STATE OF DELAWARE

DELAWARE ARMY NATIONAL GUARD

DESIGN-BUILD PROJECT

for

COMBINED SUPPORT MAINTENANCE SHOP (CSMS) RIVER ROAD TRAINING SITE NEW CASTLE, DE

State Contract 09 - 2016
NGB PN 100040

REQUEST FOR QUALIFICATIONS

Advertisement Date: 2 APRIL 2018

Responses must be delivered to the Delaware Army National Guard, Armed Forces Reserve Center, Attention: Bill Davis, 250 Airport Rd, New Castle, Delaware, 19720 by **2:00 P.M. local time, 27 APRIL 2018**

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DESIGN-BUILD PROJECT
COMBINED SUPPORT MAINTENANCE SHOP

1.0 INTRODUCTION AND GENERAL INFORMATION

The State of Delaware, Delaware Army National Guard (DEARNG) is soliciting Statements of Qualifications with Letters of Interest from Submitters (defined in Appendix A) interested in providing Design-Build contract services for DEARNG CONTRACT NO. 09-2016, PN 100040 – Combined Support Maintenance Shop (CSMS,) River Road Training Site, 1197 River Road, New Castle, DE 19720.

The selection of the successful Design-Build Team for this project encompasses two phases; Request for Qualifications; and Request for Proposals. Each phase is described in Section 2.1 and 2.2.

1.1 PROJECT DESCRIPTION

The Project involves designing and constructing an approximately 62,000 square foot Combined Support Maintenance Shop (CSMS) facility along with multiple support buildings and extensive sitework. CSMS serves as a vehicle service and repair facility and includes welding bay, paint bay, seven other general purpose bays, training room, physical fitness and locker rooms and administrative and support spaces. This facility will replace the existing facilities on the site, which, if funding exists, will be demolished as part of this project (approximately 93,000 square foot of demolition possible.)

Sitework includes new entrance off River Road (Route 9,) new access control point, concrete paving (approximately 18,000 square yards,) asphalt paving (approximately 1,800 square yards,) fencing (approximately 1,500 linear feet,) and associated sidewalks and curbing.

The new facility is to be designed and built to achieve LEED Silver Certification.

1.2 CONTRACT TYPE

The Contract will be a fixed price, lump sum Design-Build Contract.

1.3 RULES OF CONTACT

The following rules of contact shall apply during procurement for this Project. Contact includes face-to-face, telephone, facsimile, Electronic-mail (E-mail), or formal written communications.

The rules are designed to promote a fair, unbiased, legally defensible procurement process. The DEARNG's Construction & Facilities Management Office is the single source of contact regarding Project information and procurement.

The selection process began with the advertisement of this RFQ, and is anticipated to be completed with the award and execution of the Contract. The following specific rules of contact are now in effect:

1.3.1 After submittal of SOQs in response to this RFQ, no Submitter or any of its members may communicate with another Submitter or members of another Submitter with regard to the Project or the SOQs, except that a Submitter may communicate with a subcontractor that is on both its team and another Submitter's team, so long as those Submitters establish a protocol to ensure that

the subcontractor will not act as a conduit of information between the Submitters;

1.3.2 Contact between the Submitters and the DEARNG for questions and responses to questions, shall only be through the DEARNG and Submitter's designated representative;

1.3.3 The Submitters shall not contact DEARNG employees, including department heads, members of the Evaluation Committee, members of the Technical Review Committee, and any official who will evaluate SOQs regarding the Project except through the process identified in Section 1.4;

1.3.4 The Submitters shall not contact stakeholder staff regarding the Project. Stakeholder staff includes employees of the permitting agencies, the DEARNG, and the Office of Management and Budget's, Division of Facilities Management;

1.3.5 Any contact determined to be improper, at the sole discretion of the DEARNG, may result in disqualification of the individuals, firms, or Submitter teams involved;

1.3.6 Any official contact regarding the Project will be disseminated from the DEARNG Construction & Facilities Management Office, in writing or E-mail, and signed by the DEARNG designated representative; and

1.3.7 The DEARNG will not be responsible for any oral communication or any other information or contact that occurs outside the official communication process specified herein.

1.4 QUESTIONS & INFORMATION

The DEARNG will only accept questions submitted via e-mail regarding this RFQ, including requests for clarification and requests to correct errors. The DEARNG will confirm receipt of all e-mailed questions.

All questions are to be sent to the following e-mail address:

william.r.davis534.nfg@mail.mil
and
marc.a.orndorff@mail.mil

The subject line of the e-mail should display as: **RRTS CSMS RFQ**

E-mails must include the requestor's name, address, telephone, and facsimile numbers.

1.4.1 Requests for information or clarification made to any other DEARNG office, consultant, or employee are not permitted.

1.4.2 Questions received by the date and time specified in Section 2.3 will be addressed.

1.4.3 Responses to questions will appear periodically on the Project's solicitation Webpage at: www.bids.delaware.gov.

1.4.4 It is the responsibility of the Submitter to check the above Webpage often

for Addendums, Questions and Answers, and other information concerning this solicitation.

1.4.5 The final Questions and Answers will be posted no later than the end of the day, as shown in section 2.3.

1.4.6 All Questions and Answers posted by the DEARNG on the Project's solicitation Webpage are included by reference and become part of the contract documents. The Short-Listed Submitters will receive a hard copy of the final posted Questions and Answers.

1.5 ORGANIZATIONAL REQUIREMENTS

Only prospective Submitters with demonstrated ability to complete this Project in its entirety will be eligible for the Short-List.

1.5.1 The following circumstances shall be deemed an Organizational Conflict of Interest disqualifying the affected Submitter(s) and/or individual firms involved:

Participation by any of the following Persons on more than one Submitter's team:

- Principal Participant;

All Submitters affected by the conflict of interest may be disqualified, even if the Person or Affiliate causing the conflict is intended to have a different or lesser role than that described.

1.5.2 The key management positions for the purposes of this RFQ are the Principal-in-Charge, the Design-Build Team's Project Manager, the Design Manager, the Lead Engineers (Civil, Mechanical, Fire Protection, Electrical, Structural), the Lead Architect, and the Project Superintendent.

1.5.3 The DEARNG encourages the Submitter's organization, including Principal Participants and key management personnel identified in the SOQ, remain intact for the duration of the procurement process and the subsequent Project duration.

1.5.4 A Submitter may propose substitutions for participants after the SOQ submittal in the event of unforeseeable situations. Such changes will require written approval by the DEARNG. Approval may be granted or withheld in the DEARNG's sole discretion. Requests for changes must be made as soon as the Submitter becomes aware of a need for change. Requests for changes in any of the Principal Participants, the Lead Engineers, the Lead Architect, or key personnel will be thoroughly scrutinized.

1.6 INELIGIBLE FIRMS

The Submitter is responsible to disclose all potential organizational conflicts of interest in its SOQ. A potential organizational conflict of interest occurs when consultants and/or subcontractors assisted the DEARNG in the preparations of this RFQ or the RFP document. Said firms will not be allowed to participate as a Submitter or a member of a Submitter or Proposer Team in response to this RFQ/RFP. However, the DEARNG may determine that there is not an organizational conflict of interest for a consultant or subcontractor under the following circumstances:

1.6.1 Where the role of the consultant or subcontractor was limited to provision of preliminary design, reports, or similar "low level" documents that will be incorporated into the RFP and did not include assistance in the development of the criteria at either the RFQ or RFP phase; or

1.6.2 Where all documents and reports that were delivered to the DEARNG by the consultant or subcontractor are made available to all the Proposers through the RFQ or the RFP.

