

**COMMUNITY REDEVELOPMENT AGENCY (CRA) ACTING AS
AGENT FOR THE CITY AND ON IT'S OWN BEHALF**

Issue Date: April 29, 2014

***Non-Mandatory Pre-Proposal Conference:*
May 13, 2014 @ 3:00 p.m.
at the Depot Building
201 SE Depot Avenue
Gainesville, Florida, 32601**

Due Date: May 28, 2014 @ 3:00 p.m. local time

REQUEST FOR QUALIFICATIONS

**RFQ NO. CRAX140042-DH
CONSTRUCTION MANAGEMENT SERVICES
FOR MULTI-PHASE CONSTRUCTION
AT DEPOT PARK**

**Purchasing Representative
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SECTION I – DEPOT PARK BACKGROUND INFORMATION

A. Introduction

The CRA is currently seeking Construction Management services for multi-phase construction at Depot Park; a 32-acre Brownfield redevelopment project located in Downtown Gainesville. The vision for Depot Park is to create a contemporary public greenspace that will serve as Gainesville’s “Central Park.” As the signature city park located within downtown, it will be the gateway to central Gainesville and provide a space for public outdoor enjoyment unique to the city. The site is intimately linked to the development of the adjacent industrial area (known as the Power District), and Innovation Square, as well as to the nearby Porters and Springhill communities. The park will offer community resident’s opportunities to experience the renovated historic train depot, enjoy a system of walking and cycling paths, participate in family activities at a unique children’s play area, and walk along the promenade at the water’s edges. In addition, the Cade Museum for Innovation and Invention has plans to construct a museum dedicated to innovation and discovery on the park site, offering an added attraction to draw visitors from outside the Gainesville region. The completed Park, along with the tourism associated with the proposed Cade Museum for Innovation and Invention, will create a world-class amenity in the heart of downtown Gainesville.

B. Background

The Depot Park site was previously a rail yard where several train lines converged, beginning in the mid-19th Century. The Gainesville Depot, located along the northern perimeter of the park site, originated from this time and evolved from a freight facility to a passenger depot over the 19th and early 20th centuries. Across from the Depot, the Gainesville Gas Company operated a coal gasification plant that provided energy for lighting and heating until approximately 1950. The operation of this plant generated coal tar, a byproduct of the gasification process.

In the late 1980s, environmental analysis conducted in the vicinity of the coal gas plant found evidence that coal tar contaminants seeped into soil and groundwater at the plant, under Depot Avenue, and into the former rail yard, now the Depot Park site. In 1990, Gainesville Regional Utilities (GRU) purchased the assets of Gainesville Gas and subsequently accepted responsibility for the coal tar cleanup. In 2001, the City of Gainesville purchased the entirety of the park site and entered into agreement with the Florida Department of Environmental Protection to promulgate Depot Park as a Brownfield. After a series of environmental studies and the development of a Remedial Action Plan, GRU began removing contaminants from the site in 2009. Further environmental studies discovered surface contamination of the lands as a result of railroad industrial practices. Following the GRU remediation, the City’s Public Works Department further remediated the land by way of removing the majority of the parcel’s top two feet of soil and replacing with a clean two-foot soil cap.

The Depot Park site has required a massive remediation of the former industrial lands; a process which has spanned over the course of several years and involved multiple city departments, state and federal agencies. In conjunction with the ongoing remediation of the site, design development and preliminary construction documents were developed for the park in 2010.

These documents provided a basis of design to lead the development of ancillary projects including the remediation of the site and stormwater pond design projects. As a result, an innovative system of ponds were designed that will enable cost effective and environmentally sound stormwater management to support the on-going redevelopment of Downtown Gainesville.

In 2012, the city completed the rehabilitation of the Historic Depot Building and construction of its historical context area; the northern two acres surrounding the historic structure. The Historic Depot Building Rehabilitation project included the rehabilitation, restoration and adaptive re-use of Gainesville's oldest train depot (ca. 1860-1910), listed on the National Register of Historic Places. Now fully restored, the building frames the northern entrance of Depot Park, showcasing sustainability and innovation through the re-cycling and adaptive re-use of a historic structure. The building was designed and constructed to meet LEED-Gold guidelines and provides for a restaurant and café space at Depot Park. The Depot Building was restored to accurately reflect its significance in establishing Gainesville as a railroad transportation center and was sensitively integrated into the overall Depot Park vision.

Developments of construction documents for the next phase (Phase II) of Depot Park are currently underway. This area encompasses the area south of the Depot Building context area (See Exhibit A). The design for this phase of Depot Park includes utilities to serve planned and future park amenities, connections to create a continuous multi-use trail looping around the stormwater ponds, a promenade along the northern edge of the stormwater ponds, the children's play area, a parking lot, picnic pavilions, and additional park amenities such as lighting, benches, paths, landscaping, and art. Phase II will embody a forward thinking, contemporary design that is environmentally sustainable fostering a strong sense of place. The design reflects the industrial character of the area and an important component of the construction will include adding, coordinating, and orchestrating final artistic detailing and the use of repurposed objects to further enhance and showcase the design ethos, imagination, and the sustainable aspects of this project.

Additional phases of construction at Depot Park are likely, pending funding and partnership opportunities. The remainder of the Park, located south of the current project site, will include design and construction of boardwalks and trail networks, wetland conservation and development, connections to the future site of the Cade Museum, and additional park amenities such as lighting, benches, landscaping, and art.

SECTION II – NOTICE TO PROFESSIONAL CONSULTANTS

The Gainesville Community Redevelopment Agency (CRA), acting as an agent for the City of Gainesville and on its own behalf, is seeking services in the area of Construction Management (CM) for multiple phases of construction at Depot Park. This contract will begin at the 60% Construction Document stage for Depot Park and will require the following services including, but not limited to:

Pre-Construction:

- Cost Estimating
- Value Engineering
- Plan Review for Constructability
- Coordination with the Design Team
- Coordination with City and State Departments
- Coordination with other contractors on site and within the vicinity
- Development of a Guaranteed Maximum Price (GMP) proposal based on 60% or 100% Construction Documents
- Production of detailed Construction Schedules
- Production of detailed Jobsite Management Plans

Construction:

- Surveying
- Quantities Estimating and Verification
- Handling of Contaminated Materials
- Constructing on Environmentally Sensitive Lands
- Construction Management
- Site Inspections
- Sustainable Practices

The construction of park elements will include, but is not limited to:

- Paved Walkways
- Paved Plazas
- Lighting
- Landscaping
- Irrigation
- Interactive Fountain
- Playground Equipment
- Bicycle Paths
- Boardwalks
- Retaining Walls
- Entry Features
- Signage
- Art
- Repurposed Objects
- Amphitheater

Depot Park is a multi-phased construction project. The applicant must be comfortable with a progressive work-style and possess imagination, creativity, and a high level of skill. These attributes will be imperative to the success of the Construction Manager, as some of the park elements may require out-of-the-box solutions to design and installation where the Construction Manager will be expected to develop and execute their own ideas and solutions on site as

needed. This method of problem solving will require that the awarded Construction Manager has knowledge of and experience with working on brown-field sites.

As more funding becomes available for Depot Park, additional construction may begin after the completion of Phase II. Additional phases of the park may be funded with Capital Improvement Project (CIP) funds, CRA Redevelopment funds, Local and/or State Grants, private donations, and/or non-profit funds. The awarded services contract will be a three-year contract with two one-year extensions to accommodate an evolving construction schedule.

The scope of work includes, but is not limited to, the items listed above. Any additions to the scope will be discussed on a case-by-case basis where the CRA will request a Task Order Proposal from the Construction Manager. Upon acceptance of the Task Order Proposal, the CRA will issue a Purchase Order and a Notice to Proceed.

SECTION III – SELECTION SCHEDULE

The anticipated schedule for the RFQ and contract approval is as follows:

RFQ Available for Distribution	April 29, 2014
Non-Mandatory Pre-Bid Conference & Site Visit	May 13, 2014
Deadline for Receipt of Questions	May 21, 2014 (3:00 p.m. local time)
Deadline for Receipt of CM Qualifications Submission	May 28, 2014 (3:00 p.m. local time)
Selection Committee Shortlist Meetings	Week of June 2, 2014
Oral Interviews	Week of June 16, 2014
Projected Award Date (City Approval of Rankings)	TBD
Projected Contract Start Date	TBD

Further information may be obtained from the project website, www.gainesvillecra.com, or by contacting Diane Holder, Senior Buyer, at the City of Gainesville Purchasing Division, City Hall, 200 E. University Avenue, Room 339, Gainesville, FL, 32601, (352) 334-5021.

SECTION IV – SUBMISSION REQUIREMENTS

Firms desiring to provide construction management services for the project shall submit a proposal only after thoroughly reviewing the entirety of this document.

At the time of initial submittal, the applicant must be licensed to practice as a general contractor in the State of Florida and, if the applicant is a corporation, must be chartered by the Florida Department of State to operate in Florida. A copy of current licensing shall be included in the submittal, and of course, must be maintained throughout the selection process and construction.

Unsigned proposals or proposals containing expired or invalid licenses will be disqualified. Submittal materials will not be returned.

The Selection Committee may reject all proposals and stop the selection process at any time.

The firm should meet the following qualification requirements:

- A minimum of five (5) years of experience as a Construction Manager (CM) in providing pre-construction and construction phase services.
- Experience with at least three (3) projects in acting as a CM at Risk with a Guaranteed Maximum Price: soliciting bids, contracting with and managing multiple trade contractors consistent with the type, size, and complexity of this project.
- Experience in cost estimating during pre-construction and cost control during construction.
- Experience in Project Tracking and Reporting.
- Experience with construction on a brownfield site.

As required by Section 287.133, Florida Statutes, an applicant may not submit a proposal for this project if it is on the convicted vendor list for a public entity crime committed within the past 36 months. The selected construction manager must warrant that it will neither utilize the services of, nor contract with, any supplier, subcontractor, or consultant in excess of \$15,000.00 in connection with this project for a period of 36 months from the date of their being placed on the convicted vendor list.

A. Professional Qualifications Submission Requirements

a. General Instructions

1. Submit one (1) original and five (5) bound copies plus one electronic (PDF) copy on CD-ROM of the proposal by the time and date stated in the “**SECTION III – SELECTION SCHEDULE**”.
2. Include a Letter of Interest at the front of your submittal. The letter of interest should concisely outline both your understanding of the project and the characteristics of your

firm(s) and proposed team that makes them uniquely qualified. Address your letter to the attention of the Gainesville Community Redevelopment Agency Selection Committee.

