

IDIQ - INDEFINITE DELIVERY / INDEFINITE QUANTITY AGREEMENTS FOR ARCHITECTURE, ENGINEERING AND OTHER PROFESSIONAL SERVICES

Advertisement for Consultant Selection

Pursuant to Alabama Act No. 2001-956, Auburn University seeks qualifications from qualified professionals to consult with the University on various minor project delivery, repair and renovation, small public works, and JOC projects that require enhanced speed of service and typically range between \$50,000 and \$250,000 total project cost. In order to provide efficient and high-quality professional service to our campus clients, AUFM Planning Design & Construction has elected to award numerous Indefinite Quantity / Indefinite Delivery (IDIQ) agreements to qualified design professionals and other professional service providers necessary to complete these projects.

The anticipated award to qualified firms will be for one calendar year commencing on the date of the award with the option to renew on a yearly basis for a total of (2) additional one year terms for a possible total of up to three (3) years per contract. The contracts will establish hourly rates for all work that is not included in the State of Alabama Department of Construction Management Basic Services. There will be a standard maximum agreement value based on discipline attributed to each IDIQ agreement.

Scope of Services

This Request for Qualifications is soliciting responses from firms interested in providing professional services for the following services.

- 1. Architectural Design Services:** Programming, feasibility studies, Full Design Services, code review, budget and estimating support, engineering services, interior design services, bid administration, construction administration services, and other related services.
- 2. Interior Design Services:** Interior design services, budget and estimating support, code review, bid administration, construction administration services, and other related services.
- 3. Signage / Environmental Graphic Design Services:** Signage and/or environmental graphic design services, budget and estimating support, bid administration, construction administration services, and other related services.
- 4. Landscape Architectural Services:** Landscape design services, budget and estimating support, code review, bid administration, construction administration services, and other related services.
- 5. Estimating/Program Management Services:** Budget and estimating, scheduling, constructability review, and other related services.
- 6. Civil/Structural/Traffic Engineering Services:** Civil and/or Structural Engineering design services, traffic studies, safety reviews, regulatory review and coordination, budget and estimating support, code review, bid administration, construction administration services, and other related services.
- 7. Surveyor Services:** Surveying services, utilities location, and other related services.
- 8. Geotechnical Engineering and Construction Materials Testing Services:** Geotechnical engineering services, materials testing, and other related services.

- 9. Electrical Engineering Services:** Electrical Engineering design services, budget and estimating support, code review, bid administration, construction administration services, and other related services.
- 10. Mechanical Engineering Services:** Mechanical and/or plumbing engineering design services, budget and estimating support, code review, bid administration, construction administration services, and other related services.
- 11. Fire Protection Engineering Services:** Fire Protection design and review, budget and estimating, construction administration, and other related services.
- 12. Hazardous Materials Testing Services:** Hazardous materials survey, testing, removal, and other related services.
- 13. Building Envelope Assessment Services:** Evaluation and recommendations for exterior building skin, windows, doors, penetrations, flashing, roofing and roofing components, waterproofing, and other related areas of concern, issue resolution support, and other related services.
- 14. Commissioning Services:** Evaluation and recommendations for building systems, design review, issue resolution support, and other related services.

Minimum Code of Alabama Requirements (current Code of Alabama available at <http://alisondb.legislature.state.al.us/alison/codeofalabama/1975/coatoc.htm>):

§41-16-72(8) and (9) of the Code of Alabama - Recognizing the composition of Alabama's citizenship, the Awarding Authority/Owner encourages submissions from design professionals that represent Alabama firms with diversity in their staffing and proposed project team, including but not limited to, associated design professionals and consultants.

§41-16-82 of the Code of Alabama requires a disclosure statement to be completed and filed with all qualifications, proposals, bids, contracts, or grant proposals submitted to the State of Alabama in excess of \$5,000.00.

§31-13-1, et seq. of the Code of Alabama (Alabama Immigration Law) imposes conditions on the award of state contracts. Firms must agree to fully comply with the Immigration Reform and Control Act of 1986, as amended by the Immigration Act of 1990, and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act. Architects and engineers should review and adhere to these guidelines as appropriate to their project type.

§41-16-5 of the Code of Alabama imposes conditions on the award of state contracts. The firm must certify that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this state can enjoy open trade.

