

# REQUEST FOR QUALIFICATIONS FOR

PROFESSIONAL A/E SERVICES

TSTC RFQ # 1205W

RFQs MUST BE RECEIVED BEFORE:

2:00 PM Central Standard Time on **October 5, 2011**

Texas State Technical College Waco has produced this RFQ (Request for Qualifications), pursuant to Texas Government Code, Chapter 2254, Subchapter A, in order to contract with a licensed Architectural and Engineering firm to provide: Architectural, Engineering, plans and specifications including Civil, Landscaping, and Construction administration for the described project.

**Deliver Submittals to TSTC by one of the following methods:**

 **MAIL RFQ TO: HAND DELIVER AND/OR EXPRESS MAIL TO:**

|  |  |
| --- | --- |
| Texas State Technical College Attn: Henning HansenPhysical Plant3801 Campus DriveWaco, Texas 76705 | Texas State Technical College Attn: Henning HansenPhysical Plant1200 Greenway (on TSTC campus)Waco, Texas 76705 |

To ensure proper handling, show RFQ # 1205W and Submission Deadline on outside of envelope.

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## GENERAL DESCRIPTION

Texas State Technical College Waco is interested in procuring **Architectural/Engineering Services (A/E)** for the Engineering and Development of plans and specifications related to foundation failure and any non-structural repairs, related to the failed foundation at the John B. Connally Technology Center located at Texas State Technical College Waco.

Upon completion of the evaluation of qualifications, up to three (3) firms may be invited to a formal interview.

In order to expedite routine correspondence during the selection process, include the e-mail address of your firm’s contact person.

The company selected as Professional Services provider will not have exclusive right to all Professional Service requirements at Texas State Technical College, or future requirements.

Queries about this solicitation and submittals should be addressed to:

Texas State Technical College

 Henning Hansen, Facility Manager

3801 Campus Drive

Waco, TX 76705

(254) 867-3712

Henning.Hansen@tstc.edu

All inquires will result in written responses, in the form of addenda, posted to the Electronic State Business Daily at: <http://esbd.cpa.state.tx.us/sagencybid.cfm?startrow=1&endrow=25&ag_num=719&orderby=Agency>

If respondents do not have Internet access, copies may be obtained through the point of contact listed above. It will be the responsibility of the respondents to check the ESBD for the addenda.

Upon issuance of this RFQ, besides written inquiries as described above, other employees and representatives of TSTC will not answer questions or otherwise discuss the contents of the RFQ with any potential consultant’s representatives. Failure to observe this restriction may result in disqualification of any subsequent response. This restriction does not preclude discussions with TSTC for the purpose of conducting business unrelated to this Submittal.

Scope of Services

Texas State Technical College Waco, Texas is seeking qualified A&E firms with emphasis on Structural Engineering related to failed foundation experience to review existing forensic data, examining current conditions then developing a complete design including all Architectural, Civil, MEP, and Landscaping plans, specification and construction administration that will address the foundation failures and any non-structural repairs, related to the foundation at the John B. Connally Technology Center located at Texas State Technical College Waco. The college will expect the solution to be warranteed or insurable.

Description of Building Structural Systems

The John B. Connally Technology Center is an approximately 80,000 sf. three level steel framed structure. The first floor framing system consists of suspended concrete cast-in-place concrete slabs and pre-cast hollow-core concrete planks supported by cast-in-place concrete grade beams, a combination of straight-shaft drilled piers and under-reamed piers, the drilled pier inspection records indicate that both the straight-shaft piers and the under-reamed piers were founded at a depth of approximately 30 feet below grade. The second and third floor framing consists of concrete slab over steel form deck and open web steel joists supported by wide flanged steel beams and steel columns, the roof framing consists of steel roof deck and open web steel joists supported by interior joist girders, perimeter wide flanged steel beams and steel columns, the exterior cladding system is a combination of brick and concrete masonry units (CMU) with light gage steel stud backing.

Project History

The John B. Connally Technology Center at Texas State Technical College Waco was completed in 1999.

Movements and distress were noted in the building during the latter part of 2000 or early 2001. Based on analysis of the existing foundation system by two separate consulting engineers, site observations, and review of the available documentation, the reported foundation problems are due to uplift of the straight-sided drilled shafts.

1. QUALIFICATIONS OF THE ENGINEER

1.1 Professional Qualifications

The evaluation and repair design shall be performed by a professional engineer licensed in the State of Texas. Engineers in responsible charge of this type of work must be competent to apply scientific and engineering education, training, knowledge, skill and experience to the investigation and analysis of constructed facilities. This determines the cause and extent of diminished performance and the means of remediation. Engineers shall be competent in the related disciplines

1.2 Professional Ethics

It is essential to avoid conflicts of interest to maintain the credibility of the evaluation investigation. The evaluating engineer must demonstrate qualities of character that will ensure impartiality. These qualities include objectivity, confidentiality, honesty and integrity.

