



**Board of Regents of the University
System of Georgia**

**Request for Qualifications
(Step I)**

and

**Request for Competitive Sealed Bids
(Step II)**

To Provide

General Contractor Services

for

**Project No. BR-50-1801
Science Park, Phase III**

**Georgia State University
Atlanta, Georgia**

Solicitation Issue Date: October 17, 2019
Qualifications Packages Due: November 18, 2019

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STEP I REQUEST FOR QUALIFICATIONS

General Contractor Services

Project No. BR-50-1801 Science Park, Phase III Georgia State University, Atlanta, Georgia

The Board of Regents of the University System of Georgia (“BOR”) as (“Owner”), on behalf of Georgia State University (“GSU”), is soliciting statements of qualifications from firms interested in providing General Contractor (“GC”) services for the project known as **Project No. BR-50-1801, Science Park, Phase III** at Georgia State University, Atlanta, Georgia. This Request for Qualifications (RFQ) seeks to identify the most qualified potential providers of the above-mentioned services. Firms determined by the Owner to be the most qualified for this project, will be invited to offer Competitive Sealed Bids for these services. All respondents to this RFQ are subject to instructions communicated in this document and additional terms and conditions listed in the Owner’s Request for Qualifications / Request for Competitive Sealed Bids (RFQ/RFP). The BOR reserves the right to reject any or all statements of qualifications or proposals, and to waive technicalities and informalities at the discretion of the BOR.

1. GENERAL PROJECT INFORMATION

Project Background

Established in 1913, Georgia State University (GSU) is one of the 26 higher education institutions that comprise the University System of Georgia and is one of only four designated major research universities. With a current student enrollment of approximately 52,000 (head count), it is the largest institution of higher education in the state of Georgia and among the top ten in enrollment nationally. Students come from every county in Georgia, every state in the nation and from over 160 countries. The main campus is located in the heart of downtown Atlanta, consisting of approximately 71 acres and 67 buildings including parking decks. There are five more campuses composing its Perimeter College located in the metropolitan Atlanta area. These five campuses are located in Dunwoody, Decatur, Clarkston, Newton and Alpharetta.

This project directly supports GSU’s strategic goals related to the Second Century Initiative to become a leading public research university and increasing the number of eminent and research scholars and developing research programs by establishing university-level research centers and research center incubators. This project will provide the required space and infrastructure for advanced research capacity and will help facilitate collaborative research efforts with the CDC and Emory University and becoming a global leader in the area of infectious disease research.

Project Description

The proposed facility will be located adjacent to the existing Petit Science Center and Research Science Center buildings on the GSU Atlanta campus. It will be entirely dedicated to advanced research with a focus on highly infectious diseases, providing critical information for prevention, treatment and future drug and vaccine development. The building will include highly specialized Biosafety Level 3 (“ABSL/BSL-3”) and Biosafety Level 4 (“ABSL/BSL-4”) laboratory space, open laboratories with associated lab support spaces and offices, and a small vivarium.

Extensive mechanical support space and heating, ventilation, and air conditioning systems is needed to meet advanced filtration and containment needs for the BSL-3 and BSL-4 laboratories. The proposed building will facilitate GSU’s collaborative research efforts and enhance GSU’s leadership in the area of global infectious disease research.

Sustainable Approach

The project will incorporate the requirements of the Energy Efficiency & Sustainable Construction Act of 2008 (O.C.G.A. 50-8-18) and it is the desire of the Owner to incorporate sustainable design and construction concepts in the project where feasible to do so. Further, Georgia Peach certification is required with commissioning.

Project Delivery Method

The delivery method for this Project will be Design-Bid-Build and, as a minimum, will employ the services of a Program Manager, Design Professional and a Commissioning Agent in addition to the services of the General Contractor.

Construction Cost

The Stated Cost Limitation (SCL) or construction cost of the Project is estimated at **\$66,230,000**. The final SCL may be revised by the Owner due to final programmatic requirements, funding availability or other circumstances.

Project Schedule

The architectural firm of Hellmuth, Obata and Kassabaum, Inc. (HOK) is currently developing construction documents for the project, which should be complete and available for distribution to eligible firms by **November 2019**. It is anticipated that construction will begin **February 2020** and be completed by **December 2021**. *(All of the dates above are estimates which are subject to change.)*

General Contractor Services

The GC will be responsible for methods of construction, safety, and the scheduling and coordination of the work of all construction and miscellaneous contracts required for completion of the project within its bid price and schedule. The successful GC will be required to coordinate and work harmoniously with the Owner’s consultants, and any other agency (local, state, federal) that may have an impact on the outcome of the project.

2. QUALIFICATIONS REVIEW PROCESS

Selection of the GC will be a multi-step process following the steps outlined in this RFQ/RFP.

