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**Prince William Sound Science Center New Facility Construction Project
Request for Proposals for Professional Services
for Design-Build Bridging Documents**

Overview: The Prince William Sound Science Center (PWSSC; www.pwssc.org), a non-profit research and education institution located on the shores of Prince William Sound in Cordova, Alaska is seeking competitive proposals from highly motivated individuals or companies (“the Consultant”) to serve as an Owner’s Design Consultant, or bridging architect. The Consultant will prepare bridging contract documents, inclusive of design to roughly 35% for a campus containing three buildings, that will be used to advance the campus construction project. In addition to generating said bridging documents, the Consultant will develop the Request for Statements of Qualifications/Request for Proposals to aid in selection of a design-build contractor and, after participating in pre-qualifying selection of preferred respondents, coordinate and assist in evaluation of design-build proposals. The consultant will report to the President & CEO of PWSSC and will engage as requested by the President & CEO with the organization’s Facilities Committee, which serves at the pleasure of the Board of Directors, as well as with an Owner’s Project Manager, who reports to the President & CEO.

Project Description: PWSSC owns a five-acre site north of the ferry terminal in Cordova, Alaska, on which it plans to construct a new campus. The site is currently undeveloped, with the exception of a gravel parking area and three tent platforms, which will be removed. A survey and geotechnical study were completed in 2018. Design of an extension of the city sewer system to the site is nearing completion. Power, water, and telecommunications are available adjacent to the site. The three structures to be built on the campus will include a main building that contains administrative space (~5500 sf), research space (~5980 sf), and community programs/education space (~2075 sf). The heated warehouse facility will be ~4800 sf including partitioned areas for storage, fabrication, maintenance, and “wet” research involving running seawater, as well as approximately 2000 sf of adjacent covered outdoor storage, and up to 6000 sf of open yard storage. Finally, ~2025 sf of bunkhouse space and a ~4120 sf dormitory including a commercial kitchen and dining area will complete the structures. The project will include sewer installation, utility distribution on the site, access roads, parking, landscaping, and outdoor storage. PWSSC desires the project to include a heat pump system to provide heat to the entire campus through a district heat loop; the source (ground vs. seawater) shall be determined during this design phase. Running seawater supply for scientific research and education is a top priority. Other renewable energy and resource conservation technologies and practices will be appropriate to incorporate and are a priority to PWSSC.

The anticipated cost of the project is approximately \$19,000,000. Cost estimates are subject to refinement. PWSSC has secured a significant proportion of the funding (\$17.6 million) and is in the process of procuring the remaining funds necessary to complete the project as described.



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The schedule for the project assumes a four-month period for the Consultant to develop the bridging documents, inclusive of design to 35%, and conduct the qualifications-based component of the design-build contractor selection process, including identifying qualifying teams through a process that engages the CEO, Owner's Project Manager, and Facilities Committee. This would be followed by a contractor proposal process that would take approximately three months. Construction should be completed in time for building occupancy in December 2021.

Scope of Services: It is anticipated that the scope of services will require the following disciplines: architecture, mechanical and electrical engineering, civil and structural engineering, heat pump engineering, and laboratory and exhibit design specialists. PWSSC has an existing arrangement with a geotechnical firm that can be consulted as required during the planning process.

As noted above, PWSSC has accomplished a significant amount of work in preparation for this project, such as survey, geotechnical, sewer geotechnical, and sewer design. The Consultant will acquaint him/herself with this work and utilize it and additional staff or Facilities Committee input for the development of bridge documents.

The first task is for the Consultant to develop plans and specifications to the 35% level of design, along with any additional information required to fully describe the project and the Owner's Minimum Requirements. It is anticipated that this will involve the following:

1. Working with PWSSC to establish goals and expectations for the project.
2. Reviewing the draft space program with PWSSC and updating it as required.
3. Developing concept level plans for each facility and for the campus layout, including utilities distribution, access roads and parking.
4. Reviewing the placement of the facilities with the geotechnical consultant to avoid costly foundation requirements.
5. Developing the building plans, elevations, sections and details to the 35% design level.
6. Developing performance criteria, room criteria sheets, and specifications, including materials quality, as appropriate for a design-build approach.
7. Updating the project cost estimate.

