

Request for Qualifications (Construction) Instructions
UF Bid Number ITB21KO-123
UF-640 IFAS Blueberry Research Facility

SCOPE OF WORK

The project consists of the creation of a state-of-the-art facility to carry out blueberry breeding, research, extension, and instruction in the United States. This facility will not only aid in developing cultivars faster to help Florida producers, but will enhance UF's status as a leader in blueberry breeding and research. It will be a single story, roughly 9,800 GSF facility dedicated to blueberry research. It will contain molecular, tissue, culture, and fruit quality laboratories, as well as instructional rooms for lectures and the needed support space for the facility to be fully self-contained.

Applicants unfamiliar with work at the University of Florida (UF) are strongly urged to familiarize themselves with the UF General Terms and Conditions, construction inspection & closeout procedures and forms, and other documents and materials available on the UF Planning Design & Construction (PD&C) website at www.facilities.ufl.edu.

CONSTRUCTION DOCUMENTS

Applicants interested in familiarizing themselves with the work may review the Basis of Design Package (not for bid or construction) by downloading from the [Procurement Services Schedule of Bids Webpage](#).

Upon review and short-listing among qualified submittals, invited applicants will be provided a PDF copy of the final Project Bid Documents to develop cost proposals for the University's review and selection.

PRE-BID QUALIFICATION CRITERIA

The method of delivery is design-bid-build (also known as "hard bid"), with an enhanced pre-bid qualification process based on the following criteria. The maximum possible score for each is noted in parentheses.

- Past Performance on Similar Projects (100) - The Owner will evaluate the quality of the applicant's past performance considering currency, relevancy, sources, context, and trends. The assessment of the applicant's past performance will be used as a means of evaluating the relative capability of the firm to successfully perform the Work. The University reserves the right to obtain information for use in the evaluation of past performance from any and all sources it deems necessary. Additional requirements described below.
- Personnel Assigned to the Project (100) - Requirements described below.
- Financial Standing, Qualifications, and Licensure (50) - Requirements described below.
- Safety Record(50) - Requirements described below.
- Workload (50) - Requirements described below.
- Completeness of Pre-Qualification Documents (50) - Request for Qualification package will be reviewed for completeness with reference to the requirements set herein.

EVALUATION

Each applicant's Request for Qualifications (RFQ) submittal will be reviewed by a committee

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comprised of representatives from UF Planning Design & Construction and UF IFAS Facilities Planning and Operations.

The applicant's response to each of the six (6) above-listed criteria will be evaluated and scored by each committee member, with a maximum possible score of 400. The scores for each of the six (6) criteria will then be added and the applicants with a score of 300 or more will be deemed qualified and approved to bid the project.

That notwithstanding – and regardless of scoring – the failure to provide proof of current license(s) and bonding capacity will be grounds for immediate disqualification.

NOTE: This process concludes with the determination of applicants who are qualified and eligible to bid. Relative standing (scores) from the pre-qualification process has no relevance to the bidding process and will be disclosed to the public only upon request.

SUBMITTAL CONTENTS

The RFQ submittal shall consist of the following, in order:

1. AIA Document A305 (Contractor's Qualification Statement) – completed & signed
2. Past Performance Project Data Forms
 - a. Provide five (5) representative projects, for projects completed within the last ten (10) years with an emphasis on university and laboratory construction in the range of \$4M to \$5M in construction cost. For each project reference, the Contractor shall provide a narrative describing the project and highlight the detailed phasing and sequencing associated with the project, as well as utility coordination required. Also, highlight traffic and pedestrian access and control required for the project. Projects listed may be derived from the overall submitted project team but indicate which team members participated in each listed project.
 - b. Provide valid and current references for all supplied projects listed above. Each reference shall be provided with reference project name and identifier, client name, reference name, reference position/title, reference's e-mail and phone number.
3. Personnel Assigned to the Project
 - a. Provide the proposed team to include General Contractor's project manager, project scheduler, site administrator, site superintendent and safety representative(s). Contractor to also supply corresponding resumes for each listed individual showing pertinent work similar to the requirements of this project. Also include a list of the projects referenced above that each of these team members were associated with and what their respective role was.
 - b. On the team chart, the home office of the proposed staff or key subconsultants shall be identified. If local support is not currently available, the Contractor shall describe a workplan to ensure support throughout the project and key construction elements.
 - c. Provide an organization chart or diagram if necessary, to clearly explain lines of authority, duties and responsibilities.