Step I- Qualifications Review This **RFQ** is issued for the purpose of acquiring Statements of Qualifications from prospective General Contractors along with their prospective sub-

contractors. A selection of finalist firms will be made by a Selection Committee consisting of representatives of the Using Agency and the BOR. The Selection Committee will receive and review Statements of Qualifications submitted in response to this RFQ. To be deemed eligible for evaluation, firms must meet the following minimum qualifications:

Minimum Qualifications Required (evaluated on a pass/fail basis by the selection committee)

- The firm or its principals are not currently ineligible, debarred, suspended, or otherwise excluded from bidding or contracting by any state or federal agency, department, or authority (See Exhibit A).
- Firm must have sufficient bonding capacity for anticipated total cost of work. Only those sureties listed in the Department of Treasury's Listing of Approved Sureties (Department Circular 570) are acceptable to the Owner. At the time of issuance, all insurance and bonds must be issued by a company licensed by the Georgia Insurance Commissioner to transact the business of insurance in the State of Georgia for the applicable line of insurance. Such company shall be an insurer (or, are qualified self-insurers or group self-insureds, a specific excess insurer providing statutory limits) with an A.M. Best Financial Strength rating of "A-" or better and an A.M. Best Financial Size Category of Class V or larger. Firms must provide a letter or other supporting documentation from their surety indicating the firm has a bonding capacity of \$67,000,000 (See Section 5, A6.a).
- Firm must have a current Contractor's Public Liability Insurance policy and must be insurable in the following amounts: Bodily injury, including death- limits of \$1,000,000 for each accident. Property damage- limits of \$2,000,000 for each accident and \$4,000,000 for the aggregate of operations. (The Owner reserves the right to require additional limits and/or coverage for actual contract.) Provide your current insurance certificate (See Section 5, A6.b).
- Firms must have all necessary, valid and current licenses to do business in the State of Georgia. Provide a valid copy of your Georgia General Contractor license, business license and Georgia Certificate of Existence (See Section 5, A6.c).
- Firm must demonstrate sufficient cash flow to undertake the project as evidenced by a current ratio (assets/liabilities) of 1.0 or higher (See Section 5, A6.d).
- The firm must demonstrate a commitment to safety with regard to Worker's Compensation by having an Experience Modification Rate (EMR) of 1.2 or less. Provide evidence from your firm's carrier on their letterhead of your firm's EMR (See Section 5, A6.e).
- The firm or its principals have not been terminated for cause or currently in default on any public works contract (See Exhibit A).

All properly submitted Statements of Qualifications meeting the minimum qualifications stated above will be reviewed, evaluated and ranked by the Selection Committee. It is envisioned that the initial review and evaluation of the submittals will result in a shortlist of finalists firms determined by the Selection Committee to be especially qualified to perform as the GC for this Project in accordance with the qualification criteria herein and these firms may be invited to participate in the Step II bidding phase.

The information criteria for the evaluation of all submittals in Step I of the selection process found to be minimally compliant are listed below:

Criteria for Evaluation of Statements of Qualifications

- 10% Factor: Stability and Resources: Includes the firm’s corporate history, resources, form of ownership, litigation history, financials, proximity to project location, etc.
- 15% Factor: Firm’s Qualifications and Experience: Includes relevant qualifications and experience of the firm, including the demonstrated ability of the firm in effective management of construction/renovation of facilities comparable in complexity, size, and function.
- 40% Factor: Relevant Experience, Qualifications and Suitability of Project Team: Includes relevant qualifications and experience of the project team, including the demonstrated ability of the team in effective management of the construction of facilities comparable in complexity, size, and function; including experience of the project manager and superintendent on completed projects of similar size, type, and complexity; assigned team’s experience with effective budget and schedule control plans for this project; percentage of the primary team members’ time being committed to this project. Recent experience with BSL-3 & BSL-4 containment facilities and vivarium construction should be emphasized.
- 25% Factor: Quality of Proposed Subcontractors: Includes relevant qualifications and experience of the General Contractors proposed Sub-Contractors (Concrete, Electrical, Mechanical, Plumbing, Fire Protection, Industrial Coatings and Roofing at the least), including demonstrated ability of each sub-contractor in the effective execution their particular trade in the construction of facilities comparable in complexity, size, and function; including experience of the lead superintendent on completed projects of similar size, type, and complexity. Recent experience with BSL-3 & BSL-4 containment facilities and vivarium construction should be emphasized.
- 10% Factor: Quality of Proposed Management Plan, Quality Control and Job Safety: Include the firm’s cost and schedule management plan during construction; including a work force plan and the firm’s ability to resolve issues while still completing the project within the bid price and schedule limitations; the firm’s subcontractor management plan and the firm’s close-out plan. Also include the firm’s quality assurance program and plan; firm’s safety plan; site logistics plan; firm’s demonstrated commitment to safety through the Experience Modification Rate (EMR).

3. SCHEDULE OF EVENTS (STEP I)

The following Schedule of Events represents the Owner’s best estimate of the schedule that will be followed. All times indicated are prevailing times in Atlanta, Georgia. The Owner reserves the right to adjust the schedule as the Owner deems necessary.

