

Date: Wednesday, September 19, 2018
Due On: Monday, October 8, 2018 at 3 p.m.

**REQUEST FOR QUALIFICATIONS FOR
CONSTRUCTION MATERIALS TESTING SERVICES
FOR PROPOSED WALLER COUNTY JAIL
AND SHERIFF'S OFFICE**

PROPOSAL NO. #180919-16

Pursuant to the provisions listed below, sealed proposals subject to the conditions and requirements made a part hereof will be received at the Waller County Auditor's Office, 836 Austin Street Suite 221, Hempstead, TX 77445 until 3:00 p.m. on Monday, October 8, 2018. All proposals received after that time will be returned unopened. Proposals will be opened at 9:00 a.m. on Wednesday, October 10, 2018 during the Waller County Commissioners Court meeting at 836 Austin Street, Hempstead, TX 77445. Only the names of companies submitting qualifications will be read aloud.

The offeror's signature is required for acceptance of proposal and confirms offeror has read and understands all requirements concerning this Request for Qualifications. Each proposal must be **SEALED** & the envelope **CLEARLY** marked:

Proposal No.:	180919-16 CMT Services
Proposal Due:	October 8, 2018 at 3:00 p.m.
Proposal Opening:	October 10, 2018 at 9:00 a.m.

FACSIMILE AND EMAIL TRANSMISSIONS will NOT be accepted.

Submit Proposals to: Waller County Auditor's Office
836 Austin Street, Room # 221
Hempstead, TX 77445

Direct questions to Danny Rothe, Waller County Construction Manager, d.rothe@wallercounty.us.

Details for this RFQ can be found at

<http://www.co.waller.tx.us/page/Construction%20Manager>

County Homepage: <http://www.co.waller.tx.us/page/homepage>

*****DURING THE RFQ PROCESS DO NOT DISCUSS THIS RFQ OR YOUR PROPOSAL WITH ANY COUNTY EMPLOYEES OR OFFICIALS OTHER THAN THE COUNTY CONSTRUCTION MANAGER AND THE COUNTY AUDITOR'S OFFICE.*****

TABLE OF CONTENTS

	Page
Introduction -----	3
Project Description -----	4
Drawings and Specifications -----	5
Scope of Services -----	6
Important Dates -----	7
RFQ Submission Packet -----	8
Selection Criteria -----	11
Certification of RFQ -----	13

INTRODUCTION

Waller County, Texas is soliciting a Request for Qualifications (RFQ) from firms that are interested in providing construction materials testing services on an as-needed basis for construction of the Waller County Criminal Justice Center Facility. The Waller County Criminal Justice Center Facility will consist of a one-story Jail, a two-story Sheriff's Office, and a one-story Courtroom Facility. Waller County has partnered with Brinkley Sargent Wiginton and SEDALCO Construction Services to design and construct a new 192 – 240 Bed Jail at 775 Business 290 East Hempstead, Texas 77445. Waller County is constructing 3 buildings with a building footprint covering about 92,000 square feet. Construction will also include pavement for associated access drives and parking areas. The estimated project duration is about twenty (20) months.

Services will include lime stabilization testing, soil and earthwork testing, shallow and deep foundation installation observation, concrete testing, reinforcing steel placement observation, mortar-grout inspection, structural steel inspection, structural grout testing at hollow core planks, and weld examinations.

Waller County, Texas may have other projects that will require the services of this RFQ during the term of the agreement.

The County is soliciting a Request for Qualifications from firms that can adequately demonstrate they have the resources, experience, and qualifications to provide the County with Construction Materials Testing Services on an as-needed basis. All construction elements and any recommendations must be approved by and meet the requirements of the Texas Commission on Jail Standards and all applicable State, Federal, and Local laws and regulations.

A prime firm will be selected to accomplish all services outlined in this Request for Qualifications.

PROJECT DESCRIPTION

Note: Each facility component noted below must allow for future growth

JAIL:

The jail facility will consist of a one-story building utilizing a POD and Eye in the Sky type design to include 192 – 240 maximum security jail beds, a jail kitchen, a jail medical facility, intake area, sally port, and any other related areas. The POD and Eye in the Sky type design has been designed to be expandable for future growth. All construction elements and any recommendations must be approved by and meet the requirements of the Texas Commission on Jail Standards and all applicable State, Federal, and Local laws and regulations.

SALLY PORT:

The vehicular sally port should be accessible from the jail and Sheriff's Office. Employees should be able to move securely between the jail and Sheriff's Office through an attached pedestrian sally port while the vehicular sally port doors are open.

SHERIFF'S OFFICE:

The sheriff's office will consist of a two story-story building with office space, a dispatch area, evidence storage, an armory, and other related areas.