1.6.3 The RFP Proposers will be required to provide information concerning potential organizational conflicts of interest in its Proposal. The successful Proposer and its Principal Participants must disclose all relevant facts concerning any past, present, or currently planned interests that may present an organizational conflict of interest. The successful Proposer and its Principal Participants must state how their interests or those of their chief executives, directors, Key Personnel, or any proposed subcontractor may result, or could be viewed as, an organizational conflict of interest (see also Section 1.6.1).

1.6.4 The following firms cannot participate as a member of a Submitter or Proposer team, as they are assisting the DEARNG with the RFQ, RFP, and related services:

Tetra Tech

Landmark Science and Engineering

Concord Engineering

Mason & Hanger, A Day & Zimmerman Company

1.6.5 Any firm that is rendered ineligible through any state or federal action is ineligible to participate with any Submitter or Proposer.

1.7 PROJECT SCHEDULE

All dates listed in this RFQ may be modified at the DEARNG's discretion. Any date changes during this RFQ selection process will be posted on the Project Webpage, or incorporated in an addendum.

Section 2.3 contains the procurement date and time schedule.

1.8 CURRENT STATUS

The following is a summary of the current status of the DEARNG's activities on this Project pertaining to Submitters' areas of interest; this list is not intended to be all-inclusive:

1.8.1 Survey
A topographic survey has been completed and will be available when the RFP is Released.

1.8.2 Site Plan
A Site plan for the project has been developed based on the RFP criteria shown in Appendix C.

1.8.3 Right-Of-Way
The parcel is owned by the United States Federal Government. The Right of Way fronting the parcel is owned by the State of Delaware. There are existing facilities and operations ongoing at the facility including firing ranges, training and drill weekends. During all phases of the work the missions and functions at the facility shall continue to operate unimpeded. The contractor shall maintain access to all facilities at all times.

1.8.4 Environmental
In accordance with the procedural provisions for implementing the National Environmental Policy Act of 1969 (NEPA), as amended, NEPA approval is in process for the project and will be completed before awarded.

1.8.5 Geotechnical Information
Some Soil Borings have been taken and results will be provided for the RFP phase of the proposal with a Geotechnical report based on those borings.

1.8.6 Site and Building Design and Construction
Site and building design and construction criteria will be provided in the RFP Scope of Services Package. Design and construction of the project's site work and building construction will follow State of Delaware, DEARNG, Unified Facilities Criteria (UFC) requirements which can be found at www.wbdg.org. and all other associated documents and publications.

1.9 DESIGN-BUILDER RESPONSIBILITIES

The successful Design-Builder shall be responsible for furnishing all labor, material, plant, equipment, services, expense, and support facilities for the following; this list is not intended to be all-inclusive:

1.9.1 Design and construction;

1.9.2 Associated aesthetics and landscaping;

1.9.3 Coordination with Project stakeholders and other contractors adjacent to the Work;

1.9.4 Environmental investigations, mitigation, and compliance monitoring associated with or resulting from the Design-Builder's actions;

1.9.5 Maintenance of traffic, access to property (both temporary and permanent);

1.9.6 Project safety and security;

1.9.7 Project Quality Assurance/Quality Control

1.9.8 The Design-Builder shall be responsible for completing any; surveys, geotechnical investigations, identifying underground utilities, and soil borings beyond that provided in the RFQ or RFP.

1.9.9 All harmful and hazardous material remediation created by the design-builder or identified in the RFP Scope of Services Package (design and construction);

1.9.10 Drainage and erosion control;

1.9.11 Construction waste recycling, disposal, and handling;

1.9.12 Required clearances, licenses, construction easements, and permits for the Design-Builder's Work, Work sites, and storage areas on- or off-site;

1.9.13 All modifications to existing permits previously obtained by the DEARNG and/or as a result of the Design-Builder's design, actions, or construction scheduling; including expenses and any modifications to the County Master Plan or Exploratory Plan. Proposers may propose any concepts, but are responsible for acquiring plan approval by the County as well as any additional costs, and/or delay.

1.9.14 All ancillary Work, such as, access roads, driveways, temporary fencing, relocation of drainage, Work sites, and temporary Work;

1.9.15 Location, acquisition, permits, and transportation for Material;

1.9.16 Coordination of the relocation of any utilities and municipal drainage facilities and the design and relocation of any utilities as designated in the Scope of Services Package;

1.9.17 Site clearing and restoration;

1.9.18 Support for Building commissioning by owners representative.

1.9.19 Maintenance of the Project during the Contract period; and

1.9.20 All other activities, functions, or elements necessary for the successful completion and subsequent approval of the Project by the DEARNG.

1.10 INSURANCE, BONDING, LICENSING, AND SECURITIES

One or more of the Principal Participants of the Single Legal Entity with which the DEARNG will contract for services must be licensed, as appropriate, with the following; Delaware Association of Professional Engineers, the Division of Professional Regulation Board of Professional Land Surveyors, Delaware Board of Architects, and the Delaware Division of Revenue, prior to the award of any contract.

The selected Design-Builder shall provide specified insurance, including, but not necessarily limited to, professional liability insurance covering design as well as commercial general liability, property (including builder's risk), umbrella/excess liability, environmental liability, public liability, automobile liability, owner's protective liability, employer's liability, and workers' compensation. The Design-Builder may use multiple insurance providers to provide the various types of insurance identified in the RFP; however, the Design-Builder shall use one single insurance provider for each type of insurance (i.e., the Design-Builder may have one insurance

provider for professional liability and a different insurance provider for commercial general liability, but the Design-Builder may not have two different insurance providers for professional liability insurance). The types of insurance, insurance limits, and named insured will be commensurate with this Project and its level of risk. Details of the insurance requirements will be provided in the RFP.

There is no bonding requirement for the RFQ Statement of Qualifications. Submitters selected for the Short-List submitting a Proposal shall provide Proposal bonds or other forms of security acceptable to the DEARNG in the amount shown on Table 3.6. The Design-Builder will be required to provide performance and payment bonds and/or other security acceptable to the DEARNG, each in the amount of 100% of the Contract amount.

Prior to award of any contract, all participating Team Members of the selected Design-Builder must obtain all licenses and permits and take all necessary steps to conduct business in the State of Delaware and perform the Work required under the Contract, including proposing and carrying out contracts consistent with the laws of the State of Delaware.

The selected Design-Builder may be required to provide a number of other commitments including the following, where applicable:

1.10.1 Parent company and other guaranties;

1.10.2 Statements of joint and several liability by Principal Participants (see Section 3.6.1.5);

1.10.3 Parent company securities; and

1.10.4 Warranties.

1.11 COSTS

Submitters are solely responsible for all costs and expenses of any nature associated with responding to this RFQ, and if Short-Listed, responding to the resulting RFP.

1.12 ADDENDA

If necessary, the DEARNG will post Addenda to modify conditions or requirements of this RFQ to the Project's solicitation Webpage at www.bids.delaware.gov not later than the date identified in Section 2.3.

It is the responsibility of the Submitter to check the Webpage often for addendums and other information concerning this solicitation.

1.13 NOTIFICATION OF FIRMS ON THE SHORT-LIST

Each Submitter will be notified via e-mail, U.S. Mail or fax whether or not it has been selected for the Short-List.

1.14 PROPOSAL STIPEND

The DEARNG will not provide stipends for this proposal.

2.0 **PROCUREMENT PROCESS**

The intent of the DEARNG is to award the Contract to the Proposer that provides the Proposal with the best combination of price and quality. The procurement process will include two phases; Request For Qualifications; and Request For Proposals.

Evaluation of the SOQs and Proposals will be based on information submitted in the SOQs and Proposals or otherwise available to the DEARNG.

Pass/fail and technical evaluation factors may be present in both the RFQ and RFP phases.