STEP I (RFQ) Estimated Time Line		
Event	Projected Date	Projected Time
a. Owner issues public advertisement of RFQ	10/17/19	---
b. Deadline for submission of written questions and requests for clarification (<i>See Section 4. Submittals of questions and request for clarification below</i>)	10/28//19	2:00 PM

c. Deadline for submission of Statements of Qualifications	11/18/19	2:00 PM
d. Owner completes qualification evaluation and determines finalist firms	11/22/19	TBD
e. Owner issues bidding documents to finalist firms (tentative)	11/25/19	---

4. SUBMITTAL OF QUESTIONS AND REQUESTS FOR CLARIFICATION

It is the responsibility of each respondent to examine the entire RFQ/RFP, seek clarification in writing, and review its submittal for accuracy before submitting the document. Questions about any aspect of the RFQ/RFP, or the project, shall be submitted via email to:

Kevin Payne, MBA-PM
Senior Construction Project Manager
Georgia State University
34 Broad Street, Suite 1200
Atlanta, Georgia 30303
e-mail: kpayne18@gsu.edu

The deadline for submission of questions relative to the RFQ is the time and date shown in the Schedule of Events (Section 3). *All relevant questions and requests for clarification received by the Georgia State University in writing, prior to the deadline will be compiled, and answers will be posted on the Georgia Procurement Registry as an addendum to the original solicitation for services at <http://ssl.doas.state.ga.us/PRSapp/>.*

5. INSTRUCTIONS FOR PREPARING STATEMENTS OF QUALIFICATIONS

Interested firms shall submit/upload one (1) electronic copy in .pdf format of the complete qualifications package to a BOR ftp site. Submittals must be prepared in a manner that fits a standard 8 ½" x 11" paper format when printed. Responses are limited to using a minimum of an 11-point font. **The entire response shall not exceed 50 pages, including exhibits, affidavits or other enclosure information that may be included in an appendix.** All pages count regardless of content. Submittals that include qualifications of more than one firm shall not exceed page limits. Submittals that exceed the page limit will be deemed nonresponsive and will not be considered by the Selection Committee.

Emphasis should be on completeness, relevance and clarity of content. **The content of all Statement of Qualifications must be categorized and numbered as outlined below, and responsive to all requested information.**

STATEMENT OF QUALIFICATIONS (DELIVERABLES "A", "B", "C", "D", and "E" FOR ALL FIRMS)

A. Firm Stability, Description and Resources of Firm

A1- Provide basic company information: Company name, address, name of primary contact, primary contact's telephone number, fax number, e-mail address, and

company website (if available). State the length of time the company has been in the contracting business under present name. If the firm has multiple offices, the qualifications statement shall include information about the parent company and branch office separately. Identify the office from which project will be managed and proximity to the project site. Describe the form of ownership; sole proprietorship, corporation, partnership, Limited Liability Corporation (LLC), joint venture, or other structure, including state of residency or incorporation, and number of years in business. For joint venture entities that have not undertaken at least *two* projects together, each firm should submit its qualifications separately. Joint submittals are subject to the same submittal page limit.

- A2- Briefly describe the history of your firm(s). Provide general information about the firm's establishment, personnel resources, including disciplines and numbers and classifications of employees, and locations and staffing of offices that will be directly involved with this Project.
- A3- Please disclose whether or not the firm has been involved in any litigation with an Owner or Architect(s) during the past five (5) years. List any active or pending litigation and provide a thorough explanation of its scope. List any claims against your firm or against Owners where your firm is named.
- A4- Provide the firm's current dollar volume and percentage of BSL-3 & BSL-4 containment facilities (if any) to current total dollar volume of construction. Describe your length of experience in construction of BSL-3 & BSL-4 containment facilities. Also include the average dollar volume and percentage of BSL-3 & BSL-4 containment facilities during the past ten years in the United States and globally.
- A5- Indicate if the firm, or any member thereof, has ever been removed from a contract for cause or failed to complete a contract as awarded.
- A6- The firm, in order to be deemed eligible for evaluation, must provide supporting documentation asserting that the firm meets the minimum qualifications required for this project
 - a. Certify that your firm has sufficient bonding capacity for anticipated total cost of work and our surety and insurance companies are in the current Department of Treasury's Listing of Approved Sureties (Department Circular 570). All insurance and bonds will be obtained through a company licensed by the Georgia Insurance Commissioner to transact the business of insurance in the State of Georgia for the applicable line of insurance. The company is an insurer (or qualified self-insurers or group self insureds, a specific excess insurer providing statutory limits) with an A.M. Best Financial Strength rating of "A-" or better with an A.M. Best Financial Size Category of Class V or larger. **Provide** a letter or other supporting documentation from your firm's surety indicating the firm has a bonding capacity of \$67,000,000.
 - b. Certify your firm has a current Contractor's Public Liability Insurance policy, and your firm is insurable in the following amounts: Bodily injury, including death- limits of \$1,000,000 for each accident. Property damage- limits of \$2,000,000 for each accident and \$4,000,000 for the aggregate of

operations. The Owner reserves the right to require additional limits and/or coverage for actual contract. **Provide** your current insurance certificate.

