

West Heating Plant Boiler Replacement Project

Portland State University

**Request for Proposals
General Contractor (GC) Services**



Portland State
UNIVERSITY

Portland State University
Facilities and Project Management
617 SW Montgomery Street, Suite 202
PO Box 751
Portland Oregon 97207-0751

November 30, 2012

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SECTION 1 - ADMINISTRATIVE INFORMATION

1.01 INTRODUCTION

The West Heating Plant (WHP) was originally constructed in the early 1970's and provided campus boiler capacity in addition to the existing East Heating Plant, which is located in the basement of Cramer Hall. This project will be the first phase in shifting the campus boiler portfolio out of Cramer Hall and to the West Heating Plant. Eventually, PSU would like to reallocate the space in Cramer Hall for other University purposes and serve all of the campus steam needs from the West Heating Plant. The project construction is planned to begin January 14, 2013, with a targeted completion date of June 30, 2013, or as soon as possible.

The Oregon University System (OUS), on behalf of PSU, is seeking qualified General Contractor (GC) firms for the West Heating Plant Replacement project (Project). In accordance with Oregon Administrative Rule (OAR) 580-063-0020, PSU will use the Request for Proposal (RFP) competitive procurement process to select and enter into a Contract with a GC firm.

PSU intends to enter into a Contract with the selected GC firm that will include a fixed price agreement to remodel the West Heating Plant as shown in the contract documents. The Contract shall include construction services through completion of the Project.

PSU will use the RFP process to evaluate each of the Proposers' capabilities with respect to the evaluation criteria set forth in Section 2.02. Information may be obtained from various sources including interviews and Proposals submitted in response to this document and discussions with former and present clients of the Proposers.

This Request for Proposals shall not commit PSU to enter into any agreement, to pay any expenses incurred in preparation of any response to this request, or to procure or contract for any supplies, goods or services. PSU reserves the right to accept or reject all responses received as a result of this RFP if it is in the public interest to do so.

A copy of the Sample Agreement is attached to this RFP (Appendix 4.02).

1.02 SCOPE OF PROJECT-BASE BID

This project includes boiler demolition and installation of new boilers, campus steam system upgrades and modifications to a Peter Stott Center exhaust fan system. The estimated construction cost for this project is \$1.5M.

The West Heating Plant currently houses two (2) existing boilers and has space for an additional boiler. The two (2) existing boilers are both 600 HP. One (1) boiler will be demolished and one (1) boiler will stay in place and serve the campus. This project will add one (1) new 600 HP boiler, deaerator tank and additional system components.

In order for the steam to be supplied to the campus from the West Heating Plant, piping system modifications will be required. These include the upsizing of steam and condensate piping located in the utility tunnel adjacent to the West Heating Plant; temporary piping may be required in order to keep the Peter Stott Center online during this project (see Alternate #3 below). Also required will be the addition of a condensate pumping station, settling tank and the demolition and installation of new condensate piping in the basement of Cramer Hall.

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Currently an existing exhaust fan, which serves the lower level of the Peter Stott Center is located in the utility tunnel adjacent to the West Heating Plant. The current location of the fan will not allow for the installation of the new steam and condensate piping. As a part of this project, this exhaust fan system will be replaced and modified in order for the new piping to be routed.

The WHP structure and boiler were thoroughly abated during May 2012 and prior to the release of this RFP. But there will be additional abatement required throughout the scope of the project. PSU will have an abatement contractor under contract for this project and the contractor that is awarded a contract under this RFP will need to coordinate with owner for specific additional abatement needs. Please reference 2008 west heating plant asbestos survey for additional information (see Appendix 5.01).

1.03 EXPLANATION OF ALTERNATES

Alternate #1: Provide new 300 HP (WHP-BL-01) boiler package, this cost should include boiler platform(s) and the scope of work referenced on sheet M32, "Limits of Boiler Package", less the scope of work for Alternates 4, 10 and 12.