3. Following the Letter of Interest, prepare ten (10) divided sections as follows (See “Specific Instructions” for additional information):
 - i. A completed Company Information and Certification form (Attachment A)
 - ii. Applicant’s Personnel – including resumes and organization chart if necessary
 - iii. Experience and References forms (Attachment B)
 - iv. Procurement, Management, and Coordination of Trade Subcontractors
 - v. Cost Estimating and Control
 - vi. Quality Control and Constructability
 - vii. Scheduling
 - viii. Safety, including the firms Experience Modification Rate (EMR) for the past three years, and any related credentials
 - ix. Joint Venture Information – if applicable
 - x. Attachments / Supplements – including license(s), proof of corporate status, and proof of bonding capacity
4. Number each page consecutively including the letter of interest, all attachments, licenses, resumes and additional information. The entire proposal shall be limited to fifty (50) single-sided 8 ½ x 11 pages.
5. Enclose resumes, accreditation(s) and other pertinent credentials for all proposed staff.
6. Corporations must be registered to operate in the State of Florida by the Department of State (Division of Corporations) at the time of application. Provide proof of such status (if applicable) for the applicant.
7. Enclose a copy of the applicant’s general contracting license from the Florida Department of Business and Professional Regulation. **Invalid or expired licenses will be grounds for disqualification.**
8. Provide a letter of intent from a surety company indicating the applicant’s bond-ability for this project. The surety shall acknowledge that the firm may be bonded for this project with a potential construction cost of \$4,500,000. The surety company must be licensed to do business in the State of Florida, must have a Best Rating of “A”, and a required financial size of “Class VII”.
9. Only individual firms or formal joint ventures may apply. Two firms may not apply jointly unless they have formed a joint venture, and a copy of that formal agreement shall be provided with this proposal.
10. Applicants should take care in assembling the proposals, as professionalism and attention to detail are among the intangible qualities the Selection Committee will consider.

b. Specific Instructions

1. Applicant's Personnel:

Identify all personnel who will be part of the construction management team who will participate in this project for its anticipated duration. Identify each person's title, project-specific responsibilities, and city of residence. Also identify other non-essential positions planned for this project that are not, as yet, filled or named. Enclose resumes for all key staff and discipline heads tailored to demonstrate their experience as it relates to this project. If any consultants are included as part of the proposed team, provide resumes for the specific personnel proposed for this project and describe each consultant's proposed role in the project and its related experience. Provide an organization chart or diagram, if necessary, to clearly explain lines of authority, duties and responsibilities, continuity through design, construction, and post-occupancy, etc.

2. Experience and References Form (Attachment B):

Submit up to three (3) most relevant projects for which the applicant provided (or is providing) construction management professional services. In determining which projects are "most relevant", consider the unique aspects of this project and other project-specific issues as conveyed in this document. Also consider the location, relative size and cost, space type, complexity, staffing (how many members of the proposed team worked on the listed projects?), capability (how many listed projects are completed?), and performance metrics (schedule, budget, quality). Do not list more than three (3) projects.

Use the attached form (Attachment B), one four-page form for each of the three projects, and provide all requested information as follows:

- Note the title and location of the project; indicate the services provided; and complete the other general project information (status, size, value, etc.).
- Provide the names of all key staff – whether construction, design, or both – and check YES or NO to indicate whether each person is also on the proposed team for this project.
- Provide brief narratives on the project and its relevance to the Depot Park project.
- Provide contact information for the owner, designer, or builder (whichever applies), and the three (3) largest subcontractors by value of trade package.
- Verify that the contact information is still valid (names and numbers). Add, where applicable, contact information for the current owner's representative, if different from the owner's representative at the time the applicant's services were provided.

List the projects in priority order, with the most relevant project listed first and the least relevant project listed last. **SUBMIT NO MORE THAN THREE (3) TOTAL PROJECTS.**

3. Procurement, Management, and Coordination of Trade Subcontractors:

Describe what means will be used to identify, notify, pre-qualify, and procure sub-contractors for the disciplines involved in this project. How will the trade contracts be proactively, rather than reactively, managed? What specific steps will be taken to ensure communication and to minimize conflicts between trades in the field? Other than tracking and processing, what is the CM's role in technical correspondence between sub-contractors and the owners A/E (submittals and shop drawings, requests for information, etc.)? Elaborate on your understanding of the CRA Local Impact initiative and its commitment to do business with small, local, and diverse vendors.

4. Cost Estimating and Control:

- a. Describe the team's approach to, and methods for, cost estimating during the pre-GMP phase and cost control during the construction phase.
- b. Describe how cost estimates are developed and how dependent those estimates are upon estimates by potential sub-contractors.
- c. Elaborate specifically on cost estimating methods for CSI Divisions 15 (mechanical, plumbing, fire protection) and 16/17 (electrical, telecommunications).

5. Quality Control and Constructability:

- a. Does your staff review design submittals with an eye for errors, discrepancies, conflicts, and other potential change order issues? If so, who specifically does that?
- b. What means are used to cross-check design submittals against the CRA/City design & construction parameters and standards, previous review comments, Value Engineering input, and other direction or feedback?
- c. Describe the methods used by the team to maintain quality control during the construction phase.
- d. Briefly describe the firms' existing quality assurance policies & procedures and explain how they're tailored to each project.

6. Scheduling:

- a. Describe how the team will develop and maintain the construction schedule throughout the construction process. Who develops the schedule that accompanies the GMP proposal? Who is responsible for updating and adhering to the schedule during construction?
- b. What role, if any, do potential sub-contractors play in developing the schedule? What role, if any, do actual sub-contractors play in refining and maintaining the schedule?
- c. Given your understanding of the Owner's goals, requirements, and constraints, elaborate on ideas you have for "fast-tracking" the project without sacrificing quality or introducing unreasonable risk.

7. Safety:

- a. Outline your firm's approach to jobsite safety management, training & education, and enforcement. Provide proof of your firm's Experience Modification Rate for the past three years.
- b. List other certifications or accreditations of proposed team members, or the firms, that are relevant to the project that the applicant wishes the Selection Committee to consider.

8. Joint Venture Information:

Duplicate the Certification form signature block and have a principal or officer sign on behalf of each party to the joint venture. Enclose a copy of the joint venture agreement, which specifically states the percentage of fee to be earned by each party and each party's role in the project. Provide answers and descriptions to the following:

- a. Describe the division of responsibilities between the participating firms, the offices (location) that will be the primary participants, and the percent interest of each firm.
- b. Why does the Applicant feel that a joint venture will best serve the needs of this project?
- c. How many projects has the joint venture performed together?
- d. Which of the key personnel have worked together before?

NOTE: Location will be scored based on the location score of the party to the joint venture. The lesser of the joint venture partners' past performance scores will be assigned to the joint venture.

B. Non-Mandatory Pre-proposal Conference

A non-mandatory pre-proposal conference has been scheduled for **3:00 p.m. on May 13, 2014** at the Depot Building, 201 SE Depot Avenue, Gainesville, FL 32601. At that time, prospective proposers or their representatives may discuss any questions pertaining to the project.

C. Contact between Submitter and CRA

The contact person for this RFQ is Diane Holder, Senior Buyer, Purchasing Division, City of Gainesville, P.O. Box 490, Mail Station 32, Gainesville, FL 32602, Telephone No. (352) 334-5021, FAX No.: (352) 334-3163. Explanations desired by the submitter(s) regarding the meaning or interpretation of this RFQ must be obtained from the contact person, in writing, as is further described below.

To ensure fair consideration and consistent and accurate dissemination of information for all proposers, the CRA prohibits communication to or with any department, employee, or agent,

including advisors to the Selection Committee, evaluating or considering the proposals during the submission process, except as authorized by the contact person.

During the blackout period no person may lobby on behalf of a competing party in this procurement process, City and CRA officials, or employees, except the purchasing designated staff contact in the purchasing division. Violation of this provision shall result in disqualification of the party on whose behalf the lobbying occurred.

The blackout period means the period between the time the submittals for invitation for bid or the request for proposal, or qualifications, or information, or the invitation to negotiate, as applicable, are received by the CRA and the time CRA or City officials and employees award the contract. Lobbying means when any natural person, for compensation, seeks to influence the governmental decision-making, to encourage the passage, defeat or modification of any proposal, recommendation or decision by CRA or City officials and employees, including advisors to the Selection Committee, except as authorized by procurement documents.

D. Additional Information / Addenda

Requests for additional information or clarifications must be made in writing no later than seven (7) calendar days prior to the submission due date (see Section III – Selection Schedule). The request must contain the submitter’s name, address, and phone number. Electronic facsimile will be accepted at (352) 334-3163.

Facsimiles must have a cover sheet, which includes, at a minimum, the submitter’s name, address, number of pages transmitted, phone number, and facsimile number.

The CRA will issue responses to inquiries and any other corrections or amendments it deems necessary in written addenda issued prior to the submission due date. Submitters should not rely on any representations, statements or explanations other than those made in the RFQ or in any addendum to this RFQ. Where there appears to be a conflict between the RFQ and any addenda issued, the last addendum issued will prevail.

It is the submitter’s responsibility to be sure all addenda were received. The submitter should verify with the designated contact person prior to submitting a Statement of Qualifications that all addenda have been received. Submitters are required to acknowledge the number of addenda received as part of their submission of qualifications.

E. Return of Entries

All project submissions become the property of the Gainesville Community Redevelopment Agency and will not be returned.

F. Ownership and Copyright

All drawings, photographs, photocopies and other physical materials submitted for the Depot Park project become the property of the Gainesville Community Redevelopment Agency and may be retained for archival purposes and possible exhibition and publication. All reports,

information, data, and other materials prepared by the firms pursuant to contracts arising from this Request for Statement of Qualifications, except those separately identified in other written agreements between the parties, are jointly owned by the firm and CRA. The CRA has the exclusive and unrestricted authority to release, publish or otherwise use, in whole or part, information relating thereto. Any re-use without written verification or adaptation by the firm for the specific purpose intended will be at the CRA's sole risk and without liability or legal exposure to the firm. No material produced in whole or in part pursuant to contracts arising from this Request for Statement of Qualifications may be copyrighted or patented in the United States or in any other country without the prior written approval of the CRA.

G. Exhibition and Publication

The CRA may publish the results of the selection process in a document published no later than 2017-2019. In any publication or exhibition, the CRA will make every effort to properly credit the appropriate submittals. Since the CRA retains ownership of all submitted materials, it reserves the right to utilize them in any publication or promotional endeavor in perpetuity and without compensation to the applicants.

H. Late Submissions, Late Modifications, and Late Withdrawals

Statements of Qualifications received after the qualification due date and time are late and will not be considered. Modifications received after the qualification due date are also late and will not be considered. Letters of withdrawals received after the qualification due date or after contract award, whichever if applicable, are late and will not be considered.

I. CRA Responsibility

The CRA, acting as agent for the City, will be responsible to the selected consultant(s) for the following tasks:

1. Definition of scope of work for specific projects.
2. Upon request, provide information concerning project which is available in CRA files.
3. Inform the Contractor of any known CRA design parameters or requirements.
4. Notice of Public Meetings

The obligations of the CRA/City as to any funding required pursuant to this Agreement shall be limited by an obligation in any given year to budget and appropriate from legally available funds, after monies for essential CRA/City services have been budgeted and appropriated sufficient monies for the funding that is required during that year. Notwithstanding the foregoing, the CRA/City shall not be prohibited from pledging any legally available non-ad valorem revenues for any obligations heretofore or hereafter incurred, which pledge shall be prior and superior to any obligation of the CRA/City pursuant to this Agreement.

