



**COLLIER COUNTY
BOARD OF COUNTY COMMISSIONERS**

REQUEST FOR PROFESSIONAL SERVICES (RPS) – STEP 1
In accordance with Florida Statute 287.055
Consultants' Competitive Negotiation Act

FOR

DESIGN-BUILD OF

Design Build I-75 and Collier Boulevard Utility Relocation Project

RPS NO.: 19-7540

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This solicitation document is prepared in a Microsoft Word format (Rev 8/7/2017). Any alterations to this document made by the Vendor may be grounds for rejection of proposal, cancellation of any subsequent award, or any other legal remedies available to the Collier County Government.

INSTRUCTIONS TO PROPOSERS
FOR INITIAL SUBMITTAL

REQUEST FOR PROFESSIONAL SERVICES (RPS) NUMBER:	<u>19-7540</u>
PROJECT TITLE:	<u>Design Build I-75 and Collier Boulevard Utility Relocation Project</u>
PROPOSAL OPENING DAY/DATE/TIME:	<u>January 18, 2019 at 3:00 P.M.</u>
PLACE OF PROPOSAL OPENING:	<u>PROCUREMENT SERVICES DIVISION</u> <u>3295 TAMiami TRAIL EAST, BLDG C-2</u> <u>NAPLES, FL 34112</u>

All proposals shall be submitted online via the Collier County Procurement Services Division Online Bidding System:
<https://www.bidsync.com/bidsync-cas/>

INTRODUCTION

As requested by the Engineering and Project Management Division (hereinafter, the “Division”), the Collier County Board of County Commissioners Procurement Services Division (hereinafter, “County”) has issued this Request for Professional Services (hereinafter, “RPS”) with the intent of obtaining proposals from interested and qualified Design Build Firms/Partnerships in accordance with the terms, conditions and specifications stated or attached. The Consultant, at a minimum, must achieve the requirements of the Specifications or Scope of Work stated.

The County is interested in receiving qualifications and proposals from experienced design-build teams to relocate the County’s existing utility lines located within the Collier Boulevard corridor and under Interstate 75.

The project information included in this RPS-Initial Qualifications Submittal is preliminary in nature. More definitive and detailed information will be provided during the second phase of the RPS. At the County’s option, the services may be contracted to the extent required by the County. There is no contract guaranteed as a result of being shortlisted or top-ranked through this solicitation.

All interested Proposers shall be required to comply with Florida Statute 287.055, Design-Build requirements. Proposers will also be required to comply with the County’s Procedures for Contracting for Design-Build Services.

All short-listed Proposers will be required to post a Proposal Bond at the second step of the RPS response and will be required to comply with all Collier County's Professional Services bonding and insurance requirements.

BACKGROUND

The Engineering and Project Management Division (EPMD) of the Public Utilities Department (PUD) is soliciting Request for Professional Services (RPS) proposals to select a Design-Build team to design and construct the proposed utility improvements to relocate the County’s existing water mains and force main on Collier Boulevard prior to the Florida Department of Transportation (FDOT) starting their Interstate-75 Interchange Improvements project. The project limits for the FDOT’s Interchange Improvements on Collier Boulevard is from City Gate Drive to Business Circle South.

This background describes the scope of work, the responsibilities of the Design-Build (DB) team and available plans and reports associated with this proposed project. This information is being provided to assist with the preparation of a RPS package for the design and preparation of construction plans and special provisions for this capacity expansion project.

Existing System:

Water Mains:

The Collier County Water-Sewer District has three existing water mains located within the Collier Boulevard corridor from City Gate Drive to the Business Circle South. One water main is a 48-inch Pre-stressed Concrete Cylinder Pipe (PCCP) that is located within the Collier Boulevard median under I-75 from City Gate Drive to just north of Davis Boulevard. The 48-inch water main then proceeds west to Bedzel Circle, then south down Bedzel Drive to Davis Boulevard. The second water main is a 20-inch Ductile Iron Pipe (DIP) that is located on the west side of White Lake Boulevard starting at City Gate Drive and then travels along the east side of Collier Boulevard to Davis Boulevard and on the west side of Collier Boulevard from Davis Boulevard to Business Circle South and then keeps proceeding south to US 41. The third water main is a 36-inch Polyvinyl Chloride (PVC) that is located along the west side of Collier Blvd from Davis Blvd to Business Circle South, stays on the west side for approximately 2900 feet and then is located on the east side of Collier Boulevard. From this point, the 36-inch water main stays on the east side of Collier Boulevard to US 41. The

