

Submitted 2/8/99

CITY OF GAINESVILLE

#981044

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REQUEST FOR
STATEMENTS OF QUALIFICATIONS AND
DESIGN CONCEPT PROPOSALS FOR
A DESIGN-BUILD CONTRACT:
IRONWOOD GOLF COURSE CLUBHOUSE
GAINESVILLE, FLORIDA

RSQ#-PWDB-

RECREATION AND PARKS DEPARTMENT
CLIFFORD T. CRAWFORD, DIRECTOR

February 8, 1999

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LEGAL NOTICE

NOTICE OF REQUEST FOR STATEMENT OF QUALIFICATIONS (RSQ) AND DESIGN CONCEPT PROPOSALS FOR A DESIGN-BUILD CONTRACT FOR A CLUBHOUSE FACILITY, IRONWOOD GOLF COURSE, GAINESVILLE, FL.

The City of Gainesville is seeking Statements of Qualifications (SOQ's) leading to a design-build contract for the Clubhouse facility at Ironwood Golf Course, Gainesville, Florida. Beginning Feb. 12, 1999 a "Request for Statement of Qualifications Package" (RSQ) will be available at the Purchasing Division. This package includes the scope of the project, the design criteria, the SOQ format, submittal instructions, the selection process, evaluation criteria, a site plan of the proposed location, a preliminary geotechnical report and other data necessary to the process. RSQ's may be obtained by visiting the City of Gainesville Purchasing Division, 3rd Floor of City Hall, 200 E. University Avenue, Gainesville, Florida, or by calling (352) 334-5021. The price for the documents is Ten Dollars (\$10.00) if picked up and Twenty Dollars (\$20.00) if mailed.

Statements of Qualifications will be received at the Purchasing Division, City Hall, 200 E. University Avenue, 3rd Floor, Gainesville, Florida 32601 until 3:00 p.m. local time on Friday, March 5, 1999. An original and six (6) copies of the SOQ are required. Any SOQ received after the above time will not be accepted and will be returned unopened.

The City of Gainesville declares that all, or any portion, of the documents and work papers prepared and submitted pursuant to this notice may be retained or reused by the City.

The City of Gainesville reserves the right to waive any informalities, reject any or all Proposals, or to re-advertise. The selection, if made, will be to the most responsive and responsible Proposer as determined by the City of Gainesville.

City of Gainesville, Florida
Diane Holder
Buyer II

Section 2 - Project Description

This Project consists of the Design and Construction of a new clubhouse and related components for the Ironwood Golf Course, a City of Gainesville public facility located at 2100 N.E. 39th Avenue, Gainesville, Florida 32609. The legal description location is outside of Gainesville city limits and within Alachua County.

The current Clubhouse facilities are operating within inadequate structures for which the City invites proposals to demolish and replace. Clubhouse management has developed new Program amenities and features to benefit the public and attract new customers. Concurrently, the project will incorporate upgrades to comply with State/County/City Zoning, Building and Accessibility Codes.

Proposers are invited to consider offering project strategies that may include phased construction, temporary facilities and pre-engineered buildings. The scheduled date for Clubhouse reopening is December 1999 and the approved draft budget is \$526,000.

Section 3 - Selection Process and Schedule

In accordance with the Purchasing policies and procedures, a Selection Committee has been appointed to review the proposals and choose the successful Proposer to be the Design-Build Firm (D/B). To ensure fair consideration for all Proposers, the City prohibits any discussion with the Selection Committee members about the project during the selection process except during the presentation portion. The Selection Committee members are as follows:

Carl Harness	City of Gainesville - Assistant City Manager
Larry E. Abbott	City of Gainesville - Project Manager
Karl Thome Assoc. Inc.	City of Gainesville - Design Criteria Professional
Clifford T. Crawford	City of Gainesville - Recreation and Parks Director
Bill Iwinski	City of Gainesville - Golf Course Manager
Stewart Pearson	City of Gainesville - City Engineer

The schedule for the selection of the Design-Build Firm is expected to follow this sequence:

- | | |
|---|----------------------|
| 1. Legal Notice Advertised | Feb. 12, 1999 |
| 2. Pre-Submittal Meeting/Required | Feb. 24, 1999 |
| 3. Deadline for questions | Feb. 26, 1999 |
| 4. Submit Qualifications | Mar. 5, 1999 |
| 5. Notification of Short list Proposers | Mar. 26, 1999 |
| 6. Interview Short listed Proposers | Apr. 13-14, 1999 |
| 7. Ranking Presented to City Commission | Apr. 26, 1999 |
| 8. Negotiations for Contract | May 3 - June 3, 1999 |
| 9. Contract Issued | June 4, 1999 |
| 10 Project Construction | July, 1999 |
| 11. Project Completion | December, 1999 |

The Selection Committee will review and evaluate the SOQ's. The SOQ's submittals are expected to address all parameters and information in Section 4 - Design/Build Firm Response Guidelines, Part A. Submittals shall conform to the format defined in Section 8. A minimum of three Proposers will be "short-listed" based upon the Evaluation Criteria (Exhibit G) and the information contained in the statements of qualifications.

The Selection Committee will then invite the "short-listed" Proposers for presentations and interviews, which will consist of a thirty (30) minute presentation by the Proposer and a thirty (30) minute discussion period with the Committee. The presentations are to be based on Part 2 of Section 4. The "short-listed" Proposers will be ranked based upon the Evaluation Criteria (Exhibit E) after all the presentations and interviews have been completed. The recommended ranking will be presented to the City Commission for approval of the ranking, authority to negotiate a contract for the project and authority to sign a contract with the successful Proposer.

After City Commission approval of the ranking, negotiations will begin with the highest ranked Proposer. During negotiations for the contract, the items of work for the design and construction of the Ironwood Golf Course Clubhouse will be identified with a schedule of values assigned to each item that will in total define a contract price acceptable to both the City and the Proposer. If a contract price cannot be successfully negotiated between City and the highest ranked Proposer, the negotiations will be formally terminated with this Proposer. City staff will then begin to negotiate with the second ranked Proposer and proceed in like manner to negotiate a contract price. This process will be continued until a contract price is acceptable to the City, or the City may re-advertise. No financial compensation will be paid to any Proposer during the proceedings of the Selection Process.

Any questions concerning the RSQ or the selection process should be made to the Purchasing Division, Attention: Diane Holder, City Hall, 200 E. University Ave. 3rd floor, Gainesville, FL 32601. Responses will be made in writing to all entities requesting a RSQ package. The cutoff date for submission of questions is February 26, 1999.

Section 4 - Design/Build Firm Response Guidelines

The design and construction of the project will be contracted for under a single entity known as the D/B Firm. The process for selecting this firm is authorized in the City of Gainesville Purchasing Procedures. The selection process is based primarily on the qualifications of the selected firm which includes its ability to complete the project with the available funding and in accordance with the desired schedule. The discussion in this section and other sections of this RSQ outlines the overall scope of the project and the details for selecting the Design-Build Firm.

The D/B shall design and furnish all labor, equipment and material to construct a complete and operable facility complying with all applicable codes and standards. Any materials, equipment or installation required to provide such a facility that meets these codes and standards shall be a part of these requirements regardless of whether they are specifically outlined in this section.

The work involved in this project shall be designed and constructed in general conformity with the parameters/criteria outlined in this section. Exceptions to these parameters may be granted by the City only upon written approval by the Design Criteria Professional.

The D/B will need to demonstrate in the SOQ its willingness and ability to negotiate a price that is less than the budget and meets the design criteria set forth in this RSQ.

PART A - Initial Response

The parameters in Part A are for the use of all proposers when submitting the SOQ information and shall conform to the requirements of Section 8. If a proposer is notified that they are selected, it is expected for them to make a presentation to the Selection Committee, it is expected for them to use the added criteria in PART B in preparing for the presentation.

During contract negotiations the City reserves the right to make additions and deletions to the contract proposal as deemed necessary and advisable.

