

SOUTH DAKOTA SCIENCE AND TECHNOLOGY AUTHORITY REQUEST FOR PROPOSALS

Access Control System: Phase 2 – Remaining Surface Locations

RFP #2023-05

Register for Site Visit:	February 28, 2023
Mandatory Site Visit:	March 2, 2023
Questions Submitted:	March 7, 2023 (by 5:00 P.M.)
Questions & Answers Posted:	March 10, 2023
Proposal Due Date:	March 31, 2021 (by 2:00 P.M.)

1. PURPOSE:

This Request for Proposal (RFP) is issued by the South Dakota Science and Technology Authority (SDSTA) for Construction Services related to the installation of a new access control system at various access control points at surface facilities. An individual firm will be selected for a fixed price contract based on the total of the quantities and unit costs listed on the project bid sheet, demonstrated competence, and qualifications for the required work. Documents included with this RFP include:

- A. Draft Contract (2023-05)
- B. Draft Construction General Conditions Agreement
- C. Bid Security Form (submitted with proposal)
- D. Payment and Performance Bond Form (informational – submitted with contract)
- E. SDSTA Bid Sheet
- F. Design Documents
 - 1) Complete set of engineering drawings prepared by West Plains Engineering (SDSTA Access Control Ph 2 Surface Locations Design Drawings.pdf)
 - 2) Complete set of project specifications prepared by West Plains Engineering (SDSTA Access Control Ph 2 Surface Locations Specifications.pdf)
- G. Contractor ESH Questionnaire

2. PROJECT BACKGROUND:

SDSTA recently procured and installed a new access control system in high priority surface locations. That system, C•CURE 9000, will be deployed in phases to other access control points on the SDSTA property. The existing system consists of monitoring and control of several personnel doors, overhead doors, and security gates at the Ross and Yates campuses. Each affected building has a control panel that is tied by way of fiber connection to the head-end equipment that is installed in the Yates Administration Building server room. This project is the

second phase of the C•CURE 9000 implementation and will expand the monitoring and control of doors across the SURF surface facilities. This project includes installing new access control equipment, replacing existing door hardware, and bringing electrical and network cabling to each access control point.

3. EXISTING CONDITIONS:

Doors affected by this project exist in concrete/masonry walls or metal/wood stud framed walls. The road is gravel at the location of the Ross Hoistroom vehicle gate.

4. SCOPE OF WORK:

The scope of Phase 2 of the site-wide Access Control System project is fully detailed in the accompanying set of drawings and specifications. The remaining surface locations for access control are listed below.

- A. Waste Water Treatment Plant – (2) single door personnel doors
- B. Surface Lab Building – (1) double door personnel door and (2) single door personnel doors
- C. Radon Reduction System (RRS) Building – (1) double door personnel door and (2) single door personnel doors
- D. Ross Dry – (3) double door personnel doors and (6) single door personnel doors
- E. Ross Warehouse – (2) single door personnel doors and (2) overhead garage doors
- F. Ross Hoistroom – (2) double door personnel doors and (3) single door personnel doors
- G. Ross Hoistroom Gate – vehicle gate

At each access control point (door or gate), new access control equipment will be installed, and existing door hardware will be replaced with door hardware that is compatible and listed for use with the C•CURE 9000 system.

Each access control point requires power and network cable. A new security control panel will be installed in each building, and these control panels will be tied to the existing C•CURE 9000 server in the Yates Administration Building server room. Each access control point will have conduit run from that door or gate back to the building's control panel.

5. TECHNICAL EVALUATION CRITERIA:

A best value selection process will be used to award this contract. The selection criteria are listed below. Selection will be made based on tradeoffs between price and non-price evaluation criteria.

- A. The offeror's total project package including the proposed project team and other technical requirements defined in this document.
- B. Specialized experience and technical competence in:
 - 1) Electrical and network cable installation
 - 2) Access control / security system device installation
 - 3) Underground cable installation
- C. Construction safety practices, procedures, and safety record relating to the scope of work.