The selection of the Design-Builder for the Contract will be based on both pass/fail evaluation factors and a combined evaluation of technical factors and price.

2.1 REQUEST FOR QUALIFICATIONS PHASE

Statements of Qualifications submitted in response to this RFQ must include a response to each pass/fail and technical evaluation factor. The selected Short-List of Submitters that will be invited to submit Proposals will be determined based on evaluation of the pass/fail and technical factors set forth herein. This RFQ sets forth what is required during the RFQ phase of the procurement (see Section 3.0 for SOQ submittal requirements).

At the end of the SOQ evaluations, the DEARNG will determine the Short-List. Only Proposers on the Short-List will then be invited to provide Proposals.

3.5.1 Request For Qualifications

Statements of Qualifications will be accepted from Submitters intending to provide all services required for this project as outlined in this Request for Qualifications. Only Submitters with demonstrated ability to complete this Project in its entirety will be eligible for selection to the short-list. Responses from individual engineering, construction, or consultant firms not offering to provide all required services will not be eligible for selection to the short-list. It is anticipated interested firms will join together and create a team to become a Submitter.

Requirements for the Request For Qualifications submittals are addressed in Section 3.0.

2.2 REQUEST FOR PROPOSALS PHASE

Qualified Submitters must submit Statements of Qualifications in response to this request. The DEARNG will review all submissions and select a short-list consisting of no more than three (3) Submissions. The short-listed entities, referred to as Proposers, become the only entities that may respond to the second phase, Request for Proposals. Following the requirements to be defined in the Request for Proposals, the DEARNG will select the successful Design-Builder.

3.5.1 Request For Proposals Phase

For the next phase of the selection, the RFP will provide further specific instructions on what to submit, the evaluation factors, the objectives and requirements for evaluation, and the evaluation rating and scoring guidelines for the RFP phase of the procurement.

2.3 PROCUREMENT SCHEDULE

The following represents the anticipated schedule for the Project. The schedule is subject to change at the discretion of the DEARNG.

Activity	Due Date
Issue Request For Qualifications	**2 APRIL 2018**
Final Date for Receipt of RFQ Questions	**13 APRIL 2018**
Issue Final RFQ Addendum by	**20 APRIL 2018**
Statement Of Qualifications Due Date / Time by	**27 APRIL 2018 / 2:00 PM**
Issue Request For Proposals by	**4 JUNE 2018***
Final Request for Proposal Responses Due	**13 JULY 2018***
Award by	**17 AUG 2018***

* Dates are approximate and will be updated when RFP is released to short listed firms

3.0 STATEMENT OF QUALIFICATIONS SUBMITTAL REQUIREMENTS

This section describes the specific information that must be included in response to this RFQ. Required forms for the SOQ are contained in APPENDIX B. Any unauthorized modification to the forms may result in the SOQ being declared non-responsive.

Submitters should provide brief, concise information that addresses the objectives and the requirements of the Project consistent with the criteria described herein. Lengthy narratives containing extraneous information are discouraged.

All responses must be submitted as defined. E-mailed/electronic responses will not be accepted.

3.1 DATE AND TIME OF RECEIPT

All SOQ's must be received no later than the Local Time and Date specified in Section 2.3. The SOQs must be clearly identified as such and be enclosed in sealed packages. It is the sole responsibility of the Submitter to deliver the SOQ prior to the designated time and to the designated location. Late submittals will not be considered and will be returned unopened to the address indicated on the cover of the package.

3.2 SUBMITTAL ADDRESS

The SOQs must be delivered to the following address:

Delaware Army National Guard
Biden National Guard/Reserve Center
Construction & Facilities Management Office
1 Vavala Way
New Castle, DE 19720
ATTN: Mr. Davis

Each Submitter shall be responsible for obtaining written proof of delivery showing date, time, and location of delivery. ***It is the Submitter's sole responsibility to ensure delivery of its SOQ to the DEARNG at the time and place specified. Note that access to the site is restricted and additional time should be allotted by the proposer for access to the facility if hand delivering a proposal.***

3.3 PAGE LIMIT, FORMAT, AND QUANTITIES

The SOQ should be divided into eight sections as follows:

Section 1 - Cover Page

Section 2 - Form A – Addendum Acknowledgment

Section 3 - Form B - Federal Suspension and Debarment Requirements

Section 4 - Letter From Surety

Section 5 – 5.1 – Form C - Submitter's Organization Information (three pages)
5.2 – Resumes (one page/individual)

Section 6 – Form D – Past Project Description: Experience With Design-Build Projects With Similar Type Facility (five projects maximum)

Section 7 – Form E – Past Project Description: Experience With State of Delaware Public Works Projects (five projects maximum)

Section 8 – Defined Approach/Project Understanding (five pages maximum)

The sections shall consist of loose-leaf pages. The eight sections shall be bound together. One original and four copies of the SOQs shall be provided in loose-leaf binders. The signed original copy shall be identified as such. The document shall be organized to correspond with the criteria in Sections 3.5 and 3.6.

Text shall be in a standard font, a minimum of eleven points, single-spaced. Pages shall be 8 1/2 inch by 11 inch white paper with simple lettered/numbered dividers for each section. Single sided pages shall be used. The Submitter shall number each page in each section consecutively (i.e., 1-1, 1-2; 2-1, 2-2; 3-1, 3-2, and so on).

Submitters should make every effort to present information clearly and concisely. Documentation that is difficult to read may be rejected and may lead to disqualification. The information shall be easily reproducible by normal photocopying machines.

Statements Of Qualifications will become the property of the DEARNG. Copies of each SOQ will be retained after the SOQ evaluation process for the Project files.

3.4 CONFIDENTIALITY OF SUBMITTED DOCUMENTS

The DEARNG will maintain a confidential process for the duration of this procurement. The DEARNG may require each Submitter to furnish sufficient information that shall indicate the financial and other capacities of the Submitter to perform the proposed Work. This information shall be subject to audit and shall be submitted in a format clearly marked "confidential," and the information contained therein shall be treated as confidential and shall not be considered a "public record" as defined in 29 Del.C. Section 10002(g)(2).

Further, if the Submitter submits information in its SOQ that it wishes to protect from disclosure, the Submitter must do the following:

- Clearly mark all proprietary or trade secret information as such in its SOQ at the time the SOQ is submitted and include a cover sheet stating "DOCUMENT CONTAINS CONFIDENTIAL PROPRIETARY OR TRADE SECRET INFORMATION" and identifying each section and page which has been so marked;
- Include a statement with its SOQ justifying the Submitter's determination that certain records are proprietary or trade secret information according to Delaware's Freedom of Information Act for each record so defined; (http://regulations.delaware.gov/AdminCode/title2/2000/2100/2101.shtml)
- Submit one additional hardcopy, and a copy on electronic CD, of the SOQ that has all the proprietary or trade secret information redacted from the SOQ and label such copy of the SOQ "Public Copy", and;
- Defend any action seeking release of the records it believes to be proprietary or trade secret information and indemnify, defend, and hold harmless the DEARNG and the State of Delaware and its agents and employees from any judgments awarded against the DEARNG and its agents and employees in favor of the party requesting the records, including any and all costs connected with that defense. This indemnification survives the DEARNG's cancellation or termination of this procurement or award and subsequent execution of a Contract. In submitting an SOQ, the Submitter agrees that this indemnification survives as long as the confidential business information is in possession of the State.

Any records marked as proprietary or trade secret information by a Submitter in its SOQ and, if short-listed, in its Proposal, will be returned to the unsuccessful Submitters after the execution of the Contract with the Design-Builder. The records marked proprietary or trade secret information by the successful Submitter in its SOQ and Proposal will remain confidential and will be returned to the Design-Builder upon completion and final acceptance of its Work under the Contract.