COURT FACILITIES:

The courtroom facility will consist of a one-story building that includes courtroom spaces, a magistration room, one courtroom, office space, restrooms, a waiting area, public parking, and other related areas. There should be secure, non-public corridors from the jail to the magistration room and courtrooms for secure transfer of inmates.

DRAWINGS AND SPECIFICATIONS

Drawings and Specifications for the Waller County Criminal Justice Center Project may be accessed at <ftp.bsw-architects.com>. In order to gain access to the drawings and specifications, contact the Waller County Construction Manager, Danny Rothe, for the username and password. Contact information for Danny Rothe can be found above on the Cover Page.

SCOPE OF SERVICES

The intent of this solicitation is to obtain the professional services of a firm with demonstrated relevant experience with Construction Materials Testing Services. The objectives of the project may include, yet may not necessarily be limited to; providing management direction and control over the construction materials testing of the listed project so that the resulting facility will be:

1. Constructed in such a way that the County will have a high value facility, well-constructed of quality materials and workmanship;
2. Constructed in such a manner that it can and will be completed within the approved budget;
3. Constructed in such a way that it can and will be completed in accordance with the established schedule;
4. Constructed in such a way that the maintenance of the facility can be accomplished efficiently and effectively with a minimal maintenance staff and low operations and maintenance budget; and
5. Constructed in such a way that it will be highly functional, responding to all of the services outlined in the established criteria.

CONSTRUCTION SERVICES

Services with respect to this Contract will include, but not be limited to, the following:

- Lime stabilization testing
- Soil and earthwork testing
- Shallow and deep foundation installation observation
- Concrete testing
- Reinforcing steel placement observation
- Mortar-Grout testing
- Structural grout testing at hollow core planks
- Weld examinations

IMPORTANT DATES

Wednesday, September 19	RFQ issued to the public
Friday, September 28 @ 3 pm	Written questions due to Danny Rothe by email
Tuesday, October 2 @ 5 pm	Answers to questions posted online at http://www.co.waller.tx.us/page/Construction%20Manager
Monday, October 8 @ 3 pm	RFQs due to Auditor's Office
Wednesday, October 10	RFQs opened in Commissioners Court
Wednesday, October 17*	Planned selection of construction materials testing firm

*Dates subject to change

Additional Notes:

- RFQs are eligible to be turned in to the Auditor's Office on Fridays.
- The Waller County Auditor's Office closes at 12 pm on Fridays.
- Approximate fees may be requested at a later date.

RFQ SUBMISSION PACKET

Note: Please do not include any information about fees or pricing at this time

Interested firms shall submit 3 copies of the following:

- Completed and signed Certification of RFQ
- Information requested below

Firms will be evaluated on the basis of overall experience with similar projects, quality of work, and depth of resources. Review and consideration will be given to the firm's construction material testing capabilities, given the potential for the same firm to perform the construction services for the entire project.

It is imperative that proposals are completed containing only the information requested. In the interest of performing a thorough and timely evaluation of all proposals received, we request that all proposals be submitted in the following tabbed format. All pages shall be 8-1/2" x 11". *Please do not submit any proposal or portion of your proposal in a font size less than ten (10) points. All proposal pages (excluding cover, transmittal letter, and dividers) shall be consecutively numbered. Proposals shall not exceed twenty (20) pages in length.*

There is no express or implied obligation for Waller County to reimburse Respondent for any expenses incurred in preparing a response to this Request for Qualifications, nor will the County pay any subsequent costs associated with the provision of any additional information or presentation, or to procure a contract for these services.

In addition to the following sections, all proposals must contain:

- A letter of transmittal.
 - Include name, address, and telephone number of the firm submitting the qualification statement, a summary of the firm's interest in the project, and the name of one or more individuals authorized to represent the firm in its dealings on a contractual basis.
- A completed Certification, Response Form, Supplemental Information, and Insurance Certificate.

Section I – Qualifications for the Prime Consulting Firm

- A. History of the firm, including present ownership and key management individuals. Describe any anticipated or recent changes in overall corporate management ownership.
- B. Location of corporate headquarters and other division offices. Specify which office or offices will be involved in this project, during the construction services. Include names, addresses and phone numbers.

- C. Contact Information for the key personnel from respondent's firm assigned to communicate with Waller County regarding this project.
- D. The name and title of the person that is authorized to enter into a contract agreement (must be an officer, partner, or member of the firm).
- E. List the kinds and amounts of insurance your firm carries.
- F. In response to this RFQ, the prime consultant shall be a professional construction materials testing firm. List any proposed sub-consultants with individual addresses, telephone numbers, areas of expertise, and licenses/certifications held by each team member. (Note: it is not required that you have any sub-consultants)
 - Briefly describe the roles of the prime consultant and the sub-consultant. (If applicable)
 - Provide information regarding the size and years in business of the prime consultant and each sub-consultant. (If applicable)

Section II – Laboratory Services

- A. List the type of laboratory services that your firm or team can provide and demonstrate knowledge and understanding of the testing/certification requirements established by AASHTO, ASTM, ACI, and the State of Texas. Other regulatory agencies not specified may be applicable.
- B. Locations of all laboratory facilities. Specify which facility or facilities will be involved in this project. Include names of staff, addresses, and phone numbers. Also, note the general turn-around times for lab results.