J. Submitter's Cost to Develop Submittal

Costs for developing submittals in response to this RFQ are entirely the obligation of the submitter and shall not be chargeable in any manner to the CRA.

K. Notice of Intent Not to Submit a Statement of Qualifications

In the event that your organization decides not to submit, the CRA would appreciate your advising the CRA representative of your decision and reason for not submitting by completing the enclosed standard CRA survey form.

L. Discrimination Prohibition

No person shall, on the grounds of race, sex, age, handicap, creed, color, national origin, sexual orientation, or gender identity be refused the benefits of, or be otherwise subjected to, discrimination under any activities resulting from this RFQ.

SECTION V – SELECTION PROCESS AND EVALUATION CRITERIA

A. Selection Process

Evaluation and selection of the awarded firm will be in accordance with the requirements of the Consultants' Competitive Negotiations Act (CCNA). Initially, firms will be evaluated on the basis of their qualifications (i.e., qualifications of project personnel, qualifications of firms, project understanding, quality of experience, and references). Once shortlisted, firms invited to the oral interview phase will be evaluated based on the quality of their initial proposal and their presentation and responses to questions posed during the oral interview. A brief description of this process follows:

One (1) original and five (5) bound copies plus one electronic (PDF) copy on CD-ROM of the required proposals must be received at the City of Gainesville Purchasing Division to the attention of Diane Holder, 200 E. University Avenue, Room 339, Gainesville, FL 32601 no later than the deadline of 3:00 PM local time on May 28, 2014. Facsimile (FAX) or email submittals are not acceptable and will not be considered. **Misrouting or missed delivery by courier service or USPS is not an acceptable ground for waiver of this requirement.**

The Selection Committee shall evaluate the Statements of Qualifications submitted by firms regarding the proposed scope of work.

Upon review and evaluation, the Selection Committee will select no less than three (3) firms for oral presentations based on a numerical point system. In the event of a tie in the shortlist ranking, when the margin between two applicants among the top scores is less than one tenth (0.1), the Committee may select additional applicants for interview. All applicants will be notified of the results of the shortlist via email. Those shortlisted applicants will be informed of the results via email and will be provided with additional information for the interview as needed. Unsuccessful applicants will be notified via email only.

During the oral interview phase, the firms shall further detail their qualifications, approach to the project and ability to furnish the required services. The Selection Committee shall then select and rank no less than three (3) firms in order of preference who are deemed to be the most highly qualified to perform the required services, based on the oral presentations and submissions. The Selection Committee will evaluate the interviews / presentations and will submit its recommendation to the Community Redevelopment Agency via the Executive Director. The Community Redevelopment Agency (CRA) will then be requested to approve the ranking and authorize contract negotiation and execution as per CCNA.

Following the interview phase, all finalists will be notified via email of the CRA's action. Upon approval by the CRA of the Executive Director's ranking, negotiations will be conducted in accordance with Section 287.055, Florida Statutes.

If negotiations with the top-ranked and approved firm are unsuccessful, negotiations will be conducted with the second-ranked firm.

Applicants shall direct all questions regarding the process or results of short-listing and interviews to Diane Holder at the City of Gainesville Purchasing Division, City Hall, 200 E. University Avenue, Room 339, Gainesville, FL 32601, (352) 334-5024.

The Selection Committee may reject all proposals and stop the selection process at any time.

B. Evaluation Criteria

The Professional Qualifications Evaluation Criteria will be utilized by the Selection Committee to evaluate and select at least three (3) firms who will be interviewed / invited to make presentations prior to final ranking of firms.

a. Professional Qualifications Evaluations Criteria

1. Qualifications of Project Personnel:

The qualifications and experience of the individuals who will be directly assigned to the project is an important evaluation factor to be considered. Their educational and professional credentials, as well as direct experience on similar projects, will be considered in evaluating the firm. All "key" personnel to be assigned to the Project shall not be replaced by other personnel without approval of the CRA.

2. Qualifications of the Firm:

The qualifications of the firm in terms of experience, service capability, and workload will be reviewed in order to assess the ability of the firm to successfully complete the project assignment. The firm's successful experience in projects similar to those reflected in the RFQ will be a major consideration.

3. Project Understanding and Approach:

The Statement of Qualifications is an important component which should clearly and concisely express the firm's understanding and approach to the proposed project. The materials prepared in response to Section IV are particularly important in this regard. In describing the approach, response time capability should be presented, which describes the firm's ability to timely respond to requests for services.

4. Past Performance:

From the qualification presentation, interview, discussion and research of past performance of the individual project personnel and firm, the CRA will determine if the firm has the track record to successfully perform required services. The firm's track record in meeting project budgets, project schedules and successfully working within the client's environment will be items of consideration in evaluating past performance.

5. Location:

Proximity to the job sites will be important in terms of fulfilling pre-construction and construction responsibilities.

C. The Interview

Short-listed firms demonstrated on paper their qualifications, past performance, and experience with similar scopes of work as translated to a high-quality submission. Now, the CRA seeks to determine which team provides the best combination of those qualities with an intimate understanding of the demands of the project and a clear plan for translating design documents into quality construction.

Each team will be evaluated in the following categories as they relate to both the selection criteria outlined and the specific discussion points listed below:

- Understanding of Project Requirements
- Approach and Methods
- Ability to Provide Services

The interview format will consist of a 20-minute presentation by the team, followed by a 10-minute, interactive Q&A and discussion between the team and the Selection Committee. Teams will be asked for their thoughts on project-specific elements, concerns, and issues, particularly those dealing with large park settings and those affecting projects specifically of similar size and scope.

The Committee's intent is to focus on the similar-type projects, not to re-hash each team's past successes on other projects.

SECTION VI – GENERAL PROVISIONS

A. Rights of Appeal

Participants in the RFQ solicitation may protest RFQ specifications or award in accordance with Section 41-580 of the City of Gainesville's Financial Services Procedures Manual. The City of Gainesville Financial Services Procedures Manual can be found on the City of Gainesville website:

http://www.cityofgainesville.org/LinkClick.aspx?fileticket=yDV-PeV7R_4%3D&tabid=195

B. Indemnification

Contractor shall indemnify the CRA, City, its officials, agents and employees, and hold it harmless from suits, actions, damages, liability and expense in connection with loss of life, bodily or personal injury or property damage arising from or occasioned by any act or omission or negligence or intentional wrongdoing on the part of the Contractor and other persons employed or utilized by the Contractor.

C. Drug Free Workplace

Preference shall be given to submitters providing a certification with their qualifications certifying they have a drug-free workplace whenever two or more bids which are equal with respect to price, quality, and service are received in accordance with Section 287.087, Florida Statutes. The attached form should be filled out and returned with the qualifications in order to qualify for this preference.

D. Public Entity Crimes

For your information Section 287.133 (2)(a), Florida Statutes, contains the following provisions: "A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity, in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list."

E. Sovereign Immunity

Nothing in the executed contract shall be interpreted that the City or CRA waives their sovereign immunity granted under Section 768.28, Florida Statutes.

F. Applicable Law

The contract and the legal relations between the parties hereto shall be governed and construed in accordance with the laws of the State of Florida.

G. Records / Audit

Contractor shall maintain records sufficient to document their completion of the scope of services established by this Contract. These records shall be subject at all reasonable time to review, inspect, copy and audit by persons duly authorized by the CRA. These records shall be kept for a minimum of three (3) years after completion of the Contract. Records which relate to any litigation, appeals or settlements of claims arising from performance under this Order shall be made available until a final disposition has been made of such litigation, appeals, or claims.

H. Investigation of Alleged Wrongdoings, Litigation / Settlements / Fines / Penalties

The Community Redevelopment Agency specifically requests that responders to this document indicate in writing any investigations of wrongdoings, litigation and/or settlements, and fines or penalties (anywhere in the U.S) involving the Contractor and specific Contractors listed as projected to provide services hereunder. You may be required to respond to questions on this subject matter.

I. Proprietary Information

Responses to this Request for Qualifications, upon receipt by the City and CRA, become public records subject to the provisions of Chapter 119 F.S., Florida's Public Records Law. If you believe that any portion of your response is confidential and exempt, you should clearly identify the specific documents for which confidentiality and exemption is claimed, and provide specific legal authority of the asserted exemption. It is also strongly recommended that those specific materials that you assert qualify for exemption from Chapter 119 be submitted in a separate envelope and clearly identified as "CONFIDENTIAL AND EXEMPT," with your firm's name and the proposal number marked on the outside.

Please be aware that the designation of an item as confidential and exempt by you, and the refusal to disclose any materials submitted to the City and CRA, may be challenged in court by any person. By your designation of material in your proposal as "CONFIDENTIAL AND EXEMPT" you agree to indemnify and hold harmless the City and CRA for any award to a plaintiff for damages, costs or attorneys' fees and for costs and attorneys' fees incurred by the City and CRA (including appellate review) by reason of any legal action challenging your claim, and the City's and CRA's refusal to disclose.

J. Public Records

Florida has a very broad public records law. By entering into this Contract with the CITY and CRA, the CONTRACTOR acknowledges that it will comply with the Florida Public Records Act (Chapter 119, Florida Statutes). In complying with the Florida Public Records Act, the CONTRACTOR shall:

- a) Keep and maintain public records that ordinarily and necessarily would be required by the CITY and CRA in order to perform the service;
- b) Provide the public with access to public records on the same terms and conditions that the CITY and CRA would provide the records and at a cost that does not exceed the cost provided by law;
- c) Ensure that all public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and
- d) Meet all requirements for retaining public records and transfer to the CITY and CRA, at no cost, all public records in possession of the CONTRACTOR upon termination of the Contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the CITY and CRA in a format that is compatible with the information technology systems of the CITY and CRA.

Failure to comply with the Florida Public Records Act, including failure to provide a public record upon request, is a breach of this Contract between the CITY and CRA and the CONTRACTOR. The City may pursue all remedies for breach of this Contract.

K. Independent Contractor

Contractor/Consultant shall be considered an independent contractor and as such shall not be entitled to any right or benefit to which City or CRA employees are or may be entitled to by reason of employment. Except as specifically noted in the Contract Documents, Contractor/Consultant shall be solely responsible for the means, method, techniques, sequences, and procedures utilized by the Contractor/Consultant in the full performance of the Contract Documents.

L. Insurance Requirements

The firms with whom the CRA enters into an Agreement shall procure and maintain insurance of the types and in the minimum amounts shown following:

Professional Liability	\$1,000,000 combined single limit for bodily
Commercial General Liability	\$1,000,000 combined single limit for bodily
Automobile Liability	\$500,000 combined single limit for bodily injury and property damage
Worker’s Compensation:	
(a) State	Statutory
(b) Applicable Federal	Statutory
(c) Employer’s Liability	\$500,000 per Accident \$500,000 Disease, Policy Limit

\$500,000 Disease, Each Employee

Excess Liability

\$1,000,000

A Certificate of Insurance shall be furnished in a form acceptable to the CRA for the insurance required. Such certificate or an endorsement provided must state that the CRA will be given thirty (30) days written notice (or ten (10) days written notice for non-payment) prior to cancellation or material change in coverage. The CRA must be listed as a Certificate Holder on the policy.