In addition the Proposer shall also provide information on the following abilities/issues for consideration in the ranking process to assist the Selection Committee in making its determinations:

a. The D/B shall demonstrate its expertise in conceptual estimating for this type of project. The D/B should include examples of accuracy and supporting documentation that will allow assessment of this expertise.

b. The City anticipates an appropriate life cycle cost analysis for the structure. The D/B shall include a narrative briefly explaining the minimum elements of information to be generated by the analysis and the probable number of options to

be expected by the City. Please include a minimum of two cases where similar analyses were performed along with the appropriate documentation.

c. The City Project Manager anticipates active participation with the D/B during the schematic and design phases in making choices related to the various components to be included in the facility. The D/B is to include a narrative describing their process for the City to participate in the decisions leading to an acceptable facility.

d. The Selection Committee is interested in the Quality Control process to be implemented by the D/B for the schematic, design and construction phases of the project. Please include a narrative describing the process and the reporting on the findings to the City during the project.

e. The D/B is requested to identify a probable design and construction schedule for the construction. Also include a range of construction costs that the City might expect for this project assuming that the parameters identified within this request will govern the construction.

f. The City of Gainesville is committed to the conservation of natural resources not only in construction materials and methods, but also water and energy. The proposed structure is required to meet minimum energy standards promulgated by the State of Florida (Florida Energy Code). Proposals which show significant effort to exceed minimum criteria will receive additional consideration. The proposed structure should also meet EPA Energy Star standards.

g. All landscaping should incorporate xeriscape and low maintenance areas for the exterior areas.

h. This project will incorporate a work or works of art meeting the City of Gainesville requirements for art in public places. The Recreation and Parks Director and Art Coordinator will be leading the advisory committee in selecting the theme and form for the art. The Design/Builder will be responsible for receiving the work at the site and placement of the work.

i. During schematic design the City wishes to determine the feasibility and associated incremental costs of providing a structure that could be expected to survive a hurricane event with its windborn debris. The Proposer will need to advise the City on this aspect of the facility.

PART B - Upon Invitation to Present

If the Proposer is invited to make a presentation to the Selection Committee, the information contained in this section is to provide guidance with the particular details and expectations of the facility. The material in this part is anticipated to be used as a portion of the contract that will exist between the successful D/B team and the City.

The Proposers will be asked to provide additional information for the interviews with the Selection Committee. This will include as a minimum the items listed below, however, the Proposers may be requested by the Committee to furnish other information.

1. Schematic floor plan of the Clubhouse.
2. Typical wall section of the facility.
3. Drawing showing an exterior view of the Clubhouse.
4. General design elements proposed for the structure.
5. Anticipated schedule.
6. Approach for contract negotiations. Include specific percentage fees to be used in negotiating the contract such as profit, overhead, bond, and other such fee percentages.
7. Approach to cost control and efficiencies to be realized by incorporating their proposals to minimize energy and resource consumption associated with this project.
8. The approach to be used for design quality control and for construction assurances of meeting and complying with the design.
9. Approach for assuring construction safety and security.
10. All items identified in Part A.

Section 5 - Conceptual Design Criteria

1. Site Design
Propose a concept that enhances the existing landscape character of the course and its surroundings.
 - a. Provide visual control over site service areas and equipment by location, screening and planting.
 - b. Optimize paths between putting green, driving range, parking and deck..
2. Building Design - Exterior
 - a. Propose an attractive, timeless exterior appearance that complements the natural beauty of the site.
 - b. Provide a color and material concept for the exterior envelope that integrates well with colors and textures of the course.
 - c. Provide solar control and roof water run-off concept integral to building form.
3. Building Design - Interior
 - a. Prioritize awareness and views to course in design of floor plan.
 - b. Propose a well-related flow of spaces among the Meeting/Dining, Bar, Bar Lounge, Pro Shop and outside Deck.
 - c. Provide dimmable lighting at Bar. Lighting should comply with EPA Energy Star program.
 - d. Provide continuous glazing at course sides of interior and functional glazing at offices.
 - e. Provide an air-conditioning system that takes into account the following:
EPA Energy Star program guidelines.
Separate zones for main programmed spaces.
Consideration for natural ventilation and ceiling fans.
4. Green Design & Public Health
 - a. Propose strategies, systems and materials that conserve natural resources and/or derive from sustainable technologies.
 - b. Propose environmental control systems, and materials that have not been shown to be harmful to human health.
5. Accessibility
 - a. Integrate ADA requirements into design process.
 - b. Incorporate accessible design thinking into elements including parking, level changes, counter heights, seating, views and all amenities visitors might use.
6. Design Guidelines Manual
 - a. Incorporate applicable concepts into site and building design.

Section 6 - Facility Program Information

A. Site Master Plan

The City of Gainesville will provide the site plan.

B. Clubhouse

Main building is to incorporate the following areas and features:

1. Meeting/Dining space..... 2,250 SF
 - a. Accommodation for 120 seated diners.
 - b. Sweeping view of golf course is paramount.
 - c. Movable partition(s) to maintain separate from active areas during special group events.

2. Kitchen/Snack Bar..... 350 SF
 - a. Kitchen to include grill, fryer and exhaust hood with extinguishing system.
 - b. Kitchen prep areas to include food cooler, beverage cooler, hot dog cooker, icemaker and prep counters.
 - c. Kitchen area to include dry food storage, beverage cart loading area and food service supply storage.
 - d. Plumbing fixtures in this area include Hand sink, 3-compartment sink and mop sink.
 - e. Adjacent to Bar area.
 - f. Provide pass-through window to Deck area.
 - g. Snack Bar counter

3. Bar 450 SF
 - a. A full service bar area including U-shaped bar, large TV lounge area and liquor storage.
 - b. Bar area to accommodate 20 people comfortably.
 - c. Bar to allow minimum 2 staff to tend bar at one time.
 - d. All equipment for full bar including set-up for 2 computer cash registers.

4. Pro Shop 400 SF
 - a. Incorporate glass display/enclosure for security and staff surveillance of other areas.
 - b. Area should be adjacent to entry/exit, in vies of bar when one cashier is on duty, and if possible, placed at a corner of building that is near to No. 1 Tee.
 - c. Area to include single dressing room for

- customers.
- d. Area to include 100 SF secured stock storage
- 5. Offices 600 SF
 - a. Manager's office (150 SF) adjacent to Business clerk's office
 - b. Business clerks office (125 SF) adjacent to Safe room
 - c. Safe Room (100 SF) entered only through Business clerk's office
 - d. Storage closet (75 SF)
 - e. Conference Room (150 SF)
- 6. Restrooms/Locker Rooms..... 600 SF
 - a. Fixture count to be based on occupancy load.
 - b. Provide male and female facilities of equal area.
 - c. Lockers as per Golfclub - 11C license for beer, wine and liquor sales.
- 7. Deck
 - a. Deck area to be on course side of building
 - b. Provide pass-through/order window for Bar/Snack.
 - c. Provide steps/ramp from course.
 - d. Include awning over part of deck.

Note: Refer to Exhibits B, C, D and E for graphic information related to this section.

Section 7 - Owner Outline Specifications

DIVISION 1 - General Requirements:

Note: This specifications is provided for Proposer information. Selected D/B is responsible for final Project Specifications.

A. Scope of Services

The Design/Build Firm shall of furnish all necessary or required professional design services, permitting and agency approvals (including certain application fees, permit fees, etc.), connection to existing utilities, and furnishing of all equipment, materials and labor, as required to construct said design, including built-in equipment, and required exterior improvements, including any

necessary demolition, utility relocation's, site preparation, testing, filling and compaction, landscaping, irrigation, paving, lighting, signage, etc. The work will include fixed equipment and all finished and built-in amenities, as set forth in the Facility Program Information Section, and as otherwise necessary to produce a completely functioning facility, ready for occupancy and operation by the City of Gainesville Department of Recreation and Parks.

The Design-Build Firm shall obtain and pay for all necessary permits required by state and local agencies for the construction of the facility, including building permits, right-of-way utilization permits and utility service permits.

Studies, investigations, designs and calculations shall be performed by responsible design professionals to design a complete facility that meets the operational expectations. The responsible design professionals must review and approve shop drawings and equipment submittals during the construction phase of the project.

Once the City's Project Manager has accepted and approved the Design Concept the Firm may begin detail design and the construction sequence.

A final As-Built package of plan drawings, specifications, shop drawings and equipment operation manuals is to be certified and furnished to the City of Gainesville.

Federal, State, County and City codes, laws ordinances, regulations and standards. Where these rules overlap or conflict between the same requirements, the requirement which is more stringent shall govern.

B. Access to the Site and Temporary Facilities

The D/B shall utilize existing roadways and other access to the site, as will be coordinated through the City's Representative prior to the initiation of construction.

The D/B shall provide field office, telephone, temporary utilities, sanitary facilities, fencing, barricades, and other operational and safety items as necessary to construct the Project.

The D/B shall restrict operations to within Project limits, minimize disruptions to adjacent facilities operations, and coordinate any necessary utility interruptions with the Owner's Representative.

C. Quality Assurance

Provide standard industry warranties and guarantees for all materials, systems and labor utilized in the Project. Where such warranties and guarantees are normally provided in writing, furnish appropriate manufacturers' standard certifications, and/or subcontractor or supplier specific guarantees, as are customarily required in specification quality construction. Furnish general Project guarantee covering all materials and labor for a period of one (1) year from the date of Final Acceptance of the Project by the City. All roofing and flashing shall be provided under a 10 year - No Dollar Limit, 100% Guarantee.

