

SECTION 00 11 05 – ADVERTISEMENT FOR BIDS FOR COMPETITIVE SEALED BEST VALUE

PART 1 - GENERAL

1.1 RELATED DOCUMENTS (Not Applicable)

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for project advertisement

1.3 DEFINITIONS

- A. **ADVERTISEMENT:** Posting of project description, requirements, schedule, and related requirements necessary to solicit submittals from contractors.

1.4 ADVERTISEMENT FOR BIDS FOR COMPETITIVE SEALED BEST VALUE

- A. **FORM:** State of Colorado form “Advertisement for Bids for Competitive Sealed Best Value” (AFB-CSBV)
- B. A copy of the above noted form is attached at the end of this section.

1.5 PROCEDURE

- A. If a project is greater than \$500,000, remove red “Open to SCPP” box.
- B. If a project is less than \$500,000, delete apprenticeship program, prevailing wage and Buy Clean Colorado requirements.
- C. If a project is greater than \$500,000 and less than \$1,000,000, delete the apprenticeship program requirement.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 00 11 05

**STATE OF COLORADO
OFFICE OF THE STATE ARCHITECT
STATE BUILDINGS PROGRAM**



**ADVERTISEMENT FOR BIDS
FOR
COMPETITIVE SEALED BEST VALUE**

FOR THE

(Insert Agency/Institution name)

FOR THE

(Insert project name)

**ADVERTISEMENT FOR BIDS (INFORMATION PACKET)
FOR
COMPETITIVE SEALED BEST VALUE**

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II. EVALUATION of QUALIFICATIONS

A. EVALUATION FACTORS

1. Technical approach to project,
2. Experience, past performance and expertise of the contractor and subcontractors,
3. Project management plan,
4. Staffing plan,
5. Safety plan and safety record,
6. Job standards, and
7. Availability and use of domestically produced goods.

III. BID FORM

APPENDICES:

- A. Evaluation of Qualifications Form CSBVB/ EQ** (To be completed by agency)
- A1. Submittal Ranking Matrix Form CSBVB/SRM** (To be completed by agency)

- B. Contractors DESIGN/BID/BUILD (D/B/B) Agreement (Form SC- 6.21) and
General Conditions of the Contract (Form SC-6.23)**
(Incorporated by reference and available on the Office of the State Architect's web site)

- C: Bid Form (Form SBP-6.13)**
- C1: Information for Bidders (Form SBP-6.12)**
- C2: Direct Labor Burden Calculation (Form SBP-6.18)**
- C3: Bid Alternates (Form SBP-6.132) (if Applicable)**
- C4: Bid Bond (SBP-6.14)**
- C5: Prevailing Wage and Apprenticeship Acknowledgement**

- D: Applicable Prevailing Wage Rates and Apprenticeship Contributions (if Applicable)**

- E: Apprenticeship Utilization Certifications (if Applicable)**

**ADVERTISEMENT FOR BIDS
FOR
COMPETITIVE SEALED BEST VALUE BIDDING**

***** OPEN TO SMALL CONSTRUCTION PURCHASE PROGRAM CONTRACTORS ONLY *****

SCPP INFORMATION: <http://bit.ly/FacilitiesProjectsSCPP>

Project No:

Project Title:

Estimated Construction Cost:

Settlement Notice

For all projects with a total dollar value above \$150,000 Notice of Final Settlement is required by C.R.S. §38-26-107(1). Final Settlement, if required, will be advertised in the same location as the original solicitation.

I. GENERAL INFORMATION

A. PROJECT TITLE AND DESCRIPTION

[Insert brief introduction and any background information needed]

DOs

Introduction(s): Include introductions as applicable. You may include an introduction to the agency/IHE in general and/or the program/division and mission.

Background: Include any background information specific to the program/project here. This can be general, i.e., genesis of the program/project, whether it is statutorily mandated, etc... You may also want to include information relative to how the program has been expanded and/or changed since inception, or communicate what changes are expected (if any) in this solicitation.

This is also the section where you can discuss the project or program and include specific program/project expectations of the selected vendor, i.e., what they will be required to do if selected for award. For example, you might include experience and qualifications to be maintained by contractor's staff, outreach expectations such as advertising, trainings they need to conduct, minimum number of clients to be served monthly/annually, etc.....

Since this section details what is expected of the "selected" contractor you can include mandatory language, i.e., the words "must" and/or "shall" here. Finally, information included in this section can include subsections such as "Program Overview and Requirements," or something similarly descriptive and applicable.