M. Performance and Payment Bond Requirements

A. Contractor shall furnish performance and payment Bonds as required by Section 255.05, Florida Statutes, each in an amount at least equal to the Contract Price as security for the faithful performance and payment of all contractor's obligations under the Contract Documents. These Bonds shall remain in effect at least until one year after the date when final payment becomes due, except as provided otherwise by Laws or Regulations.

B. All Bonds shall be executed by such sureties as are named in the current list of "Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies" as published in Circular 570 (amended) by the Financial Management Service, Surety Bond Branch, U.S. Department of the Treasury. All Bonds signed by an agent must be accompanied by a certified copy of such agent's authority to act.

C. If the surety on any Bond furnished by contractor is declared bankrupt or becomes insolvent or its right to do business is terminated in any state where any part of the Project is located or it ceases to meet the requirements as stated above in paragraph B, contractor shall within 20 days thereafter substitute another Bond and surety.

All Bonds and insurance required are to be purchased and maintained by owner or the contractor shall be obtained from surety or insurance companies that are duly licensed or authorized in the jurisdiction in which the Project is located to issue Bonds or insurance policies for the limits and coverages so required.

If notice of any change affecting the general scope of the work or the provisions of the contract (including, but not limited to, contract price or contract service period) is required by the provisions of any bond to be given to a surety, the giving of any such notice will be the contractor's responsibility. The amount of each applicable bond will be adjusted to reflect the effect of any such change.

N. Multi-year Contract

The obligations of the City and CRA as to any funding required pursuant to this Agreement shall be limited to an obligation in any given year to budget and appropriate from legally available funds, after monies for essential City and CRA services have been budgeted and appropriated, sufficient monies for the funding that is required during that year.

Notwithstanding the foregoing, the City and CRA shall not be prohibited from pledging any legally available non-ad valorem revenues for any obligations heretofore or hereafter incurred, which pledge shall be prior and superior to any obligation of the City and CRA pursuant to this Agreement.

EXHIBIT A

PROJECT LOCATION AND CONTEXT AREA

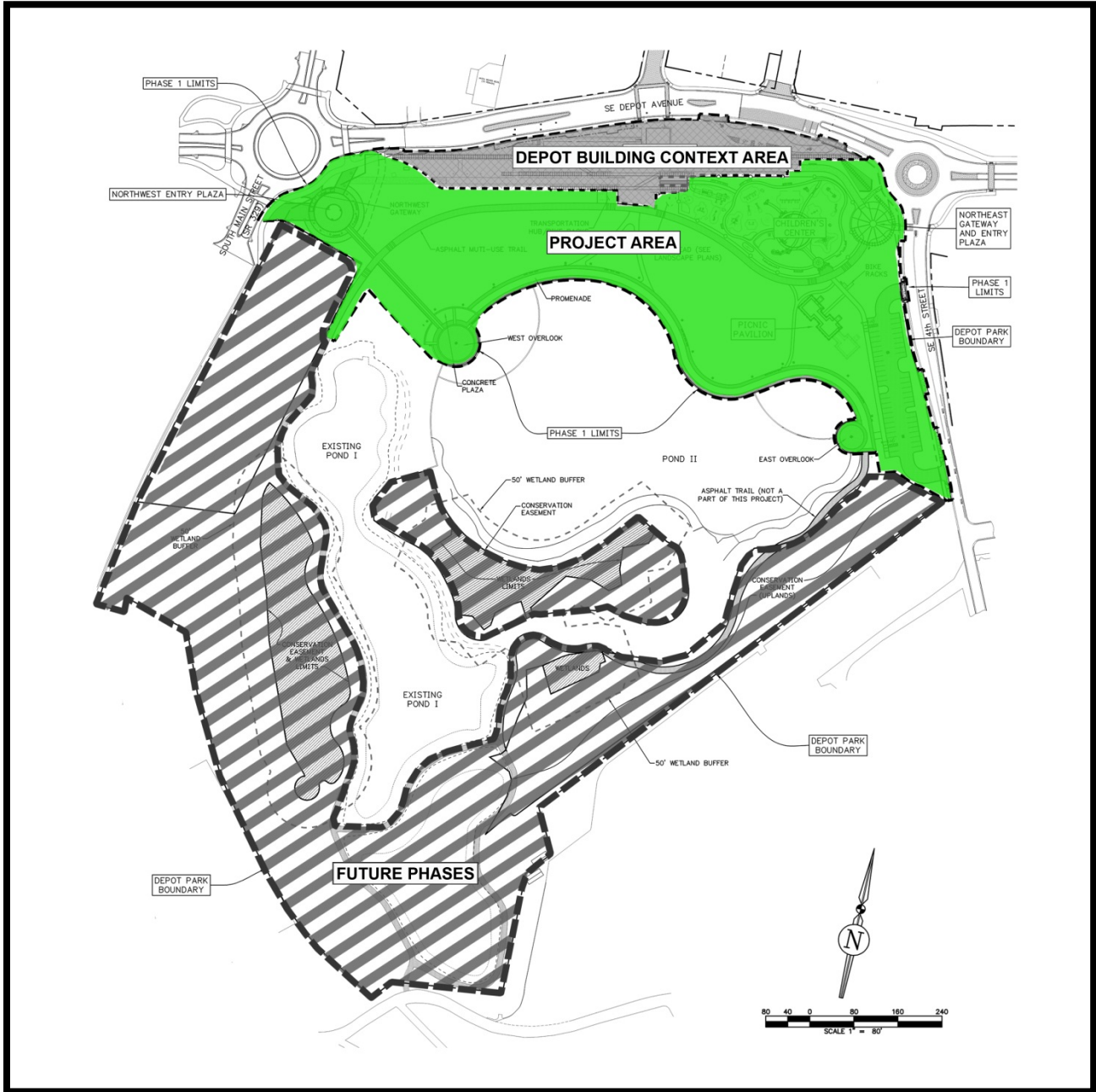


Image A-1: Depot Park Project Area (Phase II) Limits*
*may be slightly adjusted due to constructability issues

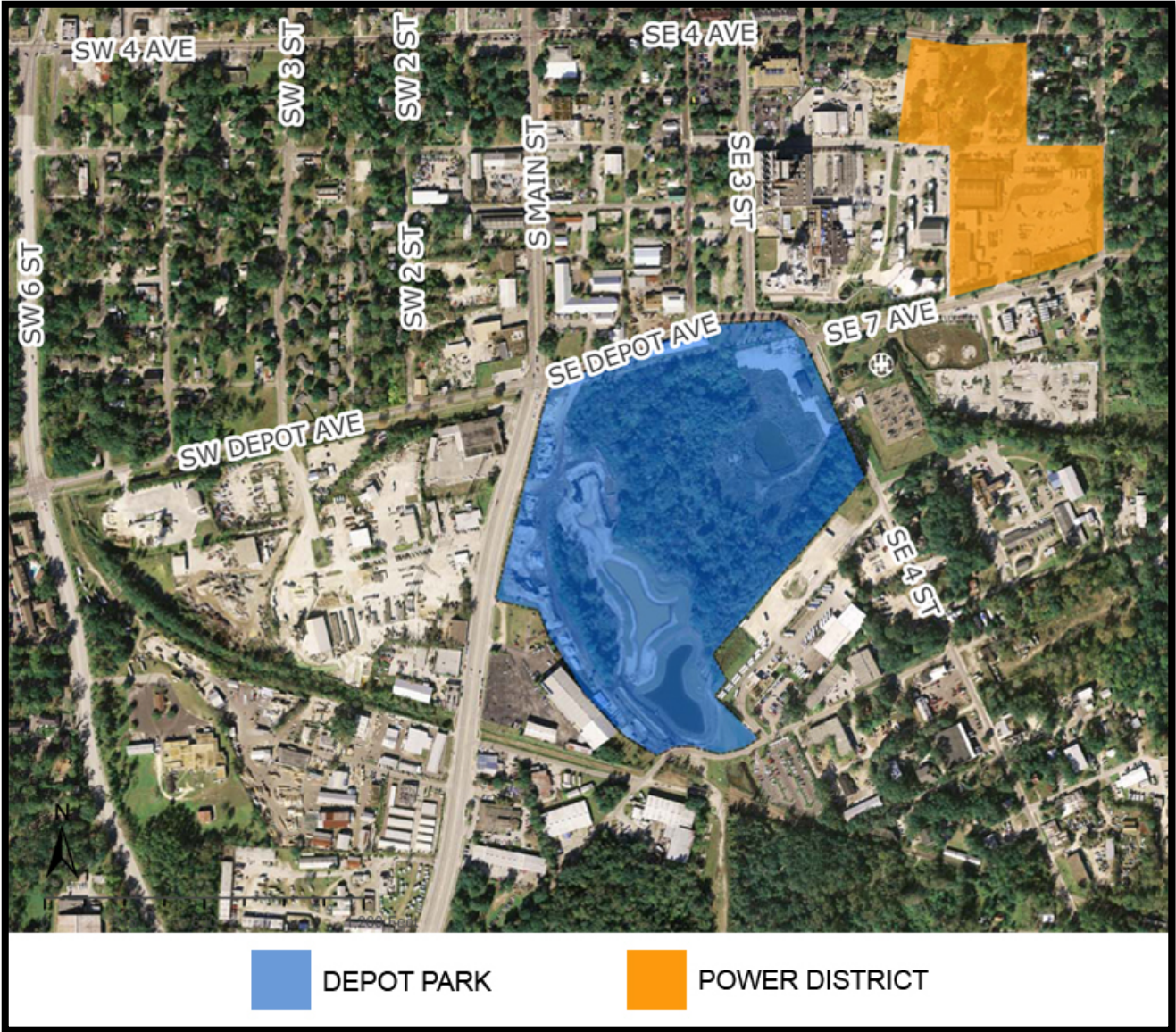


Image A-2: Depot Park Context Area

EXHIBIT B
DEPOT PARK PROJECT PHOTOS



Image B-1: Depot Park Aerial View



Image B-2: Historic Depot Building at Night

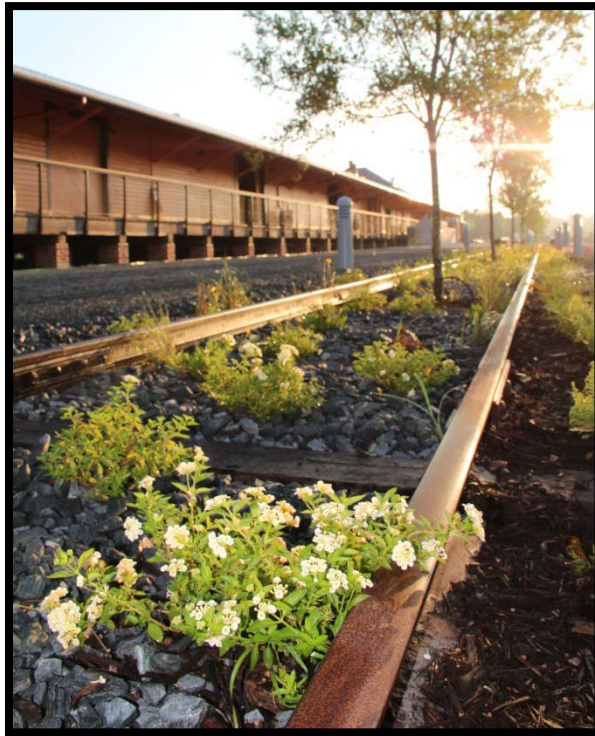


Image B-3: Depot Park Context Area Landscaping



Image B-4: Depot Park Illustrative Master Plan



Image B-5: Depot Park Illustrative Rendering of the Promenade



Image B-6: Depot Park Illustrative Rendering of the Boardwalk

ATTACHMENT A

COMPANY INFORMATION AND CERTIFICATION

Construction Management Services for Depot Park

PROJECT NUMBER: DRAB-09-RP-2008

PROJECT NAME: Depot Park

Firm Name:

Address of proposed Office in Charge:

Telephone:

Fax:

Email:

Website:

Florida Corporate Charter Number:

Federal ID Number:

For how many years has your firm been providing construction management services?