3.5 COVER LETTER

The Submitter shall provide a maximum, two-page cover letter indicating its desire to be considered for the Project and stating the names and roles of the Principal Participant representing the Design entity of the Design-Build Team and the Principal Participant representing the Build entity of the Design-Build Team, and the Lead Engineer and the Lead Architect. The Submitter shall identify a single point of contact for the Submitter and the address, telephone and facsimile numbers where notifications and/or inquiries should be directed during the RFQ process.
The Submitter's geographical location with respect to the project site will be considered. Cover Letter should identify the office location that will be overseeing the project and shall identify if this office is a main or branch office location.

3.5.1 The Submitter shall complete and attach **FORM A** - *ADDENDA ACKNOWLEDGMENT* acknowledging receipt of the RFQ and all addenda issued by the DEARNG.

3.5.2 The submitter shall complete and attach **FORM B** – *Federal Suspension and Debarment Requirements*.

3.5.3 Letter from Surety

3.6 CRITERIA

The requirements for each criteria and the information to be submitted are listed and described below in detail. The SOQ evaluation will be based on how well the SOQ responds to the requirements and meets or exceeds the Project goals and the objectives of each criterion.

3.6.1 FORM C - *SUBMITTER'S ORGANIZATION INFORMATION*:
Organizational structure (key players) established for the project. Provide only one individual for each discipline listed. For each individual, provide a one-page resume (maximum.) Do not include resumes for any others than those listed on Form B.

3.6.2 FORM D – *PAST PROJECT DESCRIPTION:*
Demonstrated experience with providing Design-Build Services with similar type facility (size, complexity, operations, etc.)
Provide the information requested on Form C for no more than five projects (one Form C for each project.) The experience must be that of the Design-Build Team submitting this RFQ, or, the contractor of the Design-Build Team submitting this RFQ, or, the A/E firm of the Design-Build Team submitting this RFQ.

3.6.3 FORM E – *PAST PROJECT DESCRIPTION*:

Demonstrated experience with Public Works projects within the State of Delaware. (Familiarity working with review and approval agencies such as Division of Facilities Management, Delaware Department of Transportation, Department of Natural Resources and Environmental Control, Office of the State Fire Marshal. Familiarity working with New Castle County during the recordation process and obtaining of necessary permits.)
Provide the information requested on Form D for no more than five projects (one Form D for each project.) The experience must be that of the Design-Build Team submitting this RFQ, or, the contractor of the Design-Build Team submitting this RFQ, or, the A/E firm of the Design-Build Team submitting this RFQ.

3.6.4 NO FORM - Defined approach/project understanding Design-Build Team will take to complete the project. Provide no more than five, 8 ½ inch by 11 inch type-written pages in a minimum, 11 point standard font addressing the following topics:

a) Familiarity with Department of Defense and ARNG requirements, including NGB Design Guides, pamphlets and manuals, Unified Facilities Criteria, etc.
b) Defined approach the Design-Build team will take to complete the project; an explanation of how the Submitter will ensure success of the work and this project
c) Understanding of the management issues, technical issues and risks associated with the project
d) Defined approach the Design-Build team will take to ensure all work and materials are of the highest quality and how initial schedule is prepared so that this quality is not compromised.
e) Explain the relationship between the Design and Build entities of the Design-Build team; how the contractor interacts with the A/E firm during the design and the role of the A/E firm during construction; how disputes are resolved between the two during the construction phase when an error or omission arises.
f) Explain all factors that are taken into account when preparing a project schedule that encompasses both design and construction and the conflicts that may result.

3.6.5 Financial

The objective is to identify Submitters with demonstrated capability to undertake the financial responsibilities associated with the Project, including bonding.

3.6.5.1 Surety Letter

The Submitter shall submit a letter from a single surety or co-sureties, on surety letter-head, indicating that the Submitter is capable of obtaining Proposal, performance, and payment bonds covering the Contract. **For the purposes of the RFQ assume the Contract Amount required is $30,000,000.** The bonding/security capacity levels in Table 3.6 represent minimum levels necessary to pass the pass/fail criteria. Surety bonds written for the Project shall be written by a surety or insurance company that is licensed to do business in the state of

Delaware. The letter must specifically state that the surety/insurance company has evaluated the Submitter's and each Principal Participant's backlog and work-in-progress in determining its bonding capacity and the letter must expressly identify the Submitter's and each Principal Participant's amount of current backlog and utilized bonding capacity. If the letter is submitted by co-sureties or a joint venture of sureties, the letter must clearly state that the sureties making up the co-surety or the joint venture are bound in solido for the full amount of the bond. Letters indicating "unlimited" bonding/security capability are not acceptable.

Table 3.6

Proposal Bond/Security	Payment Bond/Security	Performance Bond/Security
Ten Percent of Proposal Amount	100% of Contract Amount	100% of Contract Amount

4.0 EVALUATION PROCESS FOR THE STATEMENT OF QUALIFICATIONS

4.1 EVALUATION OBJECTIVES

The objective of the RFQ phase of the procurement is to create a Short-List of no more than three of the highest rated Submitters with the general capability, capacity, management and experience necessary to successfully undertake and complete the Work. The Design-Builder will have primary responsibility to plan, design, manage, and control the Project and to complete the Project on or ahead of schedule.

4.2 REQUESTS FOR CLARIFICATION

The Submitter shall provide accurate and complete information to the DEARNG. If information is not complete, the DEARNG may, at its discretion, notify the Submitter that it will not be allowed to participate further in the procurement of this Project until all information required is provided.

The DEARNG may waive technical irregularities in the form of the SOQ of the Submitter that do not alter the quality or quantity of the information provided.

The DEARNG may, at its sole discretion, request Clarifications and/or supplemental information from one, some, or all Submitters during the SOQ evaluation and Short-List process; however, the DEARNG is not obligated to do so. Any insufficient or incomplete statements or information may be returned to the Submitter by the DEARNG with notations of the insufficiencies or omissions and with a request for Clarifications and/or submittal of corrected, supplemental, or missing documents. If a response is not provided prior to the deadline given for submission of the response, the SOQ may be declared non-responsive.

All requests and responses shall be in writing by certified mail, courier, E-mail, or facsimile. Responses are limited to answering only the specific information requested by the DEARNG.

The DEARNG does not anticipate conducting interviews during the RFQ phase, but reserves the right to do so. If the DEARNG elects to conduct interviews, it may interview only those Submitters that are likely to be considered for the Short-List.

In the event a material error is discovered in the RFQ during the SOQ evaluation process, the DEARNG will issue an Addendum to all Submitters that have submitted SOQs requesting revised SOQs based upon the corrected RFQ.

4.3 DETERMINATION OF THE SHORT-LIST

The DEARNG will establish a Short-List of up to three of the highest rated Submitters in order to ensure adequate competition. The Short-List will be created by eliminating the lowest rated Submitters until an appropriate number of acceptable Submitters remain.

