



CITY OF ROANOKE, VIRGINIA
REQUEST FOR QUALIFICATIONS
FOR
BUILD SERVICES FOR BERGLUND CENTER ICE RINK AND FLOOR
REPLACEMENT

RFQ NUMBER 16-06-13

OPENING DATE: February 18, 2016

OPENING TIME 2:00 P.M.

The Request for Qualifications and related documents may be obtained during normal business hours from the Purchasing Division located in the Noel C. Taylor Municipal Building, 215 Church Avenue, SW, Room 202, Roanoke, VA 24011. This document may be viewed and/or downloaded from the City of Roanoke Purchasing Division's Vendor Self Service website at <https://vss.roanokeva.gov> or from the Purchasing Division's website at www.roanokeva.gov/purchasing. If you have any problems accessing the documents, you may contact Purchasing at (540) 853-2871 or purchasing@roanokeva.gov.

**THIS PUBLIC BODY DOES NOT DISCRIMINATE
AGAINST FAITH-BASED ORGANIZATIONS**

DATE of RFQ: January 20, 2016

REQUEST FOR QUALIFICATIONS (RFQ)

RFQ No. 16-06-13

Issue Date: January 20, 2016

Commodity Code: 90625, 98863, 90672, 91223, 90638, 95826, 91244, 90976, 15547, 15585, 65012, 65050, 65060, 65018, 65038, 65006, 90638, 98852, 90656, 65030, 98840, 98877

Title: Design-Build Services for Berglund Center Ice Rink and Floor Replacement

Issued By: **City of Roanoke**
Purchasing Division
Noel C. Taylor Municipal Building
215 Church Ave., SW, Room 202
Roanoke, VA 24011-1517
Phone (540) 853-2871
FAX (540) 853-1513
Email: monica.cole@roanokeva.gov

Sealed statements of qualifications will be received on or before 2:00 P.M., February 18, 2016 for furnishing the services and/or items described herein. The time of receipt shall be determined by the time clock stamp in the Purchasing office.

If statements of qualifications are mailed, send directly to the Purchasing Division at the address listed above. If hand delivered, deliver to Purchasing Division at Noel C. Taylor Municipal Building, 215 Church Ave., SW, Room 202, Roanoke, VA.

A non-mandatory pre-qualifications conference will held at 10:30a.m., on February 1, 2016 in the Annex Conference Room, Berglund Center, Third Floor, 710 Williamson Road, Roanoke, Virginia.

THIS PUBLIC BODY DOES NOT DISCRIMINATE AGAINST FAITH-BASED ORGANIZATIONS.

The City reserves the right to cancel this RFQ and/or reject any or all statements of qualifications and to waive any informalities in any statement of qualification.

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CITY OF ROANOKE, VIRGINIA
REQUEST FOR QUALIFICATIONS
FOR

Design-Build Services for Berglund Center Ice Rink and Floor Replacement

RFQ NUMBER 16-06-13

INTRODUCTION

The City of Roanoke, Virginia, is requesting Statements of Qualifications (SOQ) from Offerors to provide Design-Build services for replacement of the concrete floor and refrigerant piping in the Berglund Center Coliseum, located at 710 Williamson Road, Roanoke, Virginia, in accordance with all terms, conditions, and specifications as set out in this Request for Qualifications (RFQ). This is a two-step qualifications-based competitive negotiation process as authorized by Section 2.2-4308 of the Code of Virginia and City of Roanoke Ordinance No. 39922-050514 adopting written procedures governing the selection, evaluation, and award of design-build contracts. Qualified Offerors will be invited to submit proposals for the second step of this process.

The City's primary objective in utilizing the design-build approach is to reduce the delivery schedule for this project by supporting concurrent construction activity with the design process to ensure completion of replacement of the concrete floor and refrigeration piping at The Berglund Center and installation of a fully functional ice rink by no later than September 12, 2016.

The RFQ and related documents may be obtained during normal business hours from the Purchasing Division, (540) 853-2871. This document may be viewed and/or downloaded from the City of Roanoke Purchasing Division's Vendor Self Service website at <https://vss.roanokeva.gov> or from the Purchasing Division's website at www.roanokeva.gov/purchasing. If you have any problems accessing the documents, you may contact Purchasing at (540) 853-2871 or purchasing@roanokeva.gov.

As part of the Offeror's team, all Offerors must have: (1) a Virginia licensed Class "A" contractor; and (2) an Architect or Engineer registered in the Commonwealth of Virginia. The Design Build Team members (both Contractor and Architect/Engineer) must have a minimum of five years of experience in delivering projects of similar size and complexity.

Statements of Qualifications, to be considered and evaluated, must be sealed and received **on or before 2:00 p.m. on Monday, February 18, 2016** in the Purchasing Division, City of Roanoke, Noel C. Taylor Municipal Building, 215 Church Ave., SW, Room 202, Roanoke, VA 24011. Statements of Qualifications appropriately received will be opened at this time. **Statements of Qualifications received after 2:00 p.m. will not be accepted or considered.** The time of receipt shall be determined by the time clock stamp in the Purchasing Office, or if it is not working, such time shall be determined by the Purchasing official who is to open the Statements of Qualifications. Faxed or e-mailed SOQ are not acceptable. If the Noel C. Taylor Municipal Building is closed for business at the time scheduled for the SOQ opening, the sealed SOQ will be accepted and opened on the next business day of the City, at the originally scheduled hour.

Each SOQ, one (1) original and three (3) copies, must be appropriately signed by an authorized representative of the primary Offeror, and must be submitted in a sealed envelope or package. The notation "**Design Build Services For Berglund Center Ice Rink and Floor**

Replacement, RFQ No. 16-06-13” and the specified opening time and date must be clearly marked on the front of that sealed envelope or package. A removable media storage device containing one (1) digital copy of the SOQ must be included in the proposal packet.

The City of Roanoke, Virginia, and its officers, employees or agents will not be responsible for the opening of an SOQ envelope or package prior to the scheduled opening if that envelope or package is not appropriately sealed and marked as specified.

The City of Roanoke, Virginia reserves the right to cancel this RFQ and/or reject any or all statements of qualifications, to waive informalities in any SOQ, and to qualify any Offeror whose statement of qualifications is, at the sole discretion of the City of Roanoke, determined to be in the best interest of the City.

Qualification evaluation will be accomplished in accordance with this RFQ and Sections 2.2-4308, et seq., of the Code of Virginia and City of Roanoke Ordinance No. 39922-050514 adopting written procedures governing the selection, evaluation and award of design-build contracts. An evaluation committee will evaluate each responding Offeror’s statement of qualifications and any other relevant information and shall determine which Offerors are fully qualified and suitable for the project. The RFQ evaluation shall result in a short list of two (2) to five (5) Offerors to receive a Request for Proposal (RFP).

Inquiries regarding this RFQ, procurement procedures, and/or SOQ submission shall be directed to the Purchasing Manager at (540) 853-2871.

This RFQ consists of this Introduction, seven (7) numbered sections, and the attachments hereto.