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4. Financial Standing, Qualifications, and Licensure
 - a. Provide valid and current proof of license to perform work as a General Contractor in the State of Florida.
 - b. Applicants operating as a corporation, limited liability company (LLC), or partnership must be registered to operate in the State of Florida by the Department of State (Division of Corporations). Provide proof of such status (if applicable) in the form of a Certificate of Corporate Status from the Florida Department of State, valid for the current calendar year.
 - c. Provide the contact information, references, and statements required by Sections 4 and 5 of AIA Document A305, including verification of the applicant's capability to provide performance and payment bonds for this project up to \$5,000,000 and the applicants aggregate bonding limit.
 - d. Provide details regarding litigation with Owners, subcontractors, and/or design professionals for all projects within the last five (5) years. Provide details of the litigation and status (active or pending) and provide thorough details.
 - e. Provide details of any other relevant litigation the company has been involved in, other than those noted above, in the past five (5) years.
 - f. Provide details of any actual damages or liquidated damages assessed on work awarded in the past five (5) years.
5. Safety Information
 - a. In a brief narrative, explain the firm's approach to jobsite safety, including training & education and enforcement.
 - b. Provide a copy of the firm's insurance experience modification rate (EMR) for the past three years (2017-2019).
6. Workload Information
 - a. Provide a simple list of all current and pending work by the applicant.
 - b. Provide a more detailed list of all current and pending work involving the key staff identified above as Personnel Assigned to the Project, noting the size, contract amount, scope, owner, design consultant(s), current status, and projected completion date of each project.
 - c. Provide a workplan that identifies strategies for staff augmentation to overcome turnover and periods of work when output may be required to be accelerated to meet schedule.

SUBMITTAL INSTRUCTIONS

1. Provide one (1) printed copy and one (1) electronic copy of the submittal prior to 3:00 PM on December 11, 2020.
2. Both versions – printed and electronic – shall not exceed 40 pages excluding covers and dividers. Submittals with more than 40 pages will not be disqualified, but all pages after 40 will be discarded and not considered.
3. Delivery one hard copy and one electronic copy on USB flash drive or CD/DVD to the following address, noting on the face of the envelope bid number ITB21KO-123 and the date & time the submittal is due:

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UF Procurement Services
971 Elmore Drive
Gainesville, FL, 32611-5250
Attn: Karen Olitsky

4. Late submittals, blank/corrupt files, unsigned submittals, incomplete submittals, faxed submittals, or submittals on/using forms other than the project-specific forms are grounds for disqualification.

PRE-PROPOSAL INQUIRIES

All inquiries, comments, and requests for information must be submitted via e-mail no later than 5:00 PM on December 1, 2020, to Karen Olitsky, UF Procurement Services, at kolitsk@ufl.edu.

Responses to such inquiries will be posted on the UF Procurement Services Schedule of Bids website, with no hard copies furnished.

SCHEDULE FOR PROCUREMENT, COMMENCEMENT, and CONSTRUCTION

Commence RFQ Advertisement	FAR 11/20, SUN 11/22
Basis of Design Narrative Available (information only)	11/20
Deadline for Pre-Proposal inquiries	12/1, 5PM
RFQ Submittals due	12/11, 3PM
Bid Documents available	12/18
Posting of Pre-qualified Contractors	12/18
Mandatory Pre-Bid Conference (for Pre-Qualified Contractors)	1/5, 9AM
Deadline for Pre-Bid inquiries	1/8, 5PM
Bids Due	1/22, 3PM
Posting of Bids & Recommendation of Award	TBD
Bonds, P.O., and NTP	TBD
Pre-Construction Conference	TBD
Mobilization	TBD
Substantial Completion	TBD