5.0 DELAWARE ARMY NATIONAL GUARD RIGHTS AND DISCLAIMERS

5.1 DELAWARE ARMY NATIONAL GUARD RIGHTS

The DEARNG may investigate the qualifications of any Submitter under consideration, may require confirmation of information furnished by a Submitter, and may require additional evidence of qualifications to perform the Work described in this RFQ. The DEARNG reserves the right, in its sole and absolute discretion, to any of the following:

5.1.1 Rejection of any or all Statements Of Qualifications;

5.1.2 Issuance of a new Request For Qualifications;

5.1.3 Cancellation, modification, or withdrawal of the Request For Qualifications;

5.1.4 Issuance of Addenda, supplements, and modifications to this Request For Qualifications;

5.1.5 Modification of the Request For Qualifications process (with appropriate notice to Submitters);

5.1.6 Appointment of the Primary Design-Build Evaluation Committee and evaluation teams to review SOQs and seek the assistance of outside technical experts in the SOQ evaluation;

5.1.7 Approval or disapproval of the use of particular subcontractors and/or substitutions and/or changes in SOQs;

5.1.8 Revision and modification, at any time before the SOQ due date, of the factors it will consider in evaluating SOQs and to otherwise revise or expand its evaluation methodology. If such revisions or modifications are made, the DEARNG shall issue an Addendum by a posting on the Project solicitation Webpage, setting forth the changes to the evaluation criteria or methodology. The DEARNG may extend the SOQ due date if such changes are deemed by the DEARNG, in its sole discretion, to be material and substantive;

5.1.9 Correspondence with the Submitters responding to this SOQ, including holding meetings, to seek Clarifications and an improved understanding and evaluation of the SOQs;

5.1.10 Seeking or obtaining data from any source that has the potential to improve the understanding and evaluation of the SOQs;

5.1.11 Waiver of Weaknesses, informalities, and minor irregularities in Statements Of Qualifications;

5.1.12 Disqualification of any team that changes its SOQ without DEARNG written approval;

5.1.13 Waive the Request For Proposals phase of the procurement process and immediately enter into negotiations with a sole short-listed Submitter in the event the RFQ process results in only one (1) final Short-Listed Submitter; and/or,

5.1.14 Refusal to issue an RFQ to a prospective Submitter and to refuse to receive or open an SOQ, once submitted, or reject an SOQ if such refusal or rejection is based upon, but not limited to, the following:

5.1.1.1 the part of the Submitter or a Principal Participant to pay, satisfactorily settle, or provide security for the payment of claims for labor, equipment, material, supplies, or services legally due on previous or ongoing contracts with the DEARNG (or the State of Delaware);

5.1.1.2 Default on the part of the Submitter, a Principal Participant, Design Manager, Lead Engineer or Lead Architect under previous contracts with the DEARNG (or the State of Delaware);

5.1.1.3 Unsatisfactory performance by the Submitter, a Principal Participant, and/or a Design Manager or Lead Engineer or Lead Architect under previous contracts with the DEARNG (or the State of Delaware);

5.1.1.4 Issuance of a notice of debarment or suspension to the Submitter, a Principal Participant, and/or a Design Manager, Lead Engineer or Lead Architect;

5.1.1.5 Submittal by the Submitter of more than one SOQ for the same Work under the Submitter's own name or under a different name;

5.1.1.6 Existence of an organizational conflict of interest under Sections 1.5 and 1.6 or evidence of collusion between a prospective Submitter (or any Principal Participant or Design Manager, or Lead Engineers or Lead Architect) and other Submitter(s) (or Principal Participants or Design Manager, or Lead Engineers or Lead Architect) in the preparation of an SOQ, proposal, or bid for any DEARNG construction project; and/or

5.1.1.7 Uncompleted work or default on a contract in any jurisdiction for which the prospective Submitter or a Principal Participant is responsible which, in the judgment of the DEARNG, might reasonably be expected to hinder or prevent the prompt completion of additional work if awarded.

5.1.15 The RFQ does not commit the DEARNG to enter into a Contract nor does it obligate the DEARNG to pay for any costs incurred in preparation and submission of the SOQs or in anticipation of a Contract. By submitting an SOQ, a Submitter disclaims any right to be paid for such costs.

5.1.16 The execution and performance of a Contract pursuant to this RFQ and any subsequent RFP is contingent upon sufficient appropriations and authorizations being made by any and all government agencies involved.

5.1.17 In no event shall the DEARNG be bound by or be liable for any obligations with respect to the Work or the Project until such time (if at all) as the Contract, in form and substance satisfactory to the DEARNG, has been executed and

authorized by the DEARNG and approved by all required parties and then only to the extent set forth therein.

5.2 DELAWARE ARMY NATIONAL GUARD DISCLAIMERS

In issuing this RFQ and undertaking this contemplated procurement process, the DEARNG specifically disclaims the following:

5.2.1 Any obligation to award or execute a Contract pursuant to this Request For Qualifications; and

5.2.2 Any obligation to reimburse a Submitter for any costs it incurs under this procurement.

In submitting an SOQ in response to this RFQ, the Submitter is specifically acknowledging these disclaimers.

6.0 GENERAL NOTICES

The following apply to the Project and will be incorporated, along with other requirements, in the RFP.

6.1 EQUAL EMPLOYMENT OPPORTUNITY

As a condition of this RFQ, the forthcoming RFP, and the resulting contract, Submitters and Proposers shall not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, age, disability, or marital status. Proposers shall take affirmative action to insure that all applicants are treated during employment without regard to their race, creed, color, sex, national origin, age, disability, or marital status. Such action includes, but is not limited to, the following: layoff or termination; rates of pay or other forms of compensation; employment, job assignment, upgrading, demotion, transfer recruitment/recruitment advertising and selection for training, including apprenticeship, pre-apprenticeship and/or on-the-job training.

6.2 DEARNG POLICY

The DEARNG does not discriminate on the basis of race, color, national origin, or sex in the award and performance of any U.S. Department of Defense (DoD) assisted contract or in the administration of 49 CFR Part 26. The Proposers shall take necessary and reasonable steps to ensure that businesses owned and controlled by socially and economically disadvantaged individuals are provided with a fair opportunity to participate in this Project.

6.3 COMPLIANCE WITH APPLICABLE LAWS

In connection with this RFQ, the RFP, and the Contract, Submitters shall comply with all applicable laws in all aspects in connection with the procurement process of this Project and the performance of the Contract.

END OF DOCUMENT

STATE OF DELAWARE

DELAWARE ARMY NATIONAL GUARD

DESIGN-BUILD PROJECT

for

COMBINED SUPPORT MAINTENANCE SHOP (CSMS)
RIVER ROAD TRAINING SITE
NEW CASTLE, DE

State Contract 09 – 2016
NGB PN 100040

REQUEST FOR QUALIFICATIONS APPENDIX A

DEFINITIONS AND ABBREVIATIONS

APPENDIX A
DEFEFINITIONS and ABBREVIATIONS

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DEFINITIONS and ABBREVIATIONS

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1.0 Definitions

"**Addenda/Addendum**" means supplemental additions, deletions, and modifications to the provisions of the RFQ after the Advertisement date of the RFQ.

"**Advertisement**" means a public announcement inviting prospective Submitters to attend a meeting to describe the Project and obtain an RFQ and submit an SOQ. The Advertisement includes a brief description of the Work proposed to be the subject of the procurement, where the RFQ may be obtained, the terms and conditions under which SOQs will be received, and such other matters as the DEARNG may deem advisable to include therein.

"**Affiliate**" means any of the following:

Person who directly or indirectly, through one or more intermediaries, controls, is controlled by, or is under common control with the following:

The Submitter; or
Any other Principal Participant.

An Affiliate may also be any Person for which ten percent or more of the equity interest in such Person is held directly or indirectly, beneficially or of record, by the following:

The Submitter;
Any Principal Participant; or
Any Affiliate of the Submitter under part (A) of this definition.

For purposes of this definition, the term "control" means the possession, directly or indirectly, of the power to cause the direction of the management of a Person, whether through voting securities, by contract, by family relationship, or otherwise.

"**Clarifications**" means a written exchange of information that takes place between a Submitter and the DEARNG after the receipt of all SOQs during the evaluation process. The purpose of Clarifications is to address ambiguities, omissions, errors or mistakes, and clerical revisions in an SOQ.

"**Construction Subcontractor**" means a subcontractor retained by the Submitter that will be involved in the actual construction of the Project.

"**Constructor**" means a Principal Participant or Construction Subcontractor retained by the Submitter that is involved in the actual construction of the Project.