Samples and Shop/Fabrication drawings shall be provided for all materials and/or systems requiring approval. Such submittals shall be checked and approved by the contractor(s) and by

applicable Project design professionals prior to submittal for approval by the City's Representative for acceptance prior to ordering and/or incorporation into the Project.

Prior to closing out the Project, the design professionals and contractors shall complete all work required under the Design Build Agreement and shall thoroughly inspect the Project, ensuring that all work has been completed, including punch lists and corrections, after which a final inspection by the City and/or City's Representative will be carried out. Final close out of the Project shall be subject to the City's acceptance and terms of the Agreement between the City of Gainesville and the proposer.

Provide on-site operating instruction sessions and printed operations and maintenance manuals to City's personnel, covering all facility systems. Provide keys and wrenches, duplicate sets, in the City's keyway, as directed. Provide As-Built drawings showing complete information and locations of non visible/accessible construction, and indicating all construction phase modifications or field changes to approved Construction Documents.

DIVISION 2 - Site Work:

A Agency Approvals and Requirements: All work shall be designed by Florida licensed professionals, including Architects, Engineers, Landscape Architects, and others as may be required. Secure site plan approvals and permits, as required by Alachua County/City of Gainesville Planning Department and the St. John's River Water Management District.

B. General: All work shall be performed by skilled, experienced personnel, utilizing proper procedures and equipment. Provide barricades, and safety measures, as required for the protection of persons and property. Restore all existing improvements to their original condition as of the beginning of the project.

C. Demolition: Demolish and remove existing walks, site structures, and existing landscape materials in the Project area, as accepted by the City.

D. Clearing: Remove and stockpile topsoil. Remove all waste, including vegetation, deleterious materials, and demolition residue.

E. Layout: Accurately lay-out building and other improvements.

F. Fill: Provide clean fill materials, deposit in max. 12" lifts, and compact to 95% (min.) per AASHTO 180-57, ASTM, D1557, etc.

G. Soil Treatment: Treat soil under and around perimeter of building. Provide 5 yr. Guarantee, renewable.

H. Site Work: Site work for the parking lot, walks and other items in this category shall conform to the Alachua County/ City of Gainesville's standards as promulgated either through the Public Works Department's, Engineering Manual or Gainesville Regional Utilities, Water and Wastewater System Design Standards.

I. Landscaping: All landscaping should incorporate xeriscape techniques. Emphasis should be placed on materials that require low maintenance. Plants with similar water requirements should

be grouped together. Micro irrigation, along with multi-zoned systems, are preferred for efficiency and conservation. Emphasis should also focus on vandal proof irrigation materials such as pop up heads and drip type.

DIVISION 3 - Concrete

A. General: All work shall be performed in accordance with the highest industry and trade standards.

B. Materials: Concrete shall be transit mixed, min. 3000 P.S.I. @ 28 days. Slump and compression tests shall be by independent laboratory. Concrete shall be certified Pyrite Free. Reinforcing steel shall be domestic billet steel, A615, grade 60. Cold drawn or welded wire fabric shall meet ASTM Designation A-82. Materials shall meet current industry standards and specifications.

C. Workmanship: All work shall be performed by skilled, experienced personnel, utilizing proper processes and equipment.

DIVISION 4 - Masonry

A. General: All work shall be performed in accordance with the highest industry and trade standards.

B. Materials: Concrete masonry shall be standard and/or lightweight units (interior only), standard sizes and "special" units, as required, gray color, nominally 8", smooth face. Units shall be first quality, and shall be from a single source, ASTM Specification C-90-70, Grade N-1. Horizontal masonry reinforcing and veneer ties shall be galvanized, welded wire, of the "truss" type as required for structural reinforcing and detail conditions. Mortar shall be standard "pre-mix", conforming to industry Standard C-270, Type S.

C. Workmanship: All work shall be performed by skilled experienced personnel, utilizing proper processes and equipment.

DIVISION 5 - Metals

A. General: All metal work shall be performed in accordance with the highest industry and trade standards. Furnish complete fabrication and erection shop drawings for all fabricated work.

B. Materials: Conform to applicable ASTM Specifications. All exterior fabricated iron work shall be hot dip galvanized, after fabrication. Structural steel conform to ASTM A36. Steel joists shall conform to the standard specifications, latest edition, of the Steel Joist Institute, and all structural steel shall conform to the latest edition of the AISC Manual of Steel Construction. All steel shall be shop primed.

C. Workmanship: All work shall be performed by skilled, experienced personnel, utilizing proper procedures and equipment.

DIVISION 6 - Carpentry

A. General: All carpentry work shall be performed in accordance with the highest industry and trade standards.

B. Materials: Carpentry materials, including rough and finish lumber, plywood, woodwork and cabinetwork, doors, carpenters hardware, etc., shall be of commercial/specification grade. Lumber shall be seasoned, selected and worked to detail, as required. Cabinets and millwork shall conform to Custom Grade Specifications of the American Woodwork Institute (A.W.I.), and all exposed surfaces shall be shop laminated plastic laminate finishes. The Bar should be constructed of an authentic wood surface (e.g. oak, cypress) for aesthetics.

C. Workmanship: All work shall be performed by skilled experienced personnel, utilizing proper procedures and appropriate equipment, as required, to achieve 1st. class results in appearance and performance. Furnish shop/fabrication drawings for all finish items and materials.

DIVISION 7 - Thermal and Moisture Protection

A. General: Work shall include masonry fill insulation, batts and blanket insulation's, roof insulations, vapor barriers, applied masonry coatings, caulking, sealants, roofing and flashings, metal flashings and counter-flashings, and miscellaneous accessories, as required to render the structures waterproof and/or moisture resistant.

B. Materials : Shall be of commercial/specification grade, 1st. quality, of a type and composition as required to meet job requirements and conditions.

1. Building insulation shall be fiberglass batts, with kraft paper, and/or vinyl scrim reinforcing, expanded perlite masonry fill, expanded foam, lightweight insulating concrete, rigid composite board, or other, as required.

2. Exterior masonry/stucco shall be sealed and painted and/or shall receive a clear sealer water repellent which will guarantee protection from moisture penetration for min. 5 years. Where masonry veneers are used over masonry backup, provide a bituminous waterproofing application.

3. Exterior joints between dissimilar materials, separating control/expansion joints, etc. shall be detailed with elastomeric sealants.

4. Built-Up Roofing Membrane shall be 2-ply Modified Bitumen, or 4-Ply built-up roofing/flashing system, 10 yr. NDL Manufacturers Guarantee and 2 yr. 100% applicators warranty.

5. Metal flashing, downspouts, counterflashings, etc., shall be stainless steel, 28 gauge, 2B finish, or extruded aluminum.

C. Workmanship: All work shall be performed by skilled, experienced personnel, utilizing proper equipment and procedures, in strict conformance with the best trade practices and current published system manufacturers requirements. Furnish manufacturer, producer and/or system warranties and guarantees for all materials and installations.

DIVISION 8 - Doors, Windows and Finish Hardware

A. General: Hollow metal doors and frames, Aluminum doors and frames, fixed and metal windows, wood doors, architectural finish hardware, and miscellaneous accessory shall be commercial specifications grade. Furnish shop/fabrication/installation drawings, as required, for all items.

B. Materials: All materials shall be 1st. quality, of sizes and finish appropriate to use and application.

1. Hollow metal doors shall be 1 3/4" thick, 18 gauge steel, with reinforced, insulating cores. Frames shall be standard 5 3/4", 16 gauge. Frames for masonry openings have welded corners, and all frames shall be reinforced for hardware. All metal shall be bonderized and primed and exterior units shall be galvanized.

2. Aluminum doors and frames shall be clear anodized, furnished with all hardware except lock cylinders.

3. Wood doors shall have solid wood staved coors, with hardwood edges, and face veneers of birch or beech, suitable for clear finish.

4. Windows shall be commercial grade, clear anodized aluminum, with extruded snap-in glazing beads, AAMA Grade A2, .026" min. thickness of extrusions, max. air infiltration of .10 cu. ft. per minute, per ft. of crack length.

5. Glass shall be 1/4" plate, tinted and/or clear insulating, tempered or wired, as required.

6. Finish hardware shall be mortised type, heavy duty quality, finish and with keying to match existing system, in accordance with City's directives and applicable codes.