Alternate #2: Existing Kewanee Boiler Retrofit – Provide burner control conversion kit required for retrofit to existing Kewanee boiler, reference specification 23 52 39-9/2.3.E.

Alternate #3: Peter Stott Center Temporary Piping – Provide temporary piping per the project specifications, (see section 1.04/#8 below).

Alternate #4: Low pressure Steam Economizers – For new 300 HP boiler (WHP-BL-01), provide low pressure steam economizers designed for high pressure per the project specifications. This shall include all supports, instrumentation and corresponding supply/return piping, valves and insulation (see section 1.04/#17 below).

Alternate #5: Low pressure Steam Economizers - For new 600 HP boiler (WHP-BL-03), provide low pressure steam economizer's designed for high pressure per the project specifications. This shall include all supports, instrumentation and corresponding supply/return piping, valves and insulation (see section 1.04/#17 below).

Alternate #6: Steam Meter – Installation of vortex shedding flow meter (Owner to provide meter). Reference specification in 23 09 00-27/I.1.

Alternate #7: 5 Year Warranty – Provide a 5 year parts and labor warranty on new 300 HP (WHP-BL-01).

Alternate #8: 5 Year Warranty – Provide a 5 year parts and labor warranty on new 600 HP (WHP-BL-03).

Alternate #9: Provide master 3-boiler sequencer panel required for retrofit to existing Kewanee boiler, reference specification 23 52 39-9/2.3.D.

Alternate #10: Variable Speed Drive (VSD) on Blower Motor – For new 300 HP boiler (WHP-BL-01) provide VSD on boiler's blower motors reference specifications 23 52 39-9/S.

Alternate #11: VSD on Blower Motor – For new 600 HP boiler (WHP-BL-03) provide VSD on boilers blower motors, reference specifications 23 52 39-9/S.

Alternate #12: Oxygen Trim System – For new 300 HP boiler (WHP-BL-01) provide oxygen trim system, reference specification 23 52 39-8/R.

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Alternate #13: Oxygen Trim System – For new 600 HP boiler (WHP-BL-03) provide oxygen trim system, reference specification 23 52 39-8/R.

1.04 ADDITIONAL CLARIFICATIONS

- 1) This project originally went to bid in August of 2012. This RFP reflects the same scope of the August 2012 solicitation but further design and clarifications have been provided. The applicable changes have been shown on the GHD provided documents (which have been marked up by hand) along with the information provided in this RFP.
- 2) In the event of the project going over PSU's budget, owner reserves the right to negotiate scope reduction measures with the awarded contractor.
- 3) The project specifications call out hot dipped galvanized steel for the pipe rack systems. PSU will also accept the pipe rack systems to be primed coated in lieu of hot dipped galvanized.
- 4) The garage door will not need to be brought up to current seismic code during the removal / reinstallation as shown on sheet ME6.50. This work will be required to get the boilers in and out of the building.
- 5) In order to access the top of the boiler(s) platforms are required. The project specifications call for platforms to be provided by boiler manufacturer, this is not a requirement and it is at the contractor's discretion to provide a platform that meets the current code.
- 6) Substitution requests will be considered for the following pieces of equipment: Boilers, Dearator Tank, Burners and Steam valves as long as the intent of the project specifications are met. Reference the division 1 project specifications for submission details.
- 7) PSU will provide all programming and control wiring in order to connect new mechanical systems into PSU DDC controls system as required by the project and per section 23 09 00 of the specifications. All power wiring required must be provided by contractor.
- 8) The temporary piping in the Peter Stott Center will be handled as an Alternate. This piping will allow steam to be provided to the Peter Stott Center from Cramer Hall and thus keeping the building functional. There is the potential this scope is not needed based on the building's operations at the time of construction and also depending on how the contractor sequences their work.
- 9) For the purposes of the base bid proposing contractor to assume tunnel ambient conditions to not exceed 80 F.
- 10) The caged entrance to the tunnel on the Northwest side of the Peter Stott Center may be removed in order to bring piping into the tunnel. A secure temporary door will need to be installed during construction and the original door and cage will need to be re-installed after construction is complete.
- 11) PSU to provide all work associated with the upsizing of the Lincoln Hall pumping station, see sheet M30.
- 12) The PSU tunnel system is not considered a confined space.
- 13) Provide MSA Ultima XT series carbon monoxide sensor, this product should have been called out in section 23 09 00/2.5.J.
- 14) No fire alarm or fire sprinkler work will be required for this project.