Submitter must subscribe to the Fundamental Principles, Fundamental Canons, and Guidelines to Practice Under the Fundamental Canons of Ethics. Professional Conduct and Ethics comprise a sub chapter of the Texas Engineering Practice Act.

**SUBMITTAL REQUIREMENTS**

Submittals shall be received and time stamped at TSTC, Central Daylight Time on the date specified in the Schedule of Events. Late Submittals are not considered under any circumstance, and will be returned unopened.

Submittals should be placed in a separate envelope/package, and correctly identified with RFQ number, submittal deadline/opening date and time. It is the respondent’s responsibility to appropriately mark and deliver this to TSTC by the specified date.

Receipt of all addenda to this RFQ should be acknowledged by attaching a signed copy of each addendum to the RFQ response submittal.

**Qualification Submittal Requirements**

General:

Respondents shall submit one (1) original and one (1) electronic copies (CD) of the submittal. Pages should be numbered and contain an organized, paginated table of contents corresponding to the section and pages of the submittal.

Respondents to this RFQ are responsible for all costs of submittal preparation and delivery.

Content:

Below is a summary of requested information. Proposals submitted without this information will be evaluated accordingly. TSTC reserves the right, in its sole judgment and discretion, to waive minor technicalities and errors in the best interest of the State.

It is the policy of TSTC, to promote and encourage contracting and subcontracting opportunities for Historically Underutilized Businesses (HUB) in all contracts. HUB businesses are those that are minority or women-owned, and certified by the Texas Comptroller’s Procurement & Support Services Division.

The Architect/Engineer must demonstrate a “Good Faith” effort to utilize HUB Businesses.

Company and Sub consultant Information:

- Company description

- Ownership, Firm organization, key personnel and stability of firm

- Physical address

- Mailing address

- Telephone and facsimile numbers

- E-mail address of company’s primary contact

- Names of top management and key employees and each person’s duties. (Include the background and experience of these employees.)

- Staff size and availability

- Project Manager’s workload

- Overall company workload

- Registration

- Production capability

- Financial report, including latest annual report and latest quarterly report.

Experience and Qualifications:

Submit for prime firm and proposed sub-consultants brochures, pamphlets, resumes, etc. which will illustrate the firm’s experience. Include key personnel identified by job title and list duties and responsibilities, design approach, quality of design on previous projects, consultant’s ability/qualifications, relevant experience to project, key personnel relevant experience, sensitivity to local conditions, familiarity with special design requirements, budget experience and compliance, and schedule experience and compliance.

Provide a list of all projects in progress and projects completed within the last five (5) years of the same type and size. Include the scheduled completion date and the actual completion date for contract documents and construction for each project.

Define firm’s involvement in litigation with Owners, Consultants or Architect/Engineer firms as the plaintiff, defendant and consultant.

References:

Respondents shall identify present, completed and other projects or consulting assignments. At least five (5) projects shall be identified with references and contact information. Include project description, contact names, position, and company name and telephone number for each reference listed.

**METHOD OF SELECTION**

A selection committee will review and evaluate all submittals received for design approach, quality of design on previous projects, sub-consultant’s ability/qualifications, relevant experience to project, key personnel relevant experience, budget experience and adherence, schedule experience and compliance, proximity to the facility, and references.

A short list of companies will be established to interview. After the interviews, the firm with the best demonstrated competence and qualifications will be selected by the committee. TSTC will then negotiate a contract for services with the selected firm. If TSTC is unable to successfully negotiate a contract for services with the selected firm, TSTC will formally end negotiations and select the next most highly qualified provider, and attempt to negotiate a contract with that provider at a fair and reasonable price.

**TIMELINE FOR SELECTION:**

TSTC expects the selection under this RFQ to follow the schedule noted below. However, this schedule is subject to change at the discretion of TSTC.

EVENT \_\_DATE

 **Issue RFQ 9/16/2011**

 **Deadline for Submission of Questions 9/27/2011**

 **Deadline for Submission of Qualifications 10/5/2011**

**Interviews 10/10/2011**

 **Approval of Contract 11/3/2011**

**HUB**

In accordance with Government Code §2161.252, the contracting agency has determined that subcontracting opportunities are probable under this contract. Therefore, respondents, including State of Texas certified Historically Underutilized Businesses (HUBs) must complete and submit a State of Texas HUB Subcontracting Plan (HSP) with their solicitation response.

**NOTE: Responses that do not include a completed HSP shall be rejected pursuant to *Government* Code §2161.252(b).**