For how many years has your firm been providing general contracting service?

What were the total billings for the past three calendar years (submitting office)?

What were the total billings for the past three calendar years (company-wide)?

Notarized signature below certifies the following:

- I. Regarding information furnished by the applicant herewith, and as may be provided subsequently (including information presented at oral interview, if a finalist):
 - a. All information of a factual nature is certified to be true and accurate (subject to perjury laws, Chapter 837, Florida Statutes).
 - b. All statements of intent or proposed future action (including the assignment of personnel and the provision of services) are commitments that will be honored by the applicant if awarded the contract.

- c. The provision of false information could be cause for my firm's disqualification from applying for other CRA or City of Gainesville work for a period of up to three years.

II. Applicant acknowledges that:

- a. If any information provided by the applicant is found to be, in the opinion of the Selection Committee or the CRA, substantially unreliable, this application may be rejected.
- b. The Selection Committee may reject all applicants and may stop the selection process at any time.
- c. The selection of finalists for the oral interview phase will be made on the basis of information provided herein. Finalists will be ranked based on additional criteria, the interview, and the results of reference checks.
- d. It is understood that this submittal must be received by the City of Gainesville Purchasing Division located at 200 East University Avenue, Suite 200, Gainesville, FL, 32601 **no later than 3:00 p.m. on May 28, 2014**. All submittals will be addressed to the attention of Diane Holder, Senior Buyer. Facsimile (FAX) submittals are not acceptable and will not be considered.
- e. Failure to file a protest within the time prescribed in City of Gainesville Purchasing Procedures shall constitute a waiver of proceedings.
- f. Failure to sign this form will result in disqualification.

III. The undersigned certifies that he/she is a principal or officer of the firm applying for consideration and is authorized to make the above acknowledgments and certifications for and on behalf of the applicant.

IV. The undersigned certifies that the Applicant has not been convicted of a public entity crime within the past 36 months, as set forth in Section 287.133, Florida Statutes.

SWORN TO AND SUBSCRIBED TO ME,
A NOTARY PUBLIC, THIS ____ DAY
OF (month), (year).

FOR AND ON BEHALF OF THE APPLICANT:

BY: (full name), (title)

(SEAL)

ATTACHMENT B

EXPERIENCE AND REFERENCES

Construction Management Services for Depot Park

NOTE: Complete one 4-page form for each of the (up to 3) “most related” projects – see “Specific Instructions” section for more information.

PROJECT INFORMATION _____

Project Title:

Project Location:

Services Provided (check applicable boxes):

CM At-Risk GC (Low Bid) Design-Builder CM Agency Subcontractor Other

If other, please describe:

Pre-Construction Services Provided? Yes No

Current Status:

Size of Project (gross square feet):

Program / Pre-Design Budget:

Design Development Budget:

GMP Proposal (Original):

Final Contract Value:

Construction Start (NTP) Date:

Original Substantial Completion Date (at NTP):

Actual Substantial Completion Date:

LEED Certified?

STAFFING INFORMATION (for this project) _____

Project Title:

Principal:

On proposed (project title) team? Yes No

Project Manager:

On proposed (project title) team? Yes No

Project Engineer:

On proposed (project title) team? Yes No

Superintendent:

On proposed (project title) team? Yes No

Other:

On proposed (project title) team? Yes No

Other:

On proposed (project title) team? Yes No

Narrative description of facility, including space type(s), major building components, and construction type(s):

Explanation of relevance / similarity to the Construction Management Services for the Depot Park project (see “Specific Instructions” section for more information):

Project Title:

OWNER CONTACT INFORMATION _____

Owner / Client:
Contact Person or PM:
Address:

Phone:
Fax:
Email:

DESIGNER CONTACT INFORMATION _____

Architect / Engineer / Other:
Contact Person or PM:
Address:

Phone:
Fax:
Email:

SUBCONTRACTOR #1 INFORMATION _____
(highest dollar value trade contract on this project)

Sub-Contractor:
Contact Person or PM:
Address:

Phone:
Fax:
Email:

CSI Division / Trade:
Value of Sub-Contract:

Project Title:

SUBCONTRACTOR #2 INFORMATION _____
(second highest dollar value trade contract on this project)

Sub-Contractor:
Contact Person or PM:
Address:

Phone:
Fax:
Email:

CSI Division / Trade:
Value of Sub-Contract:

SUBCONTRACTOR #3 INFORMATION _____
(third highest dollar value trade contract on this project)

Sub-Contractor:
Contact Person or PM:
Address:

Phone:
Fax:
Email:

CSI Division / Trade:
Value of Sub-Contract:

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that

_____ does:
(Name of Business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business’s policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty of nolo contendere to, any violation of Chapter 893, Florida Statutes, or of any controlled substance law of the United State or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee’s community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Bidder’s Signature

Date

DEBARRED AND SUSPENDED BIDDERS

Breach of Contract

1. Scope.

This policy prescribes policies and procedures relating to:

- a. the debarment of bidders for cause;
- b. the suspension of bidders for cause under prescribed conditions; and,
- c. the rejection of bids, revocation of acceptance and termination of contracts for cause.

It is directly applicable to the advertised and negotiated purchases and contracts, for equipment and services of the CRA.

2. General.

Debarment and suspension are measures which may be invoked by the CRA either to exclude or to disqualify bidders and contractors from participation in CRA contracting or subcontracting. These measures should be used for the purpose of protecting the interests of the CRA and not for punishment. To assure the CRA the benefits to be derived from the full and free competition of interested bidders, these measures should not be instituted for any time longer than deemed necessary to protect the interests of the CRA, and should preclude awards only for the probably duration of the period of non-responsibility.

2.1 Definitions.

- a. "Debarment" means, in general, an exclusion from CRA contracting and subcontracting for a reasonable, specified period of time commensurate with the seriousness of the offense, improper conduct or the inadequacy of performance.
- b. "Suspension" means a disqualification from CRA contracting and subcontracting for a temporary period of time because a concern or individual is suspected upon adequate evidence (See Section 6) of engaging in criminal, fraudulent, improper conduct or inadequate performance.
- c. A "debarment list" or "debarred bidders list" means a list of names of concerns or individuals against whom any or all of the measures referred to in this policy have been invoked.
- d. "Bidders" means, wherever the term is used in this policy, an offeror's bidding pursuant to an invitation for bids or a request for proposals.

- e. "Affiliates" means business concerns which are affiliates of each other when either directly or indirectly one concern or individual controls or has the power to control another, or when a third party controls or has the power to control both.
- f. "Business operations" means commercial or industrial activity engaged in regularly and continuously over a period of time for the purpose of receiving pecuniary benefit or otherwise accomplishing an objective. "Business operations" constitute and are equivalent to "carrying on business", "engaged in business", "doing business".

3. Establishment and Maintenance of a List of Concerns or Individuals Debarred or Suspended.

- a. The Purchasing Department shall establish and maintain on the basis contained in Sections 6 and 6.1, a consolidated list of concerns and individuals to whom contracts will not be awarded and from whom bids or proposals will not be solicited.
- b. The list shall show as a minimum the following information:
 - 1. the names of those concerns or individuals debarred or suspended (in alphabetical order) with appropriate cross-reference where more than one name is involved in a single action;
 - 2. the basis of authority for each action;
 - 3. the extent of restrictions imposed; and,
 - 4. the termination date for each debarred or suspended listing.
- 5. The list shall be kept current by issuance of notices of additions and deletions.

4. Treatment to be Accorded Firms or Individuals Debarred or Suspended

Firms or individuals listed by Purchasing Department as debarred or suspended shall be treated as follows.

- a. Total restrictions. A contract shall not be awarded to a concern or individual that is listed on the basis of a Section 5(a)(1), (2) or (3) felony "conviction", or to any concern, corporation, partnership, or association in which the listed concern or individual has actual control or a material interest; nor shall bids or proposals be solicited therefrom. However, when it is determined essential in the public interest by the Community Redevelopment Agency, an exception may be made with respect to a particular procurement action where the individual or concern is effectively the sole source of supply or it is an emergency purchase.
- b. Restrictions on subcontracting. If a concern or individual listed on the debarred and suspended bidders list is proposed as a subcontractor, Purchasing Department shall decline to approve subcontracting with that firm or individual in any instance in which consent is required of the CRA before the subcontract is made, unless it is determined by

the CRA to grant approval Community Redevelopment Agency essential to public interest and the individual or concern is effectively the sole source of supply or it is an emergency purchase.

5. Causes and Conditions Applicable to Determination of Debarment. Subject to the following conditions, Purchasing is authorized to debar a firm or individual in the public interest for any of the following causes occurring within ten (10) years of debarment.

a. Causes:

1. "Conviction" for commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract, or subcontract thereunder, or in the performance of such contract or subcontract.
2. "Convictions" of embezzlement, theft, forgery, issuance of worthless checks, bribery, falsification or destruction of records, perjury, or receiving stolen property where the conviction is based upon conduct which arose out of, or was related to, business operations of the bidder.
3. "Conviction" for bid-rigging activities arising out of the submission of bids or proposals.
4. Violation of contract provisions, as set forth below, of a character which is regarded by the CRA to be so serious as to justify debarment action:
 - i. willful failure to perform in accordance with the specifications or within the time limit provided in the contract;
 - ii. a record of failure to perform or of unsatisfactory performance in accordance with the terms of one or more contracts. Failure to perform or unsatisfactory performance caused by acts beyond the control of the firm or individual as a contractor shall not be considered to be a basis for debarment.