- c. Certify your firm has all necessary, valid and current licenses (including a valid and current Georgia General Contractor's License) to do business in the State of Georgia. General Contractor **must** have a valid and current Georgia General Contractor License at the time of submission of qualifications.
Provide a valid copy of your Georgia General Contractor license, and a Georgia Certificate of Existence or other documentation stating your firm has registered with the Georgia Secretary of State and is authorized to do business in Georgia.
- d. Certify your firm has sufficient cash flow to undertake the project as evidenced by a current ratio (assets/liabilities) of 1.0 or higher. **Provide** a one page statement evidencing your current ratio.
- e. Certify your firm demonstrates a commitment to safety with regard to Worker's Compensation by having a current Experience Modification Rating (EMR) of 1.2 or less. **Provide** evidence from your firm's carrier on their letterhead of your firm's current EMR.
- f. **Provide** your firm's federal employer identification number (FEIN).

A7- Complete the Certification Form (*Exhibit "A" enclosed with RFQ*), and provide a notarized original with response as section "A7" of the firm's Statement of Qualifications.

A8- Complete and submit a "CONTRACTOR AFFIDAVIT UNDER O.C.G.A. § 13-1091(b)(1)" (Exhibit "B") with response as Section "A8" of the firm's Statement of Qualifications in compliance with the Georgia Security and Immigration Compliance Act.

A9- Complete and submit the "Proposer's Disclosure Statement" (Exhibit "C") with response as Section "A9" of the firm's Statement of Qualifications.

GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT(S)

"Contractor" in the following Affidavits shall mean "General Contractor"/ "Contractor" for the purpose of compliance with O.C.G.A. § 13-10-91, (b).

For the purpose of completing the attached Affidavits, please insert the following:

- "Name of Public Employer" shall mean "Board of Regents of the University System of Georgia, Owner, for the use and benefit of Georgia State University."
- "Name of Project" shall mean "BR-50-1801 and Science Park, Phase III"

B. Firm's Experience and Qualifications

B1- Provide evidence of participation in projects involving ABSL3/BSL-3 & ABSL4/BSL-4 containment facilities, including their construction costs. Describe experiences with ABSL3/BSL-3 & ABSL4/BSL-4 containment facility projects of similar scope and size.

Sensitivity to surrounding occupied areas with minimal disruption by construction activities will be a critical part of this job. Identify sample projects where the minimizing of disruptions was critical and explain measures that were implemented to reduce disruptions. Describe at least two (2) projects as described above which demonstrate the firm's capabilities to perform the project. These projects should be those performed by the firm and NOT by an employee hired by the firm that worked under another contractor. Projects presented should be similar in scope to this project, and one (1) should have been completed within the past ten (10) years with equal magnitude of scope and price. For each project, provide the following information:

- a. Project name, location and dates during which services were performed.
- b. Brief description and photograph(s) of projects including physical description (delivery method, dollar value, square footage or size).
- c. Describe services performed by your firm. Provide explanations for projects where minimization of disruptions was critical and the measures implemented to reduce disruptions.
- d. Provide any Owner-written letters of reference/recommendation about the firm's performance on the project.
- e. Provide Owner/User/Architect contact information. For each project, provide the names of representatives (with a current phone number and email) who are most familiar with your performance on the project.
- f. Explanation as to how the highlighted projects relate to the current project being considered. If the firm has multiple offices, indicate the office responsible for each highlighted project.
- g. Summarize the actual schedule performance relative to the initial project schedule.
- h. Summarize the actual budget performance relative to the initial project budget.

C. Experience, Qualifications and Suitability of Project Team

C1- Describe your firm's proposed organization for the construction management team including, project director, project manager, superintendent, etc., who will manage the project. Please designate the specific individuals to fill the following key roles on your team as applicable. You may list more than one person for each role.

- a. Superintendent
- b. Senior Project Manager
- c. Assistant Project Manager(s)[if any]
- d. Project Executive
- e. Lead Project Engineer
- f. Quality Control Officer/Manager
- g. Lead Scheduler
- h. Safety Officer/Manager
- i. Building Automation/Controls Manager
- j. MEP Coordinator
- k. Biocontainment Consultant

C2- Please provide current resumes for each of the above personnel that will be directly involved in the project listing relevant project experience and percentage of the person's time to be committed to this project.

