the Vendor Bid System.

REQUIREMENT UNDER COOPERATIVE AGREEMENT:

Contractors are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR part 180. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities. The Department of Military Affairs (DMA) shall comply with the DOD implementation of 2 CFR Part 180 (at 2 CFR Part 1125) by checking the Excluded Parties List System (EPLS) through the System for Award Management (SAM) at <https://www.sam.gov>. DMA shall not solicit offers from, nor award contracts to contractors listed in EPLS. This verification shall be documented in the contract files, and shall be subject to audit by the grantor and Federal/State audit agencies.

By submitting a bid in response to this solicitation, the contractor covenants and agrees that it will comply with Office of Management and Budget guidance on nonprocurement suspension and debarment in 2 CFR Part 180, Subpart C, as implemented by Department of Defense (DOD) at 2 CFR Part 1125 by checking the EPLS at <https://www.sam.gov> to verify eligibility of subcontractors.

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.