



City of Presque Isle Request for Qualifications Forum Heating System

The City of Presque Isle is soliciting Request for Qualifications on a design build project. This project is a heating system upgrade at the Forum Facility. The City is seeking RFQ's for these services to be evaluated by, but not limited to, experience in similar projects, qualifications of project personnel and ability to work with a municipal committee.

Information and requirements for this Request for Qualification may be obtained through the City's website at www.presqueisleme.gov. Five copies of the Request for Qualifications are to be submitted to Presque Isle City Clerk, 12 Second Street, Presque Isle, Maine 04769. Responses must be received no later than January 25, 2021 at 10:00AM. All responses are to be sealed and clearly marked "Forum Heating System RFQ".

The City retains the right to accept or reject any or all submissions.

Questions regarding this process and/or the project should be directed to Tyler Clark, Maintenance Director, City of Presque Isle, (207) 764-0491. tclark@presqueisleme.us.

REQUEST FOR QUALIFICATIONS

Forum Heating System

Introduction

The purpose of this Request for Qualifications (RFQ) is for the City of Presque Isle to procure a qualified HVAC contracting firms to provide design and installation for the renovation of The Forum's heating system.

Qualified companies are invited to submit five (5) copies of their qualifications to the Presque Isle City Clerk, 12 Second Street, Presque Isle, Maine 04769 no later than 10:00 a.m. Monday, January 25, 2021.

Proposals shall be in sealed envelopes clearly marked, "Forum Heating System RFQ". At the time the proposals are due, a public opening of the submittals will occur.

Any questions regarding this process and/or the project should be directed to Tyler Clark, Maintenance Director, City of Presque Isle, Presque Isle, Maine 04769, (207) 764-0491 tclark@presqueisleme.us.

General Information

The completed project will provide the facility with an updated, energy efficient heating system. Removal of existing boiler, expansion tank, circulator pumps, valves, heaters, and components. The New system shall have an automated control, monitor and alarming capabilities.

Scope of Services

The Project will be constructed using the Design Build project delivery method. The DB will work closely with city staff and committee members to determine the facilities uses, needs and requirements. During the contracted pre-construction phase the DB will provide services to include, but not limited to schematic design, design development, valued engineering, estimate development and schedule development.

Following approval of the pre-construction results, the city will initiate the DB's completion of the construction documents and enter into the construction phase. During the contracted construction phase the DB shall be responsible for all necessary activities to design and construct the project including, but not limited to, means and methods of construction, regular progress meetings, surveying, permitting, testing and inspections, project safety, completion within the schedule agreed upon in the preconstruction phase and compliance with all applicable laws and regulations. The DB assumes design and construction risk and has direct authority over the subcontractors.

Schedule

Our target schedule for this RFQ process is:

January 11, 2021	Request for Qualifications issued
January 25, 2021	Proposals due by 10:00 AM EST
February 8, 2021	Final candidates selected and notified
February 22, 2021	Final selection

Selection Process

Once all RFQ's are received, they will be reviewed by city staff and committee members. Selected candidates will be interviewed. The purpose of the interview will be to meet the proposed project team, become familiar with key personnel and understand the team's approach and ability to meet the stated objectives for the project.

The evaluation process is intended to identify those professionals who are best qualified to execute successfully the design and construction of the project based on criteria identified in this RFQ.

The ultimate selection of the DB and authorization to begin the project will be given by the Presque Isle City Council. The city reserves the right to accept or reject any or all proposals.

Proposal Requirements

Qualified companies are invited to submit five (5) copies of their qualifications. The outside of your proposal package shall be marked "Forum Heating System RFQ" and sent to the Presque Isle City Clerk, 12 Second Street, Presque Isle, Maine 04769 no later than 10:00 a.m. Monday, January 25, 2021.

Proposers are requested to submit the following information within their RFQ response:

- Provide a summary, describing why your team is the most qualified for this project.
- Demonstrate your experience with Design Build projects, particularly renovations to HVAC
- Demonstrate your track record of performance of in-house design and planning.
- Demonstrate your track record of performance of in-house estimating on similar projects.
- Describe the scheduling and cost control methods you would propose for this project.
- Demonstrate your track record of performance of managing projects to the original schedule.

- List names and experience of staff that will work on this project.
- Provide evidence of cost savings and paybacks
- Provide a list of references