If you download this RFQ from the City website and intend to submit a statement of qualifications, you should notify Purchasing that you have done so. However, each Offeror is solely responsible for ensuring that such Offeror has the current, complete version of the documents, including any addenda, before submitting an SOQ. The City is not responsible for any RFQ obtained from any source other than the City. Contact Purchasing by phone at (540) 853-2871, by fax at (540) 8531-1513, or by email at purchasing@roanokeva.gov.

Respectfully,

Monica Cole, VCO
Senior Buyer

Date: January 20, 2016

Design Build Services For Berglund Center Ice Rink and Floor Replacement

SECTION 1. PURPOSE.

The purpose of this Request for Qualifications (RFQ) is to request Statements of Qualifications (SOQ) from Design-Build teams to provide services regarding the replacement of the concrete floor and associated refrigerant piping in the Berglund Center Coliseum Building. This project will employ the design-build procurement process to encourage a creative, problem solving approach through interactive efforts of an experienced, highly motivated Design-Build Team. The design-build process will foster a cooperative owner-designer-contractor effort to identify potential value enhancement concepts throughout the design and construction process.

SECTION 2. BACKGROUND/DESCRIPTION OF PROJECT.

The project is the replacement of the concrete floor and embedded refrigerant piping in the Berglund Center Coliseum Building. The scope of work includes, but is not necessarily limited to, the demolition of approximately 22,000 sq. ft. of concrete floor slab, all sub-base materials and refrigerant piping system, and the replacement of such with a new concrete slab and piping system. A new chiller and connections to the refrigerant piping will be the provided by the City of Roanoke Facilities Management staff; the Successful Offeror will be required to provide appropriate coordination. The limits of the existing floor slab are shown on Sheet 35 of the original attached drawings dated December 30, 1967 (hereinafter referred to as Drawings)(Attachment A), and the details for the original system can be seen on Sheets 43, 44 and 52 of the Drawings, all of which are attached hereto and made a part thereof. The Work includes, but is not limited to, the demolition of the slab and piping system, complete and in full, and the proper removal and disposal of all such materials in an approved landfill or disposal site. The new Work includes provision of a new structural concrete floor slab; steel reinforcing and wire mesh; membrane waterproofing systems; sand; crushed rock; joint backing and sealants; water stops; insulation; refrigerant piping system to include supports; and all floor inserts as required for a hockey dasher board system and in other locations as indicated on Sheet 52 of the attached drawings.

The selected design build team is requested to provide turnkey services including but not limited to design, construction, construction management and material testing. The design build team is expected to provide all drawings and specifications necessary to complete the work and gain all necessary regulatory and permit approvals.

Unless modified in writing by the City, all dimensions, thicknesses and other similar features and properties of the ice rink floor system shall be replaced as indicated on the original Drawings. In addition to the Drawings indicated above, attached hereto is

Section 9F of the original Specifications, "Concrete Ice Rink Floor" which is included as a guide to assist vendors in better understanding the materials and construction inherent in the existing ice rink floor system of the Berglund Center Coliseum building (Attachment B). Alternative materials and construction means and methods are welcome and may be proposed by the design –build team.

The project schedule is limited by scheduled events at the Berglund Center. The work site will be available on July 4, 2016, and the contractor will be provided continuous access to the work area until September 11, 2016, a total of 68 calendar days. The work must be complete and fully functional by September 12, 2016.

A Performance Security and a Labor and Material Payment Security each in the amount of one hundred percent (100%) of the contract amount, in accordance with Sections 2.2-4337 and 2.2-4338 of the Code of Virginia, shall be furnished by the Prime Offeror from the Successful Team, following the award of the Request For Proposals (RFP) in one of the following forms:

- a. A Performance Bond and a Labor and Material Payment Bond, on forms as provided in the RFP Contract Documents, made payable to the City of Roanoke, properly executed by the Prime Offeror as Principal and a Corporate Surety authorized to transact business in the Commonwealth of Virginia. Attorneys-in fact who execute the bonds must file with each bond a certified copy of their Power of Attorney.
- b. Certified checks, cashier's check, or cash escrow in the face amount required for the Performance Security and the Labor and Material Payment Security each made payable to the City of Roanoke.

SECTION 3. INSTRUCTIONS TO OFFERORS.

- A. Statements of Qualifications must be submitted in accordance with the instructions and requirements contained in this RFQ, including the Introduction. Failure to do so may result in the SOQ being considered non-responsive and it may be rejected. An Offeror must promptly notify the Purchasing Division of any ambiguity, inconsistency, or error which may be discovered upon examination of the RFQ. An Offeror requiring clarification or interpretation of this RFQ should contact the Purchasing Manager at (540) 853-2871.
- B. Until such time that an award is published, direct contact with any City employee without the expressed permission of the Purchasing Manager or her designated representative, on the subject of this RFQ, is strictly forbidden. Violation of this Instruction may result in disqualification of Offeror's SOQ.
- C. Prospective Offerors, sometimes referred to as providers, operators, contractors, consultants, or vendors, are to address the criteria below, at a minimum, as part of its submitted SOQ. Wherever the word "Offeror" is used in this RFQ, it shall mean each or any of the individuals, firms, partnerships, corporations or Teams, submitting a primary Statement of Qualifications for this RFQ.

- D. Prospective Offerors must complete and return Attachment C (Statement of Qualifications) along with any additional requested information. **Each SOQ should include a transmittal letter identifying the prime Proposer and introducing the proposed Design-Build Team members. Briefly summarize the Team's background and any distinguishing qualities or capabilities that uniquely qualify the Team for this project.**
- E. Responses to this RFQ must be in the prescribed format (Attachment C). A removable media storage device containing one (1) digital copy of the SOQ must be included in the proposal packet.
- F. The City may request additional information, clarification, or presentations from any of the Offerors after review of the Statements of Qualifications received.
- G. The City has the right to use any or all ideas presented in reply to this RFQ, subject only to the limitations regarding proprietary/confidential data of Offeror.
- H. The City is not liable for any costs incurred by any Offeror in connection with this RFQ or any response by any Offeror to this RFQ. The expenses incurred by Offeror in the preparation, submission, and presentation of the SOQ are the sole responsibility of the Offeror and may not be charged to the City.
- I. Only the City will make news releases pertaining to this RFQ.
- J. Each Offeror who is a stock or nonstock corporation, limited liability company, business trust, or a limited partnership or other business entity shall be authorized to transact business in the Commonwealth of Virginia as a domestic or foreign business entity if required by law. Each such Offeror shall include in its SOQ response the Identification Number issued to it by the Virginia State Corporation Commission (SCC) and should list its business entity name as it is listed with the SCC. Any Offeror that is not required to be authorized to transact business in the Commonwealth as a domestic or foreign business entity as required by law shall include in its SOQ response a statement describing why the Offeror is not required to be so authorized. (See Va. Code Section 2.2-4311.2).
- K. Each Offeror is required to state if it has ever been debarred, fined, had a contract terminated, or found not to be a responsible bidder or Offeror by any federal, state, or local government, and/or private entity. If so, please give the details of each such matter and include this information with the SOQ response.

SECTION 4. MISCELLANEOUS.

