
**SOUTH DAKOTA SCIENCE AND TECHNOLOGY AUTHORITY
REQUEST FOR PROPOSAL**

RFP 2024-19

Sanford Lab Homestake Visitor Center (SLHVC) Roof Replacement

August 13, 2024

Register for Site Visit	August 27, 2024 (by 3pm)
Mandatory Pre-Bid Meeting	August 29, 2024 (at 9am)
Submit Questions	September 4, 2024 (by 5pm)
Questions & Answers Posted	September 6, 2024 (by 4pm)
Proposal Due Date:	September 13, 2024 (by 3pm)

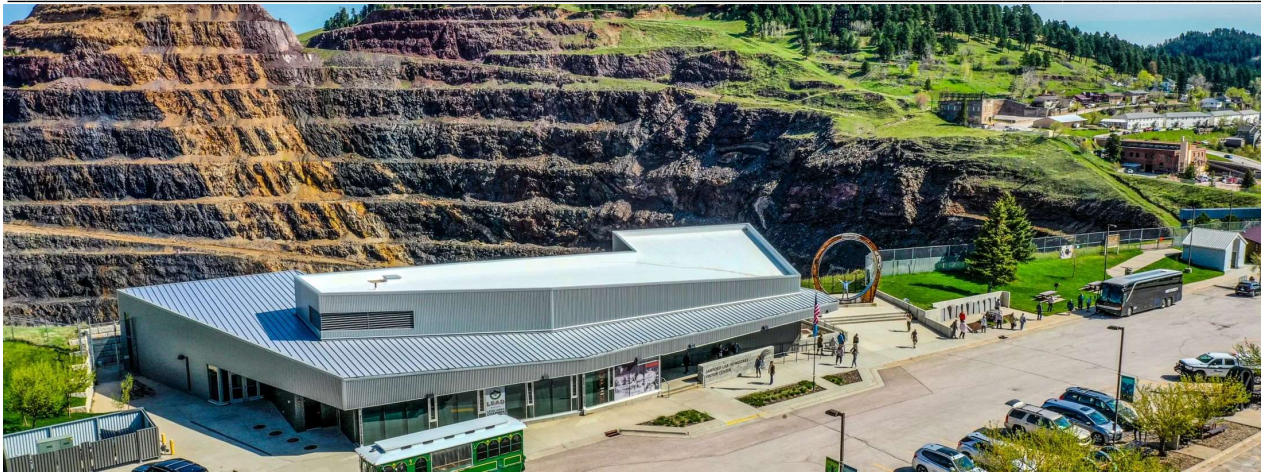
1. PURPOSE:

This Request for Proposal (RFP) is issued by the South Dakota Science and Technology Authority (SDSTA) for Construction Services in accordance with SDSTA guidelines. An individual firm will be selected for a fixed price contract based on the line item totals and unit cost listed on the bid sheet, demonstrated competence, and qualifications for the required work. The work will be performed at the Sanford Lab Homestake Visitor Center in Lead, SD. The following documents are included with this RFP.

- A. 100% Design Submittal, SLHVC Roof Replacement - Drawings
- B. 100% Design Submittal, SLHVC Roof Replacement - Specifications
- C. SLHVC Roof Bid Sheet
- D. Contractor ESH Qualification Questionnaire (submitted with proposal)
- E. Bid Bond Form (submitted with proposal)
- F. Draft Agreement for Construction
- G. Draft General Conditions
- H. Payment and Performance Bond Form (submitted with contract)

2. PROJECT BACKGROUND:

The Sanford Lab Homestake Visitor Center (SLHVC) was constructed in 2015. The building includes a lower standing seam metal roof (SSMR) and an upper adhered single ply roof system. The building has experienced continual roof leaks for the past eight years which various repair efforts have failed to resolve. The leaks have been concentrated along the front wall of the building facing the parking lot where the lower metal roof drains. This project replaces the standing seam metal roof with a membrane roofing system with a decorative rib to mimic the look of a standing seam metal roof and replaces the roof edging and gutter system.



3. SCOPE OF WORK:

The following construction summary is an estimation of the quantities and types of services required for the project.

The roofing replacement project has been defined with the following work steps and quantities:

1. Remove and dispose of existing SSMR and maintain temporary watertightness. (3750 sq. ft.)
2. Remove/replace any damaged (saturated) insulation down to substrate (per unit cost). Once a determination on quantities of insulation to replace is made, SDSTA will issue a modification to the contract using the value based on the proposed unit price.
3. Remove existing metal roof edge/gutter. (310 lf.)
4. Remove roof/wall metal flashing and wall panels. Install new roof/wall flashing. Modify height of wall panels and re-install. (166 lf.)
5. Install new PVC membrane roofing system with décor ribs. (3750 sq. ft.)
6. Install new roof edge/wall coping. (180 lf.)
7. Install new gutter system and trim. (130 lf.)
8. **Bid Option:** Install wall-mounted ladders and membrane walkway for roof access. SDSTA will determine at the time of award whether to add this optional work into the contract scope.

