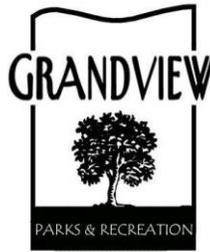


# CITY OF GRANDVIEW

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Sue Yerkes, Director  
Department of Parks & Recreation



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13500 Byars Road  
Grandview, Missouri 64030-2498  
[www.grandviewparks.org](http://www.grandviewparks.org)

## REQUEST FOR QUALIFICATIONS FOR DESIGN-BUILD SERVICES GRANDVIEW SHOOTING RANGE

### INTRODUCTION

The City of Grandview is seeking Statements of Qualifications for the above-referenced design-build project. City of Grandview bond funds are being used to fund this city-led project.

### PROJECT DESCRIPTION

The purpose of this project is to develop a 10 lane shooting range for the public and the police department. A portion of this project is being funded through the federal Land & Water Conservation Fund. The property address is 13200 Arrington Avenue, Grandview, MO 64030.

### PROJECT GOALS

The following goals have been established and prioritized for this design-build project:  
10 lane outdoor shooting range that can be used for police training as well as public use.

### PROJECT SCOPE

The scope of this project includes but is not necessarily limited to the following items, subject to meeting the project goals and working with the available funds.

- Outdoor firing range with a minimum of ten (10) firing lanes that are a minimum of one hundred (100) yards in length  
2 of the 10 lanes must be ADA compliant.
- A granulated rubber berm trap capable of containing all handgun, shotgun and rifle rounds up to .50 cal BMG.
- The ability of the bullet trap / back stop to contain shots fired at angles.
- A water containment system in conjunction with the back stop to prevent lead runoff into the storm water system.
- Structural features or landscape design which prevents the escape of fired rounds from the facility.
- An enclosed or partially enclosed structure (in continuity design with other city structures) which will allow viewing of the firing line and sitting / resting area for individuals not on the firing line protected from the weather.
- The ability to transition from rifle to pistol distances with fixed shooting positions to "open field" to allow for tactical non-linear movement and or vehicles to be brought onto the range.
- Site prep, grubbing, and clearing
- 8' anti-intrusion fencing.
- Alarm System
- Camera System
- PA System
- Underground Utilities
- Upgrade existing building to meet ADA requirements

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- Lighting systems
- Targeting systems
- Removal of the existing light poles.

## **ESTIMATED PROJECT COST**

The funds available for this project is no more than \$900,000. The target time frame for construction is a Summer of 2018 start, with specific schedule details to be provided as part of the Design-Build selection process.

## **RFQ PROCESS**

The City of Grandview will use a two-phase procurement process to select a design-build contractor to deliver the new Grandview Shooting Range. . This Request for Qualifications (RFQ) is issued as part of the first phase to solicit information, in the form of statement of qualifications (SOQ's) that the City will evaluate to determine which submitters are most qualified to successfully deliver the project. The City will short list up to two of the most highly qualified submitters of SOQ's. If an entity intends to submit a proposal as part of a team, the entire team is required to submit a single SOQ as a single submitter. No stipends will be paid for submitting a SOQ.

In the second phase, the City will issue a Request for Proposals (RFP) for the Project to the short listed submitters. A 2% (of the total project cost) stipend will be paid to those forms submitting a RFP. Additional information will be provided to these teams regarding the specific requirements of the proposal. Only the short listed submitters will be eligible to submit proposals for the project. Each short listed submitter that submits a proposal in response to the RFP is referred to herein as a Proposer. The City will award a design-build contract for the project to the Proposer offering the best value, to be determined as described in the RFP.

DBIA standard documents will be utilized as the basis of the agreement. The final agreement between the City and the selected Design Build Team (DBT) will be based on "Standard Form of Agreement Between Owner and Design-Builder Lump Sum" (DBIA 525), "Standard Form of General Conditions of Contract Between Owner and Design Builder (DBIA 535), Accepted DBT proposal, and RFP Design Criteria.

**Interested firms must submit five (5) copies of their Statement of Qualifications to the following address and attention:**

**City of Grandview Parks & Recreation  
ATTN: Sue Yerkes, Director  
13500 Byars Road  
Grandview, MO 64030**

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## **RESPONSES MUST BE SUBMITTED AS NOTED IN THE PROCUREMENT SCHEDULE.**

### **COMMUNICATIONS**

Grandview Parks and Recreation Director, Sue Yerkes, will be the sole contact person for receiving all communications regarding this project. Each submitter is responsible for providing a single contact person. Inquiries and comments regarding the project and the procurement must be sent to Sue Yerkes as shown below:

Sue Yerkes  
City of Grandview  
Parks & Recreation  
13500 Byars Road  
Grandview, MO 64030  
Phone: 816-316-4880  
Email: [syerkess@grandview.org](mailto:syerkess@grandview.org)

Questions and requests for clarifications must be submitted via email and received as noted in the Procurement Schedule.