- A. Ownership of Material - Ownership of all data, materials, and documentation originated and prepared for the City pursuant to the RFQ shall belong exclusively to the City and be subject to public inspection in accordance with the *Virginia Freedom of Information Act*. Trade secrets or proprietary

information submitted by the Offeror shall not be subject to public disclosure under the *Freedom of Information Act*, unless otherwise required by law or a court. **However, the Offeror must invoke the protection of Section 2.2-4342(F) of the Code of Virginia, in writing, either before or at the time the data or other material is submitted. The written notice must SPECIFICALLY identify the data or materials to be protected and state the reason why protection is necessary. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures, or paragraphs that constitute trade secret or proprietary information.** The classification of an entire SOQ document, line item prices, and/or total proposal prices as proprietary, or trade secrets, is NOT ACCEPTABLE and may result in REJECTION of the SOQ.

- B. As this is a RFQ, no information regarding the SOQ records or the contents of responses will be released except in accordance with Section 2.2-4342 of the Code of Virginia. Once an award has been made from the resulting RFP, all SOQ documents will be open to public inspection subject to the provisions set forth above.
- C. Any interpretation, correction, or change of the RFQ will be made by an addendum. Interpretations, corrections or changes of this RFQ made in any other manner will not be binding and Offerors must not rely upon such interpretations, corrections, or changes. The City Purchasing Division or its designee will issue Addenda. **However, each Offeror is solely responsible for ensuring that such Offeror has the current, complete version of the RFQ documents, including any addenda, before submitting an SOQ. The City is not responsible for any RFQ obtained from any source other than the City.**
- D. No Offeror shall confer on any public employee having official responsibility for a purchasing transaction any payment, loan, subscription, advance, deposit or money, service, or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value is exchanged.
- E. The City may make investigations to determine the ability of the Offeror to perform or supply the services and/or items as described in this RFQ. The City reserves the right to reject any SOQ if the Offeror fails to satisfy the City that it is qualified to carry out the obligations of the proposed project.
- F. The successful Offeror must comply with the nondiscrimination provisions of Virginia Code Section 2.2-4311, which are incorporated herein by reference.
- G. The successful Offeror must comply with the drug-free workplace provisions of Virginia Code Section 2.2-4312, which are incorporated herein by reference.
- H. It is the policy of the City of Roanoke to maximize participation by minority and women owned business enterprises in all aspects of City contracting opportunities.

- I. The successful Offeror shall comply with all applicable City, State, and Federal laws, codes, provisions, and regulations. The successful Offeror shall not during the performance of any resultant contract knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.
- J. Providers of any outside services shall be subject to the same conditions and requirements as the successful Offeror in regards to law, code, or regulation compliance. The City reserves the right of approval for any subcontract work, including costs thereof.
- K. Ethics in Public Contracting. The provisions, requirements, and prohibitions as contained in Sections 2.2-4367 through 2.2-4377, of the Virginia Code, pertaining to bidders, offerors, contractors, and subcontractors are applicable to this RFQ.
- L. Conflict of Interests Act. The provisions, requirements, and prohibitions as contained in Sections 2.2-3100, et seq., of the Virginia Code are applicable to this RFQ.
- M. The procurement provisions of the Code of the City of Roanoke (1979), as amended, Sections 23.2-1, et seq., as well as the City Procurement Manual, apply to this RFQ, unless specifically modified herein. The City's Procurement Manual can be reviewed at the Purchasing office.
- N. Insurance Requirements:
Successful Offeror, and any of its subcontractors, shall, at its sole expense, obtain and maintain during the life of the resulting Contract the insurance policies and/or bonds required. Any required insurance policies and/or bonds shall be effective prior to the beginning of any work or other performance by successful Offeror, or any of its subcontractors, under any resultant Contract. All such insurance shall be primary and noncontributory to any insurance or self-insurance the City may have.

SECTION 5. PROTESTS.

Any Offeror who wishes to protest or object to any prequalification made or other decisions pursuant to this RFQ may do so only in accordance with the provisions of Sections 2.2-4357, 4358, 4359, 4360, 4363, and 4364 of the Code of Virginia, and only if such is provided for in such Code section. Any such protest or objection must be in writing signed by a representative of the entity making the protest or objection and contain the information required by the applicable Code Sections set forth above. Such writing must be delivered to the City Purchasing Manager within the required time period.

SECTION 6. EVALUATION CRITERIA.

Offerors will be evaluated for prequalification for the second step of the design-build competitive negotiation process, the Request for Proposal, on the basis of those fully qualified and suitable to meet the requirements of this RFQ. Major criteria to be considered in the evaluation may include, but shall not necessarily be limited to, the items referred to above and those set forth below:

- A. The background, education, licenses, and experience of the Offeror and Team in providing similar services or items elsewhere, including the level of experience in working with municipalities and the quality of services performed or items supplied.
 - 1. The Design Build Team members must have a minimum of five years of experience in delivering projects of similar size and complexity.
 - 2. Demonstrated experience in the successful management of design and construction on Design-Build projects.
 - 3. Contractor must have a Class A Virginia Contractors License.
 - 4. Design Build Teams must have an Architect or Engineer registered in the Commonwealth of Virginia.
 - 5. Demonstrate experience, relevant to the complexity and composition of the anticipated project for key personnel to include Project Manager, Designers, construction manager, quality control/operations manager and the like.
- B. The Offeror's responsiveness and compliance with the RFQ requirements and conditions.
- C. Determination that the selected Offeror has no contractual relationships which would result in a conflict of interest with the City's contract.
- D. The Offeror's ability, capacity, and skill to fully and satisfactorily provide the services and/or items required in this RFQ.
- F. Demonstrated knowledge and understanding of specific project issues and risks and the issues, benefits, and responsibilities associated with the Design-Build processes as set forth by the Commonwealth of Virginia.
- G. The quality of Offeror's performance in comparable and/or similar projects. Offeror must provide substantial evidence of prior work experience of a similar nature. Demonstrate record of performance, including completion schedule, quality of work, completion within budget, claims history, record of termination for cause and defaults, and client references.