Note: Interior repair work is out of scope.

A portion of the parking area adjacent to the building will be available for staging materials and equipment. Proper delineation of the roofing replacement work zone perimeter and storage/staging of materials and deliveries are to be coordinated by the Contractor to minimize interference with the business operations of the Visitor Center.

A project start date in the fall of 2024 is preferred, with work completed within 150 days of Notice to Proceed. Alternate dates will be considered provided work is completed by July 31,

2025. Be advised that Neutrino Day, SURF's public science festival, is tentatively scheduled for Saturday July 12, 2025. If work is active during that time, the contractor may need to adjust working hours and/or laydown space to accommodate Neutrino Day activities.

4. TECHNICAL EVALUATION CRITERIA:

A best value selection process will be followed to award this contract. The selection criteria are listed below.

- a. Specialized experience and technical competence in: (1) Industrial building roofing replacement – flat roof/membrane roofing systems. (2) Working from heights.
- b. Qualified professional personnel in the following key disciplines: project management, project supervision, membrane roofing installations, industrial construction, heavy equipment operation.
- c. Past performance on SDSTA, US Dept of Energy, State of South Dakota, or other contracts with respect to cost control, quality of work, safety record, and compliance with performance schedules.
- d. Project start and completion dates as proposed on the bid sheet.

5. SUBMISSION REQUIREMENTS:

Interested firms having the capability to perform this work must submit a project specific proposal to be emailed to bbrack@sanfordlab.org no later than 3:00 p.m. on September 13. Proposals should be provided in digital format as a pdf file with standard letter size format. Proposals should not exceed a 50-page limit.

General Information:

- Qualifications of the firm and the specific individuals who will be assigned to manage and supervise the work.
- Specialized experience and technical competence of the firm and individuals in the type of work described in the solicitation.
- Demonstrated success on similar projects.

Specific Information:

- Contact information for a representative of the prime contractor or joint venture that SDSTA can contact for additional information.
- Firm name and address.
- Year established; enter the year the firm was established under the current name.
- Past five years OSHA reportable accident record.
- Contractual relationship, name, and a brief description of the named subcontractors that would be used. Any future change must be approved by the SDSTA.
- Organizational chart of proposed team.
- Resumes of key personnel proposed for this contract, project manager, project superintendent, and safety officer (if safety officer is different from the superintendent).
- Two (2) projects which illustrate the proposed team's qualifications for this contract. This should include:

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- Title and location
 - Period of performance
 - Project owner and a project point of contact.
 - Relevance of the example project to this contract.
- Any exceptions to the draft contract, terms and conditions, or other bid materials.

Bid Sheet: A completed bid sheet in the specified format is to be submitted with the proposal. If any omission is discovered when preparing the bid, contact SDSTA and provide notice of the omission and add the appropriate line item to the proposal form. Include any addenda issued during the time of advertising for proposals in the same manner as if included in the original drawings and specifications.

All offerors are required to attend a site visit **August 29, 2024 from 9:00 a.m.-12:00 a.m. MST** at the Sanford Lab Homestake Visitor Center, 160 W. Main Street, Lead South Dakota. Pre-registration is required, email bbrack@sanfordlab.org by close of business **August 27, 2024** to receive instructions and directions. A lift will be provided for access to the building roof during the site visit.

6. PROPOSALS DUE:

Submit one electronic copy of the proposal to bbrack@sanfordlab.org by 3:00 p.m. **September 13, 2024**. Late submissions will not be accepted. The SDSTA reserves the right to conduct interviews as required.

Direct all questions in writing to Benjamin Brack at bbrack@sanfordlab.org by close of business **September 4, 2024**. Questions and answers will be posted as an amendment to this RFP by 4 p.m. **September 6, 2024**.

The proposal period may be extended at the discretion of SDSTA based on the quantity and/or complexity of questions. Any notices of extension of time to respond will be distributed to all prospective offerors by SDSTA.

All communications regarding this procurement between RFP release and contract award shall be directed by email to bbrack@sanfordlab.org. Communications with other SDSTA staff regarding this procurement in advance of the contract award are not allowed.

To be eligible for contract award, a firm must be registered as a business entity with the South Dakota Secretary of State.