PRELIMINARY DESIGN CRITERIA INFORMATION

The Design Criteria Professional for this project is Tom Chmelik, P.E., with EPMD - PUD

Included with the RPS solicitation are the following plans and reports associated with the I-75 & Collier Boulevard Utility Relocation project, in the zipped file titled "19-7540 – Preliminary Design Criteria Information" and are meant to assist in project definition and expectations by the County:

- Record Drawings - South County Regional Water Treatment Plant SRO Wellfield Pipeline Repairs Phase 1
- Concept Drawing of the proposed water main improvements

TERM OF CONTRACT

County reserves the right to modify this scope during negotiations for budgetary reasons.

The contract term, if an award is made, will commence on the date of the Notice to Proceed and end upon acceptance and approval of the final payment.

Surcharges will not be accepted in conjunction with this award, and such charges should be incorporated into the pricing structure.

DETAILED SCOPE OF WORK

The selected design-build team shall perform a comprehensive design of Collier County Water-Sewer District (CCWSD) owned water mains and force main and complete the construction of the proposed improvements. The selected Design-Build team will perform design, prepare construction plans, prepare project specifications, prepare contract documents, permitting, preparing guaranteed maximum price (GMP), prepare project schedule, construction, construction administration services and construction engineering & inspection services. All work shall conform to the Collier County Utility Standards Manual.

Proposed Improvements:

Water Main Improvements

Through this project, the Design-Build team will abandon the existing water mains on Collier Boulevard between City Gate Drive and Davis Boulevard by installing new water mains located within new utility corridors. A proposed water main will be relocated within the existing Florida Power and Light (FPL) easement that runs parallel and east of Collier Boulevard. The proposed water main will be 30-inch/36-inch pipe through the easement. The proposed water main will connect to the existing 36-inch water main north of the water storage tanks at the South County Regional Water Treatment Plant (SCRWTP) and proceed south in the FPL easement, inside a 20-foot utility easement (15-foot existing and 5-foot new), to the south end of the Forest Glen subdivision. From that point, the water main will be located within a 30-foot utility easement to Collier Boulevard where the proposed water main will connect to the existing 36-inch water main. The proposed water main will be adjacent to the CCWSD's 30-inch raw water main and SCADA conduit that is also located within the FPL easement within an existing 15-foot utility easement. The Design Build team may need to relocate the existing SCADA conduit and wiring to accommodate the 30" raw water main and 36"/30" potable water main in the total 20-foot utility easement. Further, additional water main construction includes installing a new 36-inch water main on White Lake Blvd from City Gate Blvd to the FPL easement, a new 30-inch water main on David Blvd from the FPL easement to the existing 30-inch main at Davis Blvd & Bedzel Dr, and a new 20-inch water main on the west side of Collier Blvd from David Blvd to Business Circle South.

Utility Abandonment

The Design-Build team will ensure that all water main pipes designated to be abandoned are disconnected and capped from active utility pipes thereby allowing the FDOT's Design-Build contractor to only remove the abandoned water mains.

FDOT Coordination

The Design-Build team will coordinate and provide all required information to FDOT and their Design-Build team regarding our utility relocation project and FDOT's Intersection Improvements project.

Specific Objectives:

- Design, construct and place into operation the proposed water mains to allow the existing water mains on Collier Boulevard to be abandoned by the start of FDOT's Interstate 75 Interchange Improvements project.
- Ensure the high service pumps are still running at maximum efficiency after connecting to the proposed transmission water mains.

During the Course of the project the Design Build Team shall be required to perform the following:

19-7540 Design-Build for "I-75 and Collier Boulevard Utility Relocation Project"

1: Preliminary Engineering Design

- a. The Design-Build Team will organize an initial Kick-off Meeting and provide the initial Project Schedule

2: Design

- a. On the basis of the final design criteria package, Design-Build team will prepare drawings and specifications, which provide the general scope, extent and character of the work to be furnished, and performed.
- b. Technical specifications will be based on the 16-Division format of the Construction Specifications Institute (CSI) in MS Word format
- c. Prepare applications for all required regulatory, governmental and construction permits.