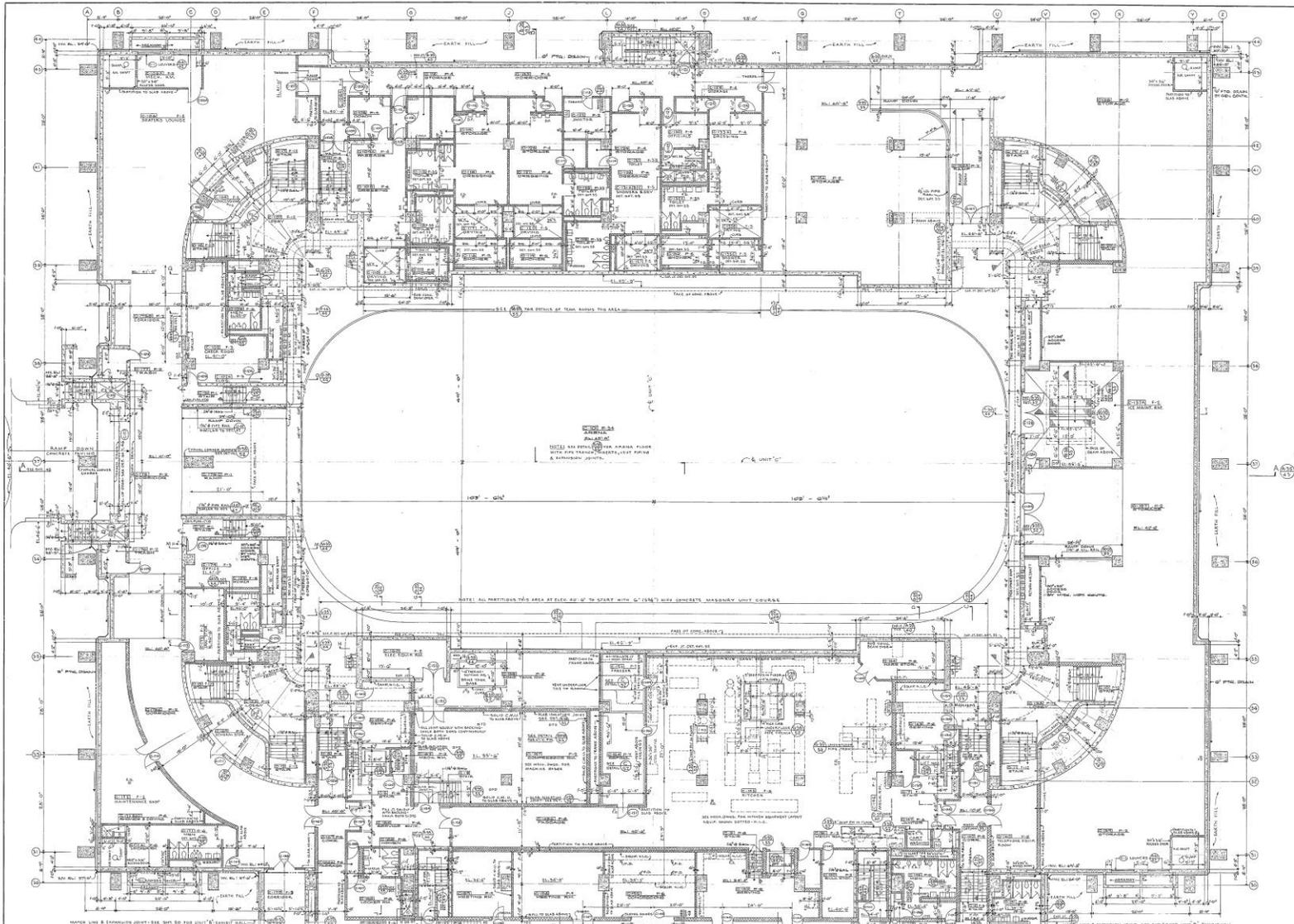
- H. Whether the Offeror can provide the services and/or deliver the items in a prompt and timely fashion. Offeror must have the capacity to have the entire project completed and operational for public use by December 31, 2016.

SECTION 7. QUALIFICATION AND SELECTION PROCESS.

- A. Pursuant to Section 2.2-4308 of the Code of Virginia and City of Roanoke Ordinance No. 39922-050514 adopting written procedures governing the selection, evaluation, and award of design-build contracts, the process for Offeror qualification and selection is as follows:
1. An Evaluation Committee comprised of a minimum of three (3) and a maximum of five (5) voting members, including a Virginia Licensed Engineer, shall be responsible for evaluating the qualifications of Offerors responding to the design-build solicitation.
 2. The Evaluation Committee shall evaluate each responding Offeror's statement of qualifications and any other relevant information and shall determine which Offerors are fully qualified and suitable for the project.
 3. At least thirty (30) days prior to the date established for the submission of proposals for the second step of the design-build competitive negotiation process, the Request for Proposal (RFP), the City's Purchasing Manager shall advise each Offeror in writing as to whether that Offeror has been prequalified. In the event that an Offeror is denied prequalification, the written notice shall state the reasons for the denial of prequalification and the factual basis for such reasons. Prequalified Offerors that are not selected for the short list shall likewise be provided the reasons for such decision.
- B. Prequalified Offerors that are selected for the short list will be invited to respond to a Request for Proposal (RFP) that is prepared by the City's Purchasing Manager or designee.

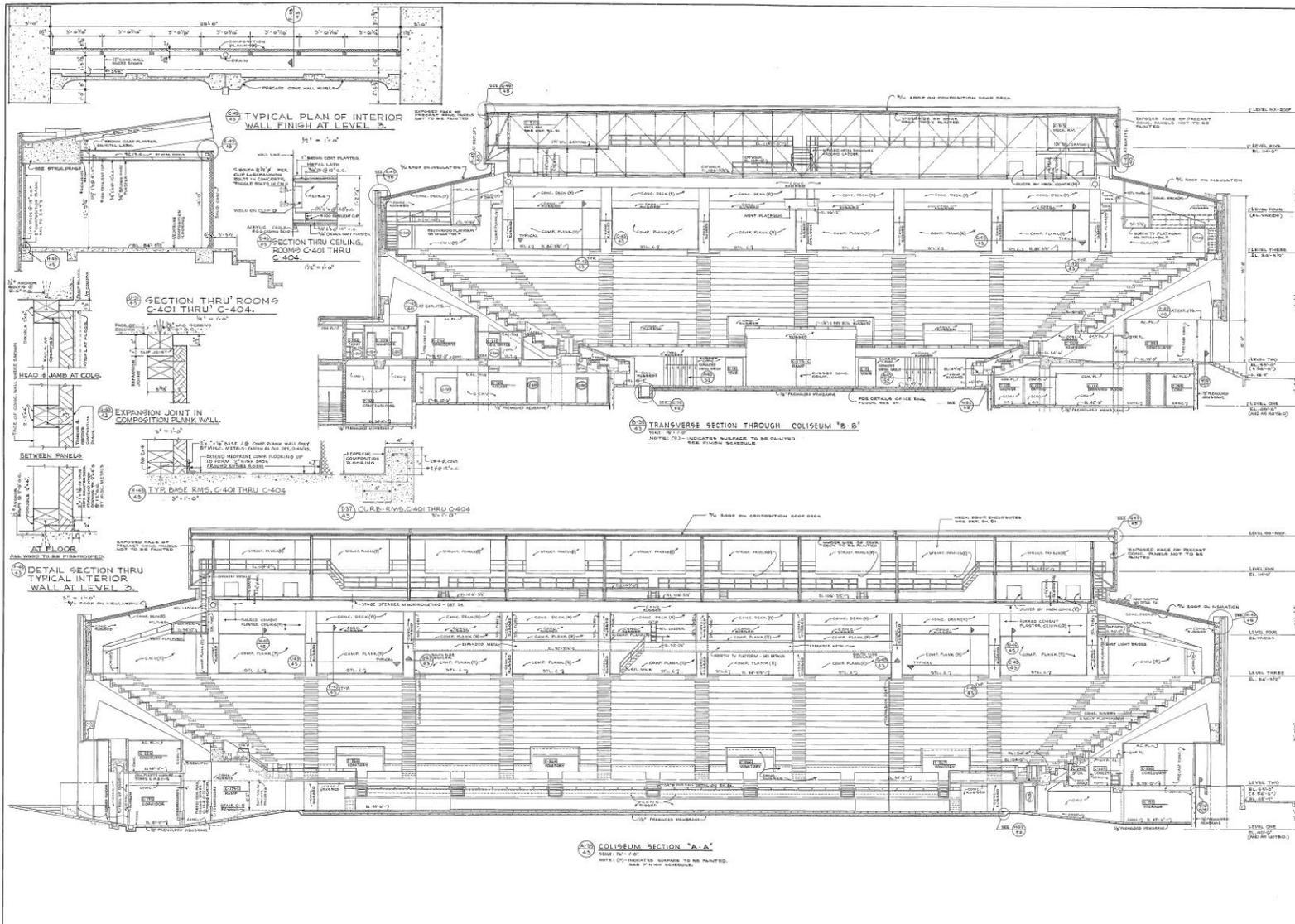
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**ATTACHMENT A
TO
RFQ 16-06-13
ORIGINAL DRAWINGS**