- C3- Please identify the individual who, from project start to finish, will be the leader of your construction team and the principal point of contact between your firm and the Program Manager, Owner, the Architect, and other consultants. Provide detailed information on the qualifications of this individual and the direction, authority, and management tools that will be provided to the individual by the firm. This individual's competence, his/her leadership, and his/her ability to achieve *customer satisfaction* will be heavily considered in the selection of a general construction firm.
- C4- Provide an organizational chart showing the lines of responsibility and accountability for your team. If a joint-venture, identify responsibility relationships, where there may be past experience at such relationships, and levels of experience.
- C5- Provide examples of individual team member's recent experience in ABSL3/BSL-3 & ABSL4/BSL-4 containment facilities (projects listed in this section can include some or all of the projects previously highlighted above).
- a. Provide photographs of similar projects your team members have completed in the past ten (10) years.
 - b. Brief description and photograph(s) of project(s) including physical description (delivery method, cost, square footage or size).
 - c. List reference contacts with title, address and contact information.
 - d. List the individuals who served as the Project Executive/Director, Senior Project Manager, Assistant Project Manager(s) and Superintendent on the projects. Please note whether these individuals are still employed with your firm.
 - e. Indicate any projects the proposed team members have previously completed together.
- C6- Provide any information that may serve to differentiate your firm from other firms regarding suitability for the project. Suitability may include, but is not limited to, the firm's fit to the project and/or needs of the Owner, any special or unique qualifications for the project, current and projected workloads, the proximity of office to project location, and any techniques, methodologies, or services not specifically mentioned herein offered by the firm that may be particularly suitable for this project type.

D. Proposed Subcontractor's Experience and Qualifications

- D1- The expectation is that the General Contractor will engage one of the proposed sub-contractors for the trades indicated in D3.a.
- D2- For each trade listed below in D3.a, provide basic company information: Company name, address, name of primary contact, primary contact's telephone number, fax number, e-mail address, and company website (if available).
- D3- Provide evidence of each sub-contractor's participation in facility projects involving ABSL3/BSL-3 & ABSL4/BSL-4 containment facilities, including the dollar value of the sub-contractor's work provided. Describe experiences with ABSL3/BSL-3 & ABSL4/BSL-4 containment facilities projects of similar scope and size. Describe at least two (2) projects as described above, in order of most relevant to least relevant, which demonstrate the firm's capabilities to perform the project. These projects should be those performed by the subcontractor and NOT by a sub-subcontractor hired by the company. Projects presented should be projects similar in scope to this

project, and one (1) should have been completed within the past ten (10) years with equal magnitude of scope and price. For each project, provide the following information:

- a. At a minimum, the following trades shall have at least two (2) subcontractors listed: Drywall, Fire Protection, HVAC, Industrial Coating, Masonry, Plumbing, Electrical, Roofing, Waterproofing, and Concrete.
- b. Describe services performed by each sub-contractor. Provide explanations for projects where minimization of disruptions was critical and describe the measures implemented to reduce disruptions.
- c. Provide any Owner-written letters of reference/recommendation about the firm's performance on the project.

E. Management Plan, Quality Control and Job Safety

- E1- With regard to your firm's expected role in the project, please provide a statement of your definition of the role, and your anticipated level of management responsibility and accountability for project concerns.
- E2- Describe your process for efficiently resolving issues and maintaining the project commitments while working collaboratively with the Architect, the BOR, Using Agency, and other stakeholders as applicable.
- E3- Provide your procurement and workforce plan including details of your plan to assure local and minority contractor opportunity.
- E4- Provide your detailed schedule management plan for this project during construction. Describe systems and procedures your firm uses to manage the project schedule. Provide your preliminary construction schedule for this project. Describe alternatives that may be explored to shorten the schedule.
- E5- Provide your detailed subcontractor management plan including, contract document compliance procedures, project accounting procedures, issue resolution and compliance with Security and Immigration Compliance Act OCGA 13-10-91 – as it relates to subcontractor compliance with the requirements set forth therein ensuring compliance with the federal work authorization program.
- E6- Provide your closeout management plan for this project. Describe your systems and procedures for your closeout plan.
- E7- Provide your quality assurance plan for this project. Describe your firm's approach for validating compliance with the construction documents. Explain your process for ensuring quality workmanship. Provide specific examples of how these techniques or procedures were used from any projects listed in B1 or C5 of your submittal to this RFQ.
- E8- Describe how your quality control team will measure the quality of construction performed by subcontractors as required by Owner Specifications on this Project, and how will you address non-conforming work.
- E9- Describe your job site safety program for this Project and specific safety policies in which employees must be in compliance.

6. SUBMITTAL OF STATEMENTS OF QUALIFICATIONS

Submit one (1) electronic copy of the complete package in .pdf format onto the BOR / Egnyte ftp site. Uploaded responses (file names) must reference the **RFQ/RFP No. BR-50-1801, the firm's name, and the word "Qualifications"**.

(File Name Example: BR-50-1801, ABC Company, Qualifications)

The entire submittal should be submitted as one (1) file. Please do not submit individual documents or sections separately. See the document titled "Upload Instructions" on the Georgia Procurement Registry site along with this RFQ/RFP for detailed instructions regarding the upload of your submittal.

Statements of Qualifications must be received electronically by the Owner prior to the deadline indicated in the Schedule of Events (Section 3 of the RFQ). Printed copies will not be accepted.

If difficulty is encountered during upload, contact Josette Decatur-Hampton at (404) 962-3172 or Josette.decatdur-hampton@usg.edu for assistance or confirmation that the file was received. Firms are encouraged to verify their upload was successful at least 45 minutes prior to the deadline.