Section III – Representative List of Projects

- A. For no more than five (5) current or recently completed public projects similar to the proposed project for which your materials testing team members have provided constructional, and/or special testing services, provide the following information:
 - Project Name
 - Project Location
 - Project Description
 - Owner, Address, Telephone Number, Contact Person
 - Architect, Address, Telephone Number, Contact Person
 - Contract Amount
 - Contract Type (i.e., Lump Sum, GMP, etc.)
 - Actual or Expected Completion Date
 - Detailed description of the scope and results of such services
 - Approved Budget
 - Final Contract Amount
 - Approved Construction Schedule Duration

- Actual Duration
- Photographs
- References

Section IV – Proposed Team and Approach to Projects

- A. Describe the firm’s proposed approach to constructional and/or special testing services. Address the firm’s concept of plan review and value engineering during the construction of the Waller County Criminal Justice Center. Describe the firm’s approach to staying abreast of emerging technologies, innovative design practices, and the current market pricing structure. Describe how your proposed team will manage and control the constructional and/or special testing services for the project.
- B. Demonstrate the firm’s understanding of the constructional and/or special testing services that comply with the regulations of AASHTO, ASTM, ACI, and the State of Texas.
- C. Discuss the firm’s accuracy of lab results and ability to perform within time constraints. Include examples of measures initiated or taken by the firm that demonstrate responsiveness to timeline concerns. Discuss procedures used by the firm to assure accurate lab results.
- D. Identify the individuals you propose as a part of the Project Team and describe their responsibilities for the project, including what involvement each individual will have in the constructional and/or special testing of materials used for the project. Present a proposed organization and reporting chart for the proposed team, and how they will interact with other members of Waller County.
- E. Submit current resumes of the proposed team, including their experience and qualifications. Resumes should be no longer than three (3) pages in length and should specifically address public construction experience and completed projects of similar size. Please also address team members’ history, experience, and working relationship with the Texas Commission on Jail Standards.
- F. For each team member, identify experience in working with other team members and other project commitments that run concurrent to this project. Identify the percentage of each individual’s time available to dedicate to this project. Your firm will be expected to commit to the Owner that the proposed team members submitted with this proposal will be those who will be assigned to the project.

SELECTION CRITERIA

The responses for the RFQ will be evaluated on the following categories:

A. Responsiveness to the Request for Technical Qualifications

1. Requested information included and thoroughness of response.
2. Documented understanding of the project management principles.
3. Proposed approach to project organization.
4. Clarity and brevity of the response.

B. Staffing Plan

1. Provision for the required disciplines and skills.
2. Provision for participation by firm's key personnel.
3. Qualifications of key personnel adequate for project.

C. Firm's Capability to Provide the Services

1. Background of the firm.
2. Relevant experience of the firm.
3. Specific experience on active government projects.
4. Methodology proposed to meet objectives of the project.
5. Location within the general geographical area of the project and in depth knowledge of the construction market in the locality of the project.
6. References.

D. Track Records of the Projects Completed on Time and Within Budget

Waller County shall rank those firms qualified in order as outlined above. Waller County will perform interviews with the top tier firm(s) and initiate negotiations regarding construction management services with the top ranked firm. Should negotiations fail with the first choice, Waller County will initiate negotiations with the next top ranked firm, and so forth. The Waller County Commissioners Court will approve the final selection.

The criteria for evaluation of RFQs will be based on the factors summarized below.

Respondent's Demonstrated Past Performance on Office Buildings and Court Room Facilities with an Emphasis on Recent Projects	30%
Respondent's Constructional and/or Special Testing Measures for this Project	20%
Respondent's capability to Provide Accurate Lab Results	20%
Respondent's Demonstrated Capability and Financial Resources to Perform the Services within the Time and Budget Projected	10%
Respondent's Scheduling for the Constructional and/or Special Testing Services for this Project	5%
Respondent's Quality Control and Commissioning Program for this Project	5%
Respondent's Insurance Program for this Project	5%
Respondent's Jobsite Safety Program for this Project	5%
TOTAL:	100%

CERTIFICATION OF RFQ

The undersigned affirms they are duly authorized to execute a contract for their firm. The undersigned affirms that the information contained in this proposal is complete and accurate to the best of the undersigned's knowledge.

Signed By: _____ Title: _____

Typed/Printed Name: _____

Company Name _____ Date: _____

Mailing Address: _____
Street/P. O. Box City State Zip

Telephone #: _____ Cell #: _____ Fax #: _____

Employer Identification Number/Social Security No: _____