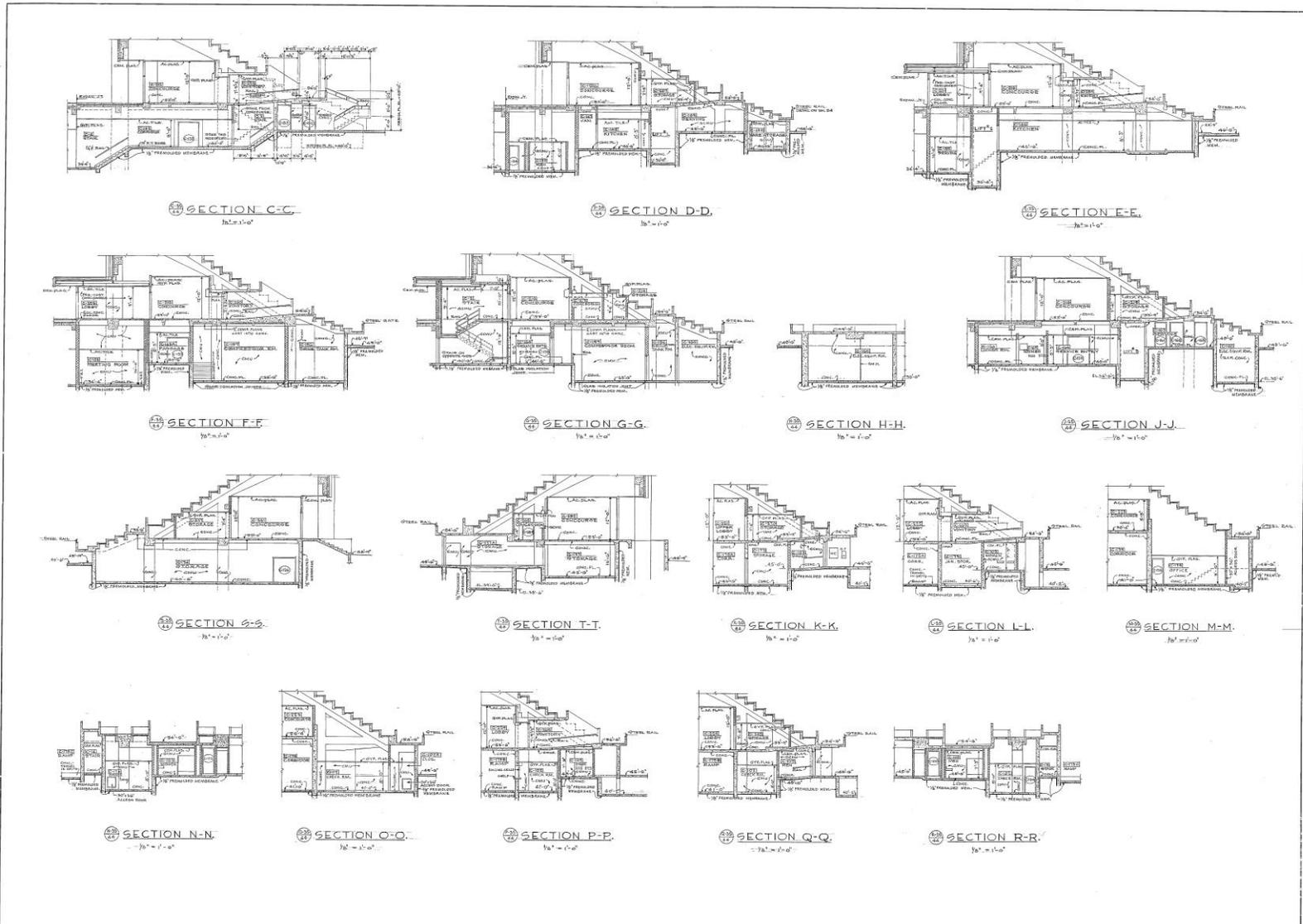
CON11 RD C.B. 1388 P.C. 0332 T.P. 847 S.R.W. 480					REVISIONS 1. _____ 2. _____ 3. _____	SHEET TITLE UNIT C - PLAN OF LEVEL ONE SCALE: 1/8" = 1'-0" DRAWN BY: _____ CHECKED BY: _____ DATE: NOVEMBER 21, 1967		ASSOCIATED ARCHITECTS & ENGINEERS OF ROANOKE ROANOKE, VIRGINIA <small>ROBERTSON PARKER & JOHN CHRISTENSEN SENIOR ARCHITECTS & PARTNERS</small>	CIVIC CENTER FOR ROANOKE, VIRGINIA	SHEET NO. 35 <small>OF 37</small>
					<small>NOTES: SEE REVISIONS SHEET FOR UNIT C. SEE UNIT C-1 FOR UNIT C-2. SEE UNIT C-2 FOR UNIT C-3. SEE UNIT C-3 FOR UNIT C-4. SEE UNIT C-4 FOR UNIT C-5. SEE UNIT C-5 FOR UNIT C-6. SEE UNIT C-6 FOR UNIT C-7. SEE UNIT C-7 FOR UNIT C-8. SEE UNIT C-8 FOR UNIT C-9. SEE UNIT C-9 FOR UNIT C-10. SEE UNIT C-10 FOR UNIT C-11. SEE UNIT C-11 FOR UNIT C-12. SEE UNIT C-12 FOR UNIT C-13. SEE UNIT C-13 FOR UNIT C-14. SEE UNIT C-14 FOR UNIT C-15. SEE UNIT C-15 FOR UNIT C-16. SEE UNIT C-16 FOR UNIT C-17. SEE UNIT C-17 FOR UNIT C-18. SEE UNIT C-18 FOR UNIT C-19. SEE UNIT C-19 FOR UNIT C-20. SEE UNIT C-20 FOR UNIT C-21. SEE UNIT C-21 FOR UNIT C-22. SEE UNIT C-22 FOR UNIT C-23. SEE UNIT C-23 FOR UNIT C-24. SEE UNIT C-24 FOR UNIT C-25. SEE UNIT C-25 FOR UNIT C-26. SEE UNIT C-26 FOR UNIT C-27. SEE UNIT C-27 FOR UNIT C-28. SEE UNIT C-28 FOR UNIT C-29. SEE UNIT C-29 FOR UNIT C-30. SEE UNIT C-30 FOR UNIT C-31. SEE UNIT C-31 FOR UNIT C-32. SEE UNIT C-32 FOR UNIT C-33. SEE UNIT C-33 FOR UNIT C-34. SEE UNIT C-34 FOR UNIT C-35. SEE UNIT C-35 FOR UNIT C-36. SEE UNIT C-36 FOR UNIT C-37. SEE UNIT C-37 FOR UNIT C-38. SEE UNIT C-38 FOR UNIT C-39. SEE UNIT C-39 FOR UNIT C-40. SEE UNIT C-40 FOR UNIT C-41. SEE UNIT C-41 FOR UNIT C-42. SEE UNIT C-42 FOR UNIT C-43. SEE UNIT C-43 FOR UNIT C-44. SEE UNIT C-44 FOR UNIT C-45. SEE UNIT C-45 FOR UNIT C-46. SEE UNIT C-46 FOR UNIT C-47. SEE UNIT C-47 FOR UNIT C-48. SEE UNIT C-48 FOR UNIT C-49. SEE UNIT C-49 FOR UNIT C-50. SEE UNIT C-50 FOR UNIT C-51. SEE UNIT C-51 FOR UNIT C-52. SEE UNIT C-52 FOR UNIT C-53. SEE UNIT C-53 FOR UNIT C-54. SEE UNIT C-54 FOR UNIT C-55. SEE UNIT C-55 FOR UNIT C-56. SEE UNIT C-56 FOR UNIT C-57. SEE UNIT C-57 FOR UNIT C-58. SEE UNIT C-58 FOR UNIT C-59. SEE UNIT C-59 FOR UNIT C-60. SEE UNIT C-60 FOR UNIT C-61. SEE UNIT C-61 FOR UNIT C-62. SEE UNIT C-62 FOR UNIT C-63. SEE UNIT C-63 FOR UNIT C-64. SEE UNIT C-64 FOR UNIT C-65. SEE UNIT C-65 FOR UNIT C-66. SEE UNIT C-66 FOR UNIT C-67. SEE UNIT C-67 FOR UNIT C-68. SEE UNIT C-68 FOR UNIT C-69. SEE UNIT C-69 FOR UNIT C-70. SEE UNIT C-70 FOR UNIT C-71. SEE UNIT C-71 FOR UNIT C-72. SEE UNIT C-72 FOR UNIT C-73. SEE UNIT C-73 FOR UNIT C-74. SEE UNIT C-74 FOR UNIT C-75. SEE UNIT C-75 FOR UNIT C-76. SEE UNIT C-76 FOR UNIT C-77. SEE UNIT C-77 FOR UNIT C-78. SEE UNIT C-78 FOR UNIT C-79. SEE UNIT C-79 FOR UNIT C-80. SEE UNIT C-80 FOR UNIT C-81. SEE UNIT C-81 FOR UNIT C-82. SEE UNIT C-82 FOR UNIT C-83. SEE UNIT C-83 FOR UNIT C-84. SEE UNIT C-84 FOR UNIT C-85. SEE UNIT C-85 FOR UNIT C-86. SEE UNIT C-86 FOR UNIT C-87. SEE UNIT C-87 FOR UNIT C-88. SEE UNIT C-88 FOR UNIT C-89. SEE UNIT C-89 FOR UNIT C-90. SEE UNIT C-90 FOR UNIT C-91. SEE UNIT C-91 FOR UNIT C-92. SEE UNIT C-92 FOR UNIT C-93. SEE UNIT C-93 FOR UNIT C-94. SEE UNIT C-94 FOR UNIT C-95. SEE UNIT C-95 FOR UNIT C-96. SEE UNIT C-96 FOR UNIT C-97. SEE UNIT C-97 FOR UNIT C-98. SEE UNIT C-98 FOR UNIT C-99. SEE UNIT C-99 FOR UNIT C-100.</small>					