The second task for the Consultant will be the development and implementation of a two-step contractor selection process. The first step will be the identification and selection of several design-build firms on the basis of qualifications. The Consultant will prepare the Request for Statements of Qualifications, in consultation with PWSSC, and manage the selection process to identify qualified teams. This is expected to occur concurrently with the work in Task One.

The Consultant will then prepare a Request for Proposals that incorporates the information developed in Task One. The design-build contractors selected in step one will be invited to submit proposals in response. The Consultant will manage this process and provide a technical review of the responses. The Consultant will review the responses in consultation with PWSSC.

At the discretion of the Owner, the Consultant may be invited to continue providing technical assistance during the design-build phase. The Consultant will familiarize themselves with procurement requirements of PWSSC and other project funders, including the State of Alaska, and will adhere to any such requirements that may apply to the Consultant as it engages in these tasks.

Evaluation and Selection: Consultant will be evaluated by a selection committee convened by the President & CEO of the PWSSC. Competitive proposals will be evaluated based on the following criteria:

- 1) (10 points) A letter of interest including any proposed methodologies and timelines. This may contain information not found elsewhere in the submittal.
- 2) (10 points) Qualifications – Provide a resume or resumes describing the qualifications and abilities of the proposed individual(s) who will fulfill the needs of this invitation, including employment history and education. Not to exceed 2 pages per involved staff member.
- 3) (15 points) References – Provide a list of three professional references per involved staff including contact information. References will be asked questions of the following nature or similar: Does the project respondent or team perform as expected? Did the project require unexpected maintenance or remediation? Have any latent defects of their work been discovered? Was the project completed on time? Was the project completed within budget? Was relevant paperwork clear, complete, and accurate? Were communications adequate and consistent? Would you use this respondent or team again?
- 4) (15 points) Past Performance - Provide a narrative description of the history and capabilities of your firm. Describe the types of projects or services the firm normally performs and the relative dollar value of each.
- 5) (20 points) Relevant Projects – Provide profiles of not less than three and not more than five relevant successfully completed projects in which you were involved, at least one of which is similar in size, scope, and complexity to the Prince William Sound Science Center project. Clearly define what role you played in each project.
- 6) (10 points) Availability: Describe your capacity to fulfill the requirements of this project and the timeline in which you propose the work is conducted, from initiation to completion. Affirm that you have in place the relevant and necessary professional licenses, professional insurance, and worker's compensation coverage to provide protection during the term of this contract and define those licenses and coverages.



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- 7) (20 points) Cost – The selection committee will take into consideration the fee proposed by the respondent to perform these services and will evaluate to what extent it is reasonable, appropriate, and within the range the Owner can afford to pay for such services.

Possible total points = 100

Top scoring proposers, based on evaluation of written materials, may be invited to participate in one or more interviews or opportunities to provide clarifying information, via telephonic or video conferencing means. If a proposer declines a requested interview or fails to show, it may result in disqualification of their proposal. The selection committee will review their evaluations and may make adjustments to scores based on the information provided by interviews, reference checks, and any other pertinent proposal information. PWSSC reserves the right to engage any of the proposers or to reject any and all proposals. Upon selecting a preferred Consultant, PWSSC will issue a contract, after which the work may begin. All respondents will be notified as to whether their proposal was successful or unsuccessful.

To apply: Submit proposal responses by 9 a.m. Alaska Standard Time on Monday, ~~18 November 2019~~ December 2, 2019 via email using the Subject: Bridging Documents Proposal to Katrina Hoffman, President & CEO, khoffman@pwssc.org. If attachments are too large, more than one email can be sent, or a link to a location where attachments can be downloaded may be sent. This link must be received by the stated deadline.