

REQUEST FOR QUALIFICATIONS FOR COLLABORATIVE DESIGN-BUILD SERVICES

**Bid Solicitation #2024-02
Harney County Jail Facility
550 N. Court Ave., Burns, OR. 97720**

1 - INTRODUCTION

The Harney County Court, acting through Harney County, hereinafter referred to as Harney County is requesting Statements of Qualifications from interested and qualified Design-Builders (Respondents) to provide design, preconstruction, and design-build construction services for the project referenced above (Project).

The delivery method for this Project is a modified form of Harney County's Design-Build process, called Collaborative Design-Build. This is a two-phased project delivery process: Phase 1-Design and Preconstruction Services to define the Project, hereinafter referred to as Phase 1, and Phase 2-Design-Build Construction Services to complete the design and construct the Project, hereinafter referred to as Phase 2. There will be separate agreements for each phase. This modified process selects the Design-Builder on qualifications and proposed fees (a design competition is not utilized).

During Phase 1 Harney County will issue a design and preconstruction services agreement, under which the Design-Builder will: complete the programming; develop the schematic design; site determination; commit to a guaranteed maximum price (GMP) and schedule; start Design Development; confirm other criteria are appropriate; and obtain Harney County's approval. Upon receipt of the approval of the schematic design and Harney County's authorization to proceed, Design-Builder shall: continue with the design development; publish a set of the Design-Build Construction Documents; and establish and submit a GMP to Harney County.

During Phase 2 Harney County will issue a GMP collaborative design-build agreement incorporating: the Design-Build Contract Documents; updated criteria; direct construction cost budget; GMP; contingency; remaining design fees; site management fees; payment and performance bond premiums; overhead and profit; and schedule as agreed upon in Phase 1.

Harney County will not be obligated to proceed with Phase 2 with the selected Design-Builder. The Design-Builder is not obligated to proceed with Phase 2 if it so determines that the budget is not adequate, or for other business reasons. Phase 1 work products and electronic files of the Design-Builder are the property of Harney County. In the event Harney County and Design-Builder do not continue into Phase 2, these documents will be used by Harney County in any manner, including use as bridging documents for subsequent contracts.

2 - PROJECT DESCRIPTION

The Project approximately consists of: a new jail facility located in Burns, OR. 97720. The new jail will include at a minimum secure housing with a to be determined bed count with a mental health housing unit, recreation area, client/attorney rooms, a secure transportation space, assessment rooms, and other mandatory support spaces that may include additional court services.

The Direct Construction Cost Budget is approximately \$ 8,000,000.00 in hand, while pursuing additional funding.

- The contract duration for the Phase 2 agreement is to be determined. The budget and duration will be established in the Request for Proposal.
- The Design-Builder is required to be appropriately licensed and bonded in the State of Oregon and registered to bid public works with the Oregon Bureau of Labor and Industries (BOLI).
- The Design-Builder is required to be prequalified by Harney County's Prequalification Program Administrator; refer to Request for Qualifications Section 4.
- The Architect is required to be licensed and bonded in the state of Oregon.

3 - SCOPE OF DESIGN-BUILDER'S WORK

By submitting a Statement of Qualifications, the Respondent represents that it is qualified and capable to provide the requirements.

The following is a brief overview of the services the Design-Builder will be required to perform, if awarded both the Phase 1 and the Phase 2 agreements:

1. Provide cost estimates per Harney County's schematic design level requirements, review and confirm the initial budget and provide continuous cost management to assure the schematic and final design remains within the budgeted cost estimate.
2. Fully program the Project and schedule the Project, as appropriate, to conform to Project scope and Harney County's parameters.
3. Confirm all other Project criteria are appropriate and fully detailed, including site determination.
4. Develop the schematic design deliverables per Harney County's requirements and assist with presentation to the County Court.
5. Commit to a GMP at the end of schematic design, or during Design Development, as agreed by Harney County.
6. Provide Phase 1 services per Harney County's guidelines and as necessary to bid and construct the Project.
7. Procure all agency reviews, peer reviews and local agency approvals as required.
8. Provide construction planning, phasing, and scheduling during Phase 1 through Phase 2.
9. Develop and maintain a Project schedule that incorporates all tasks and approvals of all involved parties necessary to complete the Project within the contract durations.
10. Provide preconstruction and construction quality assurance.
11. Incorporate Design-Assist and Design-Build trade contractors as appropriate and as proposed.
12. Publicly advertise and prequalify trade contractors to comply with Harney County's standards.
13. Develop Trade Contractor Bid Packages and receive bids in the most logical, competitive, and seamless manner.
14. Pay prevailing wages and comply with prevailing wage laws.
15. Manage and administer the Project construction phase to achieve construction completion within the contract time and budget and with high quality workmanship.

4 - DESIGN-BUILDER SELECTION PROCESS

Harney County will select the Design-Builder using a two-step process. The first step in the selection process focuses on selecting the most qualified firms. The Project issue of this Request for Qualifications, to which respondents may submit Statement of Qualifications to Harney County. Harney County will review and score the Statements of Qualifications. With the highest scoring, four (4) firms above the minimum qualifying score (50% of total maximum points) with all required qualifications will continue in the selection process. Unsuccessful firms will be notified.

