

SOUTH DAKOTA SCIENCE AND TECHNOLOGY AUTHORITY

REQUEST FOR PROPOSALS

Access Control System Phase 1 - Critical Surface Locations

RFP #2021-22

Pre-registration for Site Visit	November 15, 2021 (by 5:00 p.m.)
Mandatory Site Visit	November 17, 2021 (10 a.m. to 12 p.m.)
Questions Submitted	November 22, 2021 (by 5:00 p.m.)
Questions and Answers Posted	November 24, 2021 (by 5:00 p.m.)
Proposal Due Date	December 8, 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 the Sanford Underground Research Facility (SURF). 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 (2021-22)
- B. Draft Construction General Conditions Agreement
- C. Bid Bond Form (to be submitted with proposal)
- D. Payment and Performance Bond Form (informational – to be submitted with contract)
- E. Design Documents
 - i. Complete set of engineering drawings prepared by West Plains Engineering (Attachment 1 – Building Design Drawings)
 - ii. Complete set of project specifications prepared by West Plains Engineering (Attachment 2 – Specifications)
- F. SDSTA Bid Sheet (Attachment 3 – Bid Sheet)
- G. Contractor ESH Qualification Questionnaire

2. PROJECT BACKGROUND

SDSTA recently procured and installed a new access control system in the Ross and Yates Headframes. 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 and overhead doors within the Ross and Yates Headframes. Each headframe 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 will be the first of several projects that will continue to expand the monitoring and control of doors across the SURF Campus. The first phase consists of critical surface locations. 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, metal stud framed walls, or glass storefront walls. Existing metal handrail is in place from the Education and Outreach (E&O) Building to the Yates Gate. Existing conduit is in place from the Ross Dry to the Ross Gate. The road and sidewalk areas are asphalt and concrete respectively.

4. SCOPE OF WORK

The scope of Phase 1 of the site-wide Access Control System is fully detailed in the accompanying set of drawings and specifications. The critical surface locations for access control are listed below.

- A. Yates Education and Outreach Building – (6) door single personnel doors, (2) double door personnel doors
- B. Yates Administration Building – (9) single door personnel doors:
- C. Maintenance Support Facility – (6) single door personnel doors, (5) overhead garage doors
- D. Yates Main Gate – vehicle gate and personnel gate
- E. Ross Main Gate – vehicle gate and personnel 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:
 - i. Electrical and network cable installation

- ii. Access control / security system device installation
 - iii. 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. as detailed below. 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 November 17, 2021, from 10:00 a.m. to 12:00 p.m. MT at the SURF located at 630 East Summit Street, Lead, South Dakota. Pre-registration is required. Email Benjamin Brack (bbrack@sanfordlab.org) by 5 p.m. MT November 15, 2021, 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. MT on December 8, 2021, to Benjamin Brack (bbrack@sanfordlab.org). Late submissions will not be accepted.

Questions are due by 5 p.m. MT on November 22, 2021.

Questions/Answers will be emailed to all prospective proposals and posted to the sanfordlab.org website no later than November 24, 2021.

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.