5. Debarment by any other governmental agency.

a. Conditions:

- i. Debarment for any of the causes set forth in this section shall be made only upon approval of Purchasing.
- ii. The existence of any of the causes set forth in (a) of this section does not necessarily require that a firm or individual be debarred except as provided in 4(a). In each instance, whether the offense or failure, or inadequacy of performance, be of criminal, fraudulent, or serious nature, the decision to debar shall only be made if supported by a preponderance of the credible evidence available. Likewise, all mitigating factors may be considered in

determining the seriousness of the offense, failure, or inadequacy of performance, in deciding whether debarment is warranted. The actual or apparent authority of an involved individual, the present relationship of involved individuals with the bidder, the past performance of the individual or concern, and the relationship of the violation to the services or materials involved shall be considered.

- iii. The existence of a cause set forth in (a)(1), (2), and (3) of this section shall be established by criminal "conviction" by a court of competent jurisdiction. In the event that an appeal taken from such conviction results in reversal of the "conviction", the debarment shall be removed upon the request of the bidder (unless other causes for debarment exists). for the purposes of this policy, the following shall have the same effect as a "conviction": pleading guilty or nolo contendere, or being found guilty by a jury or court of, the offense in question, regardless of whether probation is imposed and adjudication withheld.
- iv. The existence of a cause set forth in (a)(4) and (5) of this section shall be established by a preponderance of credible evidence by Purchasing.
- v. Debarment for the cause set forth in (a)(5) of this section (debarment by another agency) shall be proper if one of the causes for debarment set forth in (a)(1) through (4) of this section was the basis for debarment by the original debarring agency. Such debarment may be based entirely on the record of facts obtained by the original debarring agency, or upon a combination of such facts and additional facts.

5.1 Period of Debarment.

- a. Debarment of a firm or individual shall be for a reasonable, definitely stated period of time commensurate with the seriousness of the offense or the failure or inadequacy or performance. As a general rule, a period of debarment shall not exceed five (5) years. However, when partial or total debarment for an additional period is deemed necessary, notice of the proposed additional debarment shall be furnished to that concern or individual in accordance with Section 8.
- b. A debarment may be removed or the period thereof may be reduced by the Executive Director upon the submission of an application supported by documentary evidence, setting forth appropriate grounds for the granting of relief; such as newly discovered material evidence, reversal of a conviction, bona fide change of ownership or management, or the elimination of the causes for which the debarment was imposed. The Executive Director may request additional information, shall consider all relevant facts, and shall render a decision within twenty (20) days of receipt of the application unless a longer period is warranted under the circumstances.

6. Suspension of Bidders.

- a. Suspension is a drastic action and, as such, shall not be based upon an unsupported accusation. In assessing whether evidence exists for invoking a suspension, consideration should be given to the amount of credible evidence which is available, to the existence or absence of corroboration as to important allegations, as well as to the inferences which may properly be drawn from the existence or absence of affirmative facts. This assessment should include an examination of basic documents, such as contracts, inspection reports, and correspondence. In making a determination to suspend, Purchasing shall consider the factors set forth in Section 5(b)(2). A suspension may be modified by the Executive Director as described in Section 5.1(b).

6.1 Causes and Conditions Under Which the CRA May Suspend Contractors

- a. Purchasing may, in the interest of the CRA, suspend a firm or individual when the firm or individual is suspected, upon credible evidence, of having committed one or more the following act(s) within three (3) years of the date of suspension:
 1. Commission of fraud or a criminal offense as an incident to obtaining, attempting to obtain, or in the performance of a public contract;
 2. Violation of statutes concerning bid-rigging activities out of the submission of bids and proposals; and,
 3. Commission of embezzlement, theft, forgery, issuance of worthless checks, bribery, falsification, or destruction of records, perjury, receiving stolen property. Commission of any other offense indicating a lack of business integrity or business honesty which seriously and directly affects the question of present responsibility as a CRA contractor.

6.2 Period of Suspension.

- a. All suspension shall be for temporary period pending the completion of an investigation and such legal proceedings as may ensue. In the event that prosecution has not been initiated within twelve (12) months from the date of the suspension, the suspension shall be terminated. Upon removal of suspension, consideration may be given to debarment in accordance with Section 5 of this policy.

7. Scope of Debarment or Suspension.

- a. A debarment or suspension may include all known affiliates of a concern or individual.
- b. Each decision to include a known affiliate within the scope of a proposed debarment or suspension is to be made on a case-by-case basis, after giving due regard to actual or apparent authority of the controlling concern or individual and similarity of the services provided by the affiliate to those provided by the debarred individual or concern.

- c. The criminal, fraudulent, or seriously improper conduct of an individual may be imputed to the business concern with which he is connected, where such impropriety was accomplished within the course of his official duty or apparent authority, or was effected by him with the knowledge and approval of that concern. When the individual was an officer of the concern, knowledge and approval may be presumed. Likewise, where a concern is involved in criminal, fraudulent, or seriously improper conduct, any individual who was involved in the commission of the impropriety may be debarred or suspended.

8. Notice of Debarment or Suspension.

When Purchasing seeks to debar or suspend a concern or individual (or any affiliate thereof) for cause, it shall furnish that party with a written notice:

1. stating that debarment or suspension is being considered;
2. setting forth the reasons for the proposed action;
3. indicating that such party will be afforded an opportunity for a hearing if he so requests one within ten (10) days; and,
4. indicating that such party may make a written response in accordance with Section 9(a).

9. Response to Notice of Debarment or Suspension.

- a. In lieu of requesting a hearing within the prescribed ten (10) day period, the party may, within said ten (10) day period, notify the CRA of its intent to provide a written reply and submit written evidence to contest the debarment or suspension. Such written evidence must be submitted within twenty (20) days after receipt of the notice of proposed debarment or suspension in order for it to be considered.
- b. Whatever response is received to the notice of intent to debar or suspend, such will be considered in determining whether debarment or suspension action will be made. Where a reply is received to the notice of intent to debar or to suspend, and evidence to refute such action is furnished but no hearing is requested, the information furnished will be considered in determining the action to be taken.
- c. If a hearing is requested, it shall be conducted by the Executive Director. The hearing will be held at a location convenient to the CRA as determined by the Executive Director and on a date and at a time stated. An opportunity shall be afforded to the firm or individual to appear with witnesses and counsel, to present facts or circumstances showing cause why such firm or individual should not be debarred or suspended. The proceeding shall be of an informal nature as determined by the Executive Director. After consideration of the facts, the Executive Director shall notify the firm or individual of the final decision.

- d. If no response is made to the notice of debarment or suspension within the first ten (10) day period, the decision of Purchasing shall be deemed final and the party so notified.

10. Rejection of Bids, Breach of Contract.

- a. Previously solicited and/or accepted bids may be rejected or acceptance revoked prior to beginning of performance upon discovery by the CRA that the bidder or its affiliates have committed any act which would have been cause for debarment.
- b. If after a contract is awarded and performance has been begun the CRA discovers that the bidder or its affiliates have committed any act prior to award or acceptance which would have been cause for debarment had it been discovered prior to solicitation or acceptance, the CRA may consider such to be a material breach of the contract and such shall constitute cause for termination of the contract.
- c. If after bids have been solicited and/or accepted or after a contract is awarded and performance begun, the CRA discovers that the bidder or its affiliates committed any act prior to award or acceptance which would have been cause for disbarment or suspension had it been discovered prior to solicitation or acceptance, the CRA may require additional satisfactory assurances that such act(s) have not occurred and that the contract can and will be faithfully performed. If additional assurances are requested and are not satisfactory or if the bidder or its affiliates fail to immediately cooperate with all reasonable requests, including requests for information reasonably calculated to lead to the discovery of relevant evidence, then such may be considered a material breach of the contract and such shall constitute cause for termination of the contract.

CRA OF GAINESVILLE / PURCHASING DIVISION SURVEY

BID #: RFQ CRAX140042-DH

DUE DATE: May 28, 2014
@ 3:00 p.m., local time

SEALED SUBMITTAL ON: Construction Management Professional Services for Depot Park

IF YOU DID NOT BID

Please check the appropriate line or explain:

- _____ 1. Not enough bid response time
- _____ 2. Specifications not clear
- _____ 3. Do not submit bids to Municipalities
- _____ 4. Current work load does not permit time to bid
- _____ 5. Delay in payment from Governmental agencies
- _____ 6. Do not handle this item
- _____ 7. Other:

Company: _____

Address: _____

ARCHITECT-ENGINEER QUALIFICATIONS

OMB No.: 9000-0157
Expires: 12/31/2006

Public reporting burden for this collection of information is estimated to average a total of 29 hours per response (25 hours for Part 1 and 4 hours for Part 2), including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the FAR Secretariat (MVA), Regulatory and Federal Assistance Publications Division, GSA, Washington, DC 20405.

PURPOSE

Federal agencies use this form to obtain information from architect-engineer (A-E) firms about their professional qualifications. Federal agencies select firms for A-E contracts on the basis of professional qualifications as required by the Brooks A-E Act (40 U.S.C. 1101 - 1104) and Part 36 of the Federal Acquisition Regulation (FAR).

The Brooks A-E Act requires the public announcement of requirements for A-E services (with some exceptions provided by other statutes), and the selection of at least three of the most highly qualified firms based on demonstrated competence and professional qualifications according to specific criteria published in the announcement. The Act then requires the negotiation of a contract at a fair and reasonable price starting first with the most highly qualified firm.

The information used to evaluate firms is from this form and other sources, including performance evaluations, any additional data requested by the agency, and interviews with the most highly qualified firms and their references.

GENERAL INSTRUCTIONS

Part I presents the qualifications for a specific contract.

Part II presents the general qualifications of a firm or a specific branch office of a firm. Part II has two uses:

1. An A-E firm may submit Part II to the appropriate central, regional or local office of each Federal agency to be kept on file. A public announcement is not required for certain contracts, and agencies may use Part II as a basis for selecting at least three of the most highly qualified firms for discussions prior to requesting submission of Part I. Firms are encouraged to update Part II on file with agency offices, as appropriate, according to FAR Part 36. If a firm has branch offices, submit a separate Part II for each branch office seeking work.

2. Prepare a separate Part II for each firm that will be part of the team proposed for a specific contract and submitted with Part I. If a firm has branch offices, submit a separate Part II for each branch office that has a key role on the team.

INDIVIDUAL AGENCY INSTRUCTIONS

Individual agencies may supplement these instructions. For example, they may limit the number of projects or number of

pages submitted in Part I in response to a public announcement for a particular project. Carefully comply with any agency instructions when preparing and submitting this form. Be as concise as possible and provide only the information requested by the agency.

DEFINITIONS

Architect-Engineer Services: Defined in FAR 2.101.

Branch Office: A geographically distinct place of business or subsidiary office of a firm that has a key role on the team.

Discipline: Primary technical capabilities of key personnel, as evidenced by academic degree, professional registration, certification, and/or extensive experience.

Firm: Defined in FAR 36.102.

Key Personnel: Individuals who will have major contract responsibilities and/or provide unusual or unique expertise.

SPECIFIC INSTRUCTIONS

Part I - Contract-Specific Qualifications

Section A. Contract Information.

1. **Title and Location.** Enter the title and location of the contract for which this form is being submitted, exactly as shown in the public announcement or agency request.