Project: RFQ 16 and Flc



COMM NO S & S 1390 F & C 6255 T & R 6087 S & R 400					REVISIONS NO. DESCRIPTION 	SHEET TITLE UNIT C - SECTIONS & DETAILS DRAWN BY: J.L.M. CHECKED BY: J.L.M. DATE: FEBRUARY 26, 1971		ASSOCIATED ARCHITECTS & ENGINEERS OF ROANOKE ROANOKE, VIRGINIA DENNEY & BOYD ROANOKE PRATT & JOHN CHRISTENSEN THOMPSON & WATTS BOWEN, HODGE & WATTS/CRAWFORD	CIVIC CENTER FOR ROANOKE, VIRGINIA	SHEET NO. 43 OF 57
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Project: RFQ 1f and Flc



Project: RFQ 1 and Fl

CDMS NO. S.B. 1998 F.A.C. 6225 T.A.P. 647 S.R.W. 400					REVISIONS <table border="1"> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </table>										SHEET TITLE UNIT C - SECTIONS DRAWN BY: J.P.C./M.H.A. CHECKED BY: J.A.H./C. DATE: DECEMBER 26, 1992		ASSOCIATED ARCHITECTS & ENGINEERS OF ROANOKE ROANOKE, VIRGINIA DESIGN: INFOSYS PROJECT: ROANOKE HOTEL, ROSS & WATKINS/CLAY	CIVIC CENTER FOR ROANOKE, VIRGINIA	SHEET NO. 44 OF 57

**ATTACHMENT B
TO
RFQ 16-06-13**

CONCRETE ICE FLOOR SPECIFICATIONS

SECTION 9F

CONCRETE ICE RINK FLOOR

9F.01 GENERAL, SUPPLEMENTARY AND SPECIAL CONDITIONS: "General Conditions", "Supplementary General Conditions" and "Special Conditions" bound herewith are a part of this Specification and this Contractor shall consult them in detail for instructions pertaining to his work.

9F.02 WORK INCLUDED: All labor, materials, and equipment necessary to provide and install concrete ice rink floor finish in Coliseum, Unit C, consisting of concrete fill and concrete topping, as shown on the Drawings and herein specified.

9F.03 WORK NOT INCLUDED: Concrete structural slab; butyl rubber waterproofing; premoulded membrane waterproofing; joint backing and sealant; water stops; thermo-setting insulation; brine piping and supports; floor inserts; steel trench covers and frames; steel reinforcing rods and wire mesh reinforcing.

9F.04 MANUFACTURER AND INSTALLER: Floor finish shall be 3/4" thick Kalman Absorption Process Concrete Floor Topping applied to concrete fill surrounding the brine piping. Fill, including reinforcing, and topping shall be furnished and installed by the Kalman Floor Co. Floors of other manufacturers will be considered provided they are, in the opinion of the Architect, equal in materials, finish, performance and warranty to that specified.

9F.05 SUPERVISION: All work to be done under this Section of the Specifications shall be under the direct supervision of a competent superintendent thoroughly familiar with this type of installation and the materials and methods used.

9F.06 COORDINATION AND SCHEDULING WORK: The floor topping Contractor shall coordinate his work with the work of all other trades involved. Installation of the fill and topping shall be scheduled so as not to delay or conflict with the work of others.

9F.07 CONCRETE FILL:

- (a) Preparation - Prior to starting work this Contractor shall inspect surfaces on which fill is to be placed. The Architect shall be notified if defects are found that would adversely affect the placing of fill or finish floor, and such defects shall be corrected by the proper trades before fill is placed.