DIVISION 9 - Finishes:

A. General: All work shall be performed by skilled, experienced personnel, utilizing commercial/specification grade materials, procedures, and equipment. All finishes shall be uniform in color and texture and shall be level and true to plane. All materials shall be delivered to the jobsite in original containers, clearly identified as to manufacturer, and shall be properly stored. Finish work shall be scheduled to minimize the possibility of damage by following trades. Colors shall be selected from manufacturers current samples.

B. Metal Framing and Plaster Systems: Cold rolled metal stud framing and gypsum base/veneer plaster systems shall be equal to products produced by US Gypsum, Gold Bond, etc. Provide all accessories and erect in strict conformance with manufacturers current published specifications. Plaster finish shall be standard "textured", except as specifically noted otherwise. Provide UL fire rate system(s) where noted, and/or as required by codes.

C. Exterior Finishes: Exterior masonry surfaces shall be sealed and/or painted in accordance with the provisions of Division 7.

D.. Composition Tile and Base: Vinyl composition tile shall be 1/8" Architectural Grade, color full thickness. Base shall be solid vinyl, w/ coved bottom.

E.. Carpeting: Carpet shall be hi-grade, plush, at least 64oz. spike proof carpet where indicated.

F. Painting: All non-factory finished surfaces shall be field painted. All work shall be performed by skilled, experienced personnel, utilizing specification grade materials and appropriate equipment and processes. All surfaces to be painted shall be appropriately completed and ready to receive finishes. Clean surfaces, removing all imperfections, soil, and improper materials. Fill, smooth, sand and caulk, as necessary, and prime where appropriate. All paint finishes shall be applied in sufficient coats to provide full coverage and shall be free of sags, runs, and arrises. Carefully trim between adjacent materials, plains, and colors/textures. Protect adjacent finishes.

1. All active space (i.e.: Restroom/Locker Area, Kitchen, etc.) wall surfaces shall be finished with a 2 part epoxy finish on proper substrates.

2. Non-active spaces (i.e.: offices, storage rooms, mechanical spaces, etc.) walls shall be finished with low luster latex enamel.

3. All metal doors and frames, and painted wood, etc., shall be finished with oil base enamel.

4. Wood doors shall be clear finished, stained and varnished.

5. Exterior masonry shall be painted with a coat of masonry filler/sealer and 2 coats exterior latex or 2 flood coats of clear water repellent (VIP or equal).

DIVISION 10 - Specialties

A. General: Furnish and install miscellaneous specialties, as required, including soap, toilet tissue and towel dispensers, benches, coat hooks, lockers, handicapped access items, dry-marker boards, tack boards, and signage, as is considered standard and normal equipment for this type facility. Provide samples, etc., as required to facilitate selections. Consult City for types of tissues, towels, etc., used by the City. Furnish installation drawings where required.

B. Soap and towel dispensers and mirrors shall be provided at all sinks and lavatories. Towel dispensers and mirrors shall be stainless steel and soap dispensers shall be chrome with plastic reservoirs.

C. Signage: Furnish and install a complete signage system, consisting of Handicapped accessibility signage, emergency exit signage, room identification signage, etc.

DIVISION 11 - Equipment

A. General: Furnish and install all normal and customary built-in equipment required for this Golf Course Facility. Equipment shall include, but not be limited to, "built-in" systems - consisting of fixed components and all accessory items and other specified functions, electrical and mechanical operational systems (i.e.: sound distribution raceways, speakers, power outlets, lighting grids and/or fixtures, controls, ventilation, control booth etc., including sound amplification, large screen TV and(4) 32" TV's), as well as all necessary furniture - for offices, meetings, presentations, etc., including folding chairs and tables, with transport/storage carts, kitchen appliances, preparation and serving equipment, etc., all as necessary to provide a complete facility, capable of accommodating the multiple functions, occupancies and capacities identified.

B. Furniture: All furniture and related items shall be of a type and quality appropriate for public facilities, and shall be furnished in quantities as required to serve the functions and capacities of the facilities provided. Generally, furniture shall be metal and/or plastic laminate finishes, accessories shall be impact resistant rubberized plastic, and all items shall be of rugged and durable construction and finishes, commercial specifications grade and quality. Transportable equipment shall be provided for all movable tables and chairs, etc.

DIVISION 13 - Special Construction

A. General: The facility structure may consist of a Pre-Engineered Metal Building System steel frame. However, the standard single thickness metal building roofing system will not be acceptable, nor will the use of metal panel exterior walls. Structural design systems and materials used will remain the discretion of the designer/builder.

B. Roofing Options: Metal roofing, if utilized, shall not only meet the provisions in Division 7, but shall be of the "standing seam" (mechanically seamed) type with 20 yr. (color fading and non-peeling) Kynar Finish.

DIVISION 15 - Mechanical

A. General: Comply with highest industry standards and applicable codes. All components and systems shall be of the highest energy efficiency available and shall be designed and installed so as to be fully accessible, serviceable and replaceable, both major and minor components. Equipment shall be housed in designated spaces, completely separated from other functions, and ceiling or roof mounted equipment will not be acceptable. Provide a complete Energy Management Plan (E.M.P.), subject to City's acceptance, and comply with all recommendations therein (coordinate with Electrical).

B. Materials, Design and Installation: Heating/Air Conditioning system shall utilize Water to Air Heat Pumps, by supplementation and/or expansion of the existing systems on/site, or stand alone, as determined most efficient by the E.M.P. Utilize multiple zones/systems as indicated and externally insulated metal ductwork.

DIVISION 16 - Electrical

A. General: All electrical systems/components shall be fully accessible and replaceable. Equipment shall be housed in designated spaces, physically separated from other functions. Provide a complete Energy Management Plan, subject to City's acceptance, and comply with all recommendations therein (coordinate with Mechanical).

B. Materials, Design and Installation: Electrical service shall be underground. All components and fixtures shall be energy efficient and all lighting shall be multiple switched to allow for maximum efficiency and minimal energy consumption for the various usage's lighting requirements. Switchgear shall be as manufactured by Square D, G.E., Cutler-Hammer, or I.T.E., and all other components and fixtures shall be commercial/specification grade, as produced by first line

Indicate type and manufacturer(s). Programmable, microprocessor or mechanical, pneumatic or electric, digital or analog. Will the control system be addressable via external PC and modem with software included?

Structure

Where appropriate, point out energy saving features of the proposed structure. For example, if the structure uses double glazing, highlight this fact in this section. Same for extra insulating roof deck, or wall structures. Indicate, if appropriate, whether proposed materials used have any recycled content and in what percentage.

Miscellaneous

Indicate in this section any and all energy or water saving features which do not fall into the above categories. For example, if low volume flush toilet systems are to be used (versus standard), indicate such in this section.

Section 8 - SOQ Format and Conditions

The response to the RSQ must be made in accordance with the requirements set forth in this Section. Failure to adhere to these requirements may be cause for rejection of the submittal. Any correction or resubmission done by the Proposer will not extend the date for submittal of the SOQ.

The format of the SOQ shall be as follows:

A. Letter of Introduction

The Letter of Introduction shall give the name and address of the Proposer. The letter shall name the person or persons authorized to make representations for the Proposer and give address(s) and telephone number(s) for same. If the proposal involves subcontracting or has joint-venture participation, this should be so stated in the Letter of Introduction. This letter must be signed by an individual, partner, or officer of the Proposer who is authorized to bind the Proposer.

B. Table of Contents

There shall be a Table of Contents for material included in the Proposal.

C. Business Experience and Qualifications

The Proposer shall furnish information concerning finances, facilities, personnel and experience to show the ability, responsibility and competency to execute the work identified in this RSQ. The following shall be included:

A completed Qualification Questionnaire (Exhibit A). A joint questionnaire needs to be included for every construction sub-contractor, joint venture that is expected to have a level of effort in the project that is equal to or greater than 20% of the construction price or design price whichever is pertinent. All design consultants anticipated to participate in the project are to complete the Architect/Engineer portion of the questionnaire.

The Proposal must include a list of proposed subcontractors, consultants and joint venture parties by name and address, including supervisory and professional personnel and a summary of the work that they will perform. The successful Proposer will not be permitted to replace team members for personnel without City permission. Estimates of the percentages of the total contract that will be performed by MBE/WBE firms shall be submitted. A summary of the capabilities and relevant experience of each subcontractor, consultant and joint venture parties in terms of ability to execute the particular portion of the project work shall be presented.

The Proposer shall provide the following information regarding their supervisory and professional personnel that will be working on the project, if not detailed elsewhere:

- a. Specific role in the project.
- b. Academic and/or practical background covering college and training in the particular skills required for designing and constructing this project.
- c. Experience background including any related to this type of project.