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15) Insulation for the dearator tank, settling tank and condensate tank shall be provided by manufacturer and must be 2" minimum thickness.

16) PSU will be responsible for providing all required abatement.

17) For the purposes of the base bid contractor to take off of existing and/or new 4" boiler feed water (BFW) piping with new 2-1/2" BFW piping and connecting directly to new boilers. This would be in lieu of circulating it through the economizers. Reference mechanical sheets in the IFC documents.

18) The new boiler shell assembly will need to be manufactured to provide a future seamless transition for high pressure (150 psi) operation. There should not be a need for any future modifications to the boiler shell assembly.

19) Structural Engineering drawings have been provided by NBZ Consulting Engineers.

20) The design of the Peter Stott Center HVAC remodel scope of work has been completed by owner, see sheet H6.4.

1.05 RESPONSE DATE

To be considered for selection, Proposals must arrive at PSU's Facilities and Project Management office by **1:00 PM local time, January 3, 2013**. Applicants who mail packages should allow ample delivery time to ensure timely arrival. The address of the Facilities and Project Management office is:

FOR DELIVERY:

Contracts Office
PSU Facilities and Project Management
617 SW Montgomery, Room 202
Portland OR 97201

FOR MAIL: (Not Recommended)

PSU Facilities and Project Management
PO Box 751
Mail Stop FAP
Portland OR 97207-0751

FAXED OR EMAILED PROPOSALS WILL NOT BE ACCEPTED

Applicants selected may be requested to provide additional information, either informally or via interview process, to clarify their qualifications and to ensure mutual understanding of the scope of the work requirements and schedule.

Late Proposals will be returned unopened.

Proposals will not be accepted at any other PSU location other than the address specified above.

1.06 FORM OF AGREEMENT AND PREVAILING WAGE RATES

PSU will use the Sample GC Agreement (Sample Agreement), attached as Appendix 4.02, and the current OUS General Conditions for Public Improvement Contracts (OUS General Conditions), which are

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incorporated into the Sample Agreement but separately attached to this RFP as Appendix 4.03 for ease of reference, as the basis for the final agreement (GC Contract). The General Conditions, as may be modified by Supplemental General Conditions developed during contract negotiations, shall apply to the work of all subcontractors and to the work of the GC to the extent that they do not conflict with the GC Contract. The current Supplemental General Conditions, subject to final negotiation as limited below are attached as Appendix 4.04. It is the intention of PSU to enter into a Contract with the selected GC.

During the term of any Contract resulting from this RFP, the GC shall maintain in force, insurance required by the Contract Documents (see OUS General Conditions and applicable Supplemental General Conditions). A Contract will not be executed, and PSU will not issue a notice to proceed, until acceptable proof of insurance coverage is received.

This Contract is subject to payment of prevailing wages under ORS 279C.840. Contractor and any subcontractors performing all or part of the contract must pay not less than prevailing wages to each worker in each trade or occupation employed in the performance of the Contract, as determined by the Director of the State of Oregon Bureau of Labor and Industries ("BOLI") in the applicable publication entitled *Definitions of Covered Occupations for Public Works Contract in Oregon*. The latest prevailing wage rates for public works contracts in Oregon are contained in the following publications: The July 1, 2012 as amended on October 1, 2012 Prevailing Wage Rates for Public Works Projects in Oregon, the July 1, 2012 PWR Apprenticeship Rates. Such publications can be reviewed electronically at http://www.boli.state.or.us/BOLI/WHD/PWR/pwr_state.shtml and are hereby incorporated as part of the Contract Documents.

