CITY OF PHOENIX
REQUEST FOR QUALIFICATIONS

PHOENIX CONVENTION CENTER

AUDIO VISUAL INFRASTRUCTURE REPLACEMENT
PROJECT

DESIGN-BUILD

PROJECT NO. CP10400026-1

January 9, 2017
Welcome and Introductions

Debra Russell, Contracts Specialist – Team Lead
*Point of Contact for Submittals and RFB Questions*
Office of the City Engineer  Debra.Russell@Phoenix.gov  (602) 256-3444

Melissa McCann, Vertical Project Manager
Street Transportation Department

Larry Kraft, Facility Maintenance and Planning Manager
Phoenix Convention Center

J. Matt Bouchard, Production Services Manager
Phoenix Convention Center

Michael Montgomery, Project Manager
Phoenix Convention Center

Bill Brown, Production Coordinator
Phoenix Convention Center

Joanne McLaughlin, Business Relations Programs Assistant
*Point of Contact for SBE Questions*
Equal Opportunity Department  Joanne.McLaughlin@Phoenix.gov  (602) 534-1279
Meeting Overview

- Sign-in please
- Sign-in sheet and PowerPoint will be posted on Procurement’s website:
  [http://phoenix.gov/streets/procurement/current-opportunities](http://phoenix.gov/streets/procurement/current-opportunities)
  
  Click on respective project, then click on:
  - Planholder List
  - RFQ
  - Addendum / Notifications (if applicable)

- Please hold questions until Q&A period
- This is the **ONLY** opportunity to discuss this project with City staff
Agenda

- What is Design-Build
- SBE Program Requirements
- Project Description and Scope of Work
- Statement of Qualifications Evaluation Criteria
- Submittal Requirements
- Selection Process
- Questions?
What is Design-Build

- This Design-Build RFQ is a 1-Step Qualifications-Based Selection Process based on the criteria in the RFQ and an Interview Process

- Not a Bid

- Uses a single contract for Design and Construction

- Advantages; Time savings, Team approach, common goals and objectives, single responsibility

- Design Fee is negotiated as fixed price or lump sum
SBE Program

- An SBE goal will be established during the Design Phase of this project.

- The City of Phoenix strives to advance the economic growth of local businesses through its Small Business Enterprise (SBE) Program.

- Subject to City of Phoenix Code, Chapter 18, Article VI, pertaining to the participation of Small Business Enterprise (SBE) firms.

- Prime Contractor is required to meet or exceed the Required SBE Goal.

- Prime Contractor is required to demonstrate good faith efforts to utilize certified SBE firms to achieve the SBE goal.
NO SBE DOCUMENTS ARE DUE AT TIME OF THIS SUBMITTAL
Certified SBE Firms

- Eligible SBEs can be found at:
  https://phoenix.diversitycompliance.com
Equal Opportunity Department

For more information please contact:

Joanne McLaughlin
Business Relations Programs Assistant
Joanne.mclaughlin@phoenix.gov
602-534-1279
City of Phoenix is seeking a qualified Design-Build Team (DB Team) to provide 1-Step Design-Build services for design, permitting and construction for replacement of Audio Visual (AV) infrastructure in Symphony Hall as well as the North, West, and possibly the South Building.

Project site is generally located within the Phoenix Convention Center Complex centered at 100 N. Third Street.

Estimated total cost for design and construction:

$4.3 million over 3 fiscal years
Project Description

- Purpose of project is to assess, design, and replace the existing Audio Visual (AV) systems, Audio Visual (AV) control systems, and Audio Visual (AV) network systems with compatible leading edge technology that can be sustained and supported for a minimum of ten (10) years concurrent with maintaining an active Phoenix Convention Center and Venues environment.

- During all phases of work (design and construction), the Convention Center Complex to remain in full operation and open at all times.

- All design and construction to be in compliance with ANSI / InfoCOMM International Design and Construction Standards, as well in accordance with City of Phoenix MAG, state and federal codes and regulations.

- Project will begin with existing equipment evaluation and assessment, planning and preliminary design, and cost estimating.

- After preliminary phase, City of Phoenix will evaluate project and determine if it’s within the best interest of the City of Phoenix to proceed to final design and construction services.
Scope of Work

- Design-Build team will be responsible for all design and construction services for the Replacement Audio Visual (AV) Infrastructure for this project.