The second step in the process will focus on the selection of the firm with team members that are most suited to the Project. Harney County will issue the Draft Request for Proposals to the short-listed finalists, and hold pre-proposal meetings, after which Harney County will issue the Final Request for Proposal. Harney County's selection committee will score the proposals from the finalists, conduct interviews, and perform reference checks. Harney County will award a Phase 1, Design and Preconstruction Services agreement for schematic design to the highest scoring firm, who will become the successful Design-Builder. The judgment of Harney County in this selection process is not subject to appeal.

All Respondents must be prequalified with Harney County one day prior to the Statement of Qualifications due date, or their Statement of Qualification submission will not be considered. The last day to submit an application for prequalification online to Harney County is indicated on the enclosed schedule. Each Respondent's prequalification rating must be greater than the budgeted Phase 2, Design-Build Construction Services agreement amount for this Project. Direct any prequalification questions to Harney County's Prequalification Administrator at dan.jenkins@harneycountyor.gov.

Joint Venture Affidavit

If two or more prospective firms desire to submit a proposal as a joint venture on this project, they must file an affidavit of joint venture with Harney County at least five (5) Days prior to the date and time set for opening of the Statement

of Qualifications, on a form obtained from Harney County. The affidavit for a joint venture will be valid only for the specific project for which it is filed. Each party to the joint venture must be prequalified, as provided herein, at least one (1) Business Day prior to the date and time set for submitting the Statement of Qualifications. If Harney County announces that the joint venture is the successful Proposer in response to the Request for Proposals, the joint venture shall obtain the joint venture license prior to Harney County's award of the Contract (Business and Professions Code sections 7029 and 7029.1).

If Harney County awards neither the Phase 1, Design and Preconstruction Services agreement, nor the Phase 2, Design-Build Construction Services agreement, Respondents will not be entitled to recover any monetary awards of any type whatsoever. Harney County reserves the right to reject all responses to this Request for Qualification. Harney County may terminate the Design-Builder's Phase 1 agreement prior to completion and seek to complete the Project by other means or abandon the Project. There is no guarantee Harney County will award the Phase 2 agreement.

5 - TENTATIVE SELECTION PROCESS SCHEDULE

Schedule Activities	Schedule
RFQ Advertised	January 14, 2025
RFQ Conference (Non-Mandatory)	January 27, 2025
Last day to submit RFQ questions	January 31, 2025, by 5:00 p.m.
Statement of Qualifications due	February 24, 2025, by 12:00 p.m.
Proposer Shortlist published by e-mail	March 1, 2025
RFP distributed to shortlist	March 3, 2025
Last day to submit RFP questions	March 10, 2025
Proposals due date and time	March 17, 2025, by 12:00 p.m.
Proposing firms interviewed (Week of)	March 24, 2025
Successful Proposer announced	April 3, 2025
Phase 1 (design and preconstruction services) agreement executed	April 24, 2025
Schematic design submittal due	May 30, 2025
Phase 2 (design build) agreement executed	June 16, 2025
Phase 2 start date (NTP)	June 26, 2025
Notice of Completion	TBD
Design-Build contract duration	TBD

The above schedule is a proposed schedule that is subject to change. The Phase 1 and Phase 2 agreements, if awarded, will identify the schedule commitments. Any changes to the schedule for the Request for Qualifications/Request for Proposal process will be issued to all Respondents/Proposers via addenda.

6 - INSTRUCTIONS FOR SUBMITTING A STATEMENT OF QUALIFICATIONS

Statement of Qualifications must be received in the Managing Office shown herein before the date and time shown in the Selection Process Schedule.

Respondents for this Project shall submit a Statement of Qualifications in accordance with the following instructions:

1. Provide all information requested in this Request for Qualifications.
2. Provide information as it pertains to your team. When referencing projects that were joint ventures, or individual efforts, indicate such and explain each JV member firm's role in the project.
3. The Statement of Qualifications should be well organized, as concise, and complete as possible, while still providing the requested information.
4. Where contact information is requested; include the company name, address and a company representative's name, phone number and e-mail address.
5. Submit five copies of the Statement of Qualifications in "8 1/2 x 11" format and one digital file in PDF format. the Statement of Qualifications in a sealed package marked on the outside "SOQ for" and add the Project Name: Harney County Jail Facility, Project#: 2024-02., and Co.: Harney County.

6. Deliver the Statement of Qualifications to the Managing Office for the Selection Process prior to the date and time indicated in the Selection Process Schedule.