- (b) Materials for Fill - Concrete fill shall have a minimum compressive strength of 3000 p.s.i. at the age of 28 days. Aggregate shall be sound, clean sand, high in silica content, with no more than 5% passing #30 screen uniformly graded, all passing #4 screen, and clean sound gravel or crushed stone, graded from #8 to 3/4". The mix shall be designed to produce a concrete with minimum shrinkage characteristics, relatively high in coarse aggregate, and low in fine aggregate. Water content shall be approximately 5 gals. per sack of cement, adjusted to produce a slump not to exceed 2".
- (c) Reinforcing Steel - Steel reinforcing rods and welded wire mesh will be furnished and installed by others. Wire mesh will be wired to brine piping.
- (d) Placing Fill - During the placing of concrete fill the Contractor shall exercise care so as not to displace or damage piping, piping supports, inserts, etc. This Contractor shall be held responsible for the repair and replacement of all such items damaged or displaced as the results of his operations.

Concrete fill for the entire ice rink floor shall be placed in one continuous monolithic pour, without joints of any kind, and to the thickness required. Concrete fill shall be vibrated and/or spaded to completely surround cooling coils, and reinforcing steel struck off with a vibratory straight edge. The surface of the concrete fill slab shall be prepared to receive topping by brooming, or other approved methods.

9F.08 CONCRETE TOPPING:

- (a) General - During the installation and curing period of the floor topping, all openings in exterior walls adjoining the area being finished shall be closed, and the interior temperature shall be maintained at 50° F or above.
- (b) Preparation of Fill Surface - Remove laitance, dust, and all other materials that would adversely affect bonding of the topping to the fill surface, and leave the surface clean and rough to insure proper bonding.
- (c) Materials for Topping and Mixing - Materials for cement finish shall consist of: Portland Cement complying with the Standard Specification for Portland Cement as last adopted by the American Society for Testing Materials. Fine aggregate, consisting of clean sand or screenings from hard crushed stone or gravel, free from injurious quantities of clay, loam or vegetable matter, using only such Portions as will pass No. 4 sieve.

Coarse aggregate, consisting of clean, hard, tough crushed basalt, diabase or granite, free from injurious quantities of clay, loam or vegetable matter, ranging in size from 1/8 to 3/4 inch. The mix for finish shall be one part Portland Cement, one part fine aggregate, and two parts coarse aggregate, mixed with sufficient water to produce a workable flowing mixture.

The concrete surface shall be wet at the time finish is laid. Immediately before laying finish, the concrete surface shall be treated with cement grout, thoroughly brushed and worked into the surface.

As soon as the finish has been spread and rodded to true level, the water used for workability shall be withdrawn by the Kalman Absorption Process. To achieve maximum water removal the drier material used in the Absorption Process shall be vibrated.

Immediately after the dehydration technique, the topping shall be thoroughly compacted and the surface returned to a workable state, using the proper power driven machinery. This compaction shall be followed by an additional straight edging at which time high or low points in the surface shall be corrected, troweling operations, as required, shall bring the finish to a smooth, hard, polished, impervious surface, free from marks and blemishes.

- (e) Curing of Topping - Within twenty-four hours after final troweling, the finished surfaces shall be thoroughly saturated with water, covered with asphalt impregnated paper, and kept in saturated condition from 7 to 14 days thereafter.

9F.09 USE OF FLOOR: For at least five days after completion of troweling, use of the floor shall not be permitted and thereafter only light use shall be permitted for an additional ten day period.

9F.10 TOLERANCE IN FINISH FLOOR LEVEL: The ice rink finish floor shall not vary in elevation more than 1/8" in 10'-0" in any direction, and not more than 1/4" over the entire freezing area.

9F.11 INITIAL FREEZING PERIOD: The Refrigeration Contractor is responsible for the proper initial freezing period procedures. The topping Contractor shall consult with the Refrigeration Contractor about such procedures in order to avoid placing undue sudden stresses on the concrete fill and topping during the initial freezing period.

9F.12 PROTECTION OF ADJOINING WORK: This Contractor shall be responsible for properly protecting all floors, walls, and other surfaces in the immediate vicinity of the ice floor that might be marred or damaged as the results of his operations.

9F.13 WARRANTY: The Contractor shall furnish the Owner with a written warranty stating that the concrete fill and topping installed under this Section of the Specifications is free from defective materials and workmanship, and that the topping will adhere to the concrete fill and remain hard and sound, and that the topping will remain free from self-disintegration for a period of three (3) years after completion of the work.

9F-4
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**ATTACHMENT C
TO
RFQ 16-06-13**

STATEMENT OF QUALIFICATIONS

I. General Information

Prime Offeror's (Legal Business) Name:

Mailing Address:

Street Address: (If not the same as mailing address)

Telephone Number: ()

Facsimile Number: ()

Contact Person for this SOQ:

Contact Person's Phone Number: ()

Contact Person's Email Address:

Check type of organization:

Corporation ____

Partnership ____

Individual ____

Joint Venture ____

Other (describe) _____

Virginia State Corporation Commission Identification Number: _____

Business License# _____

If individually owned -

Years in Business:

Have you ever operated under another name? Yes ____ No ____

If yes -

Other name:

Number of years in business under this name:

State license number under this name:

Submit as **Attachment 1** a diagram of the proposed Team structure, clearly describing who the prime responsible firms and individuals are, as well as the roles and responsible individuals of the proposed sub consultants and sub-contractors.

Submit as **Attachment 1** a summary of all Design-Build Team Members, including individual names, company names, number of years' experience, relevant education, licenses held, and roles and responsibilities within the Team:

- i. The Prime Proposer
- ii. The Design Team Leader
- iii. Engineering, Sub-Consultants (including structural, mechanical, and electrical)
- iv. Specialty Sub-Consultants
- v. The Constructor
- vi. Major Sub-Contractors considered by the Proposer to be a critical element of the overall team. The prime proposer shall include appropriate license number, insurance firm and amount of coverage, and bonding company information. Consultants and sub-contractor's need to be acceptable with Parks and Recreation staff.
- vii. Any other key Team members.

Statements of Qualifications are to include and may be evaluated on the following factors, together with such other factors as will protect and preserve the interests of the City of Roanoke, which may also be considered.

II. Financial Condition of Prime Offeror

The sufficiency of the financial resources and the ability of the Offeror to comply with the duties and responsibilities described in this RFQ.

The Prime Offeror shall submit as **Attachment 2** a current annual financial report and the previous year's report and a statement regarding any recent or foreseeable mergers or acquisitions. Financial statements may be marked as "confidential" in accordance with the requirements set out in Section 4(A) of this RFQ.

III. References

Each Offeror should submit as **Attachment 3** the names, addresses, and telephone numbers of at least three (3) references in connection with supplying the services or items requested in this RFQ, especially from other local government operations similar to those being requested in this RFQ by the City. Each reference should include organizational name, official address, contact person, title of contact, and phone number.

IV. Experience

If your organization has multiple offices, provide the following information for the office that would handle projects under this prequalification. If that office has limited history, list its experience first.