DON'Ts

DO NOT include specific proposal requirements or criteria in this section. Any Scope of Work requirements, i.e., what you expect contractor to provide in their bid cannot be included here and must instead be included in contract documents or Scope of Services section. Neither contractors nor evaluators should be expected to recall and address bid submission requirements that are sprinkled throughout the document. If there is a requirement in this section (e.g., education/qualification of vendor staff, training, outreach, etc.) that the selected vendor needs to comply with and that all vendors need to address at time of bid submission, it may be included here but will need to be specifically addressed in either Scope of Services or Minimum Requirements below Section below.]

The process to be used in the selection of the General Contractor is the Competitive Sealed Best Value Bidding method comprised of two steps as described in Section I (H).

B. MINIMUM QUALIFICATIONS

Notice is hereby given to all interested parties that all firms will be required to meet all minimum requirements to be considered for this project. Interested bidders should be prepared to show evidence of the following to be considered as qualified, as a minimum:

1. Provided General Contracting services within the last three (3) years for at least two (2) projects each in excess of \$ _____ (hard costs), utilizing the expertise present in their Colorado Office; and
2. Demonstrated specific General Contracting experience in projects of similar scope and complexity; and
3. Demonstrated bonding capability up to \$ _____ for an individual project coincidentally with current and anticipated workloads; provide letter from surety that affirms this capacity.

[Note that the minimum requirements are suggested and that agencies/institutions may alter as needed]

Firms meeting the minimum requirements may obtain the bidding documents on the website accompanying this advertisement.

[Note that agencies/institutions must provide the website(s) or location where the bidding documents are posted].

C. SCOPE OF SERVICES

[The Scope of Services should be as specific as needed to capture those items that are generally not captured in the Construction Documents]

The scope of services will include full Construction Contracting Services for the project specified during the process of construction, and warranty period to the State. Specific tasks to be performed by the Contractor include those generally performed by the construction community where the Contractor is the prime vendor to the State.

4) Per C.R.S. §24-92-115 unless prohibited by applicable federal law, contract for any public project in the amount of one million dollars or more, that does not receive federal money, including shall require the general contractor to which the contract is awarded to submit, at the time the mechanical, electrical, or plumbing subcontractor is put under contract, documentation that identifies the contractors or subcontractors that will be used for all mechanical, sheet metal, fire suppression, sprinkler fitting, electrical, and plumbing work required on the project and certifies that all firms identified participate in apprenticeship programs registered with the United States department of labor's employment and training administration or state apprenticeship councils recognized by the United States department of labor and have a proven record of graduating a minimum of 15% of its apprentices for at least three of the past five years.

5) Per C.R.S. §24-92-Part 2, a public construction project in the amount of five hundred thousand dollars or more shall be subject to the State prevailing wage rate, of the regular, holiday, and overtime wages paid and the general prevailing payments on behalf of employees to lawful welfare, pension, vacation, apprentice training, and educational funds in the State, for each employee needed to execute the contract. Payments to the funds must constitute an ordinary business expense deduction for federal income tax purposes by contractors and subcontractors. Contractors are required to pay their employees at weekly intervals and shall comply with the enforcement provisions of C.R.S. §24-92-209. Contractors awarded a project of this size will be required to utilize the LCPTracker cloud-based labor compliance and certified payroll application.

6) Per C.R.S. §24-92-Part 1, It is requires that the General Contractor or other firm to which the contract is awarded to submit the Contractors or Subcontractors that will be used for all Mechanical, Sheet Metal, Fire Suppression, Sprinkler Fitting, Electrical and Plumbing work. You must also certify that all Firms identified participate in Apprenticeship Programs registered with the United State Department of Labor's Employment and Training Administration or State Apprenticeship Councils recognized by The United States Department of Labor and have a proven record of graduating apprentices.

[If applicable, Agency/IHE to download the applicable Prevailing wage rates and Apprenticeship Contribution Rates from the OSA/State Buildings webpage and post as appendix D and E]

7) Per C.R.S. §24-92-117, a public construction project in the amount of five hundred thousand dollars or more shall be subject to the Buy Clean Colorado (BCCO) Act program requirements. The BCCO Act requires the Office of the State Architect to establish a maximum acceptable global warming potential (GWP) limit for each category of eligible materials, which include asphalt and asphalt mixtures, cement and concrete mixtures, glass, post-tension steel, reinforcing steel, structural steel, and wood structural elements. For any solicitation for a contract for the design of an eligible project, a State Agency or institution shall require the designer who is awarded the contract to include, in project specifications when final construction documents are released, a current Environmental Product Declaration (EPD) that meets the maximum acceptable GWP limits for each eligible material specified for the project. A contractor that is awarded a contract for an eligible project shall not install any eligible materials on the project until the contractor submits an EPD for each eligible material procured for the project.

