

REQUEST FOR QUALIFICATIONS

Master Planning and Design Services of a Public Safety Training Center in Goose Creek



RESPONSES ARE DUE NO LATER THAN

Friday, October 27, 2023 at 1:00 PM EST

TO:

Sherry Bodden

Purchasing Coordinator

sbodden@cityofgoosecreek.com

843-797-6220 ext 1109

Properly submitting a response to this solicitation to the Purchasing Office at Goose Creek City Hall on or before the due date and time will be the sole responsibility of the proposer. The City of Goose Creek will in no way will be responsible for delays caused by overland or electronic delivery systems. It is the sole responsibility of the proposer to confirm that a response has been received on or before the due date and time.

GENERAL PROJECT INFORMATION

The City of Goose Creek (the City) requests qualifications from architectural and engineering design consultants and related firms who would like to provide Master Planning Services, Design Services, and Cost Estimating for a Public Safety Training Center to be located on property already owned by the City.

Project Description

The Public Safety Training Center will occupy existing property (Appendix A). The functional areas of the training center may include, but are not limited to:

- 4 story, multi-use training building with search rooms and live burn room (using hay and pallets) on a large cement pad
- A classroom facility
- Offices for 6 staff members
- Kitchen and breakroom
- Locker Room & Shower for both male and female
- Rest Facilities
- 3 Bay Storage building for apparatus and equipment for Fire and 2 Bay Storage building for swat vehicle (MRAP) and other equipment for Police
- 3 acres of paved driver training surface to be shared both Fire and Police
- Gym / defensive tactics facility
- Two lecture style classroom that are partitioned so that they could become one classroom for large trainings
- Shoot simulator training room
- 10 lane firing range (preferably indoor)
- Armory
- 1 acre to be configured for Physical Abilities Training and K9 obstacle course
- Reconfigurable scenario training suite with moveable walls and a multitude of simulated environments with breach doors
- Training prop area on a cement pad to include
 - Vehicle Fire Extinguishment Area
 - Flammable Liquids and Gas Extinguishment Props
 - Hazardous Materials Training Props
 - Technical Rescue (Confined Space / Rope Rescue) Props
 - Railcar Hazard Mitigation Training Prop

PROJECT OVERVIEW & SCOPE OF SERVICES

The Master Planning Phase will be to prepare a conceptual master plan for the Public Safety Training Facility (the Facility). The master planning process will include preliminary cost estimates, site plans, renderings, floor plans, etc. The results of this effort will enable the City to move into the formal design process and ensure the best value is obtained quickly and confidently.

The Design Phase will include engineering, design, planning, specifications creation, and creating bid documents related to the design of the Facility

Scope of Services

The selected Architectural / Engineering (A/E) firm will assist in the development of preliminary site specified designs that will address site utilization needs, utility infrastructure needs and constraints, and vehicular ingress/egress issues. The preliminary designs will be presented to City staff.

The successful A/E firm will be responsible for providing civil site drawings and layout.

Prior to submitting its cost proposal, the selected firm will discuss and clarify with the City the cost breakdown of the A/E Agreement with detailed cost components to address the Owner's project requirements.

The selected firm will provide the following categories of services:

1. environmental studies and reports,
2. preliminary design
3. preliminary cost estimates.

Consideration should be given to the following:

Pre-planning

Pre-planning process shall include an initial needs determination & development of study design.

Facility Requirements

Access the ability of the available land (Appendix A) to meet the projected facility requirements.

Environmental Considerations

Determine the environmental requirements needed to move forward with the project in the recommended development program and provide appropriate environmental studies and reports.

Public Safety Layout Plans

Develop a set of drawings that represent a graphic representation of the long-term development plan for the site.

Facilities Implementation Plan

Provide a summary description of the recommended improvements and associated costs.

Outcome and Performance Standards

Architectural and Engineering Services will include, but are not limited to, site planning, architectural, mechanical, electrical, plumbing, engineering, code compliance review, general construction, landscape design, general square footage requirements, general cost estimates, etc.

Contract Documents produced by the A/E shall be in compliance with current State of South Carolina and City of Goose Creek Regulations.

Project Experience

Below is a list of the relevant scope of work requirements for this RFQ. Firms should show their experience in the following:

- design of public safety training centers
- design or implementations of training towers and burn rooms
- design of adult classroom facilities
- K9 obstacle course
- Indoor firing range & Armory
- shoot simulator
- construction cost estimating and analysis for similar type of project
- permitting and environmental regulations associated with the mentioned public safety training center elements
- working with government entities

Insurance Requirements

Contractor will procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the contractor, his agents, representatives, employees, or subcontractors. The cost of such insurance will be included in Contractors bid.

Policy must show the City of Goose Creek as an Additional Insured.

Minimum limits of insurance contractor will maintain limits no less than:

- Commercial General Liability limits for bodily injury, personal injury, or property damage \$ 1,000,000 per occurrence \$ 2,000,000 aggregate and a minimum limit of \$1,000,000 for products/completed operations.
- Automobile Liability: \$ 1,000,000 combined single limit per accident for bodily injury and property damage.
- Workers' Compensation and Employers' Liability: Workers' Compensation limits as required by the laws of the State of South Carolina and Employers' Liability limits of \$1,000,000/\$1,000,000/\$1,000,000 per accident.