3: Construction

The design-build team shall provide all necessary materials, labor and equipment to properly construct all WWTP improvements as detailed on the approved GMP.

Further, the design-build team shall provide these additional tasks during construction.

Construction Administration

- a. Design- Build team will organize the Pre-Construction Meeting, organize Progress Meetings, update Project Schedule, complete permit certifications and other necessary items.

REQUEST FOR PROFESSIONAL SERVICES (RPS) DESIGN BUILD PROCESS

- 1.1 The selection process will involve a two-step proposal review to minimize Proposers' costs in preparing initial qualification proposals and expediting the review process. The Proposers will initially submit a qualifications proposal (in response to this RPS - Initial Qualifications Submittal) based on the criteria in Response Format and Scoring Criteria for Development of Shortlist, which will be the basis for short-listing no less than three (3) firms.

The COUNTY will then issue a RPS - Step 2, which will include the Design Criteria Package, after which time the short-listed firms will submit final technical and pricing proposals and be invited for oral presentations. In Step 2 of the RPS, the COUNTY will invite the short-listed firms to propose a Guaranteed Maximum Price (GMP) and a guaranteed schedule, based on the Design Criteria Package and other contract documents. The GMP must include all design and construction costs. A Proposal Bond will be required during Step 2. Also, during Step 2 of the RPS process, other information, including but not limited to clarifying questions or interviews, may be requested and evaluated.

The Proposers will need to meet the minimum requirements outlined in order for their proposal to be evaluated and scored by the COUNTY. The COUNTY will then produce a final ranking for approval by the Board of County Commissioners. Upon approval, the County will enter into negotiations with the top ranked firm. With successful negotiations, a contract will be developed with the selected firm, based on the GMP and technical components.

- 1.2 The COUNTY will use a Selection Committee in the RPS selection process.
- 1.3 The intent of the Step 1, scoring of the qualifications proposal, is for consultants to indicate their interest, relevant experience, financial capability, staffing and organizational structure.
- 1.4 Based upon a review of these qualification proposals, the top three (3) short-listed firms will be requested to submit Step 2, and to make oral presentations.
- 1.5 The scores from the RPS - Step 1 used for short-listing for this Project will not be carried forward for the Step 2 of this selection process.
- 1.6 The intent of the Step 2 is submit final technical and pricing proposals and to provide the firms with a venue where they can conduct discussions with the Selection Committee to clarify questions and concerns before providing a final ranking.
- 1.7 If, in the sole judgment of the COUNTY, a contract cannot be successfully negotiated with the top-ranked firm, negotiations with that firm will be formally terminated and negotiations shall begin with the firm ranked second. If a contract cannot be successfully negotiated with the firm ranked second, negotiations with that firm will be formally terminated and negotiations shall begin with the third ranked firm, and so on. The COUNTY reserves the right to negotiate any element of the proposals

in the best interest of the COUNTY.

RESPONSE FORMAT AND SCORING CRITERIA FOR DEVELOPMENT OF SHORTLIST:

- 1.8 For the development of a shortlist, this evaluation criterion will be utilized by the COUNTY’S Selection Committee to score each proposal. Consultants are encouraged to keep their proposals concise and to include a minimum of marketing materials. Proposals must address the following criteria:

STEP 1 Evaluation Criteria	Maximum Points
1. Ability of Professional Personnel	30 Points
2. Certified Minority Business Enterprise	5 Points
3. Past Performance	30 Points
4. Location	15 Points
5. Recent, Current, and Projected Workloads of the Firm	20 Points
TOTAL POSSIBLE POINTS	100 Points

Tie Breaker: In the event of a tie at final ranking, award shall be made to the proposer with the lower volume of work previously awarded. Volume of work shall be calculated based upon total dollars paid to the proposer in the twenty-four (24) months prior to the RFP submittal deadline. Payment information will be retrieved from the County’s financial system of record. The tie breaking procedure is only applied in the final ranking step of the selection process. In the event a tie still exists, selection will be determined based on random selection by the Procurement Services Director before at least three (3) witnesses.