### **PROCUREMENT SCHEDULE**

The schedule for the procurement of services described here is shown below and is subject to change depending on City staff workload.

<b>ACTIVITY</b>	<b>DATE</b>
Issue RFQ	April 20, 2018
Deadline for Submitting RFQ Questions	May 7, 2018
Statement of Qualifications Due	May 14, 2018
Selection Meeting	May 21, 2018
Firms Notified for Oral Interview (if necessary)	May 22, 2018
Interviews 50 minutes each (if necessary)	June 4, 2018
Select Design-Build Team's to Prepare Proposals	June 5, 2018
Design-Build Team's Prepare Proposals - submit by	July 23, 2018
Evaluate Proposals	July 24, 2018
Select Design-Build Team	July 25, 2018
Execute Contract with Selected Design-Build Team by	August 14, 2018
Project Completed By	March 1, 2019

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## TEAM QUALIFICATIONS

Architecture, Engineering, Landscape Architecture, and Land Surveyor professionals on the Design-Build Team (DBT) shall be licensed professionals in the State of Missouri. Contractors on the DBT must show proof of experience in successfully delivering similar improvements. Contractor must also be able to provide proof of either ownership or lease of equipment that will be utilized to construct the project. The Design-Build Team will be required to obtain a City Occupational License before any construction begins.

## CONTENTS OF SOQ

The SOQ must be printed on standard letter-size pages (8.5" x 11") having a minimum font size of 11 points. Front and back printing is acceptable and both the front and back will count as one page. The SOQ shall be organized as follows:

ITEM	MAXIMUM NUMBER OF PAGES
Cover Letter	1
Submitter Experience	4
Key Staff (excluding resumes) being committed to design and construction services and organization of team	
Appendix A - Project References	4 (no more than one page per person)
Appendix B - Key Staff Resumes (submitters forms)	7 (no more than one page per person)
Appendix C - Work Authorization Affidavit and E - Verify MOU	2

## COVER LETTER

A single page cover letter should be submitted, which includes the business name, business type (corporation, joint venture, partnership) and the name, title, email address and phone number of the single-point of contact person for the Design/Build Team.

## SUBMITTER EXPERIENCE

The SOQ must contain enough information to clearly show the Team's experience with similar projects. It should identify team member's ability to meet the goals of the referenced project and at a minimum show experience in each of the following areas:

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- Experience in design-build projects of similar function and scope.
- Experience in delivering projects within budget.
- Experience delivering projects early or on schedule.
- Integration of design, construction and safety activities.
- Delivery of quality product, both in design and construction.

A maximum of three (3) reference projects should be included by each submitter. Work on the reference projects must be within the past five years, and should be summarized on the attached forms. At the submitter's option, project reference sheets can be submitted in other formats provided they contain all of the requested information outlined on the attached form. Each reference project shall be summarized on no more than one page.

## KEY STAFF

Each Submitter shall define Key Staff members and a corresponding organizational chart that demonstrates the Submitter's knowledge of the Project and approach to meeting the project goals. Each Submitter shall describe the organization style of the team and indicate how the qualifications of each Key Staff member increase the Submitter's ability to meet or exceed the Project goals.

- **PROJECT MANAGER** – The Project Manager is responsible for all aspects of the Project, including, but not limited to, overall design, construction, quality management, and contract administration. The Project Manager should have at least five years of recent experience managing the design and construction of similar projects. This project shall be the primary focus of the Project Manager and the Project Manager shall be readily available for the duration of the Project.
- **DESIGN MANAGER/ARCHITECT** – The Design Manager/Architect is responsible for ensuring the project design is completed and all design requirements are met. This project shall be the primary focus of the Design Manager/Architect when design activities are being performed. The Design Manager/Architect should have at least five years of recent experience managing the design of similar projects. The Design manager/Architect shall insure the project will conform in its entirety to current City of Grandview City Codes including current Building and Fire Code Requirements.
- **LANDSCAPE ARCHITECT** – The Landscape Architect is responsible for ensuring that ground and landscape components conform to the themes established in the City of Grandview for its recent major capital projects
- **CONSTRUCTION MANAGER/SUPERINTENDENT** – The Construction Manager/Superintendent is responsible for ensuring the project is constructed according to the project plans and specifications, project contract, and uses building methods that meet current sustainability best practice.

## SOQ EVALUATION

The responsive SOQ's will be evaluated based on Submitter Experience (50%) and Key Staff and Organization (50%) according to the criteria outlined above.

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