"**Contract**" means the written agreement between the DEARNG and the successful Proposer setting forth the obligations of the parties thereunder, including, but not limited to, the performance of the Work, the furnishing of labor and material, and the basis of payment. The Contract includes the Contract Documents identified in the Request For Proposals (RFP); the successful Proposer's Proposal Documents; the successful Proposer's Price Proposal; the Notice To Proceed (NTP); and any amendments, supplemental agreements, and change orders that are required to complete the design and construction of the Work in an acceptable manner, including authorized extensions thereof, all of which constitute one instrument.

"**Contract Documents**" means the Agreement, Design-Build (DB) Specifications, DB Standard and Supplemental Specifications, Special Provisions, the Scope of Services Package, the successful Proposer's Proposal Documents, the successful Proposer's Price Proposal, and all provisions required by law to be inserted in the Contract whether actually inserted or not. Whenever separate publications and the Unified Facilities Guide Specifications are referenced in the Contract Documents, it is understood to mean the publication and Specifications, as amended, which are current on the date of Advertisement, unless otherwise noted.

"**Deficiency**" means a material failure of an SOQ to meet the DEARNG's requirements or a combination of significant Weaknesses in an SOQ that increases the risk of unsuccessful Contract performance to an unacceptable level.

"**Delaware Army National Guard**" means the Delaware Army National Guard or its representatives.

"**Delaware Army National Guard Project Manager**" means the engineer representing the DEARNG and having direct supervision of the administration and execution of the Contract.

"**DEARNG**" means the Delaware Army National Guard.

"**Design-Build**" means a project delivery methodology by which the DEARNG contracts with a single legal entity that has responsibility for the design and construction of a project under a single contract with the DEARNG.

"**Design-Builder**" means the Single Legal Entity selected pursuant to the RFP that enters into the Contract with the DEARNG to design and construct the Project (also referred to as the "DB Team").

"Design Manager" means a Specialty Subcontractor, or in-house designer that leads the team furnishing or performing the design of the Project.

"**Independent Assurance**" means activities that are unbiased and independent (of the Design-Builder or Project staff) evaluation of all the design, sampling and testing procedures, equipment calibration, and qualifications of personnel (Design-Builder's or DEARNG's) used in the acceptance program, including the Design-Builder's Quality Control (QC). The DEARNG, or a firm retained by the DEARNG, will perform Independent Assurance (IA).

"**Instructions To Proposers**" means those documents containing directions for the preparation and submittal of information by the Proposers in response to the RFP.

"**Lead Architect**" means a Specialty Subcontractor, or in-house designer that leads the team furnishing or performing the Architectural design of the Project.

"**Lead Engineer**" means a Specialty Subcontractor, or in-house designer that leads the team furnishing or performing the Mechanical, Electrical, Structural, Fire Protection, or Civil/site design of the Project.

"**Lead Principal Participant**" means the Principal Participant that is designated by the Proposer as having the lead responsibility for managing the Proposer's organization.

"**Person**" means any individual, firm, corporation, company, Limited Liability Company (LLC), Joint Venture (JV), or partnership.

"**Principal Participant**" means any of the following entities: The Submitter or Proposer; Individual firms, general partners, or Joint Venture members of the Submitter or Proposer; and/or;
All Persons and legal entities holding (directly or indirectly) a 15% or greater interest in the Submitter or Proposer.

"**Project**" means the improvements to be designed and constructed by the Design-Builder and all other Work product to be provided by the Design-Builder in accordance with the Contract Documents.

"**Proposal**" means the offer (in response to the RFP) of the Proposer for the Work, when executed and submitted in the prescribed format and on the prescribed forms.

"**Proposer**" means a Single Legal Entity submitting an RFP if selected for the Short-List, an entity submitting a Proposal.

"**Quality Assurance**" means all planned and systematic actions by the DEARNG necessary to provide confidence that all Work complies with the Contract and that all material incorporated in the Work and all equipment and all elements of the Work will perform satisfactorily for the purpose intended. Actions include, but are not limited to: design audits, checks and reviews; oversight, including specification compliance reviews, document control, and working plan review; material Verification Sampling and Testing at production sites and the Project site; oversight of manufacturing/processing facilities and equipment; oversight of on-site equipment, calibration of test equipment, and acceptance or rejection of material based on verification and QC testing; and documentation of Quality Assurance (QA) activities. Quality Assurance also includes IA testing, the DEARNG's Project Manager's written acceptance, final inspection, and final acceptance.

"**Quality Assurance Program**" means the overall quality program and associated activities including the DEARNG's QA/QC, the Design-Builder's QC, the Contract quality requirements, and the Design-Builder's quality plan.

"**Quality Control**" means the total of all activities performed by the DEARNG, Design-Builder, architect, subcontractors, producers, or manufacturers to ensure that a product meets Contract requirements. Quality Control includes design reviews and checks; inspection of material handling and construction; calibration and maintenance of sampling and testing equipment; working plan review; document control; production process control; and any inspection, sampling, and testing done for these purposes. Quality Control also includes documentation of QC efforts.

"**Quality Control Manager**" means the individual employed by the Design-Builder who is responsible for the overall QC program of the Design-Builder, including the quality of management, design, and construction.

"**Reference Documents**" means the documents provided with and so designated in the RFP. The Reference Documents, including plans contained therein and/or so designated, are not Contract Documents and are provided to the Proposers for informational purposes.

"**Request For Proposals**" means a written solicitation issued by the DEARNG seeking Proposals to be used to identify the Proposer offering the best value to the DEARNG. The RFP includes the Instructions To Proposers (ITP), Contract Documents, and Reference Documents. This document is issued only to Proposers that are on the Short-List.

"**Request For Qualifications**" means the written solicitation issued by the DEARNG seeking SOQs to be used to identify and short-list the most highly qualified Submitters to receive the RFP for the Project.

"**Scope of Services Package**" means the Scope of Services, Performance Specifications, Utility Requirements, Preliminary Engineering (PE)/Preliminary Design, and Environmental Requirements. The Scope of Services Package is one part of the Contract Documents.

"**Secretary**" means the Secretary of the Department.

"**Short-List**" means the list of those Submitters that have submitted SOQs that the DEARNG determines, through evaluation of the SOQs, are the most highly qualified Persons and that will be invited to submit Proposals in response to an RFP.

"**Single Legal Entity**" means the corporation, JV, LLC, partnership, or other type of legal entity with which the DEARNG will execute the DB Contract for this Project. A Proposer/Submitter may have a prime/subcontractor relationship with many different types of subcontractors, including Architects and constructors, a prime/subcontractor doesn't fulfill the Single Legal Entity requirement.

"**Statement Of Qualifications**" means the information prepared and submitted by a Submitter in response to this RFQ. The Statement Of Qualifications includes the Letter Of Interest (LOI).

"**Submitter**" means a Single Legal Entity submitting a SOQ to provide all services required for the Project in response to this RFQ.

"**Weakness**" means a flaw in the SOQ that increases the risk of unsuccessful Contract performance. A significant Weakness in the SOQ is a flaw that appreciably increases the risk of unsuccessful Contract performance.

"**Work**" means the furnishing of all labor, material, equipment, and other incidentals necessary or convenient to the successful completion of the Project and the carrying out of all the duties and obligations imposed by the Contract.

2.0 ABBREVIATIONS

These RFQ/RFP documents include abbreviations and specific defined terms as indicated below.