Each criterion and methodology for scoring is further described below.

*****Proposals must be assembled, at minimum, in the order of the Evaluation Criteria listed or your proposal may be deemed non-responsive*****

EVALUATION CRITERIA NO. 1: ABILITY OF PROFESSIONAL PERSONNEL (30 Total Points Available)

This criterion measures the ability of professional team personnel as shown by their level of experience on projects of similar type, size and complexity. This criterion measures how well the team is staffed to address all facets of the project. It measures how well the team is organized to deliver the project for the COUNTY. Preference will be given to teams with knowledge and experience with local construction and regulatory conditions and who demonstrate a strong commitment to team collaboration proximate to the project site. Preference will also be given to teams (both individual within the teams and the companies making up the team) that have worked together on successful delivery of similar projects. It measures the overall level of the team’s qualifications to successfully complete the project.

EVALUATION CRITERIA NO. 2: CERTIFIED MINORITY BUSINESS ENTERPRISE (5 Total Points Available)

Submit certification with the Florida Department of Management Service, Office of Supplier Diversity as a Certified Minority Business Enterprise

EVALUATION CRITERIA NO. 3: PAST PERFORMANCE (30 Total Points Available)

This criterion measures the professional team’s past experience with projects similar in size, type and complexity as this project. The professional teams will be evaluated on their utility relocation projects of the size and scope of this project, including the experience the team members proposed on this project have together on the previous projects presented. Experience with all elements of the project scope as generally described herein will be evaluated, with specific emphasis on experience addressing the technical, community and project delivery categories. The professional team’s minimization of change orders will be an important consideration. Preference will be given to utility relocation projects constructed within the last five (5) years in proximity to the proposed project.

The County requests that the vendor submits no fewer than three (3) and no more than ten (10) completed reference forms from clients whose projects are of a similar nature to this solicitation as a part of their proposal. Provide information on the projects completed by the Proposer that best represent projects of similar size, scope and complexity of this project using form provided in Attachment B – Form 8. Proposer may include two (2) additional pages for each project to illustrate aspects of the completed project that provides the PSC information to assess the experience of the Proposer on relevant project work.

EVALUATION CRITERIA NO. 4: LOCATION (15 Total Points Available)

The professional team’s approach to management and execution of work with respect to location of various key project team members will be evaluated under this criterion. The Proposer shall demonstrate from the project kick-off how they will

establish the project location in order to manage day-to-day or on-site information collection and distribution between internal and external team members, and County staff, as well as other entities involved in the project.

EVALUATION CRITERIA NO. 5: RECENT, CURRENT, AND PROJECTED WORKLOADS OF THE FIRM (20 Total Points Available)

This criterion measures the team’s proposed resources for the project and their availability to complete all elements of this project with regards to the closeout of recent work, current workload, and projected projects that could impact the completion of this project.

1.9 Upon completion of Step 1, for the development of a FINAL RANKING (Step 2), the following evaluation criterion will be utilized by the County’s Selection Committee to score and rank each proposal:

*****Please note, the following scoring is a preview of the STEP 2 process, and is not used in the current Step*****

STEP 2 Evaluation Criteria	Maximum Points
1. Technical Proposal	30 Points
2. Guaranteed Maximum Price (GMP)	50 Points
3. Oral Presentation	20 Points
TOTAL POSSIBLE POINTS	100 Points

VENDOR CHECKLIST

***Vendor should check off each of the following items as the necessary action is completed (please see, Form 2: Vendor Check List):

The Solicitation Submittal has been signed.

The Solicitation Pricing Document (Bid Schedule/Quote Schedule/Proposal Pricing/etc.) has been completed and attached.

All applicable forms have been signed and included, along with licenses to complete the requirements of the project.

Any addenda have been signed and included.

Affidavit for Claiming Status as a Local Business, **if applicable**.

Division of Corporations - Florida Department of State – <http://dos.myflorida.com/sunbiz/> (If work performed in the State).

E-Verify/Immigration Affidavit (Memorandum of Understanding).