D. Acceptance of Conditions

The Proposal shall specifically indicate acceptance of the following conditions:

1. The City requires the submittal of evidence to show the Proposer's ability to furnish and maintain during the term of the D/B Contract the following insurance.

	Description	Comment
a.	Worker's Compensation	Required
b.	Employer's Liability	None
c.	General Liability	1 million / 2 million aggregate
d.	Automobile Liability	100,000 / 200,000 aggregate
e.	Professional Liability	\$500,000
f.	Builders Risk	Provided by the City
g.	Performance Bond	100%
h.	Payment Bond	100%

Note: The maximum salary multiplier allowed by the City of Gainesville in calculating the fees for design Professionals is 2.75. The design professionals should acknowledge their awareness of this criterion. The design fees when negotiated must be supported by detailed information showing the anticipated positions assigned to relative tasks, the direct labor charges for each task with hours required and rates of positions, overhead and profit margins and itemized reimbursable charges.

Also, proposers should be aware that the City will require that the City be named as an additional insured on the policy(s) carried for this project.

Local Minority Business Enterprise and Local Small Business Enterprise Participation

Item 1 - Policy

It is the policy of the City of Gainesville that local minority and local small business enterprises (MBE/SBE) shall have the maximum practical opportunity to participate in the competitive process of supplying commodities and services to the City. The Proposer shall use sufficient reasonable good faith efforts to contract with qualified or certified local MBEs/SBEs and to carry out this policy in the award of their subcontracts to the fullest extent consistent with the efficient performance of this contract. The Proposer shall provide, with its bid, the names of all subcontractors/suppliers, together with the scope of work and the price to complete such work.

Item 2 -Local MBE/SBE Obligation

The Proposer agrees to ensure that local MBE/SBE as defined in the City of Gainesville's Local MBE/SBE Procurement Program Policies and Procedures (the policy) shall have the maximum opportunity to participate in the performance of contracts and subcontracts. In this regard, all

Proposers shall take all necessary and reasonable steps in accordance with the policy to ensure that local minority and local small businesses have the maximum opportunity to compete for and perform contracts. Proposers shall not discriminate on the basis of race, color, national origin or sex.

Item 3 - Compliance

All Proposers, potential contractors or subcontractors for this contract are hereby notified that failure to carry out this policy and the local MBE/SBE utilization commitment, as set for above, shall constitute a breach of contract which may result in non-selection or termination of the contract or such other remedy as deemed appropriate by the City of Gainesville. Agreements between a Proposer and a local MBE/SBE in which the local MBE/SBE promises not to provide subcontracting quotations to other Proposers are prohibited.

Item 4 -Additional Terms and Conditions

Notification is hereby given that local MBE/SBE participation is strongly encouraged and expected for this prime contract. All Proposers hereby assure that they will make sufficient reasonable good faith efforts to encourage qualified (by the City of Gainesville) or certified local MBE/SBE participation. Proposers also agree to provide any additional information requested by the City of Gainesville to substantiate local MBE/SBE participation, including but not limited to a written subcontract agreement between prime Proposer and subcontractor for the work relative to this project.

Item 5 - Good Faith Efforts

Good faith efforts may include, but not be limited to the following:

1. Whether the Proposer attended any pre-solicitation or pre-bid meetings that were scheduled by the City to inform local MBEs/SBEs of contracting or subcontracting opportunities.
2. Whether the Proposer advertised, concerning the subcontracting opportunities, in general circulation, trade association, small business or minority focused media.
3. Whether the Proposer followed-up initial solicitations of interest by contacting local MBEs/SBEs who responded; and whether the Proposer provided detailed information about the pre-bid meetings, access to plans, specifications, contractor's project manager, subcontractor bonding requirements, if any, payment terms and schedules, bid addenda, and other assistance to enhance local MBE/SBE participation.
4. Whether the Proposer provided interested local MBEs/SBEs with adequate information about the plans, specifications, and requirements of the contract or the availability of jobs before or when such information was provided to other subcontractors/suppliers.
5. Whether the Proposer effectively used the services of available minority community organizations; minority contractors' groups; local, state, and federal minority business assistance centers or offices; and other organizations that provide assistance in the recruitment and placement of local MBEs/SBEs.

6. Whether the Proposer selected portions of the work to be performed by local MBEs/SBEs in order to increase the likelihood of maximizing the utilization of Local MBEs/SBEs (including where appropriate, breaking down contracts into economically feasible units to facilitate local MBE/SBE participation).
7. Whether the contractor negotiated in good faith with interested local MBEs/SBEs, not rejecting MBEs/SBEs as unqualified without sound reasons based on a thorough investigations of their capabilities

Item 6 -Local Minority Business and Local Small Business Enterprise Substitutions

All Proposers shall make a good faith effort to replace a qualified or certified local MBE/SBE subcontractor that is unable or unwilling to perform successfully with another qualified or certified local MBE/SBE subcontractor and maintain or exceed the participation level amongst the group listed in Item 4 above and submitted with the bid proposal. The City shall approve all substitutions. Price alone is not sufficient ground to request substitution.

1. The City reserves the sole right to judge the Proposer's representations, either written or oral, as to their veracity, substance and relation to this particular project scope.
2. Section 287.133 (2) (a), Florida Statutes, requires: A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit bids on contracts to provide any goods, services, to construct or repair public buildings or public work, to lease real property, to perform work as a contractor, subcontractor or consultant or to transact any business with a public entity in excess of the threshold amount listed in Section 287.017, Category Two, for a period of thirty six (36) months from the date of being placed on the convicted vendor list.
3. The Proposer agrees to ensure that employees of the D/B Team and respective applicants for employment are not discriminated against because of race, color, religion, sex, national origin, age, disability or marital status. Also, no person shall, on the ground of race, sex, age, disability, creed, color or national origin be refused the benefits of, or be otherwise subjected to discrimination under any activities resulting from this RSQ.
4. Costs for developing submittals to this RSQ are entirely the obligation of the proposer and shall not be chargeable in any manner to the City of Gainesville.
5. Proprietary Information Responses to this Request for Statements Qualifications, upon receipt by the City, become public records subject to the provisions of Chapter 119 F.S., Florida's Public Records Law. If you believe that any portion or all of your response is confidential and/or proprietary, you should clearly assert such exemption and the specific legal authority of the asserted exemption. All material that qualifies for exemption from Chapter 119 must be submitted in a separate envelope, clearly identified as "TRADE SECRETS EXCEPTION" with your firm's name and the proposal number marked on the outside.

Please be aware that the designation of an item as a trade secret by you may be challenged in court by any person. By your designation of material in your proposal as a

“trade secret” you agree to hold harmless the City for any award to a plaintiff for damages, costs or attorneys’ fees and for costs and attorneys’ fees incurred by the City by reason of any legal action challenging your claim.

6. Indemnification The Design/Builder shall indemnify and hold harmless the City as described in AIA document A191.

7. Any specific exception to these conditions, requirements or other as presented in items 1-7 above shall be made in the Proposal. Alternate conditions and/or proposed modifications shall be offered as part of the written exception.

E. Investigations and Litigation

If the Proposer, the Primary Design Professional and any other member of the D/B Team with more than 20% of the D/B Contract has ever been the subject of an investigation conducted by a regulatory or professional licensing board, give the details of such action. If the same parties outlined above have ever been sued or debarred from working for a public authority as a result of their actions or inaction in the course of the practice of their business or profession, give the details of such suit or debarment.

F. Understanding

By submitting the Statement of Qualifications, the D/B team certifies that is has fully read and understands the RSQ and has full knowledge of the general scope, nature and quality of the work to be performed, the general requirements of the services to be provided, and the conditions under which the services are to be performed.

G. Project Discussion

Under this section the Proposer will furnish any information they deem worthy of consideration as to their capability to perform the work on this project. The information could additionally include some specifics relative to their approach to meet the project scope and budget outlined in this RSQ. It might include some information about any specific techniques that are planned to be utilized in the construction or administration of the project. This section is open to the Proposer to discuss the logic they wish the City to consider relative to their qualifications and expertise to perform the work on this D/B Contract.

H. Submittal Instruction

Proposers submitting a Proposal shall deliver or express mail one original and six copies, all sealed, of their document to:

Diane Holder, Buyer II
City of Gainesville
Purchasing Division
200 East University Avenue—Room 339
Gainesville, FL 32601

Or mail to:

Diane Holder, Buyer II
City of Gainesville
Purchasing Division
P.O. Box 490
Gainesville, FL 32602

The Statements must be received and recorded in the Purchasing Division Office by 3:00 p.m., local time on Friday, March 5, 1999.