- D. Profession qualifications of the firm and the specific personnel who will be assigned to the work.
- E. Past performance on SDSTA, US Department of Energy, State of South Dakota, or other contracts with respect to cost control, quality of work, and compliance with performance schedules.

6. SUBMISSION REQUIREMENTS:

Submission Requirement: General

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

Proposals should be provided in digital format as a .pdf file with standard letter size format. Note that there is a 50-page limit for proposals. Proposals must contain the following:

- A. Description of the working relationship between each of the overall team members, including a personnel specific organization chart. Note that the named subcontractors and outside associates or consultants must be used for project execution, and any change must be approved in advance by the SDSTA.
- B. Primary points of contact for the proposed team.
- C. Description of the firm's understanding of the project and associated risks.
- D. Description of the approach to cost and schedule control. What tools are used and how is information to be communicated to the project team and SDSTA?
- E. Any exceptions to the draft contract, terms and conditions, or other RFP materials.

Submission Requirement: Similar Projects

Describe at least two similar projects that the Contractor/Subcontractor has installed and commissioned within the past five years. Select projects which illustrate the proposed team's qualifications for this project. Examples should note the customer, location, and date of the project.

Submission Requirement: Safety

Provide a description of the safety programs of contractors and subcontractors who would be performing work at SURF under this contract. Demonstrate the firm's understanding and awareness of all ESH issues that will be present on this project.

- A. Include safety records for the past three years (incident/injury records, OSHA 300 logs, and EMR data) of contractors and subcontractors who would be performing work at SURF under this contract.

Submission Requirement: Quality Control

Provide a description of the QC programs of contractors and subcontractors who would be performing work under this contract. QC manuals will not count toward the 50-page limit.

Submission Requirement: Qualifications

Provide resumes for key personnel proposed for this project. Include the project manager and

project superintendent. Resumes should include qualification, certifications, and experience in the specific role proposed with relevant projects.

Submission Requirement: Schedule

The total project duration shall be 150 days from the Notice to Proceed (NTP). Summarize the schedule by providing the specific number of calendar days required for project completion after Notice to Proceed (NTP). Total days will be used to establish the contract completion date. Note that liquidated damages of \$75/day will be applied for additional schedule days after the approved contract completion date.

Submission Requirement: Price

Provide a project pricing breakdown using the SDSTA bid sheet.

The offeror's fixed price shall constitute full payment for the work, materials, services, quality control testing, other items required, and include all applicable federal, state use, sales, and local taxes, duties, permits, bonding, and all the Subcontractor's other obligations related to such work.

Submission Requirement: Mandatory Site Visit

All offerors are required to attend an onsite pre-proposal conference and site visit March 2, 2023, from 10:00-12:00 p.m. MT at the SURF, 630 East Summit Street, Lead South Dakota. Registration is required. Email Benjamin Brack (bbrack@sanfordlab.org) by close of business February 28, 2023, to receive instructions and directions. Only companies represented at the pre-proposal conference will be eligible to submit proposals. Contractors' subcontractors are encouraged, but not required, to attend.

7. DELIVERABLES:

Refer to SDSTA Division 1 and other technical specifications for deliverables required after contract award but before the start of work and during project execution. While not a complete list, key deliverables for the project include:

- A. Safety Plan
- B. Quality Control Plan
- C. Construction Schedule
- D. Schedule of Prices
- E. Submittal Register
- F. Submittals
- G. Contractor Daily Reports
- H. Test Reports
- I. Shop Drawings
- J. As Built Drawings
- K. O&M Manuals and Warranties

8. PROPOSALS DUE:

Offerors should submit an electronic copy (.pdf format) of the proposal no later than 2:00 p.m. on March 31, 2023, to Benjamin Brack (bbrack@sanfordlab.org). Late submissions will not be

accepted.

Questions are due by 5pm on March 7, 2023.

Questions/Answers will be emailed to all prospective proposals and posted to the sanfordlab.org website no later than March 10, 2023.

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 award shall be directed by email to Benjamin Brack (bbrack@sanfordlab.org). Communications with other SDSTA staff regarding this procurement in advance of the award are not allowed.