(Experience with the ftp site indicates that uploads do not always receive the confirmation statement that the file was successfully uploaded. For files ranging in size over 10mb, it could take more than two minutes to complete the upload.)

A list of firms submitting responsive Statements of Qualifications will be published on the Georgia Procurement Registry site, as well as the Board of Regents' Office of Real Estate and Facilities' website at http://www.usg.edu/facilities/external_partners/consultant_selections.

It is the sole responsibility of the Proposer to assure delivery by the specified deadlines; the Owner cannot accept responsibility for incorrect delivery, regardless of reason. No submittals will be accepted after the time stipulated above. Submittals will not be accepted via facsimile or fax.

Proposers are further reminded to include a completed CONTRACTOR AFFIDAVIT UNDER O.C.G.A. §13-10-91 (b)(1) with the Statement of Qualifications (See Exhibit "E"). FAILURE TO PROVIDE THIS AFFIDAVIT WILL RESULT IN REJECTION OF PROPOSAL.

All expenses for preparing and submitting responses are the sole cost of the party submitting the response. The Owner is not obligated to any party to reimburse such expenses. All submittals upon receipt become the property of the Owner. Labeling information provided in submittals "proprietary" or "confidential" or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until final award.

7. EVALUATION OF SUBMITTALS

Evaluation of submittals will be completed by a selection committee consisting of representatives from the Board of Regents and Georgia State University. Proposers understand and accept that

by responding to this solicitation they are willingly participating in a process that consists of some degree of subjectivity on the part of selection committee members in evaluating and interpreting firm's qualifications.

8. FINALIST NOTIFICATION

Once the selection committee has completed the evaluation of the Statements of Qualifications, a list of the finalist firms will be posted on the Georgia Procurement Registry as an addendum to the original RFQ solicitation, as well as the BOR Office of Real Estate and Facilities website <http://www.usg.edu/ref/contracts/consultants>.

Step II of the GC Selection process will be initiated by issuing the finalist firms (determined by the Selection Committee in Step I from evaluation of Statements of Qualifications) an invitation to participate in the Step II (RFP) process. Finalist firms shall submit **Competitive Sealed Bids**. The apparent successful GC will be the firm submitting the lowest responsive and responsible bid.



STEP II
REQUEST FOR COMPETITIVE SEALED BIDS
General Contractor Services for
(From Qualified Finalists)
Project No. BR-50-1801
Science Park, Phase III
Georgia State University, Atlanta, Georgia

To firms who have been issued notification as having been deemed eligible, the Board of Regents of the University System of Georgia (BOR), as “Owner,” on behalf of Georgia State University (“Using Agency”), issues this Request for Competitive Sealed Bids (RFP), for those firms to offer competitive sealed cost proposals for General Contractor services for this specific project.

1. CONTRACT INFORMATION

The contract for construction services will be based on the Design-Bid-Build construction contract located on the University System of Georgia’s Office of Real Estate and Facilities’ website at: http://www.usg.edu/facilities/resources/contracts_and_agreements.

You are encouraged to review and become familiar with the terms and conditions of this contract. BOR does not intend to modify any language contained in general terms and conditions of the contract, and any significant exceptions proposed by a firm could lead to a firm being deemed non-responsive.

2. BUILDING PROGRAM

See General Project Information in RFQ (Step I), Section 1.

3. SCHEDULE OF EVENTS (STEP II)

The following Schedule of Events represents the Owner’s best estimate of the schedule that will be followed. All times indicated are prevailing times in Atlanta. The Owner reserves the right to adjust the schedule as the Owner deems necessary.

STEP II (RFP) Estimated Time Line		
Event	Projected Date	Projected Time
a. Owner issues notice to finalist firms to propose as instructed in RFQ	11/22/19	TBD
b. Owner issues bidding documents to selected finalists	11/25/19	---

c. Owner conducts Mandatory Pre-Bid Site Visit for finalists	12/10/19	10:00 AM
d. Deadline for Submission of Questions Relative to RFP	12/16/19	10:00 AM
d. Deadline to submit Competitive Sealed Bids	01/14/20	2:00 PM

4. PRE-BID SITE VISIT

A mandatory site visit will be conducted by the Owner for the finalist firms at a time to be determined. Attendance is mandatory for firms intending to submit competitive sealed bids. All details regarding the mandatory site visit will be provided in the Notice to Finalists. ***The Owner reserves the right to disqualify a bidder due to a failure by a bidder to arrive for the site visit by the scheduled time. Failure to attend a mandatory site visit will automatically result in disqualification from the bid process.***

5. SUBMITTAL OF COMPETITIVE SEALED BIDS

The Owner will receive Bids until 2:00 PM on the date specified in the Invitation to Bid. Additional information will be provided to the firms that advance to the Step II Request for Competitive Bids phase of the project. No bids will be accepted after the time set for receipt of bids. The BOR reserves the right to reject any and all bids.