1.07 SELECTION PROCEDURE AND TIMETABLE

The selection procedure is intended to evaluate the capabilities of interested GC firms to provide professional preconstruction services and construction services to PSU for this project. The Selection Committee will numerically evaluate the responses to the RFP. On the basis of this evaluation, the highest scoring firms may be selected for final consideration through interviews.

Following the interview, a written recommendation and form of agreement will be forwarded to PSU's Director of Facilities and Project Management for review and presentation to the successful Proposer for signature.

Proposed Selection timetable is as follows:

November 30, 2012	Advertisement of Request for Proposals
December 11, 2012 @ 3:00 PM local time	Mandatory Walkthrough Meet at University Services Building, 617 SW Montgomery Street, Suite 202 ***Note: parking is difficult to find at PSU. Please schedule your time accordingly.
December 13, 2012 @ 3:00 PM local time	Second job walk (non-mandatory)
December 19, 2012 @ 5:00 PM local time	Applicant Questions/Substitution Requests due
December 19, 2012 @ 5:00 PM local time	Solicitation protest deadline
December 21, 2012	Addenda Due
January 3, 2013 @ 1:00 PM local time	Proposals Due

The following are proposed timelines and are subject to change without notice.

January 10, 2013	Notification of finalists
January 15 & 16, 2013	Optional Finalist interviews
January 18, 2013	Notification of apparent successful Proposer
January 24, 2013 @ 5:00 PM local time	Selection Protest deadline
January 31, 2013	PSU finalizes Contract

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Schedule Milestones

February 1, 2013	Begin Construction
June 30, 2013	Substantial Completion Date
July 31, 2013	Final Completion Date

Attendance at the Mandatory Pre-Proposal Conference is required to propose on this project. This Conference will be conducted at **3:00 PM local time, December 11, 2012.** Proposers shall meet with OUS' Representative at Portland State University, Office of Facilities and Planning, 617 SW Montgomery Street, Suite 202, Portland, OR, 97201 for that purpose. Attendance will be documented through a sign-in sheet prepared by the OUS representative. Proposers who arrive more than 5 minutes after start of time of the meeting (as stated in the solicitation and by the OUS representative's watch) or after the discussion portion of the meeting (whichever comes first) shall not be permitted to sign in and will not be permitted to submit a bid on the project. **Please note that Parking at PSU can be difficult to find. Please plan accordingly.**

A second, **non-mandatory**, examination of the site will be conducted on **December 13, 2012 at 3:00 PM local time.** Proposers shall meet with the OUS Representative at that time at Portland State University, Office of Facilities and Planning, 617 SW Montgomery Street, Suite 202, Portland, OR, 97201.

1.08 INCURRED COSTS

PSU shall not be liable for any costs incurred by applicants in the preparation and presentation of their proposals.

1.09 EQUAL EMPLOYMENT COMPLIANCE REQUIREMENT

By submitting a qualifications package, the applicant certifies conformance to the applicable Federal Acts, Executive Orders, Oregon Revised Statutes, Administrative Rules and related court rulings concerning Affirmative Action toward Equal Employment Opportunities. All information and reports required by the Federal or Oregon State Governments, having responsibility for the enforcement of such laws, shall be supplied to PSU upon request for purposes of investigation to ascertain compliance with such acts, regulations and orders.

Pursuant to OAR 580-061-0030, by submitting a proposal, the proposer certifies that the proposer has not discriminated against Minority, Women or Emerging Small Business Enterprises in obtaining any required subcontracts.

Pursuant to OAR-580-061-0040, proposers are hereby notified that the OSBHE has adopted policies applicable to consultants and contractors that prohibit sexual harassment and that proposers and their employees are required to adhere to PSU's policy prohibiting sexual harassment in their interactions with members of PSU's community.