7 - MANAGING OFFICE FOR THE SELECTION PROCESS

Respondents shall direct all communications concerning the selection process to the Managing Office for the Selection Process. In e-mail communications, place the name of the Project in the subject line. The County contact for the Managing Office for the Design-Build Selection Process is:

County Contact Name	Dan Jenkins, Sheriff
County, Dept.	Harney County, Harney County Sheriff's Office
Address (mailing):	485 N. Court Ave., Burns, OR. 97720
Telephone:	541-573-6156
Fax:	541-573-1226
E-Mail:	Dan.jenkins@harneycountyor.gov

8 – STATEMENT OF QUALIFICATIONS REQUIRED INFORMATION AND SCORING

Provide the following information in your Statement of Qualifications. Each question will be scored against an ideal response which, in the opinion of Harney County's Selection Committee, would receive the maximum number of points possible, as indicated herein. When describing experience, indicate if the experience is of the firm and/or the individuals proposed for the project. The Statement of Qualifications evaluation is weighed towards the experience of the firm and not of the individuals proposed for the project. If all information is not provided, the Statement of Qualifications may not be considered. Harney County may, at its discretion, call the contacts provided or others as they may become known for reference checks. The Statement of Qualifications should be organized with numbered tabs corresponding to the following questions. Provide concise and complete responses; **non-requested information and lengthy responses are discouraged.**

Required Information:

- | | Maximum Score |
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| <ol style="list-style-type: none"> 1. Cover letter confirming that Respondent's Statement of Qualifications submittal is in response to this Request for Proposal and agrees to enter into schematic design and design-build contracts if selected, and all information in the Statement of Qualifications is accurate under penalty of perjury.

Describe any lawsuits to which you have been a party with any of your Project Owners in the last 5 years. Describe if you were the plaintiff or defendant, a brief summary of each case, and the outcome. If there has been none, make that statement. | 0 points |
| <ol style="list-style-type: none"> 2. Organization Information, provide this information separately for the General Contractor and the Architect: <ul style="list-style-type: none"> • Identify Respondent's full legal name, type of business entity, physical and mailing address, phone, fax, e-mail, and website. • Provide the address of the office that will manage this Project and contact information of the project manager including the email address of the primary contact for this Statement of Qualifications. | 0 points |
| <ol style="list-style-type: none"> 3. Copy of Respondent's PROJECT OWNER prequalification letter. | 0 points |
| <ol style="list-style-type: none"> 4. Copies of Respondent's Oregon Contractor's License and BOLI public works registration number. | 0 points |
| <ol style="list-style-type: none"> 5. Project Specific Requirements: Previous experience in the design-build of any jail and/or prison facility.

Describe any project specific experience your team members have had with these special design and construction skills or requirements. | 80 points |
| <ol style="list-style-type: none"> 6. Respondents' general design-build experience for projects that the firms (GC and AE) have worked on together: | 80 points |

- Describe projects that are similar in size and complexity and show how these projects are relevant to the proposed project.
 - Provide a matrix indicating all proposed team members and their joint project experience, if any. Give titles, names, and positions.
7. General Contractor's Jail and Government Building construction experience: 80 points
- List and describe the project experience of the general contracting firm on construction of a jail facility that included minimum secure housing with a 30-50 bed count, a mental health housing unit, recreation area, client/attorney rooms, a secure transportation space, assessment rooms, and other mandatory support spaces, including location, size, cost and year of completion.
 - Describe how this experience is relevant and similar in size and complexity to the proposed project.
 - The emphasis should be on demonstration of design-build experience.
 - Provide owner and/or architect references and contact information for these projects.
8. Architect's Jail and Government Building construction experience: 80 points
- List and describe the project experience of the design firm on similar secure housing in a jail facility that included minimum secure housing with a 30-50 bed count, a mental health housing unit, recreation area, client/attorney rooms, a secure transportation space, assessment rooms, and other mandatory support spaces, including location, size, cost and year of completion.
 - Describe how this experience is relevant and similar in size and complexity to the proposed project.
 - The emphasis should be on demonstration of design-build experience.
 - Provide owner and/or contractor references and contact information for these projects.
9. Harney County's prequalification letter (see #4 above) will also indicate the Respondent's Composite Weighted Safety Score. Harney County will rank each responding firm according to this Composite Weighted Safety Score. Two points will be awarded for each point above the minimum Composite Safety Score of 25. 50 points
10. Respondent's unique qualifications to perform on this Project. 40 points
11. During the past five (5) years has your firm (GC or AE) been required to pay any penalties or fines, including but not limited to, failure to pay prevailing wages? If yes, please provide a description of each instance and the number of penalties or fines paid. 40 points
12. Provide Harney County references for the responding architect and contractor team and include contact information for each project owner reference (provide project owner names and owner point-of-contact names and respective e-mail addresses and telephone numbers). 50 points

TOTAL Maximum Points	500 points
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9 - QUESTIONS

Respondents must submit all questions regarding this Request for Qualification in writing by e-mail or mail to the Managing Office for the Selection Process and received no later than the due date indicated in the Selection Process Schedule. Harney County will not consider questions received after the due date. Written responses to submitted questions will be sent by Harney County to all registered Respondents. Respondents may request clarifications verbally; however, Harney County will not consider verbal responses binding.

10 – REQUEST FOR QUALIFICATION CONFERENCE

Harney County will hold a non-mandatory conference to discuss this Request for Qualifications and the delivery process on the date(s) indicated in the enclosed schedule. Below are the details of these meetings.

RFQ Conference Time: 12:00 p.m.
RFQ Conference Location: 450 N. Buena Vista Ave., Burns, OR. 97720

-End of Request for Qualifications-