Qualifications

Applicant firm will be selected based on professional qualifications and successful experience with similar service engagements, and must clearly demonstrate considerable similar experience based upon the following criteria:

- Experience completing similar scope of work in a University setting.
- Capacity to provide services for multiple projects simultaneously.
- Ability to provide relevant services requested in each package with properly trained and licensed professionals (in-house or via sub-consultant)
- Record of providing successful services with high-owner satisfaction.
- Ability to contract for Basic Services design (A through E) as defined in the [Alabama Division of Construction Management Manual](#) as applicable.
- Ability to comply with [Auburn University Design & Construction Standards](#)

Interested firms may request the questionnaire from and shall return the response to:

Matt Wagner, Asst Dir, Design Management mhw0007@auburn.edu

Vanessa Kleypas, Coordinator, Design Management vhk0003@auburn.edu

Completed questionnaires/responses shall be addressed to:

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Questionnaires/responses shall be returned via e-mail only to the addresses above and **received no later than 3:00 PM Central Time, on or before Friday, March 15, 2021**. Shortlisted firms will be notified via email by March 19, 2021. **Interviews will be held virtually through Auburn University, March 24 - 31, 2021** or as needed. A separate package describing the interview process will be forwarded to the short-listed teams.

No other information such as firm marketing documents are requested.

This request for qualifications is not an offer to contract but seeks the submission of qualifications from qualified, professional respondents that may form the basis for the negotiation of an agreement. The Awarding Authority/Owner reserves the right to reject any or all qualifications and to solicit additional qualifications, through the RFQ process, if that is determined to be in the best interests of the State of Alabama.

END OF ADVERTISEMENT

SEE QUESTIONNAIRE ON NEXT PAGE

Auburn University

IDIQ - INDEFINITE DELIVERY / INDEFINITE QUANTITY AGREEMENTS FOR ARCHITECTURE, ENGINEERING AND OTHER PROFESSIONAL SERVICES

Questionnaire for Consultant Selection

Thank you for your interest in Auburn University Indefinite Delivery / Indefinite Quantity program. Please provide a Cover Letter and completed Questionnaire Submittal via email by the deadline provided below. Submittals should be a single PDF file of no more than 25 pages and 20 MB maximum. Submittals should be 8.5x11 or 11x17 format. File should be named as follows: "IDIQ_Service Package # Discipline_Firm Name.pdf".

Fees will be computed in accordance with Alabama Division of Construction Management Procedures, DCM Form B-2 and B-2A January 2020, and Chapter 4 Supplement Determination of Basic Fee or Basic Fee Rate for Design Professional Services and/or Additional Services as applies to individual services requests.

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- 7. Surveyor Services:** Surveying services, utilities location, and other related services.

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SECTION 1: Primary Consultant Qualifications

Provide the following information as applies:

1. Firm Name
2. Address
3. Phone
4. E-mail
5. Primary Person to contact
6. Secondary Person to contact
7. Name and Alabama Registration Number of Architect whose seal will appear on the documents
8. Year Present Firm was Founded
9. List successor firms and years of operation
10. Is the location of the applicant a home office or branch office
11. How many total employees at the applicant location
12. How many registered professionals at this location
13. Form of Business

SECTION 2: Relevant Experience

Provide the following information, as relevant, on at least three (5) and up to five (10) relevant projects completed by the applicant firm within the past ten (10) calendar years. Note which project team members on each relevant project are proposed for this project.

1. Project Name
2. Location
3. Client name and contact information
4. Registered Professional Design Team Members & Roles on Project
5. Construction Firm

6. Date of Completion
7. Description of Project Scope
8. Total Square Footage
9. Total Construction Cost and Cost/SF
10. Project Drawings/Images, as appropriate to illustrate the project

SECTION 3: Proposed Project Team

1. Provide an Organizational Chart explaining your proposed team members and their roles on this project. Include all proposed consultants relevant to this project.
2. Provide one-page resumes for the primary proposed consultant team members, highlighting relevant project experience.

SECTION 4: Consultant Team Process

Respond to the following questions as applies:

1. Describe your firms' communication strategy and process in managing your professional services.
2. Which, if any, of the Scope of Services listed in your services package would you typically team with an additional specialty consultant, and why?
3. What additional services does your firm provide, if any, in addition to the Scope of Services listed in your services package?
4. What is your team's strategy for providing quality and efficient professional services to ensure client satisfaction?

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