1.10 PROTESTS

1. Solicitation Questions, Requests for Clarification or Change, and Protests:

Prospective respondents may submit questions, requests for clarification, or requests for change or protest of particular solicitation provisions and specifications and conditions, (including the terms of the sample Consultant's Agreement, Appendix 4.01 and any comments on any specifications that a firm believes limits competition) in writing to the Construction Contracts Department, by e-mail at fapcontracts@pdx.edu or by delivery or mail to the address indicated in Section 1.05.

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These must be received no later than **December 19, 2012 5:00 PM local time**. Such requests for clarification or change or protest shall include the reasons for the request and any proposed changes to the solicitation provisions and specifications and conditions.

Questions and requests for clarification and change that are timely received will be answered via addenda. Protests will be answered directly with the protesting Proposer. Any changes arising from questions, requests for change or protests will be made only via addenda to the RFP. Responses from PSU not contained in an official addendum to the RFP are not binding on PSU. Proposers are encouraged to check on the status of such addenda prior to submission of their Qualifications. Failure to raise an issue with solicitation provisions and specifications and conditions during this period precludes a Selection Protest based upon such issue.

2. Selection Protest:

Any Proposer who responds to this RFP and claims to have been adversely affected or aggrieved by the selection of competing Proposers shall have five calendar days after notification of selection to submit a written protest to:

Construction Contracts Department
PSU Facilities and Project Management
617 SW Montgomery, Room 202
Portland OR 97201
Phone: (503) 725-4326
Fax: (503) 725-4329

The written protest must be received by 5:00 p.m. within the identified seven day period.

1.11 QUESTIONS FROM APPLICANTS

Questions from applicants regarding this RFP must be received in writing no later than December 19, 2012 at 5:00PM local time and shall be directed to the Contracts Office via email to **facontracts@pdx.edu**. Questions received on or before that time shall be answered via addendum. Applicants are encouraged to call to check on the status of such addenda prior to submission of their proposals.

1.12 PUBLIC RECORDS

PSU will keep this RFP and one copy of each original proposal received in response to it, together with copies of all documents pertaining to the award of any contract, as part of file or record that is open to public inspection . If a proposal contains any information that constitutes a trade secret under ORS 192.501(2), such information must be marked with the following legend:

“This data constitutes a trade secret under ORS 192.501(2), and shall not be disclosed except in accordance with the Oregon Public Records Law, ORS Chapter 192.”

The Oregon Public Records Law exempts from disclosure only bona fide trade secrets, and the exemption from disclosure applies only “unless the public interest requires disclosure in the particular instance.” ORS 192.501. Therefore, non-disclosure of documents or any portion of a document submitted as part of a proposal may depend upon official or judicial determinations made pursuant to the Public Records Law. These restrictions may not include cost or price information.

END OF SECTION 1

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SECTION 2 - PROPOSAL REQUIREMENTS

2.01 GENERAL

Six (6) copies of the proposal should be submitted, containing the following items and providing the information as specified. Please respond to the requested information using the following same numbers and order in which the information is requested. This will allow us to easily compare the proposals. Incomplete proposals may not be considered. Proposals are not to exceed five 8 ½ x 11 double-sided pages in length (the equivalent of ten single-sided pages) not including the bid form or bid security but including covers and cover letters. For sustainability reasons, please submit your response in loose leaf, single, unbound sets printed on recycled paper containing a minimum of 30% post-consumer content. **Please Do Not Use Ring Binders and Dividers.**

2.02 EVALUATION CRITERIA

1. Firm Background and Experience – 20 points

Describe your firm's history. Include information identifying the firm's annual volume, financial/bonding capacity for this project. Explain relevant experience particularly with working on projects of similar scope for public entities.