6. DRAWINGS AND SPECIFICATIONS

Bidding Documents include the Bidding Requirements and the proposed Contract Documents. The Bidding Requirements consist of the Advertisement, the Request for Competitive Sealed Bids, Bid Bond, and the Bid Form. The proposed Contract Documents include the Form of Contract between the Owner and the Contractor, Performance and Payment Bonds, General Requirements, Supplementary General Requirements, other forms and exhibits identified in the Form of Contract, Drawings, Specifications, and all Addenda issued prior to receipt of Bids, and Change Orders issued after execution of the Contract.

Availability and access to Construction Drawings and Specifications, including all Addenda, will be communicated to finalist firms in the written Notice to Finalists.

7. OWNER'S RESERVATION OF RIGHTS

The Owner reserves the right to divide the Project into multiple parts, to reject any and all Proposals and re-solicit for new proposals, or to reject any and all Proposals and temporarily or permanently abandon the Project. Owner makes no representations, written or oral, that it will enter into any form of agreement with any respondent to this RFP for any project and no such representation is intended or should be construed by the issuance of this RFP.

8. ADDITIONAL TERMS AND CONDITIONS

Deadlines

The deadline for submission of questions relative to the RFP is the time and date shown in the Schedule of Events (Section 3). All relevant and significant questions that have been submitted in writing prior to the deadline will be compiled, answered in writing and issued directly to all proposers via E-mail. Any proposer exceptions to the RFP requirements or requests for

deadline extensions must also be communicated to the Owner by the deadline to be properly considered. Any requests for proposal deadline extensions must include the reason(s) for such a request. The Owner reserves the right to approve or reject such requests as the Owner deems necessary.

Restriction of Communication

From the issue date of this (RFQ/RFP) solicitation until a successful proposer is selected and the selection is announced, proposers are not allowed to communicate for any reason with any members of the Selection Committee, the Using Agency, or the Architect, except for submission of questions as instructed in the RFQ and RFP, or during any site visit or conference (if applicable), or as provided by any existing work agreement(s). For violation of this provision, the Owner reserves the right to reject the proposal of the offending proposer.

Submittal Costs and Confidentiality

All expenses for preparing and submitting responses are the sole cost of the party submitting the response. The Owner is not obligated to any party to reimburse such expenses. All submittals upon receipt become the property of the Owner. Labeling information provided in submittals "proprietary" or "confidential", or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until final award.

Award Conditions

This request is not an offer to contract or a solicitation of bids. This request and any statement of qualifications or proposal submitted in response, regardless of whether the proposal is determined to be the best proposal, is not binding upon the Owner and does not obligate the Owner to procure or contract for any services. Neither the Owner nor any party submitting a response will be bound unless and until a written contract mutually accepted by both parties is negotiated as to its terms and conditions and is signed by the Owner and a party containing such terms and conditions as are negotiated between those parties. The Owner reserves the right to waive non-compliance with any requirements of this Request for Proposal and to reject any or all proposals submitted in responses. Upon receipt and review of responses, the Owner will determine the party(s) and proposal that in the sole judgment of the Owner is in the best interest of the Owner (if any is so determined), with respect to the evaluation criteria stated herein. The Owner then intends to conduct negotiations with such party(s) to determine if a mutually acceptable contract may be reached.

Reciprocal Preference Law

For the purposes of evaluation only, a proposer that resides in the State of Georgia will be granted the same preference over proposers that reside in another State in the same manner, on the same basis, and to the same extent that preference is granted in awarding bids for the same goods or services by such other State to proposers that reside therein. For the purposes of this law, the definition of a resident proposer is one who maintains a place of business with at least one employee inside the State of Georgia. A P.O. Box address will not satisfy this requirement.

Joint-Venture Proposals

The Owner does not desire to enter into "joint-venture" agreements with multiple firms. In the event two or more firms desire to "team up" it is strongly recommended that one incorporated firm propose and maintain status as the contracted lead firm with the remaining firms participating as major consultants to the lead firm.

Minority and Small Business Enterprise

It is the policy of the State of Georgia that minority-owned business enterprises (MBE), woman-owned business enterprises (WBE) and small business enterprises (SBE), have a fair and equal opportunity to participate in the State purchasing process. Therefore, the Owner encourages all MBE, WBE and SBE to compete for contracts to provide goods, services, and construction, and encourages contractors to solicit MBE, WBE and SBE in procuring subcontractors and suppliers. This desire on the part of the Owner is not intended to restrict or limit competitive bidding or to increase the cost of the work. The Owner supports a healthy free market system that seeks to include responsible businesses and provides ample opportunity for business growth and development. Contractors and subcontractors who utilize qualified minority subcontractors may qualify for a Georgia state income tax credits for qualified payments made to minority subcontractors. See Official Code of Georgia Annotated (O.C.G.A.) O.C.G.A. Section 48-7-38. For more information, please contact:

The Governor's Entrepreneur and Small Business Office
75 Fifth Street, Suite 825
Atlanta, Georgia 30308
Phone: (404) 962-4071
<http://www.georgia.org/Business/SmallBusiness/>

Statement of Agreement

With submission of a proposal, the Proposer agrees that he/she has carefully examined the Request for Qualifications (RFQ), and the Proposer agrees that it is the Proposer's responsibility to request clarification on any issues in any section of the RFQ with which the Proposer disagrees or needs clarified. The Proposer also understands that failure to mention these items in the proposal will be interpreted to mean that the Proposer is in full agreement with the terms, conditions, specifications and requirements therein.