2. **Public Notice Date.** Enter the posted date of the agency's notice on the Federal Business Opportunity website (FedBizOpps), other form of public announcement or agency request for this contract.

3. **Solicitation or Project Number.** Enter the agency's solicitation number and/or project number, if applicable, exactly as shown in the public announcement or agency request for this contract.

Section B. Architect-Engineer Point of Contact.

4-8. **Name, Title, Name of Firm, Telephone Number, Fax (Facsimile) Number and E-mail (Electronic Mail) Address.** Provide information for a representative of the prime contractor or joint venture that the agency can contact for additional information.

Section C. Proposed Team.

9-11. Firm Name, Address, and Role in This Contract. Provide the contractual relationship, name, full mailing address, and a brief description of the role of each firm that will be involved in performance of this contract. List the prime contractor or joint venture partners first. If a firm has branch offices, indicate each individual branch office that will have a key role on the team. The named subcontractors and outside associates or consultants must be used, and any change must be approved by the contracting officer. (See FAR Part 52 Clause "Subcontractors and Outside Associates and Consultants (Architect-Engineer Services)".) Attach an additional sheet in the same format as Section C if needed.

Section D. Organizational Chart of Proposed Team.

As an attachment after Section C, present an organizational chart of the proposed team showing the names and roles of all key personnel listed in Section E and the firm they are associated with as listed in Section C.

Section E. Resumes of Key Personnel Proposed for This Contract.

Complete this section for each key person who will participate in this contract. Group by firm, with personnel of the prime contractor or joint venture partner firms first. The following blocks must be completed for each resume:

12. Name. Self-explanatory.

13. Role in This Contract. Self-explanatory.

14. Years Experience. Total years of relevant experience (block 14a), and years of relevant experience with current firm, but not necessarily the same branch office (block 14b).

15. Firm Name and Location. Name, city and state of the firm where the person currently works, which must correspond with one of the firms (or branch office of a firm, if appropriate) listed in Section C.

16. Education. Provide information on the highest relevant academic degree(s) received. Indicate the area(s) of specialization for each degree.

17. Current Professional Registration. Provide information on current relevant professional registration(s) in a State or possession of the United States, Puerto Rico, or the District of Columbia according to FAR Part 36.

18. Other Professional Qualifications. Provide information on any other professional qualifications relating to this contract, such as education, professional registration, publications, organizational memberships, certifications, training, awards, and foreign language capabilities.

19. Relevant Projects. Provide information on up to five projects in which the person had a significant role that demonstrates the person's capability relevant to her/his proposed role in this contract. These projects do not necessarily have to be any of the projects presented in Section F for the project team if the person was not involved in any of those projects or the person worked on other projects that were more relevant than the team projects in Section F. Use the check box provided to indicate if the project was performed with any office of the current firm. If any of the professional services or construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description and Specific Role (block (3)).

Section F. Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract.

Select projects where multiple team members worked together, if possible, that demonstrate the team's capability to perform work similar to that required for this contract. Complete one Section F for each project. Present ten projects, unless otherwise specified by the agency. Complete the following blocks for each project:

20. Example Project Key Number. Start with "1" for the first project and number consecutively.

21. Title and Location. Title and location of project or contract. For an indefinite delivery contract, the location is the geographic scope of the contract.

22. Year Completed. Enter the year completed of the professional services (such as planning, engineering study, design, or surveying), and/or the year completed of construction, if applicable. If any of the professional services or the construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description of Project and Relevance to This Contract (block 24).

23a. Project Owner. Project owner or user, such as a government agency or installation, an institution, a corporation or private individual.

23b. Point of Contact Name. Provide name of a person associated with the project owner or the organization which contracted for the professional services, who is very familiar with the project and the firm's (or firms') performance.

23c. Point of Contact Telephone Number
Self-explanatory.

24. Brief Description of Project and Relevance to This Contract. Indicate scope, size, cost, principal elements and special features of the project. Discuss the relevance of the example project to this contract. Enter any other information requested by the agency for each example project.

25. Firms from Section C Involved with This Project. Indicate which firms (or branch offices, if appropriate) on the project team were involved in the example project, and their roles. List in the same order as Section C.

Section G. Key Personnel Participation in Example Projects.

This matrix is intended to graphically depict which key personnel identified in Section E worked on the example projects listed in Section F. Complete the following blocks (see example below).

26. and 27. Names of Key Personnel and Role in This Contract. List the names of the key personnel and their proposed roles in this contract in the same order as they appear in Section E.

28. Example Projects Listed in Section F. In the column under each project key number (see block 29) and for each key person, place an "X" under the project key number for participation in the same or similar role.

29. Example Projects Key. List the key numbers and titles of the example projects in the same order as they appear in Section F.

Section H. Additional Information.

30. Use this section to provide additional information specifically requested by the agency or to address selection criteria that are not covered by the information provided in Sections A-G.

Section I. Authorized Representative.

31. and 32. Signature of Authorized Representative and Date. An authorized representative of a joint venture or the prime contractor must sign and date the completed form. Signing attests that the information provided is current and factual, and that all firms on the proposed team agree to work on the project. Joint ventures selected for negotiations must make available a statement of participation by a principal of each member of the joint venture.

33. Name and Title. Self-explanatory.

SAMPLE ENTRIES FOR SECTION G (MATRIX)

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below first, before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Jane A. Smith	Chief Architect	X		X							
Joseph B. Williams	Chief Mech. Engineer	X	X	X	X						
Tara C. Donovan	Chief Elec. Engineer	X	X		X						

29. EXAMPLE PROJECTS KEY

NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	Federal Courthouse, Denver, CO	6	XYZ Corporation Headquarters, Boston, MA
2	Justin J. Wilson Federal Building, Baton Rouge, LA	7	Founder's Museum, Newport RI

Part II - General Qualifications

See the "General Instructions" on page 1 for firms with branch offices. Prepare Part II for the specific branch office seeking work if the firm has branch offices.

1. Solicitation Number. If Part II is submitted for a specific contract, insert the agency's solicitation number and/or project number, if applicable, exactly as shown in the public announcement or agency request.

2a-2e. Firm (or Branch Office) Name and Address. Self-explanatory.

3. Year Established. Enter the year the firm (or branch office, if appropriate) was established under the current name.

4. DUNS Number. Insert the Data Universal Numbering System number issued by Dun and Bradstreet Information Services. Firms must have a DUNS number. See FAR Part 4.6.

5. Ownership.

a. Type. Enter the type of ownership or legal structure of the firm (sole proprietor, partnership, corporation, joint venture, etc.).

b. Small Business Status. Refer to the North American Industry Classification System (NAICS) code in the public announcement, and indicate if the firm is a small business according to the current size standard for that NAICS code (for example, Engineering Services (part of NAICS 541330), Architectural Services (NAICS 541310), Surveying and Mapping Services (NAICS 541370)). The small business categories and the internet website for the NAICS codes appear in FAR Part 19. Contact the requesting agency for any questions. Contact your local U.S. Small Business Administration office for any questions regarding Business Status.

6a-6c. Point of Contact. Provide this information for a representative of the firm that the agency can contact for additional information. The representative must be empowered to speak on contractual and policy matters.

7. Name of Firm. Enter the name of the firm if Part II is prepared for a branch office.

8a-8c. Former Firm Names. Indicate any other previous names for the firm (or branch office) during the last six years. Insert the year that this corporate name change was

effective and the associated DUNS Number. This information is used to review past performance on Federal contracts.

9. Employees by Discipline. Use the relevant disciplines and associated function codes shown at the end of these instructions and list in the same numerical order. After the listed disciplines, write in any additional disciplines and leave the function code blank. List no more than 20 disciplines. Group remaining employees under "Other Employees" in column b. Each person can be counted only once according to his/her primary function. If Part II is prepared for a firm (including all branch offices), enter the number of employees by disciplines in column c(1). If Part II is prepared for a branch office, enter the number of employees by discipline in column c(2) and for the firm in column c(1).

10. Profile of Firm's Experience and Annual Average Revenue for Last 5 Years. Complete this block for the firm or branch office for which this Part II is prepared. Enter the experience categories which most accurately reflect the firm's technical capabilities and project experience. Use the relevant experience categories and associated profile codes shown at the end of these instructions, and list in the same numerical order. After the listed experience categories, write in any unlisted relevant project experience categories and leave the profile codes blank. For each type of experience, enter the appropriate revenue index number to reflect the professional services revenues received annually (averaged over the last 5 years) by the firm or branch office for performing that type of work. A particular project may be identified with one experience category or it may be broken into components, as best reflects the capabilities and types of work performed by the firm. However, do not double count the revenues received on a particular project.

11. Annual Average Professional Services Revenues of Firm for Last 3 Years. Complete this block for the firm or branch office for which this Part II is prepared. Enter the appropriate revenue index numbers to reflect the professional services revenues received annually (averaged over the last 3 years) by the firm or branch office. Indicate Federal work (performed directly for the Federal Government, either as the prime contractor or subcontractor), non-Federal work (all other domestic and foreign work, including Federally-assisted projects), and the total. If the firm has been in existence for less than 3 years, see the definition for "Annual Receipts" under FAR 19.101.

12. Authorized Representative. An authorized representative of the firm or branch office must sign and date the completed form. Signing attests that the information provided is current and factual. Provide the name and title of the authorized representative who signed the form.

List of Disciplines (Function Codes)

Code	Description	Code	Description
01	Acoustical Engineer	32	Hydraulic Engineer
02	Administrative	33	Hydrographic Surveyor
03	Aerial Photographer	34	Hydrologist
04	Aeronautical Engineer	35	Industrial Engineer
05	Archeologist	36	Industrial Hygienist
06	Architect	37	Interior Designer
07	Biologist	38	Land Surveyor
08	CADD Technician	39	Landscape Architect
09	Cartographer	40	Materials Engineer
10	Chemical Engineer	41	Materials Handling Engineer
11	Chemist	42	Mechanical Engineer
12	Civil Engineer	43	Mining Engineer
13	Communications Engineer	44	Oceanographer
14	Computer Programmer	45	Photo Interpreter
15	Construction Inspector	46	Photogrammetrist
16	Construction Manager	47	Planner: Urban/Regional
17	Corrosion Engineer	48	Project Manager
18	Cost Engineer/Estimator	49	Remote Sensing Specialist
19	Ecologist	50	Risk Assessor
20	Economist	51	Safety/Occupational Health Engineer
21	Electrical Engineer	52	Sanitary Engineer
22	Electronics Engineer	53	Scheduler
23	Environmental Engineer	54	Security Specialist
24	Environmental Scientist	55	Soils Engineer
25	Fire Protection Engineer	56	Specifications Writer
26	Forensic Engineer	57	Structural Engineer
27	Foundation/Geotechnical Engineer	58	Technician/Analyst
28	Geodetic Surveyor	59	Toxicologist
29	Geographic Information System Specialist	60	Transportation Engineer
30	Geologist	61	Value Engineer
31	Health Facility Planner	62	Water Resources Engineer

List of Experience Categories (Profile Codes)