Abbreviations

AA	Aluminum Association
AAN	American Association of Nurserymen
AAR	Association of American Railroads
AASHTO	American Association of State Highway and Transportation Officials
ACI	American Concrete Institute
ADA	Americans with Disabilities Act
AED	Associated Equipment Distributors
AGC	Associated General Contractors of America
AGMA	American Gear Manufacturers Association
AIA	American Institute of Architects
AISC	American Institute of Steel Construction
AISI	American Iron and Steel Institute
ANSI	American National Standards Institute, Inc.
API	American Petroleum Institute
ARA	American Railway Association
AREA	American Railway Engineering Association
ARRA	American Recovery and Reinvestment Act of 2009
ARTBA	American Road and Transportation Builders Association
ASCE	American Society of Civil Engineers
ASLA	American Society of Landscape Architects
ASME	American Society of Mechanical Engineers
ASTM	American Society for Testing and Materials
ATA	American Transit Association
AWG	American Wire Gauge
AWPA	American Wood-Preservers Association
AWS	American Welding Society
AWWA	American Water Works Association

BMP	Best Management Practices
CD-ROM	Compact Disc - Read Only Memory
CE	Construction Engineering
CERCLA	Comprehensive Environmental Response, Compensation and Liability Act
CFO	Chief Financial Officer
CFR	Code of Federal Regulations
CPA	Certified Public Accountant
CPM	Critical Path Method
CRSI	Concrete Reinforcing Steel institute
CSL	Contract Submittal List
DB	Design-Build
DEARNG	Delaware Army National Guard
DelDOT	Delaware Department of Transportation
DNREC	Division of Natural Resources and Environmental Control (State of Delaware)
DOD	Department of Defense
EA	Environmental Assessment
EASA	Electrical Apparatus Service Association
EOR	Engineer of Record
EPA	Environmental Protection Agency of the United States Government
FAA	Federal Aviation Administration, United States Department of Transportation
FHWA	Federal Highway Administration, United States Department of Transportation
FONSI	Finding Of No Significant Impact
FSS	Federal Specifications and Standards, General Services Administration
FTA	Federal Transit Administration
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
IA	Independent Assurance
ICC	International Code Council
IEEE	Institute of Electrical and Electronics Engineers
IES	Illuminating Engineering Society
IPCEA	Insulated Power Cable Engineers Association
ISO	International Standards Organization
ITE	Institute of Transportation Engineers
ITP	Instructions to Proposers
JV	Joint Venture
LD	Liquidated Damages
LEED	Leadership in Energy and Environmental Design
LLC	Limited Liability Company
LLC	Limited Liability Company
LOI	Letter of Interest
MIL	Military Specifications
MOU	Memorandum Of Understanding
MPO	Metropolitan Planning Organization
MUTCD	Manual of Uniform Traffic Control Devices
N/A	Not Applicable
NCHRP	National Cooperative Highway Research Program
NCR	Non-Conformance Report
NEC	National Electrical Code
NEMA	National Electrical Manufacturers Association
NEPA	National Environmental Policy Act
NFPA	National Fire Protection Association

NIST	National Institute of Standards and Technology
NOAA	National Oceanic and Atmospheric Administration
NTP	Notice to Proceed
OSHA	Occupational Safety and Health Administration, United State Department of Labor
PC	Project Component
PCA	Portland Cement Association
PCI	Prestressed Concrete Institute
PCP	Progress Check Point
PCV	Project Component Value
PE	Preliminary Engineering
PI	Public Information
PPS-C	Contract Periodic Payment Schedule
PPS-P	Proposed Periodic Payment Schedule
PTI	Post Tensioning Institute
QA	Quality Assurance
QC	Quality Control
RFI	Request For Information
RFP	Request For Proposals
RFQ	Request For Qualifications
RMA	Rubber Manufacturers Association
ROW	Right Of Way
SAE	Society of Automotive Engineers
SEC	Securities and Exchange Commission
SHPO	State Historic Preservation Office
SI	Systeme Internationale - International System of Units
SOQ	Statement of Qualifications
SSPC	Steel Structures Painting Council
UFC	Unified Facilities Criteria
TBD	To Be Determined
UL	Underwriters Laboratories, Inc.
US	United States
USACE	United States Army Corps of Engineers
USC	United States Code
USDOL	United States Department Of Labor
USGBC	United States Green Building Council
VE	Value Engineering
WBS	Work Breakdown Structure

STATE OF DELAWARE

DELAWARE ARMY NATIONAL GUARD

DESIGN-BUILD PROJECT

for

COMBINED SUPPORT MAINTENANCE SHOP (CSMS)
RIVER ROAD TRAINING SITE
NEW CASTLE, DE

State Contract 09 - 2016
NGB PN 100040

REQUEST FOR QUALIFICATIONS APPENDIX B

FORMS

APPENDIX B
STATEMENT OF QUALIFICATIONS
FORMS

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FORM A - ADDENDA ACKNOWLEDGMENT

Submitter (Team) Name: _____

Addendum Number:		Dated:	
Addendum Number:		Dated:	
Addendum Number:		Dated:	
Addendum Number:		Dated:	
Addendum Number:		Dated:	

The undersigned acknowledges receipt and incorporation of the above addenda to the RFQ.

_____ _____
Signature Date

_____ _____
Printed Name Title

STATE OF DELAWARE
DELAWARE ARMY NATIONAL GUARD
250 AIRPORT ROAD
NEW CASTLE, DELAWARE 19720

FORM B

FEDERAL SUSPENSION and DEBARMENT REQUIREMENTS

To protect the public interest and to ensure that federal programs are conducting business only with reasonable persons, the State is required to follow regulations 2 CFR Parts 180 and 215 of the U.S. Office of Management and Budget, *Guidance's for Government-wide Debarment and Suspension.*

The regulation has always prohibited State Organizations from expending federal funds from contracting with or making sub award under covered transactions to parties that are suspended or debarred. However, a recent change has extended the requirement to organizations whose principles (key personnel or executive management) are suspended or debarred.

To ensure compliance with this requirement please sign and return the following certification to address the status of your company and key personnel.

AFFIRMATION: Within the past five years, has your firm, any affiliate, any predecessor company or entity, owner, Director, officer, partner or proprietor been the subject of a Federal, State, Local government suspension or debarment? YES_____ NO_____.

(If yes, please explain on separate page.)

This certification must accompany all proposals.

COMPANY NAME: _____

SIGNATURE: _____

NAME (typed): _____

FORM C - SUBMITTER'S ORGANIZATION INFORMATION

SUBMITTER INFORMATION

Individual's Name: _____

Title: _____

Company Name: _____

Address: _____

_____

Individual E-Mail: _____

Phone: _____ FAX: _____

PRINCIPAL PARTICIPANT INFORMATION (representing **Design entity** of Design/Build Team)

Individual's Name: _____

Title: _____

Company Name: _____

Address: _____

_____

Individual E-Mail: _____

Phone: _____ FAX: _____

PRINCIPAL PARTICIPANT INFORMATION (representing **Build entity** of Design/Build Team)

Individual's Name: _____

Title: _____

Company Name: _____

Address: _____

_____

Individual E-Mail: _____

Phone: _____ FAX: _____

DESIGN/BUILD TEAM PROJECT MANAGER

Individual's Name: _____

Title: _____

Company Name: _____

Address: _____

_____

Individual E-Mail: _____

Phone: _____ FAX: _____

DESIGN MANAGER

Individual's Name: _____

Title: _____

Company Name: _____

Address: _____

_____

Individual E-Mail: _____

Phone: _____ FAX: _____

LEAD ARCHITECT

Individual's Name: _____

Title: _____

Company Name: _____

Address: _____

_____

Individual E-Mail: _____

Phone: _____ FAX: _____

LEAD ENGINEER (CIVIL)

Individual's Name: _____

Title: _____

Company Name: _____

Address: _____

_____

Individual E-Mail: _____

Phone: _____ FAX: _____

LEAD ENGINEER (MECHANICAL)

Individual's Name: _____

Title: _____

Company Name: _____

Address: _____

_____

Individual E-Mail: _____

Phone: _____ FAX: _____

LEAD ENGINEER (ELECTRICAL)

Individual's Name: _____

Title: _____

Company Name: _____

Address: _____

_____

Individual E-Mail: _____

Phone: _____ FAX: _____

LEAD ENGINEER (FIRE)

Individual's Name: _____

Title: _____

Company Name: _____

Address: _____

_____

Individual E-Mail: _____

Phone: _____ FAX: _____

PROJECT SUPERINTENDENT

Individual's Name: _____

Title: _____

Company Name: _____

Address: _____

_____

Individual E-Mail: _____

Phone: _____ FAX: _____

END OF FORM C

FORM D - PAST PROJECT DESCRIPTION

(SIMILAR PROJECTS)

Name of Submitter: _____

PROJECT TITLE: _____

Entity Credited With Project:

_____ Both entities of Design/Build Team

_____ Design entity of Design/Build Team

_____Build entity of Design/Build Team

Individuals who played key role in the project mentioned above who are proposed for this Design/Build Team (list no more than five.)

