



Request for Qualifications
for
Design-Build Services
for
Cotton Bowl - Phase 2 Improvements
Fair Park
Dallas, Texas

City of Dallas
Park and Recreation Department

August 16, 2006

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I. Background

This Request for Qualifications for Design-Build Services is for Phase 2 Improvements for the Cotton Bowl. The successful Design-Build firm for Phase 2 Improvements will be under contract with the City of Dallas. The State Fair of Texas has initiated Phase 1 Improvements to the Cotton Bowl, which include a video board, sound system, concrete repairs and waterproofing. State Fair of Texas will be conducting a separate selection process for a Design-Build firm for replacement of the existing seats, which is also included in the scope for Phase 1. Phase 1 improvements should be completed in September 2007. Additionally, the State Fair of Texas will provide the funding for the design of Phase 2 Improvements.

Funding for the construction of Phase 2 improvements will be included in the City of Dallas 2006 Bond Program referendum, scheduled for November 7, 2006. If the Bond Program funding is approved by voters, it is the intent of the City of Dallas to begin construction of the Phase 2 improvements in January 2008. There is a potential that the City of Dallas could enter into a contract with a Program Management firm that would assist the City in overseeing the work of the Design-Build firm.

The total budget for design and construction of the Phase 2 improvements is \$29,000,000.

The facilities will be built in full compliance with all applicable local, state and federal regulations. The Cotton Bowl is located in Fair Park, which is a National Historic Landmark, therefore all improvements must receive the required historic regulatory approvals and permits prior to the start of construction. Dallas Landmark Commission, including Fair Park Task Force, and Texas Historical Commission review and approvals will be required.

The Park and Recreation Department is accepting qualifications for phase one of a two-phase selection process to enter into a contract with a Design-Build firm to perform all work to design and construct improvements for the Cotton Bowl - Phase 2 Improvements, pursuant to Sec. 271.119 of the Texas Local Government Code. This RFQ provides information for interested parties to prepare and submit a response to Phase One – Request for Qualifications for consideration by the City of Dallas Park and Recreation Department.

II. Scope of Work

Design and construction of Cotton Bowl - Phase 2 Improvements, including:

- Increase seating capacity from 76,000 to approximately 92,000, with associated decks, foundations, structural systems and access ways.
- Increase ADA seating and replace existing seating, as needed to comply with ADA regulations, and add elevators, as required.
- Life safety requirements for exiting.
- Fire Department requirements.

- Addition of concessions, rest rooms and points of sale in the new seating areas.
- All required plumbing, mechanical, electrical, and life safety systems for additions and improvements.
- Concourse expansions and additions.
- Renovation of the existing concessions.
- Addition of a new, historically contextual façade around each end zone and potential improvements to existing façade areas.
- Potential replacement of the field lighting.
- Potential expansion of ticket-taking locations.
- New interior and exterior signage, way finding and interpretive graphics.
- Improvements or replacement of the locker rooms.
- Addition of a Media Center and Conference Center above the existing, or replacement, Locker Rooms, including furniture, fixtures and equipment.
- Addition of Maintenance Equipment Room.
- New TV truck location(s).
- Cable tray additions.
- Renovations to existing Press Box.
- Potential addition of loading ramp.
- Landscaping, as required.
- Upgrade, relocation and/or addition of utilities, including, but not limited to electrical, water, waste water and storm sewer lines.
- Potential renovation of field from grass to synthetic field, suitable for International Soccer.
- Study the addition of Club Seating.

Other services shall include, but not be limited to:

- Presentation of the design to the Park and Recreation Board, prior to construction.
- Presentations to Dallas City Council, State Fair of Texas, Cotton Bowl Athletic Association, Fair Park Campus Directors and other entities, as required.
- Approvals of historical regulatory agencies, including the City of Dallas Landmark Commission and Texas Historical Commission, prior to the start of construction.
- Texas Accessibility Standards review and inspections.
- Meeting all applicable codes and regulations.
- Acquire all necessary permits.
- Provide all required bonds and insurance.
- Coordinate with the State Fair of Texas contractors and Design-Build firm who are implementing the Cotton Bowl - Phase 1 Improvements. Phase 1

Improvements include replacement of existing seating, a video board, sound system, concrete repairs and waterproofing

Refer to Item No. IX of this RFP for the anticipated schedule.

Respondents submitting proposals shall have demonstrated experience in the design and construction of facilities of this type.

III. Definitions

As used in this Request for Qualifications (RFQ), the terms have the meanings set forth below:

- A. "Design-Build Contract" means a single contract with a design-build firm for the complete design and construction of a facility.
- B. "Design-Build Firm" means a partnership, corporation, or other legal entity or team that includes an engineer or architect and builder qualified to engage in building construction in Texas.
- C. "Owner" means the City of Dallas Park and Recreation Department.

IV. Submittal Information

Submittals are due by 1:30 p.m. on Thursday, September 14, 2006.

Six (6) identical copies of the Proposals must be submitted by the time and date specified above. **Proposals should be directed to:**

City of Dallas
Business Development and Procurement Services
1500 Marilla, Room 3FS
Dallas, Texas 75201

The City of Dallas is not responsible for the non-receipt of Proposals sent by mail or courier. Respondents are cautioned to submit a complete response to all requirements.