Other Information

Preference shall be given to Colorado resident bidders and for Colorado labor, as provided by law.

D. SCHEDULE

The schedule of events for the AFB process and an outline of the schedule for the balance of the project is as follows:

	DATE	TIME
Advertisement		
Mandatory Pre-Submittal and Bid Conference		
Date Email Questions Due		
Date email Answers issued		
Submittal of Qualifications		
Sealed Bids (Due at Public Bid Opening)		
Written Notification and Selection Announced		
Negotiation of D/B/B Contract		
Contract Approval (projected)		
Anticipated Design Start		
Anticipated Construction Start/Finish		

Bids are due **[Insert date]** and shall be received no later than **TIME** **AM/PM** (MD/ST), and shall be submitted/accepted via **Bidnet** project Advertisement.

Comments: Late sealed bids will be rejected without consideration. The **[Insert Agency/Institution]** and the State of Colorado assume no responsibility for costs related to the preparation of submittals.

The above schedule is tentative. Responding firms shall be notified of revisions in a timely manner by email. Respondents may elect to verify times and dates by email, but no earlier than 36 hours before the schedule date and time.

E. MANDATORY PRE-SUBMITTAL AND BID CONFERENCE

1. To ensure sufficient information is available to firms preparing submittals, a mandatory pre-submittal and bid conference has been scheduled. The intent of this conference is to tour the site and to have **(Insert Agency/Institution)** staff able to discuss the project. Firms preparing submittals for qualifications and bids must attend and sign-in in order to have their submittals for qualifications and bids accepted. The conference will be held at the location, date and time as per the Advertisement for Bids.

A mandatory Pre-Bid Meeting will be held at: **[Insert Agency/Institution]**.

Address: **Building Address**

Room: **Specific location**
Date/Time: **Time here**

F. CLARIFICATIONS

1. Owner initiated changes to this AFB will be issued under numerically sequenced email addenda. Addenda generally consist of the following items:
 - a. Clarifications
 - b. Scope Changes
 - c. Time and/or Date Changes

Respondents must acknowledge all issued addenda in their bid.

2. The respondent has reviewed Appendix B and by responding has agreed that the terms and conditions of the Design/Bid/Build Agreement and General Conditions are expressly workable without reservation.

G. SUBMITTALS OF SEALED QUALIFICATIONS AND BIDS

1. All submittals must comply with the following items, a through f. The State retains the right to waive any minor irregularity or requirement should it be judged to be in the best interest of the State.
 - a. Qualifications shall be formatted and tabbed in the exact form and numeric sequence of the Evaluation Form (1 through 7) in Appendix A. A two sided single page cover letter addressed to the *(Insert Agency/Institution contact person)* outlining the firm(s) qualifications is required at the front of the submittal. *(Not counting the cover letter and required Acknowledgement and Attestation form, the entire submittal is to be no more than _____ doubled sided 8 ½' x 11" sized pages in portrait format, at least 10 font and stapled, spiral or plastic bound. No loose leaf notebooks or hard bound submittals. (Optional)).*
 - b. Qualifications shall be evaluated in accordance with criteria as indicated in SECTION IV. A. PREQUALIFICATION SUBMITTAL CRITERIA and ranked on the corresponding Evaluation Form in Appendix A.
 - c. Response to all items shall be complete.
 - d. All references shall be current and relevant.
 - e. Bids shall be submitted on the bid required form and as per the Advertisement For Bids.
 - f. Each solicitation by a state agency for construction services shall contain a clause requiring the bidder to disclose if they are a Service-Disabled-Veteran-Owned-Small-Business (SDVOSB). A SDVOSB per C.R.S. 24-103-211, must be incorporated or organized in Colorado or maintains a place of business or has an office in Colorado and who is officially registered and verified as a SDVOSB by the Center for Veteran Enterprise within the U.S. Department of Veterans Affairs.

H. METHOD OF SELECTION AND AWARD

The process to be used in the selection of the Construction Contracting Services is the Competitive Sealed Best Value Bidding method comprised of two steps. STEP I is the Submittal of Qualifications as described in Section I (G). STEP II is the submittal and opening of the sealed bids at a public bid opening. The *(Insert Agency/Institution)* will evaluate the qualifications prior to the public bid opening in Step II. After the public bid opening and acknowledgement of the apparent low bidder, the *(Insert Agency/Institution)* will consider both qualifications and bid prices and determine the final ranking of firms with qualifications given 40% of the value of the weighted criteria and the bid price given 60%. **Selection and award of this project will be by written notice and will be based on a combination of qualifications and bid price that represents the most advantageous and best overall value to the State.** Refer to the enclosed Schedule in Section II (A).