9. DEFINITIONS

For the purposes of this RFQ/RFP the term "Proposal" shall mean "Bid."

(Exhibit A)
CERTIFICATION FORM

I, _____, being duly sworn, state that I am _____(title) of _____(firm) and hereby duly certify that I have read and understand the information presented in the attached proposal and any enclosure and exhibits thereto.

I further certify that to the best of my knowledge the information given in response to the request for proposals is full, complete and truthful.

I further certify that the proposer and any principal employee of the proposer have not, in the immediately preceding five years, been convicted of any crime of moral turpitude or any felony offense, nor has had their professional license suspended, revoked or been subjected to disciplinary proceedings.

I further certify that the proposer and any principle employee of the proposer have not, in the immediately preceding five years, been suspended or debarred from contracting with any federal, state or local government agency, and further, that the proposer is not now under consideration for suspension or debarment from any such agency.

I further certify that the proposer or any principle employee of the proposer has not in the immediately preceding five years been defaulted in any federal, state or local government agency contract, and further, that the proposer is not now under any notice of intent to default on any such contract or have been terminated for cause on any such contract.

I acknowledge, agree and authorize, and certify that the proposer acknowledges, agrees and authorizes, that the Owner and/or BOR may, by means that either deems appropriate, determine the accuracy and truth of the information provided by the proposer and that the Owner and/or BOR may contact any individual or entity named in the Statement of Qualifications for the purpose of verifying the information supplied therein.

I acknowledge and understand the successful Proposer will be required to certify compliance with the Immigration Reform Act of 1986 (IRCA), D.L. 99-603 and the Georgia Security and Immigration Compliance Act OCGA 13-10-90 et seq., by meeting or having complied with the provisions in the Act and by executing any affidavits required by the rules and regulations issued by the Georgia Department of Labor set forth at Rule 300-10-1-.01: Contractor will also be required to warrant that Contractor has included a similar provision in all written agreements with any subcontractors engaged to perform services under this Contract.

I acknowledge and agree that all of the information contained in the Statement of Qualifications is submitted for the express purpose of inducing the Owner to award a contract.

A material false statement or omission made in conjunction with this proposal is sufficient cause for suspension or debarment from further contracts, or denial of rescission of any contract entered into based upon this proposal thereby precluding the firm from doing business with, or performing work for, the State of Georgia. In addition, such false statement or omission may subject the person and entity making the proposal to criminal prosecution under the laws of the State of Georgia of the United States, including but not limited to O.C.G.A. §16-10-20, 18 U.S.C. §§1001 or 1341.

Signature

Sworn and subscribed before me

This ____ day of _____, 20____.

NOTARY PUBLIC

NOTARY SEAL

My Commission Expires: _____

Exhibit B

CONTRACTOR AFFIDAVIT UNDER O.C.G.A. § 13-10-91(b)(1)

{Failure to provide this form will result in the rejection of your qualification submittal}

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

_____ (This is a 4 – 7 digit number – no letters*)
Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Name of Project

Board of Regents of the University System of Georgia by and on behalf of Georgia State University
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, _____, 20____ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 20____.

NOTARY PUBLIC
My Commission Expires: _____

***For the purposes of this affidavit only, anyone under contract with the Owner (i.e. architects, engineers, consultants, etc) is deemed a "contractor."**

Exhibit C
PROPOSER'S DISCLOSURE STATEMENT

All proposers should be aware that the project you are submitting a proposal on is a public project, and the Owner (BOR) is a public agency. Pursuant to the laws, rules and Executive Orders of the State of Georgia, the BOR shall make every effort to avoid even the appearance of a conflict of interest or any impropriety in both the selection process for this project and the negotiation and performance of any resulting contract. As part of any submittal you intend to make for this project, **you must include this Disclosure Statement with your submittal** that answers or addresses the following specific statements:

1. Describe any business transactions occurring within the prior two years between your firm and the BOR.

Insert Response

2. Describe any gift, hospitality, or benefit of any sort that your firm has provided to the BOR within the prior one-year period.

Insert Response

3. A *conflict of interest* or *potential conflict of interest* is defined as any action, decision, or recommendation by a person acting in a capacity as a public official, the effect of which is or could be to the private monetary or financial benefit or detriment of the person, the person's relative, or any business with which the person or a relative of the person is associated. The potential conflict of interest is viewed from the perspective of a reasonable person who has knowledge of the relevant facts. Based upon this definition, describe any conflict of interest or potential conflict of interest that your firm has with the BOR.

Insert Response

This Disclosure Statement should be dated and signed by an authorized signator for the Proposer and submitted with the Proposer's Submittal as deliverable A9.

Name of Firm

Authorized Signature

Date