Subsequent to the issuance of this RFQ, the Park and Recreation Department reserves the right to amend it, waive any requirement or irregularity, request modifications to proposals, providing all teams are treated equally, and reject any and all proposals for any reason. The Park and Recreation Department further reserves the right to award the contract for this project as deemed in its best interest, and to request changes in the composition of any team. The form of contract to be used for this project shall be the standard City of Dallas Contract for Design-Build Services. The City will not entertain modifications to the contract.

Pre-proposal Conference:

There will be a pre-proposal conference on Tuesday, August 29, 2006 at 10:00 a.m. at the offices of the Park and Recreation Department, City Hall, Room 6FN, Dallas, Texas, 75201. Attendance is strongly encouraged.

V. Contact Person

Any questions or concerns regarding this RFQ shall be submitted by filling out the registration form on the RFQ website. The address is as follows:

http://www.dallascityhall.com/html/rfq_cotton_bowl.html

As an alternative you may submit questions to Raul De La Rosa by fax at: 214-670-4286. **Telephone calls are strongly discouraged.**

VI. Public Information Statement

The Owner considers all information, documentation and other materials submitted in response to this solicitation to be of a non-confidential and/or non-proprietary nature and therefore subject to public disclosure under the Texas Public Information Act (Texas Government Code 552.00-1, et seq.) after a contract is awarded. Respondents are hereby notified that the Owner adheres to all statutes, court decisions, and opinions of the Texas Attorney General with respect to disclosure of RFQ information.

VII. Phase One Selection Process and Evaluation Criteria

The Respondents selected to proceed to Phase Two of the selection process will be the Respondents whose qualifications, as presented in response to this RFQ, are, in the opinion of the Owner, considered to be the most advantageous to the City of Dallas Park and Recreation Department.

No fees for services, cost information, or price related factors should be included in the Qualifications submittals and the price will be considered in the Phase One selection evaluations. It should be noted that Phase Two evaluation criteria will include the reasonableness of fees, in addition to the below listed items.

The Owner will qualify a maximum of five (5) Respondents to participate in the Phase Two selection process. Responses will be evaluated by a selection committee based on the following criteria:

Item	Weighting: Phase One Selection	Weighting: Phase Two Selection
1. Overall responsiveness of the submittal.	15%	15%
2. Demonstrated previous technical experience and competence of prime firm(s) with similar projects and with design-build construction delivery type projects.	20%	20%
3. Approach to the project, including compliance with the schedule.	20%	15%
4. General qualifications and experience of affiliated firms proposed as member of the design-build team, including previous experience working together.	20%	20%
5. Qualifications and experience of personnel proposed to be assigned to the project.	15%	10%
6. Commitment to the Good Faith Effort Plan	10%	5%
7. Reasonableness of proposed fees and general conditions	N.A.	15%

Submission of qualifications indicates Respondent’s acceptance of the evaluation techniques and the recognition that subjective judgments must be made by the Owner during the evaluation process.

By submission of a response to this RFQ the Design-Build firm certifies to the Owner that the architect and engineer team members have been chosen based on demonstrated competence and qualifications. An engineer shall have responsibility for compliance with the engineering design requirements and all other applicable requirements of The Texas Engineering Practice Act (Article 3271a, Vernon’s Texas Civil Statutes). An architect shall have responsibility for compliance with the requirements of Chapter 478, Acts of the 45th Legislature, Regular Session, 1937 (Article 249a, Vernon’s Texas Civil Statutes).

VIII. Format for Proposal Submission

Proposals should be organized in white 1” 3-ring binders, according to the following format:

Cover

The cover should clearly display the title of this RFQ, “City of Dallas Request for Qualifications for Design-Build Services for Cotton Bowl – Phase 2

Improvements, Fair Park”. The edge of the 3-ring binder should display the name of the firm and the title of the RFQ.

Each submittal should have tabs numbered with the following categories:

1. Executive Summary

Provide a cover letter that states the title of this RFQ. Include the following information:

- Primary contact for the submittal
- Street address (post office boxes are not acceptable)
- Telephone number
- Fax number
- E-mail address
- Web address, if applicable

Acknowledge receipt of any addendum in this letter.

2. Prime Firm(s) information

Provide a description of the type of operation (Individual, Partnership, Corporation, Joint Venture, etc.) of the Respondent.