The Statements received by the Purchasing Department will be forwarded to the Selection Committee.

In the event your organization decides not to submit a Statement of Qualifications, the City of Gainesville would appreciate your advising the Purchasing Manager of your decision and the reason for not submitting a Statement of Qualifications by completing the enclosed standard City survey form.

The Statement of Qualification should be labeled on the outside of the envelope as follows:

"Statement of Qualification for Ironwood Golf Course Clubhouse" (RSQ#????????).

All Statements of Qualifications submitted will be opened at 3:00 P.M. on December 18, 1998. The City may withhold public inspection and examination of Statements of Qualification until such time as it provides notice of an intended award or within ten days after Statements of Qualification opening, whichever is earlier.

Any Statement of Qualifications may be withdrawn prior to the above scheduled date for opening for Qualifications Statements; however, Statements of Qualifications submitted must remain firm for a period of 120 calendar days after the due date.

Only one Statement of Qualification from any individual, firm, corporation, organization or agency under the same or different name shall be considered. Should it appear to the City that any vendor has an interest in more than one Statement of Qualification, all Statements of Qualification in which such vendor has an interest will be rejected.

Late Submittals: Any responses received after the due date and time specified in the RSQ will not be considered and will be returned unopened.

Rejection of Proposals: The City reserves the right to reject any and all Statements of Qualification, the right in its sole discretion to accept the Statement of Qualification considers most favorable to the City's interest, and the right to waive minor irregularities in the procedures. The City further reserves the right to reject all Statements of Qualification

and seek new Statements of Qualification when such procedure is reasonable and in the best interest of the City.

By submitting a Statement of Qualification for the Ironwood Golf Course Clubhouse, the Proposer acknowledges that he or she has read the City of Gainesville Debarment/Suspension/Termination Procedures attached and that the provisions thereof shall apply to this SOQ.

Questions Regarding Specifications of Statements of Qualification

1. To ensure fair consideration for all proposers, the City prohibits communication to or with any department, bureau, employee, elected official, or anyone evaluating or considering the Statements of Qualification during the submission process, except as provided in paragraph 2 below. Additionally, the City prohibits communications initiated by a proposer to any department, bureau, employee, elected official, or anyone evaluating or considering the proposals prior to the time an award decision has been made.

Any Communication between proposer and the City will be initiated by the Purchasing Division in order to obtain information or clarification needed to develop a proper, accurate evaluation of the Statement of Qualification. Communications initiated by a proposer to anyone other than a purchasing representative may be grounds for disqualifying the offending proposer from consideration of award of the Statement of Qualification being evaluated.

2. Any questions relative to interpretation of specifications or the Statement of Qualification process shall be addressed to the City Purchasing Division, in writing, within ten days of the date set for receipt of Statements of Qualification. Questions received after this date will not be given consideration. Any interpretation made to the prospective proposers will be addressed in the form of an addendum to the specifications which, if issued, will be conveyed in writing to all prospective proposers no later than five (5) days before the date set for receipt of Statement of Qualification. Oral answers will not be authoritative.

It will be the responsibility of the proposer to contact the Purchasing Division prior to submitting a proposal to ascertain if any addenda have been issued, to obtain all such addenda, and to return executed addenda with the proposal.

- I. A Proposer who is aggrieved in connection with the specifications of the RSQ may protest in writing to the City of Gainesville, General Government Purchasing prior to the date required for the submission of the proposals.

EXHIBIT A

Qualification Questionnaires

EXHIBIT A
QUALIFICATION QUESTIONNAIRES

(this questionnaire may be retyped with the responses, if desired)

PART I - QUESTIONNAIRES TO BE COMPLETED BY CONTRACTOR MEMBERS OF THE TEAM
(please provide separate questionnaires for each member of the Proposer).

Contractor's Qualification Statement

The Undersigned certifies under oath that the information provided herein is true and sufficiently complete so as not to be misleading.

SUBMITTED TO:

ADDRESS:

SUBMITTED BY:

NAME:

Corporation

ADDRESS:

Partnership

Individual

Joint Venture

Other

PRINCIPAL OFFICE:

.1 ORGANIZATION

1.1 How many years has your organization been in business as a Contractor?

1.2 How many years has your organization been in business under its present business name?

1.2.1 Under what other or former names has your organization operated?

1.3 If your organization is a corporation, answer the following:

1.3.1 Date of incorporation:

1.3.2 State of incorporation-

1.3.3 President's name,

1.3.4 Vice-president's name(s);

1.3.5 Secretary's name:

1.3.6 Treasurer's name:

1.4 If your organization is a partnership, answer the following:

1.4.1 Date of organizations

1.4.2 Type of partnership (if applicable),

1.4.3 Name(s) of general partner(s):

1.5 If your organization is individually owned, answer the following:

1.5.1 Date of organization:

1.5.2 Name of owner-

1.6 If the form of your organization is other than those listed above, describe it and name the principals:

2. LICENSING

2.1 List jurisdictions and trade categories in which your organization is legally qualified to do business, and indicate registration or license numbers. If applicable.

2.2 List jurisdictions in which your organization's partnership or trade mark is filed.

3. EXPERIENCE

3.1 List the categories of work that your organization normally performs with its own forces.

3.2 Claims and Suits. (If the answer to any of the questions below is yes, please attach details.)

3.2. Has your organization ever failed to complete any work- Awarded to it?

3.2.2 Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?

3.2.3 Has your organization filed any law suits or requested arbitration with regard to construction contracts within the last five years?

3.3 Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract? (If the answer is yes, please attach details.)

- 3.4** On a separate sheet, list major construction projects your organization has in progress, giving the name of project, owner, architect, contract amount, percent complete and scheduled completion date.
- 3.4.1** State total worth of work in progress and under contract.
- 3.5** On a separate sheet, list the major projects your organization has completed in the past five years, giving the name of project, owner, architect, contract amount, date of completion and percentage of the cost of the work performed with your own forces.
- 3.5.1** State average annual amount of construction work performed during the past five years:
- 3.6** On a separate sheet, list the construction experience and present commitments of the key individuals of your organization.

REFERENCES

- 4.1** Trade References-
- 4.2** Bank References:
- 4.3** Surety:
- 4.3.1** Name of branding company:
- 4.3.2** Name and address of agent:

5. FINANCING

- 5.1** Financial Statement.
- 5.1.1** Attach a financial statement, preferably audited, including your organization's latest balance sheet and income statement showing the following items.
- Current Assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials inventory and prepaid expenses),
- Net Fixed Assets,
Other Assets;
- Current Liabilities (e.g., accounts payable, notes payable, accrued expenses, provision for income taxes, advances, accrued salaries and accrued payroll taxes)-..
- Other Liabilities (e.g., capital, capital stock, authorized and outstanding shares par values, earned surplus and retained earnings),

5.1.2 Name and address of firm preparing attached financial statement, and date thereof.,

5.1.3 Is the attached financial statement for the identical organization named on page one?

5.1.4 If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent-subsidiary).

5.2 Will the organization whose financial statement is attached act as guarantor of the contract for construction?

6. SIGNATURE

6.1 Dated at _____ this _____ day of _____ 19_____.

Name of Organization:

By:

Title:

6.2

M_____ being duly sworn deposes and says that the information provided herein is true and sufficiently complete so as not to be misleading.

Subscribed and sworn before me this _____ day of _____ 19_____.

Notary Public _____

My Commission Expires: _____

PART II - QUESTIONNAIRES TO BE COMPLETED BY DESIGN MEMBERS OF THE TEAM
(please provide separate questionnaires for each member of the Proposer).

Architect's and Engineer's Qualification Statement

DATE:

SUBMITTED TO:

ADDRESS:

NAME OF PROJECT *(If Applicable)*:

1. BASIC INFORMATION

1.1 Architect/Engineer

(Firm Name)

1.2 Business Address:

1.3 Telephone Number:

1.4 Person to Contact:

1.5 Type of Organization: (Check One)

Individual or Sole Proprietorship

Partnership

Professional Corporation/Association

Joint Venture*

Corporation

Other*

**If Joint Venture or Other, give details.*

2. GENERAL STATEMENT OF QUALIFICATIONS

3. GENERAL INFORMATION

(This information may be provided via the Architects brochure which may be attached and listed in Article 8.)

3.1 Names of Principals:

3.2 Professional History:

3.3 Registration Status:

3.4 Professional Affiliations:

3.5 Key Personnel:

3.6 Total Number of Staff:

3.7 Number of Registered Architects:

3.8 Honors and Awards:

3.9 Professional and Civic Involvement:

4. RELATED PROFESSIONAL SERVICES

(List proposed consultants, if applicable)

4.1 Structural:

4.2 Mechanical:

4.3 Electrical:

4.4 Interior Design:

4.5 Others:

5. PROJECTS

(Projects for which personnel of this firm had responsible charge while associated with other firms are indicated by an asterisk.)