- Design and/or construction elements include, but are not limited to:
  - Design services for AV technology systems integration from concept to implementation complete with systems design, systems design options and alternatives;
  - Construction phase documentation, technical specifications, equipment lists, cost estimating;
  - System programming, testing procedures, operator training, system commissioning, system documentation, technical oversight and;
  - Project management with milestone scheduling for the successful installation of the upgraded Audio Visual (AV) systems.
Scope of Work

- Design services include a complete retrofit of new Audio Video Lighting (AVL) systems into the existing Phoenix Convention Center Department (PCCD) infrastructure, which includes but is not limited to:
  - Equipment rooms, equipment racks;
  - electrical service, existing conduits and raceways;
  - existing IT infrastructure;
  - existing analog and digital audio visual (AV) wiring to all serviced areas;
  - speaker systems and other related areas with integrated technology systems.
Scope of Work

- Project Performance Dates include:
  - Design Phase complete by October 20, 2017 including Phase I construction GMP.
  - Phase I construction complete by June 20, 2018 including commissioning, training, project close-out, and Phase II GMP.
  - Phase II construction complete by June 20, 2019 including commissioning, training and project close-out.
  - AVL systems required to be purchased, installed and operational during Phase I and Phase II construction without negatively impacting Phoenix Convention Center contracted event schedule.
  - DB Team expected to provide design and construction for complete project requirements for replacement of PCC Audio Visual Systems infrastructure, and expected to stay within City’s estimated budget.
  - Overall project schedule not to exceed beyond June 20, 2019 (inclusive of both design and construction phases).
Scope of Work

- DB Team will be responsible for design and construction of complete project requirements for replacement of AV Infrastructure project including:
  - Supply of all materials, equipment, and labor for installation, acceptance testing, commissioning, and warranty with record documents;
  - control costs and be responsible for project schedule;
  - may compete to self-perform certain work.
- Design-Builder is required for self-performing a minimum of forty-five percent (45%) of the construction work as measured by total contract price for construction.
Convention Center
Symphony Hall

- 2,312 Seat Venue
North + West Buildings

- Connected in the Lower Level Exhibit Hall and Via a Sky Bridge on the Upper Level.
- 2 Large Ballrooms
- 81 Meeting Rooms
- 502,500 SF of Exhibit Space.
North + West Buildings
South Building

- 18 Meeting Rooms
- 28,000 SF Ballroom
- 2 Exhibit Halls - 82,000 SF Total
- Total of 143,400 SF Event Space
South Building
Statement of Qualifications Criteria

A. General Information – 15 points

B. Experience and Qualifications of the Firm – 25 points

C. Experience of Key Personnel to be Assigned – 20 points

D. Approach to Performing the Required Services – 30 points

E. Overall Evaluation of the Firm and its Ability to Provide the Required Services (no response is required, panel evaluation) – 10 points

● Provide responses in the order listed in Section IV of the RFQ

● Be complete, be concise
A. General Information – 15 points

B. Experience and Qualifications of the Team – 20 points

C. Experience of Key Personnel to be Assigned – 25 points

D. Approach to Performing the Required Services – 30 points

E. Overall Evaluation of the Firm and its Ability to Provide the Required Services (no response is required, panel evaluation) – 10 points

- Provide responses in the order listed in Section IV of the RFQ
- Be complete, be concise
Submittal Requirements

- Cover Letter – 1 page, company name, address and contact information (include email)
- Evaluation Criteria, including project organizational chart
- Additional Content, may include resumes or other information
- Bonding Statement will not be counted towards the maximum pages permitted

MAXIMUM pages permitted is 12 pages:

+ Evaluation Criteria (including organizational chart)
+ Additional Content (resumes or other information)
+ Photos, charts / graphs or other evaluation content

= 12 MAXIMUM pages permitted
Submittal Requirements (continued)

- Each page side with criteria information will be counted.
- Pages that have photos, charts, and graphs will be counted toward maximum number of pages.
- Cover letter, Front and back covers, Table of Contents, and tab dividers will NOT be counted toward the maximum page limit, UNLESS they include information that may be considered by the selection panel.
Submit **8** copies of the SOQ.

**SOQ due:** 12:00 P.M. Noon – Arizona local time

Friday, January 20, 2017
Phoenix City Hall
200 West Washington Street, 6th Floor
6th Floor Submittal Box

Include firm name and procurement title on submittal envelope
Grounds for Disqualifications

- Receipt of SOQ after the specified cut-off date and time
- Too few copies of the submittal
- Deposit of SOQ in the wrong location
- Violating the “Contact with City Employees” policy
- Failure to provide Bonding Statement
Selection Process

- Each SOQ will be evaluated according to the evaluation criteria in the RFQ.

- Interviews will be conducted following SOQ evaluations.

- One Design-Build team will be selected.

- A contract will be executed upon completion of negotiations of contract terms and City Council approval.
SOQ Due Date

Friday, January 20, 2017

12:00 P.M. Noon, Arizona local time

City Hall, 200 W. Washington Street

6th Floor, Submittal Box
https://www.phoenix.gov/streets/procurement/current-opportunities

- Notifications / Addendum (if any)
- Plan Holder List
- Award
- Pre-submittal Power Point Presentation
- Pre-submittal Sign-in sheet
- Request for Qualifications
Questions After Today

E-mail your questions to:

Debra.Russell@phoenix.gov

Debra Russell
Contract Specialist – Team Lead
(602) 256-3444

OPEN FOR QUESTIONS

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Thank You for Attending!!!