The City requires the professional to comply with the standard insurance requirements for contractors and, additionally, to maintain during the life of the contract and to provide evidence of professional liability insurance, errors and omissions insurance, malpractice insurance or similar insurance by whatever title known. Such insurance must comply with the minimum general insurance requirements as listed above and be written in an amount not less than \$1,000,000 limit. If coverage is written on a claims-made form, the City of Goose Creek may require the continuation of coverage for a period of time after completion of the contract or may require an extended reporting period if the policy is cancelled after the term of the contract.

Business License Requirement

It is required that each contractor/firm and sub-contractor awarded a contract agreement with the City of Goose Creek, either secure a business license or update their current business license for the contract amount for the work being done inside the city limits. The successful contractor/firm is required to contact the Business License Office at 843-797-6220.

Acceptability of Insurance

All insurance policies will be written by insurers licensed to do business in the state of South Carolina. It is realized that certain business activities may not be readily insurable by admitted carriers. If insurance is written by non-admitted carriers whose names appear on the current listing of approved and non-admitted carriers prepared by the State of South Carolina Department of Insurance, such carriers will be favorably considered assuming they meet all requirements. Non-admitted carriers should be so identified on the Certificate of Insurance form. The City reserves the right to reject any and all certificates or policies issued by insurers with a Best's rating less than A-.

Indemnity Provision

The Architectural / Engineering Firm assumes entire responsibility and liability for losses, expenses, demands and claims in connection with or arising out of injury, or alleged injury (including death) to any person, or damage, or alleged damage to property of The City or others sustained or alleged to have been sustained in connection with or to have arisen out of or resulting from the performance of the work/service by the contractor, his subcontractors, agents and employees, including losses, expenses or damages sustained by The City, and agrees to indemnify and hold harmless The City, its officials, employees or volunteers from any and all such losses, expenses, damages, demands and claims and agrees to defend any suit or action brought against them, or any of them, based on any such alleged injury or damage, and to pay all damages, cost and expenses in connection therewith or resulting there from. As an integral part of this agreement, contractor agrees to purchase and maintain during the life of this contract, contractual liability insurance in the amount required in the general liability insurance requirements and to furnish proper evidence thereof.

SELECTION GUIDELINES

Proposal Content

To facilitate review of your Proposal by City of Goose Creek, it is requested that your submission be no longer than 20 pages and conform to the following format:

1. Cover Sheet – list project title, A/E firm name, address, telephone, and name of a contact person for questions concerning the Proposal submitted.
2. Experience of the Firm – provide a listing of your team's prior experience and qualifications in design and construction for projects completed within the past 5 years.
3. Firm's Proposed Consultants – list potential consultant's and relevant past work
4. Qualifications and experience of individuals directly involved with the project.
5. Proximity of prospective firm to the project site (local preference).

Evaluation Criteria

- Previous experience comparable with the proposed project
- Relevant past work of prospective firm's proposed consultants
- Qualifications and experience of individuals directly involved with the project
- Proximity of prospective firms to the project site (local preference)

Selection Process

Upon receipt of the Proposal packages from each A/E firm, City of Goose Creek staff will verify that each submission is complete. Acceptable proposals will be forwarded to the Selection Committee for evaluation. The following score sheet will be used to determine the most qualified firm.

Selection Criteria	Total Points
1. Previous experience with comparable projects	60
2. Qualifications of the Firm's proposed personnel on a basis of their education, experience, and credentials with particular emphasis given to their experience with projects similar to those described in the RFQ.	10
3. The quality and relevance of similar services that have been completed by the respondent/consultants and how those projects/services related to the City's needs and objectives. How recently similar services have been performed, along with completed relevant public safety projects.	10
4. Previous experience within the greater Charleston area and with the City of Goose Creek.	10
5. Proximity of lead firm to the project site	10
Total	100

PROCEDURES FOR SUBMISSION

Respondents must submit all materials by October 27, 2023, by 1:00pm EST.

Sequence of Events:

- 1) September 20 - RFQ released
- 2) September 27 – October 11: staff available for meetings and questions.
- 3) October 27 - RFQs due. **Must submit electronically and 1 hard copy**
- 4) October 30 – November 3 - Staff reviews proposals and chooses finalists; Finalists notified this week
- 5) December 4 – December 8 - Finalists present to senior staff and other stakeholders
- 6) January 23, 2024 - Staff presents recommendation to council and firm selected

Terms and Conditions

- 1) The City reserves the right to reject any and all submissions.
- 2) The City reserves the right to ask for clarification from all respondents.
- 3) The City reserves the right to award a contract to the firm or team that it feels best fits the needs of the project.
- 4) The City shall not be responsible for any costs incurred to prepare this RFQ.
- 5) Electronic submission should have Public Safety Training Center in the subject of the email and sent to sbodden@cityofgoosecreek.com

Qualifications are to be mailed or hand delivered to :

City of Goose Creek
Purchasing Department
PO Box 1768
519 N. Goose Creek Blvd
Goose Creek, SC 29445

APPENDIX A



Wetland Approximation Map
 Project #: 01-0000a Date: December 8 2021
 Created by: LAB

Goose Creek Fire Station
 Berkeley County, South Carolina