5.1 The following projects are representative of the Architect's/Engineer's recent work. A brief description of each project is attached.

5.2 Other representative projects with dates of completion:

6. REFERENCES

7. STATEMENT OF POTENTIAL CONFLICTS OF INTEREST

8. ADDITIONAL INFORMATION

(if attachments are provided, list them here.)

ARCHITECT/ENGINEER:

By: _____

I hereby certify that, as of the above date, the information provided in this Qualification Statement is true and sufficiently complete so as not to be misleading.

(Signature)
(Printed name and title)

ARCHITECT/ENGINEER:

PROJECT:

Size:

Cost:

Owner:

Owner Contact:

Completion Date:

Contractor/Construction Manager:

Brief Description:

ARCHITECT/ENGINEER:

PROJECT:

Size:

Cost:

Owner:

Owner Contact:

Completion Date:

Contractor/Construction Manager:

Brief Description:

ARCHITECT/ENGINEER:

PROJECT:

Size:

Cost:

Owner:

Owner Contact:

Completion Date:

Contractor/Construction Manager:

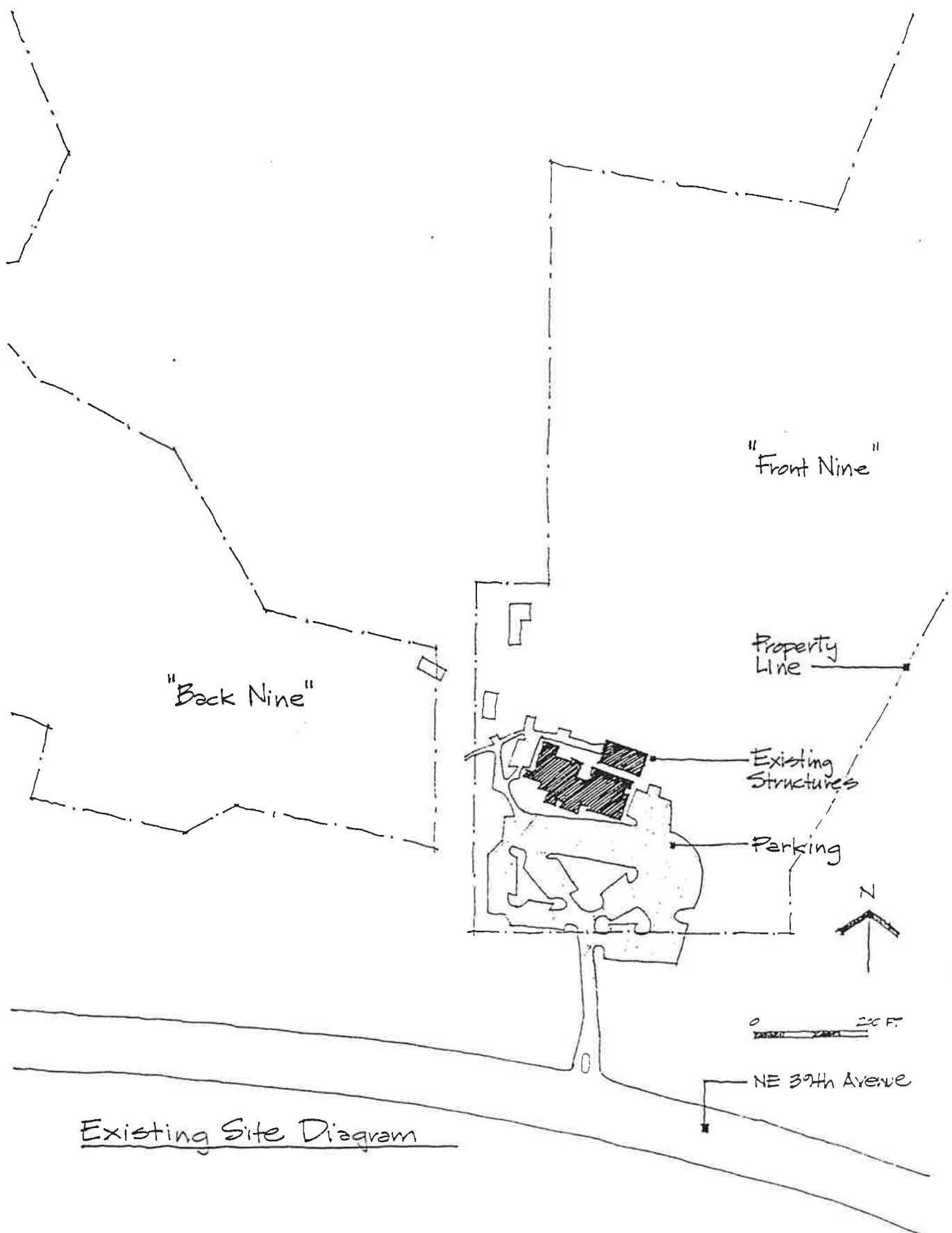
Brief Description:

EXHIBIT B

Site Plan Survey

EXHIBIT C

Existing Site Diagram



"Back Nine"

"Front Nine"