Name:_____ Role:_____

Name:_____ Role:_____

Name:_____ Role:_____

Name:_____ Role:_____

Name:_____ Role:_____

Project Location, Description (include square footage, type of operations, site conditions and magnitude) and Nature of Work for which the Firm was responsible:

Entire Project Cost: $_____

Construction Cost at start: $_____ Final Construction Cost: $_____

Design Cost at start: $_____ Final Design Costs: $_____

Project Duration at start (days): _____ Actual completion (days): _____

Name of Client/Owner/Agency for project mentioned above: _____

Address: _____

Contact: _____ Phone: _____

FORM E - PAST PROJECT DESCRIPTION

(PUBLIC WORKS)

Name of Submitter: _____

PROJECT TITLE: _____

Entity Credited With Project:

_____ Both entities of Design/Build Team

_____ Design entity of Design/Build Team

_____Build entity of Design/Build Team

Individuals who played key role in the project mentioned above who are proposed for this Design/Build (list no more than five.)

Name:_____ Role:_____

Name:_____ Role:_____

Name:_____ Role:_____

Name:_____ Role:_____

Name:_____ Role:_____

Project Location, Description (include square footage, type of operations, site conditions and magnitude) and Nature of Work for which the Firm was responsible:

Entire Project Cost: $_____

Construction Cost at start: $_____ Final Construction Cost: $_____

Design Cost at start: $_____ Final Design Costs: $_____

Project Duration at start (days): _____ Actual completion (days): _____

Name of Client/Owner/Agency for project mentioned above: _____

Address: _____

Contact: _____ Phone: _____

STATE OF DELAWARE

DELAWARE ARMY NATIONAL GUARD

DESIGN-BUILD PROJECT

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REQUEST FOR QUALIFICATIONS APPENDIX C
SITE PLAN

PR. CSMS 61,633± S.F.

UNHEATED STORAGE 4,160± S.F.

EQUIPMENT PARKING AREA CONCRETE PAVEMENT SHOWN (OPTIONAL) HEAVY DUTY PAVEMENT SECTION (BASE BID)

PR. 15' WIDE PERMANENT EASEMENT IS HEREBY ESTABLISHED AS PER THIS PLAT

PERMANENT EASEMENT IS TED AS PER THIS PLAT

N153° 19' 39"W 7.49'

R=1141.16'
A=499.36'
CHD=N41°90' 88"E
CHL=496.32'

N43°05'24"E 37.66'

PR. INFILTRATION TEST (TYP.)

PR. BOLLARD (TYP.)

PR. DUMPSTER ENCLOSURE

ACCESS CONTROL GATE

PR. OIL WATER SEPARATOR W/VALVE TO DIVERT WASH WATER TO SANITARY SEWER (SEE SPECIFICATIONS)

BI-LEVEL LOADING RAMP

WASH RACK

FENCING

PR. PYLON SIGN

FES CHAIN-LINK SECURITY FENCE

14' x 64' CANOPY (OPTIONAL)

35' x 65' CANOPY (OPTIONAL)

PR. MOTORIZED GATES, FINAL REJECTION BARRIER

ORNAMENTAL SECURITY FENCE TO MATCH EXISTING

END PR. ORNAMENTAL SECURITY FENCE TO MATCH EXISTING, TIE INTO EX. FENCE.

EXIST. STORM CB

EXIST. SAN MH

EXIST. SAN CB (PNBD)

EXIST. WATER VALVE

EXIST. WATER MANHOLE

STONE WALL

TOPSOIL, SEED, AND MULCH

STEEL BUILDING 11,589± S.F.

BLOCK BUILDING 633± S.F.

TENT STRUCTURE 4,999± S.F. (POOR CONDITION)

BRICK OFFICE BUILDING 1 STORY 6,120± S.F.

BLOCK BUILDING 1 STORY

LATRINE BLOCK BUILDING 550± S.F.

SHED 82± S.F.

RANGE TOWER 1152± S.F.

SHED 78± S.F.

RECONSTRUCT EX. FOR PR. LATERAL

PROPOSED SWM AREA TOP 25.0 BOTTOM 19.0

PROPOSED SWM AREA TOP 19.0 BOTTOM 15.0

PROPOSED SWM AREA TOP 17.0 BOTTOM 13.0

FRAME BUILDING 4,152± S.F.

BLOCK BUILDING 579± S.F.

BLOCK BUILDING 504± S.F.

FRAME BLDG. 2,659± S.F.

EXISTING WATER VALVE

3" WATER SERVICE TO WASH RACK

ASPHALT PAVEMENT

CONCRETE PAVEMENT

P.C.C. SIDEWALK

CLASSROOM BUILDING 1 STORY 1,600± S.F.

50' RIPARIAN BUFFER

MASONRY TOWER 3 STORY 319± S.F.
TRAILER 715± S.F.

FRAME SHED 243± S.F.

FRAME SHED 107± S.F.

FRAME SHED 675 S.F.

SHED 422 S.F.

MISC. STRUCTURE 635 S.F.

MISC. STRUCTURE 2,900± S.F.

MISC. STRUCTURE 315± S.F.

STEEL STORAGE TRAILERS

FRAME SHED 241± S.F.

FRAME SHED 332± S.F.

FRAME SHED 240± S.F.

FRAME SHED 288± S.F.

MISC. STRUCTURE 594± S.F.

SHACK 388± S.F.

MASONRY BUILDING 1 STORY 668± S.F.

MASONRY BUILDING 1 STORY 984± S.F.

FRAME SHED 1524± S.F.

16" METAL PIPE

RIPARIAN BUFFER

WETLANDS BUFFER

FLOODPLAIN (EL. 9)

MHHW (EL. 2.93)

MHHW (EL.

0 40 80 160
GRAPHIC SCALE

IMPORTANT – DO NOT DISTRIBUTE

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811 Know what's below. Call before you dig.

MISS UTILITY PHONE 1-800-282-8555
PROTECT YOURSELF, GIVE THREE WORKING DAYS NOTICE

P:\C2423-6 DEARNG\Dwg\CONCEPT\CNCPT-SET.dwg
Mar 16, 2018
4:49pm

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DESIGNED BY: WJG | ISSUE DATE: 1/19/18
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CHECKED BY: KAR | CONTRACT NO.:
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Newark, Delaware 19713
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(302) 738-7551

DELAWARE ARMY NATIONAL GUARD
CSMS VEHICLE MAINTENANCE BUILDING
NEW CASTLE, DE

SITE LAYOUT PLAN

SHEET ID
C-103

NOT FOR CONSTRUCTION

SUBMISSION