1. Submit as **Attachment 4** a list of projects of similar scope and characteristics, giving project name, location, size, dollar value, and completion date for each that your organization has **completed** in the last ten years. Demonstrate expertise, qualifications and experience of Offeror and Team members in design-build projects with similar scope and characteristics. List and describe the most recent design-build projects completed, and the roles of each of the Team members.
2. Submit as **Attachment 4** a list of your organization's projects in **progress**, if any, at the time of this statement. At a minimum, provide project names and addresses, contract amounts, percentages complete and contact names and numbers for the architects and owners.
3. Identify three projects from those identified in 1 and 2 above which are most relevant or similar to the project(s) for which you are seeking prequalification.

Job 1.

Project Name:

Project Address:

Size of Project (sf):

Owner's Name:

Address:

Phone Number:

Contact:

Architect's Name:

Address:

Phone Number:

Contact:

Contract Period:

Original Contract Value/GMP:

Final cost or current Contract Amount:

If the difference between original and final cost is greater than 10%, please explain:

Project Description, i.e., function of building, number of floors, building systems (structural, mechanical, electrical, etc.) and any specific project features or complexities:

Project Delivery Method:

Describe the role of your firm on the project:

Job 2.

Project Name:

Project Address:

Size of Project (sf

Owner's Name:

Address:

Phone Number:

Contact:

Architect's Name:

Address:

Phone Number:

Contact:

Contract Period:

Original Contract Value/GMP:

Final cost or current Contract Amount:

If the difference between original and final cost is greater than 10%, please explain:

Project Description, i.e., function of building, number of floors, building systems (structural, mechanical, electrical, etc.) and any specific project features or complexities:

Project Delivery Method:

Describe the role of your firm on the project:

Job 3.

Project Name:

Project Address:

Size of Project (sf):

Owner's Name:

Address:

Phone Number:

Contact:

Architect's Name:

Address:

Phone Number:

Contact:

Contract Period:

Original Contract Value/GMP:

Final cost or current Contract Amount:

If the difference between original and final cost is greater than 10%, please explain:

Project Description, i.e., function of building, number of floors, building systems (structural, mechanical, electrical, etc.) and any specific project features or complexities:

Project Delivery Method:

Describe the role of your firm on the project:

V. Conflict of Interest

Each Offeror is to state whether or not any of Offeror’s owners, officers, employees, or agents, or their immediate family members, is currently, or has been in the past year, an employee of the City of Roanoke or has any responsibility or authority with the City that might affect the procurement transaction or any claim resulting therefrom. If so, please state the complete name and address of each such person and their connection to the City of Roanoke. Each Offeror is advised that the Ethics in Public Contracting and Conflict of Interests Act of the Virginia Code, as set forth in Section 4 of the RFQ, apply to this RFQ.

_____ Offeror, owner, officer, employees, agents and immediate family members are not now, and have not been in the past year, an employee of the City of Roanoke or has no responsibility or authority with the City that might affect the procurement transaction or any claim resulting therefrom.

OR

State the complete name and address of each such person and their connection to the City of Roanoke. Each Offeror is advised that the Ethics in Public Contracting and Conflict of Interests Act of the Virginia Code, as set forth in Section 4 (L) of the RFP, apply to this RFP.

Name

Address

VI. Judgments

In the last ten years, has your organization, or any officer, director, partner or owner, had judgments entered against it or them for the breach of contracts for construction?

Yes ___ No ___

If yes, please on a separate attachment (**Attachment 5**), state the person or entity against whom the judgment was entered, give the location and date of the judgment, describe the project involved, and explain the circumstances relating to the judgment, including the names, addresses and phone numbers of persons who might be contacted for additional information.

VII. Convictions and Debarment

If you answer yes to any of the following, please on a separate attachment, state the person or entity against whom the conviction or debarment was entered, give the location and date of the conviction or debarment, describe the project involved, and explain the circumstances relating to the conviction or debarment, including the names, addresses and phone numbers of persons who might be contacted for additional information.

1. In the last ten years, has your organization or any officer, director, partner, owner, project manager, procurement manager or chief financial officer of your organization:
 - a. ever been fined or adjudicated of having failed to abate a citation for building code violations by a court or local building code appeals board?
Yes ___ No ___
 - b. ever been found guilty on charges relating to conflicts of interest?
Yes ___ No ___
 - c. ever been convicted on criminal charges relating to contracting, construction, bidding, bid rigging or bribery?
Yes ___ No ___
 - d. ever been convicted: (i) under Va. Code Section 2.2-4367 et seq. (Ethics in Public Contracting); (ii) under Va. Code Section 18.2-498.1 et seq. (Va. Governmental Frauds Act); (iii) under Va. Code Section 59.1-68.6 et seq. (Conspiracy to Rig Bids); (iv) of a criminal violation of Va. Code Section 40.1-49.4 (enforcement of occupational safety and health standards); or (v) of violating any substantially similar federal law or law of another state?
Yes ___ No ___

2. a. Is your organization or any officer, director, partner or owner currently debarred or enjoined from doing federal, state or local government work for any reason?
Yes ___ No ___
- b. Has your organization or any officer, director, partner or owner ever been debarred or enjoined from doing federal, state or local government work for any reason?
Yes ___ No ___

VIII. Compliance

If you answer yes to any of the following, please on a separate attachment (**Attachment 6**) give the date of the termination order, or payment, describe the project involved, and explain the circumstances relating to same, including the names, addresses and phone numbers of persons who might be contacted for additional information.

1. Has your organization:
 - a. ever been terminated on a contract for cause?
Yes ___ No ___
 - b. within the last five years, made payment of actual and/or liquidated damages for failure to complete a project by the contracted date?
Yes ___ No ___
2. Has your organization, in the last three years, received a final order for willful and/or repeated violation(s) for failure to abate issued by the United States Occupational Safety and Health Administration or by the Virginia Department of Labor and Industry or any other government agency?
Yes ___ No ___
3. Have any Performance or Payment Bond claims ever been paid by any surety on behalf of your organization?
Yes ___ No ___

IX. Signatures

This section is to be completed by the Offeror and this page must be returned with the statement of qualifications. In compliance with this request for qualifications and subject to all terms and conditions imposed herein, which are hereby incorporated herein by reference, the undersigned offers and agrees to furnish the services and/or items requested in this solicitation if the undersigned is selected as the successful Offeror. No statement of qualifications may be withdrawn for a period of sixty (60) days after the opening of the statement of qualifications, except as provided in the RFQ.

Legal Name and Address of Primary Firm:

The undersigned certifies under oath that the information contained in this Statement of Qualifications and attachments hereto is complete, true and correct as of the date of this Statement.

(name of entity submitting this Statement of Qualifications)

By: Name of Signer (print) _____

(Signature in ink)

Title: _____

Date: _____

Attachments:

The following items should be included with your SOQ response. Place a check mark on the line next to each applicable item submitted with your proposal. Write N/A (not applicable) on the line next to those items that do not apply to your response.

Removable Media Containing
Copy of SOQ _____

Attachment C (Statement of Qualifications
And Checklist) for RFQ 16-06-13 _____

1. Organization of Firm (Attachment 1) _____

2. Financial Reports (Attachment 2) _____

- 3. References (Attachment 3) _____
- 4. Experience (Attachment 4) _____
- 5. Judgments (Attachment 5 – if applicable) _____
- 6. Compliance (Attachment 6 – if applicable) _____