Include the following pertinent information for each of the prime firms:

- Name and date of formation of firm
- Previous firm names or prior firms officers have worked for
- Date of opening of Dallas office, if applicable
- Number of persons employed by firm by skill group
- For each of the prime firm(s) provide information to demonstrate financial stability and performance, operational history and firm biography. Provide a copy of each firm’s Financial Strength Rating, Financial Strength Score, Commercial Credit Score, and any documentation (example: a Dunn and Bradstreet Report or similar financial statement), which indicates your firm’s financial stability.
- Pertinent information relating to the respondent’s experience, competence and reputation in providing design-build services for similar projects.
- Provide details of all past or pending litigation or claims filed against your firm.
- Attach a letter of intent from a surety company indicating your firm’s ability to bond for the entire construction cost of the project. The surety shall acknowledge that the firm may be bonded with a potential maximum construction cost of \$29,000,000 (less design fees).
- Attach the completed “Certifications” form.
- Attach the completed “Agreement to enter into standard City of Dallas contract” form.
- Provide proof of ability to provide required insurance. Insurance Requirements are provided in Exhibit B
- Include the Good Faith Effort Affidavit.
- Include the Conflict of Interest Questionnaire

3. Prime Firm(s) previous experience and references

A. Provide information for a minimum of three (3) projects for which the prime firm(s) has provided Design-Build services that are *most related to this project*. If the Prime Firm's three (3) Design-Build examples do not include stadiums and preservation projects, provide additional relevant information for no more than a total of three (3) stadium facilities and preservation projects performed under another type of contract (i.e., bid or construction management). List the projects in order of priority, with the most relevant project first. List the Design-Build projects first and then any additional stadium and historic preservation projects afterwards. Provide the following information for each project listed:

- Project name, location, and description and costs for pre-construction and construction
- Color images (photographic or machine reproductions)
- Initial and final construction cost, including change orders
- Type of construction (new, renovation, or expansion)
- Schedule, including actual notice to proceed date for pre-construction services, start of construction, substantial completion and final completion
- Description of services respondent provided for the project during pre-construction
- Name of Project Manager during pre-construction and construction (individual responsible for the overall implementation of the project)
- Name of Project Superintendent during construction (individual responsible for coordinating day to day work)
- Names of Mechanical, Electrical and Plumbing subcontractors

B. For each of the previously cited design-build projects, provide the following information:

- Owner's name and representative who served as the day-to-day liaison during the design and construction phases of the project, including current telephone number and e-mail address.
- Architect/Engineer's name and representative who served as the day-to-day liaison during the construction phase of the project, including telephone number.
- Length of business relationship with the Owner.

References shall be considered relevant based on specific project participation and experience with the Respondent. The Owner may contact references during any part of this process. The Owner reserves the right to contact any other references at any time during the RFQ/P process.

C. For each of the previously cited design-build projects, provide the following information:

- Describe cost control methods during construction

- How Respondent procured subcontracts, confirmed scope, and ensured proper payment

4. Personnel assigned to the project

For each of the prime firm(s) provide:

- An organizational chart of the proposed key personnel to be assigned to the project, including identification of the person who will have day to day contact with the Owner during the design and construction of the project.
- For each of the key personnel provide a brief description of their responsibilities, length of time with the firm(s), city of residence and their experience with similar projects.
- Include resumes for each of the key personnel.

5. Proposed Subconsultants and Team Organization

Provide an organizational chart showing the names and relationships of all team members as the first item under this tab. On the organizational chart identify M/WBE components of the project team. Clearly identify which firms are a part of the consultant team and which are a part of the construction team. Provide names of proposed firms, which will provide sub-consulting services, including, but not limited to:

- Architect
- Preservation Architect
- Sports Facilities Consultant
- Mechanical, Electrical, Plumbing, Civil and Structural Engineering
- Lighting Designer
- Graphic Designer
- Food Service Consultant
- Security Consultant
- Life Safety Consultant

For each of the firms, provide names and descriptions of similar projects they have successfully completed. Provide a list of projects where team members have previously worked together. **Certify that each engineer or architect that is a member of the team was selected based on demonstrated competence and qualifications in the manner provided by Section 2254.004, Government Code.**

6. Approach to Project

Provide the following:

- Management philosophy for the Design-Build construction delivery method.
- Describe, in graphic and written form, the proposed Project assignments and lines of authority and communication for each team member to be

directly involved in the Project. Indicate the estimated percent of time these team members will be involved in the Project for Pre-construction and Construction Services.

- Brief description of how Respondent proposes to execute the project, including measures proposed to meet the given schedule.

IX. Proposed Schedule for Project

RFQ and RFP Process for Design/Build Procurement:

- | | |
|---|------------------|
| ○ RFQ issued for Design/Build firms | Aug. 16, 2006 |
| ○ Pre-proposal conference | Aug. 29, 2006 |
| ○ Qualification Statements due | Sept. 14, 2006 |
| ○ Shortlist finalized for "pre-qualified" Firms | Sept. 21, 2006 |
| ○ RFP issued for Design/Build firms | Sept. 22, 2006 |
| ○ Proposals due for Design/Build | Oct. 5, 2006 |
| ○ Interviews, if necessary | Oct. 16-20, 2006 |
| ○ Park Board Approval of Contract | Nov. 2006 |
| ○ Council Approval of Contract | Dec. 2006 |

Design/Build Process:

- | | |
|----------------------------------|------------|
| ○ Start design | Jan. 2007 |
| ○ Provide GMP for Construction | Sept. 2007 |
| ○ Park Board approval of GMP | Oct. 2007 |
| ○ Sale of bonds for construction | Nov. 2007 |
| ○ Council approval of GMP | Nov. 2007 |
| ○ Start construction | Jan. 2008 |
| ○ Complete construction | Sept. 2008 |