Property Line

Existing Structures

Parking



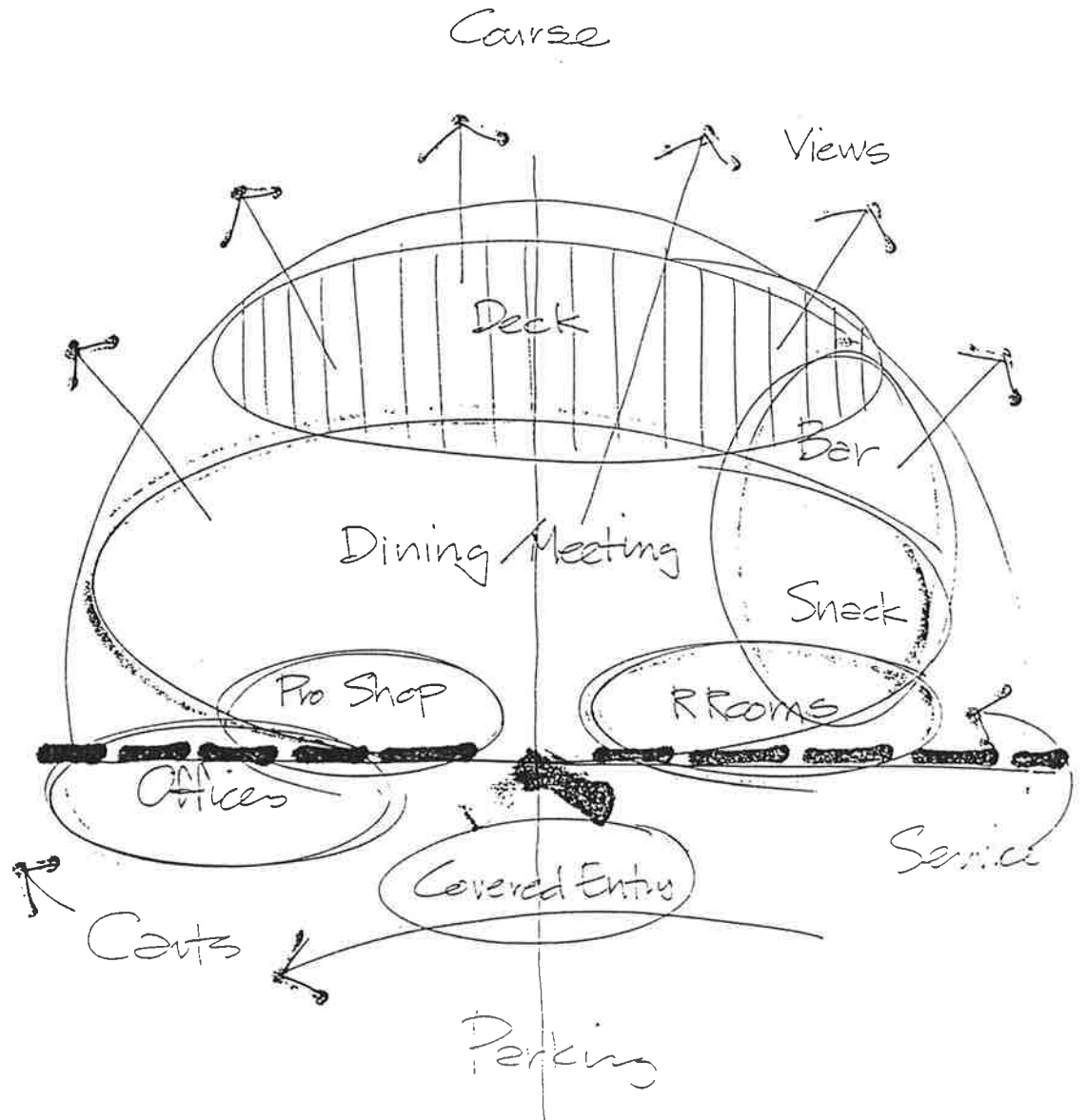
0 200 FT

NE 39th Avenue

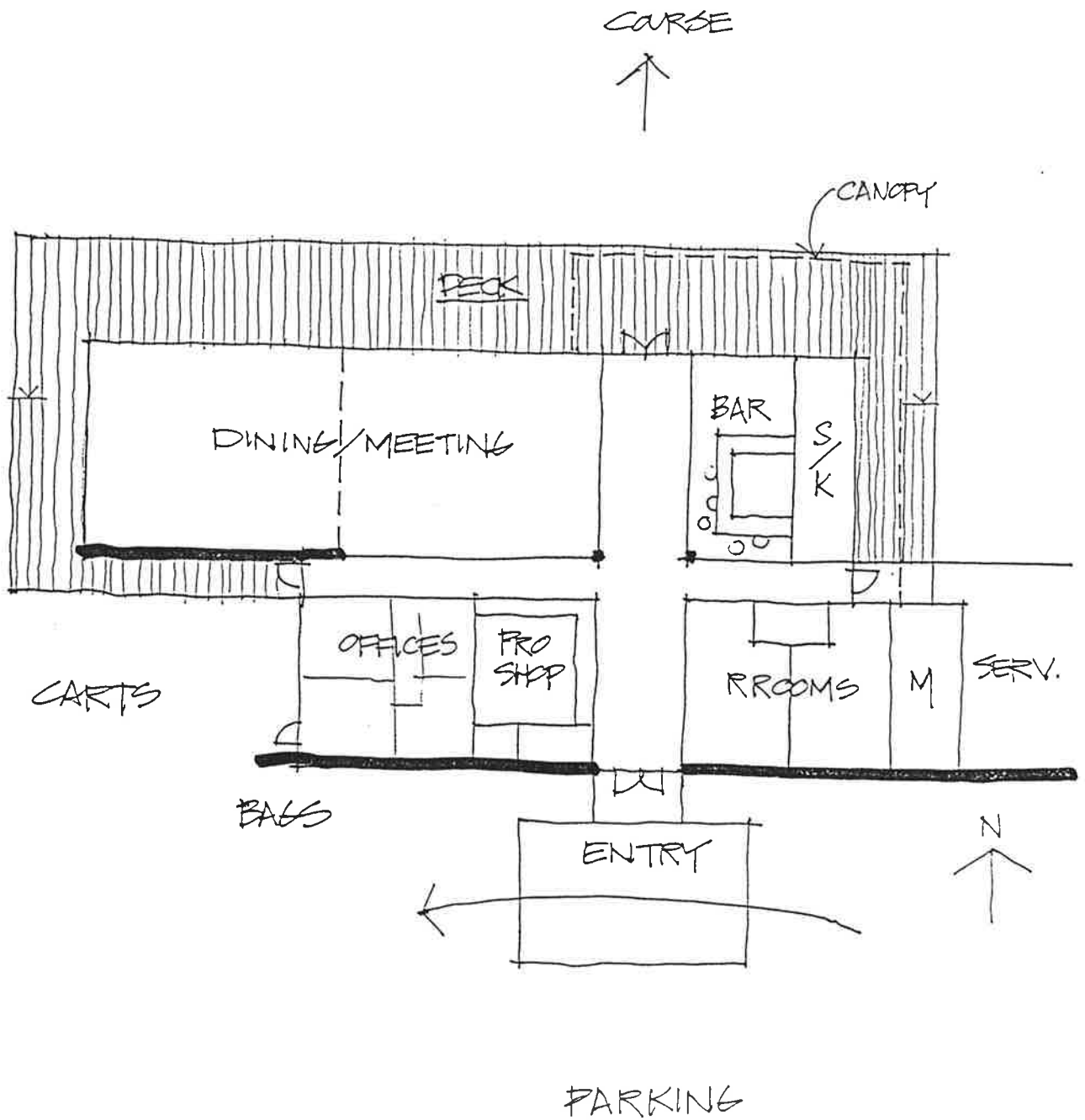
Existing Site Diagram

EXHIBIT D

Relationship Diagram



Relationship Diagram N.T.S.



Diagrammatic Plan

N.T.S.

EXHIBIT F

Design Guidelines Manual

EXHIBIT G
Short List Evaluation Criteria

EXHIBIT G

Evaluation Criteria for Short-Listing

The Selection Committee will review and score the Proposals in accordance with the following factors and weigh the factors according to the percentages shown.

RATING FACTORS	WEIGHT*	ITEM SCORE	SUB-TOTAL SCORE
A. Experience & Qualifications of Proposed Team			
B. Proposer's acceptance of conditions as stated in Section 5D.			
C. Location of D/B Team within 25 miles of Gainesville			
D. Utilization of City certified or recognized MBE/WBE firms			
E. Discussion of Project			
TOTAL SCORE			

* Values shown only on the Selection Committee copies of the chart.

Each Selection Committee member will evaluate the above factors to determine which Proposers will be short-listed. Each member will assign an "item score" of zero (0) to twenty (20) to items A-E. The corresponding weight for each rating factor will then be multiplied by the assigned item score to arrive at the sub-total score. The sub-total scores will then be added to determine the total score. The maximum possible total score for this evaluation table is 20. The total scores from each of the five Selection Committee members evaluation tables will be added together to arrive at the overall total score. The maximum overall total score is 100. The short-list will be determined based upon the highest overall total scores. A minimum of three Proposers will be short-listed.

EXHIBIT H

RANKING EVALUATION CRITERIA

EXHIBIT H

Evaluation Criteria for Final Ranking

The Selection Committee will evaluate and score the short-listed Proposals based upon their Proposals and their presentations/interviews. Prior scoring for short-listing the Proposers is not to be considered in this evaluation. The following factors will be weighted in accordance with the percentages shown.

RATING FACTORS	WEIGHT	ITEM SCORE	SUB-TOTAL SCORE
A. Presentation & discussion by Proposer regarding their experience and qualifications of their D/B Firm.			
B. Presentation & discussion regarding the experience and qualifications of the sub-contractors and sub-consultants.			
C. Presentation and discussion regarding the Proposer's utilization of City's certified or recognized MBE/WBE firms.			
D. Material presented & discussed relative to project specific items furnished as required of the short-listed Proposers.			
TOTAL SCORE			

Each Selection Committee member will evaluate the above factors to determine the final ranking of the short-listed Proposers. Each member will assign an "item score" of zero (0) to twenty (20) to items A-D. The corresponding weight for each rating factor will then be multiplied by the assigned item score to arrive at the sub-total score. The sub-total scores will then be added to determine the total score. The maximum possible total score for this evaluation table is 20. The total scores from each of the five Selection Committee member's evaluation tables will be added together to arrive at the overall total score. The Maximum overall total score is 100. The Proposers will be ranked according to their total overall score.

APPENDIX AA

Site Ownership and Encumbrance Report

APPENDIX BB

**Site Plan Review Process Document and Application
for concurrency Certification**

APPENDIX CC

Clubhouse Facilities Schedule

APPENDIX DD

Excerpt of applicable land development codes

APPENDIX EE

Sprinkler System Permit Fee Schedule and Fire Alarm Permit Fee Schedule

APPENDIX FF

AIA Document Series

APPENDIX GG

Gainesville Regional Utility Rate Schedule for Connections

APPENDIX HH

Ordinance for Art in Public Places

In 1989, the City of Gainesville adopted a per cent for art ordinance which states, "each appropriation for the original construction or major renovation of a local government building which provides public access shall include an amount of at least one (1) percent of the total appropriation for the construction or major renovation of the building to be used for the acquisition of art". The goal of the ordinance is to enhance the quality of the visual environment in Gainesville, both natural and built, and in so doing to raise the level of citizen awareness to the need for experiencing aesthetic delight in their everyday lives.

The funds may be used for an artist to assist in the design stages by adding decorative elements to specified building materials, or by designing and/or fabricating artwork for location on, in or around the building. The authorized architect for the project and the head of the division having jurisdiction over the public building shall be designated as members of the Art in Public Places Trust for the particular project. This involves attendance at meetings of the Trust and participation in decision making. A copy of the ordinance may be obtained upon request.