2. Key Personnel – 20 points

Provide the names of the Project Manager and Superintendent that you will commit to this Project. Demonstrate their specific experience on projects of similar type, size and scope. Identify their length of employment with your firm and, if less than three years, recent prior firm(s), their responsibility on this Project, and their primary office locations.

3. Proposed Project Schedule – 20 points

Prepare a proposed project schedule that identifies milestones and duration for each proposed activity.

4. Proposed Site Logistics Plan/ Proposed Safety Plan – 30 points

Prepare a proposed logistics and safety plan

5. ESB/MBE/WBE Plan – 50 points

PSU is committed to increasing opportunities for Emerging Small Businesses and Minority and Women Owned Business, and PSU strongly encourages its consultants to utilize these businesses in providing services and materials for PSU contracts and projects. Specifically describe the following:

- Explain your pre-bid outreach methods to ESB/MBE/WBE subcontractors and suppliers.
- Identify by name any ESB/MBE/WBE subcontractors or suppliers that you will utilize on this project. Substitutions of these subcontractors or suppliers after award of the bid shall be subject to owner approval.
- Explain your post-bid outreach methods to ESB/MBE/WBE subcontractors and suppliers.

6. Base Bid – 200 points

Submit a lump sum bid for the base project on the bid form included in Appendix 4.01. The Proposer with the lowest base bid will receive full points, higher cost Proposers will receive proportionally lower points according to the formula: $[1 - (\text{Proposer's Bid} - \text{Low Proposer's Bid}) / \text{Proposer's Bid}] \times \text{points}$

7. Alternates

Submit lump sum bids for the 13 alternates identified on the Bid Form. The Proposer with the lowest additive bids for each alternate will receive full points, higher cost Proposers will receive proportionally lower points according to this formula:

Additive Bids: $[1 - (\text{Proposer's Bid} - \text{Low Proposer's Bid}) / \text{Proposer's Bid}] \times \text{points}$

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20 points for Alternate #1

5 points per Alternate for #2-5

3 points per Alternate for #6-13

8. References – 5 points

Provide three (3) professional references from similar projects, including the project name, the name of the design team, key personnel for whom this reference is relevant and contact name and phone number. Information from references may be utilized for the evaluation of any of the above criteria.

9. Optional Interview – 25 points

Interviews may be conducted to allow the bidder to expand on each of the above categories.

END OF SECTION 2

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SECTION 3 - EVALUATION AND SELECTION PROCESS

3.01 SELECTION COMMITTEE

Proposals will be evaluated by a committee. Selection Committee members will not be announced prior to interviews.

3.02 EVALUATION CRITERIA

<u>Item</u>	<u>Criteria</u>	<u>Points</u>
1.	Firm Background	20 points
2.	Key Personnel	20 points
3.	Project Schedule	20 points
4.	Site Logistics Plan / Safety Plan	30 points
5.	ESB/MBE/WBE	50 points
6.	Base Bid	200 points
7.	20 Points for Alternate #1	20 points
	5 Points per Alternate for #2-5	20 points
	3 Points per Alternate for #6-13	24 points
8.	References	5 points
Point Total		409 points
9.	Optional Interview	25 points
Total Points Available		434 points

3.03 SELECTION PROCESS

The Qualification Package Requirements will be evaluated as follows:

- A. Review for inclusion of all elements specified in Section 2 Proposal Requirements. Any packages which do not include all required elements may be rejected at the Owner's discretion.
- B. Total preliminary point ratings will be assigned to the proposal packages using the criteria specified in Section 2.02.
- C. At Owner's sole discretion the proposers submitting the proposal packages who receive the highest point totals, as outlined in Section 3.02 items 1-8, may be shortlisted and invited to an interview with the Selection Committee.
- D. Should interviews occur additional points will be available to short listed firms, as outlined in Section 3.02 item 9, which will be cumulative with the scores received in Section 3.02 items 1-8.
- E. The proposer with the most cumulative points will be awarded the Contract.

END OF SECTION 3