After selection and award all bids, qualifications and ranking documents will be made available to the public.

II. EVALUATION OF QUALIFICATIONS

A. EVALUATION FACTORS

1. TECHNICAL APPROACH TO THE PROJECT

- Provide a strategic project approach summary discussing how your firm will provide successful Construction Contracting Services for this project. Include specific examples (1-2 page excerpts) of actual products (estimates, progress reports, schedules, constructability reviews, value engineering studies, forms, etc.).
- Provide a detailed description of how your firm will select qualified sub-contractors and manage them effectively on this project.

2. EXPERIENCE, PAST PERFORMANCE AND EXPERTISE

- Provide a description of successful prior construction contracts, including performance in the areas of cost, quality control, schedule, compliance with plans and specifications and adherence to applicable laws and regulations as performed by your firm and by your subcontractors.

3. PROJECT MANAGEMENT PLAN

- Provide a description of the composition and management structure of your firm. Identify the firm's roles and responsibilities and relevant technical expertise and experience of the key management personnel that will be used on this project. Provide a description and separate graphic organizational chart complete with working titles identifying the lines of authority, responsibility and coordination between your firm and your subcontractors and,
- Describe the proposed project schedule, quality control program, financial resources, equipment to be used on this project and its current location, and any other information or resources that demonstrates your firm's competency to perform this work

4. STAFFING PLAN

- Provide a detailed staffing plan of key management personnel to be assigned to this project from your firm and your subcontractors and identify the time commitments and all current office locations.

5. SAFETY PLAN AND SAFETY RECORD

- Describe your firm's safety program and provide your firms' safety record over the last ten years.

6. JOB STANDARDS

- Demonstrate on past projects examples how a high quality of workmanship was achieved and industry standards of care were achieved and,
- Describe the firm's method of personnel procurement, employment of Colorado workers, work force development and long-term career opportunities of workers and,
- Describe the firm's availability of training programs, including apprenticeships approved by the United States Department of Labor and,
- Describe the benefits provided to workers, including healthcare and defined benefit or defined contribution retirement benefits, and whether the firm pays industry-standard wages.

7. AVAILABILITY AND USE OF DOMESTICALLY PRODUCED GOODS

- Describe how your firm intends to use domestically produced iron, steel, and related manufactured goods in this project.

8. EQUITY, DIVERSITY AND INCLUSION

- Describe what Services under the contract or any Subcontract will be performed by a Service-Disabled Veteran Owned Small Business.
- Described any programs or incentives your firm has for utilizing historically disadvantaged businesses

III. BID FORM

- A.** After submission of the Sealed Qualifications as per Section I (G) those firms intending to submit a sealed bid are required to use the Bid Form SBP-6.13.
- B.** This AFB document, it's appendices, and any written addenda issued prior to the bid opening, and written clarifications shall serve as the only basis for Bid.
- C.** The Bidder, by submitting this bid, does hereby accept that minor changes by the State to the exhibited contract and its exhibits, which do not adversely affect the Bidder, shall not be cause for withdrawal or modification of the amounts submitted herein. Exceptions to the AFB documents and/or modification of the bid may render the proposal non-responsive.
- D.** Upon due consideration and review of this document along with its appendices, written addenda, and written clarifications prior to the bid opening, the respondent does hereby submit the following bid, consistent with the schedules provided in the Scope of Services.

APPENDIX A

**STATE BUILDINGS PROGRAM
EVALUATION OF QUALIFICATIONS FORM
COMPETITIVE SEALED BEST VALUE BIDDING**

Name of Firm: _____
Name of Project: _____
Evaluator No: _____ Date: _____

AFB REFERENCE MINIMUM REQUIREMENTS Y ___ N ___

If the minimum requirements (including letter from surety) have not been met, specify the reason(s):

SCORE

Weight¹ x Rating² = Score

1. TECHNICAL APPROACH TO PROJECT

- Provide a strategic project approach summary discussing how your firm will provide successful Construction Contracting Services for this project. Include specific examples (1-2 page excerpts) of actual products (estimates, progress reports, schedules, constructability reviews, value engineering studies, forms, etc.).
_____ x _____ = _____
- Provide a detailed description of how your firm will select qualified sub-contractors and manage them effectively on this project.
_____ x _____ = _____