Code	Description	Code	Description
A01	Acoustics, Noise Abatement	E01	Ecological & Archeological Investigations
A02	Aerial Photography; Airborne Data and Imagery Collection and Analysis	E02	Educational Facilities; Classrooms
A03	Agricultural Development; Grain Storage; Farm Mechanization	E03	Electrical Studies and Design
A04	Air Pollution Control	E04	Electronics
A05	Airports; Nav aids; Airport Lighting; Aircraft Fueling	E05	Elevators; Escalators; People-Movers
A06	Airports; Terminals and Hangars; Freight Handling	E06	Embassies and Chanceries
A07	Arctic Facilities	E07	Energy Conservation; New Energy Sources
A08	Animal Facilities	E08	Engineering Economics
A09	Anti-Terrorism/Force Protection	E09	Environmental Impact Studies, Assessments or Statements
A10	Asbestos Abatement	E10	Environmental and Natural Resource Mapping
A11	Auditoriums & Theaters	E11	Environmental Planning
A12	Automation; Controls; Instrumentation	E12	Environmental Remediation
B01	Barracks; Dormitories	E13	Environmental Testing and Analysis
B02	Bridges	F01	Fallout Shelters; Blast-Resistant Design
C01	Cartography	F02	Field Houses; Gyms; Stadiums
C02	Cemeteries (<i>Planning & Relocation</i>)	F03	Fire Protection
C03	Charting: Nautical and Aeronautical	F04	Fisheries; Fish ladders
C04	Chemical Processing & Storage	F05	Forensic Engineering
C05	Child Care/Development Facilities	F06	Forestry & Forest products
C06	Churches; Chapels	G01	Garages; Vehicle Maintenance Facilities; Parking Decks
C07	Coastal Engineering	G02	Gas Systems (Propane; Natural, Etc.)
C08	Codes; Standards; Ordinances	G03	Geodetic Surveying: Ground and Airborne
C09	Cold Storage; Refrigeration and Fast Freeze	G04	Geographic Information System Services: Development, Analysis, and Data Collection
C10	Commercial Building (<i>low rise</i>); Shopping Centers	G05	Geospatial Data Conversion: Scanning, Digitizing, Compilation, Attributing, Scribing, Drafting
C11	Community Facilities	G06	Graphic Design
C12	Communications Systems; TV; Microwave	H01	Harbors; Jetties; Piers, Ship Terminal Facilities
C13	Computer Facilities; Computer Service	H02	Hazardous Materials Handling and Storage
C14	Conservation and Resource Management	H03	Hazardous, Toxic, Radioactive Waste Remediation
C15	Construction Management	H04	Heating; Ventilating; Air Conditioning
C16	Construction Surveying	H05	Health Systems Planning
C17	Corrosion Control; Cathodic Protection; Electrolysis	H06	Highrise; Air-Rights-Type Buildings
C18	Cost Estimating; Cost Engineering and Analysis; Parametric Costing; Forecasting	H07	Highways; Streets; Airfield Paving; Parking Lots
C19	Cryogenic Facilities	H08	Historical Preservation
D01	Dams (<i>Concrete; Arch</i>)	H09	Hospital & Medical Facilities
D02	Dams (<i>Earth; Rock</i>); Dikes; Levees	H10	Hotels; Motels
D03	Desalination (<i>Process & Facilities</i>)	H11	Housing (<i>Residential, Multi-Family; Apartments; Condominiums</i>)
D04	Design-Build - Preparation of Requests for Proposals	H12	Hydraulics & Pneumatics
D05	Digital Elevation and Terrain Model Development	H13	Hydrographic Surveying
D06	Digital Orthophotography		
D07	Dining Halls; Clubs; Restaurants		
D08	Dredging Studies and Design		

List of Experience Categories (Profile Codes)

Code	Description	Code	Description
I01	Industrial Buildings; Manufacturing Plants	P09	Product, Machine Equipment Design
I02	Industrial Processes; Quality Control	P10	Pneumatic Structures, Air-Support Buildings
I03	Industrial Waste Treatment	P11	Postal Facilities
I04	Intelligent Transportation Systems	P12	Power Generation, Transmission, Distribution
I05	Interior Design; Space Planning	P13	Public Safety Facilities
I06	Irrigation; Drainage		
J01	Judicial and Courtroom Facilities	R01	Radar; Sonar; Radio & Radar Telescopes
L01	Laboratories; Medical Research Facilities	R02	Radio Frequency Systems & Shieldings
L02	Land Surveying	R03	Railroad; Rapid Transit
L03	Landscape Architecture	R04	Recreation Facilities (Parks, Marinas, Etc.)
L04	Libraries; Museums; Galleries	R05	Refrigeration Plants/Systems
L05	Lighting (Interior; Display; Theater, Etc.)	R06	Rehabilitation (Buildings; Structures; Facilities)
L06	Lighting (Exteriors; Streets; Memorials; Athletic Fields, Etc.)	R07	Remote Sensing
M01	Mapping Location/Addressing Systems	R08	Research Facilities
M02	Materials Handling Systems; Conveyors; Sorters	R09	Resources Recovery; Recycling
M03	Metallurgy	R10	Risk Analysis
M04	Microclimatology; Tropical Engineering	R11	Rivers; Canals; Waterways; Flood Control
M05	Military Design Standards	R12	Roofing
M06	Mining & Mineralogy	S01	Safety Engineering; Accident Studies; OSHA Studies
M07	Missile Facilities (Silos; Fuels; Transport)	S02	Security Systems; Intruder & Smoke Detection
M08	Modular Systems Design; Pre-Fabricated Structures or Components	S03	Seismic Designs & Studies
N01	Naval Architecture; Off-Shore Platforms	S04	Sewage Collection, Treatment and Disposal
N02	Navigation Structures; Locks	S05	Soils & Geologic Studies; Foundations
N03	Nuclear Facilities; Nuclear Shielding	S06	Solar Energy Utilization
O01	Office Buildings; Industrial Parks	S07	Solid Wastes; Incineration; Landfill
O02	Oceanographic Engineering	S08	Special Environments; Clean Rooms, Etc.
O03	Ordnance; Munitions; Special Weapons	S09	Structural Design; Special Structures
P01	Petroleum Exploration; Refining	S10	Surveying; Platting; Mapping; Flood Plain Studies
P02	Petroleum and Fuel (Storage and Distribution)	S11	Sustainable Design
P03	Photogrammetry	S12	Swimming Pools
P04	Pipelines (Cross-Country - Liquid & Gas)	S13	Storm Water Handling & Facilities
P05	Planning (Community, Regional, Areawide and State)	T01	Telephone Systems (<i>Rural; Mobile; Intercom, Etc.</i>)
P06	Planning (Site, Installation, and Project)	T02	Testing & Inspection Services
P07	Plumbing & Piping Design	T03	Traffic & Transportation Engineering
P08	Prisons & Correctional Facilities	T04	Topographic Surveying and Mapping
		T05	Towers (<i>Self-Supporting & Guyed Systems</i>)
		T06	Tunnels & Subways

List of Experience Categories (Profile Codes)

Code	Description
U01	Unexploded Ordnance Remediation
U02	Urban Renewals; Community Development
U03	Utilities (Gas and Steam)
V01	Value Analysis; Life-Cycle Costing
W01	Warehouses & Depots
W02	Water Resources; Hydrology; Ground Water
W03	Water Supply; Treatment and Distribution
W04	Wind Tunnels; Research/Testing Facilities Design
Z01	Zoning; Land Use Studies

ARCHITECT - ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*

2. PUBLIC NOTICE DATE

3. SOLICITATION OR PROJECT NUMBER

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

5. NAME OF FIRM

6. TELEPHONE NUMBER

7. FAX NUMBER

8. E-MAIL ADDRESS

C. PROPOSED TEAM

(Complete this section for the prime contractor and all key subcontractors.)

	<i>(Check)</i>			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCON- TRACTOR			
a.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
b.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(Attached)

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM

15. FIRM NAME AND LOCATION *(City and State)*

16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i>	17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i>
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
		<input type="checkbox"/> Check if project performed with current firm	
b.	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
		<input type="checkbox"/> Check if project performed with current firm	
c.	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
		<input type="checkbox"/> Check if project performed with current firm	
d.	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
		<input type="checkbox"/> Check if project performed with current firm	
e.	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
		<input type="checkbox"/> Check if project performed with current firm	

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER
21. TITLE AND LOCATION <i>(City and State)</i>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10

29. EXAMPLE PROJECTS KEY

NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1		6	
2		7	
3		8	
4		9	
5		10	

H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

33. NAME AND TITLE

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER *(If any)*

PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (OR BRANCH OFFICE) NAME			3. YEAR ESTABLISHED	4. DUNS NUMBER
2b. STREET			5. OWNERSHIP	
2c. CITY			a. TYPE	
2d. STATE		2e. ZIP CODE		
6a. POINT OF CONTACT NAME AND TITLE			b. SMALL BUSINESS STATUS	
6b. TELEPHONE NUMBER			6c. E-MAIL ADDRESS	
8a. FORMER FIRM NAME(S) <i>(If any)</i>			8b. YR. ESTABLISHED	8c. DUNS NUMBER
7. NAME OF FIRM <i>(If block 2a is a branch office)</i>				

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number <i>(see below)</i>
		(1) FIRM	(2) BRANCH			
Other Employees						
Total						

<p>11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(Insert revenue index number shown at right)</i></p> <table style="width: 100%;"> <tr> <td style="width: 50%;">a. Federal Work</td> <td> </td> </tr> <tr> <td>b. Non-Federal Work</td> <td> </td> </tr> <tr> <td>c. Total Work</td> <td> </td> </tr> </table>	a. Federal Work		b. Non-Federal Work		c. Total Work		<p style="text-align: center;">PROFESSIONAL SERVICES REVENUE INDEX NUMBER</p> <table style="width: 100%;"> <tr> <td style="width: 50%;">1. Less than \$100,000</td> <td style="width: 50%;">6. \$2 million to less than \$5 million</td> </tr> <tr> <td>2. \$100,00 to less than \$250,000</td> <td>7. \$5 million to less than \$10 million</td> </tr> <tr> <td>3. \$250,000 to less than \$500,000</td> <td>8. \$10 million to less than \$25 million</td> </tr> <tr> <td>4. \$500,000 to less than \$1 million</td> <td>9. \$25 million to less than \$50 million</td> </tr> <tr> <td>5. \$1 million to less than \$2 million</td> <td>10. \$50 million or greater</td> </tr> </table>	1. Less than \$100,000	6. \$2 million to less than \$5 million	2. \$100,00 to less than \$250,000	7. \$5 million to less than \$10 million	3. \$250,000 to less than \$500,000	8. \$10 million to less than \$25 million	4. \$500,000 to less than \$1 million	9. \$25 million to less than \$50 million	5. \$1 million to less than \$2 million	10. \$50 million or greater
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12. AUTHORIZED REPRESENTATIVE
The foregoing is a statement of facts.

a. SIGNATURE	b. DATE
c. NAME AND TITLE	

DEPOT BUILDING PARKING