2. EXPERIENCE, PAST PERFORMANCE AND EXPERTISE

- Provide a description of successful prior construction contracts, including performance in the areas of cost, quality control, schedule, compliance with plans and specifications and adherence to applicable laws and regulations as performed by your firm and by your subcontractors.
_____ x _____ = _____

3. PROJECT MANAGEMENT APPROACH

- Provide a description of the composition and management structure of your firm. Identify the firm's roles and responsibilities and relevant technical expertise and experience of the key management personnel that will be used on this project. Provide a description and separate graphic organizational chart complete with working titles identifying the lines of authority, responsibility and coordination between your firm and your subcontractors and,
_____ _____ _____
- Describe the proposed project schedule, quality control program, financial resources, equipment to be used on this project and its current location, and any other information or resources that demonstrates your firm's competency to perform this work
_____ x _____ = _____

4. STAFFING PLAN

- Provide a detailed staffing plan of key management personnel to be assigned to this project from your firm and your subcontractors and identify the time commitments and all current office locations.

_____ x _____ = _____

5. SAFETY PLAN AND SAFETY RECORD

- Describe your firm's safety program and provide your firms' safety record over the last ten years.

_____ x _____ = _____

6. JOB STANDARDS

- Demonstrate on past projects examples how a high quality of workmanship was achieved and industry standards of care were achieved and,
- Describe the firm's method of personnel procurement, employment of Colorado workers, work force development and long-term career opportunities of workers and,
- Describe the firm's availability of training programs, including apprenticeships approved by the United States Department of Labor and,
- Describe the benefits provided to workers, including healthcare and defined benefit or defined contribution retirement benefits, and whether the firm pays industry-standard wages.

_____ X _____ = _____

_____ x _____ = _____

_____ x _____ = _____

_____ x _____ = _____

7. AVAILABILITY AND USE OF DOMESTICALLY PRODUCED GOODS

- Describe how your firm intends to use domestically produced iron, steel, and related manufactured goods in this project.

_____ x _____ = _____

8. EQUITY, DIVERSITY AND INCLUSION

- Describe what Services under the contract or any Subcontract will be performed by a Service-Disabled Veteran Owned Small Business or historically disadvantaged businesses

_____ x _____ = _____

TOTAL SCORE: _____ 3

NOTES:

1. Weights are to be assigned prior to evaluation and are to be consistent on all evaluation forms. Use only whole numbers.
2. Rating: 0 = not provided 1 = Unacceptable 2 = Poor 3 = Fair 4 = Good 5 = Excellent
3. Total score includes the sum total of all criteria. Note: A passing score (as a percentage of the total points available) is to be established prior to evaluation.

APPENDIX A1

**STATE BUILDINGS PROGRAM
QUALIFICATIONS AND BID RANKING MATRIX**

QUALIFICATIONS 40%/BID 60%

FIRM	QUALIFICATIONS ¹						AVERAGE QUALS ²	QUALS SCORE ³	BID SCORE ⁴	QUALS & BID SCORE ⁵	RANK ⁶
	EVAL #1	EVAL #2	EVAL #3	EVAL #4	EVAL #5	EVAL #6					

NOTES:

1. Insert total score from each evaluator's SUBMITTAL review.
2. Add all evaluators' total scores and divide by the number of evaluators to determine the average score for each firm's qualifications.
3. The maximum score for qualifications on the evaluation form is equivalent to 40 points and is equivalent to the maximum points available for qualifications. Therefore, each firm's score is determined as a percentage of the maximum points available. To score each average qualification score, use the example formula.

Assume the highest score is 600.

SCORING OF QUALIFICATIONS

FIRM B: $\frac{600}{600} \times 40 \text{ points} = 40 \text{ points}$

FIRM C: $\frac{500}{600} \times 40 \text{ points} = 33.33 \text{ points}$

FIRM A: $\frac{400}{600} \times 40 \text{ points} = 26.66 \text{ points}$

4. Determine score for each firm's sealed Bid with the lowest fee being equivalent to a maximum score of 60 points. To score each Bid, use the example formula.

Assume the lowest Bid was \$100,000.

SCORING OF BIDS

FIRM A: $\frac{\$100,000}{\$100,000} \times 60 \text{ points} = 60 \text{ points}$

FIRM B: $\frac{\$100,000}{\$125,000} \times 60 \text{ points} = 48 \text{ points}$

FIRM C: $\frac{\$100,000}{\$150,000} \times 60 \text{ points} = 39.99 \text{ points}$

5. Add the average qualification score to the Bid score to determine cumulative qualifications and fee score.
6. Numerically rank all firms with the highest scoring firm being the most qualified and advantageous to the state.