

The Grady Memorial Hospital Corporation
d/b/a

GRADY HEALTH SYSTEM



Remarkable Service Exceptional Care

GRADY HEALTH SYSTEM

Facilities Development

REQUEST FOR PROPOSAL (RFP)

FOR

ARCHITECTURAL, ENGINEERING DESIGN and CONSTRUCTION SERVICES

For

Electrical Switchgear Replacement

GHS RFP #F2013021_DB

Request for Proposal Posted: September 16, 2019

Proposal Due: October 31, 2019

SECTION 1: GRADY HEALTH SYSTEM BACKGROUND

Grady Health System (“GHS”) is one of the Southeast’s largest public hospital systems. With a delivery system that includes affiliations with public health organizations, medical education programs, and community advocates, GHS provides quality, cost-effective, and customer focused health care to residents of metropolitan Atlanta and citizens of the State of Georgia. Grady Health System is comprised of Grady Memorial Hospital (953 licensed beds), Crestview Health and Rehabilitation Center (388 licensed long-term care beds), the Infectious Disease Center (HIV/AIDS), the Loughlin Radiation Oncology Center, the Maloof Imaging Center, six (6) community health centers, the Regional Perinatal Center, the State of Georgia Poison Control Center, the Georgia Cancer Center for Excellence, The Marcus Stroke and Neuroscience Center, Grady EMS- Atlanta’s 911 ambulance service, the region’s premiere Level I trauma center and nationally renowned emergency medicine and burn centers.

Grady Memorial Hospital opened in 1892 to provide medical care for the indigent and emergency health care for all residents of the Atlanta community. Grady is currently operated by the Grady Memorial Hospital Corporation d/b/a Grady Health System.

Medical care is provided under contract with Emory University and Morehouse Schools of Medicine. GHS also operates three (3) professional training programs in medical technology, radiation oncology, and radiation technology. GHS averages more than 29,000 inpatient visits and more than 600,000 outpatient visits annually, including over 150,000 emergency care visits (including psychiatric emergency).

MISSION STATEMENT

Grady improves the health of the community by providing quality, comprehensive healthcare in a compassionate, culturally competent, ethical and fiscally responsible manner.

Grady maintains its commitment to the underserved of Fulton and DeKalb counties, while also providing care for residents of metro Atlanta and Georgia.

Grady leads through its clinical excellence, innovative research and progressive medical education and training.

VISION

Grady Health System will become the leading public academic healthcare system in the United States.

VALUES

At Grady, we have a higher calling and a deep sense of pride. We deliver essential care with humanity, compassion and kindness – with arms open wide to everyone in our community. Regardless of role or level in the organization, humanity starts with how we treat our coworkers and colleagues.

- Be Patient Centered
- Be Safe
- Serve Others with Excellence
- Do Right
- Do Good

SECTION 2: PROJECT OVERVIEW

Grady Memorial Hospital (GMH) wishes to engage a team capable of facilitating existing electrical discovery, developing project design documents, estimating project costs, and constructing the overall project. The selected team in this RFP will be, ideally, an Electrical Contractor (EC) working seamlessly with an Architect/Engineer (A/E) of record to provide the aforementioned services. The scope of this Request for Proposal (RFP) includes discovery, full engineering design, purchasing and installation of equipment.

The Proposing Team's work is to be authorized in three (3) Phases: 1, 2 and 3

Phase 1 or Task Order 1, shall be led by the EC and divided into four (4) sub-phases: Phases 1A, 1B, 1C and 1D. Phase 1A or Task Order 1A, shall consist of electrical discovery to document existing conditions of the hospital's electrical system, and is intended to inform the A/E regarding design considerations. It is anticipated this process may take 3-4 months. Drawing upon the information being learned from Phase 1A, Phase 1B or Task Order 1B shall consist of schematic design (SD) drawings up to 25% complete. It is anticipated this phase may take 3-4 weeks. Drawing upon the information learned from Phase 1A, Phase 1C or Task Order 1C, shall consist of design development (DD) drawings up to 50% complete. It is anticipated this phase may take 3-4 weeks. Again, drawing upon the information learned from Phase 1A, Phase 1D or Task Order 1D, shall consist of design development (DD) drawings up to 90% complete. Initial estimating of costs for equipment and construction shall commence during this phase. It is anticipated this phase may take 1 ½ - 2 months.

Phase 2 or Task Order 2, shall be led by the A/E and consist of construction documents (CDs) at 100% complete. These approved and stamped documents shall become the property of Grady Health System. During this phase the Guaranteed Maximum Price (GMP) for construction shall be developed along with the construction schedule detailing the various stages of the work. It is anticipated this phase may take 2-4 months.

It is anticipated that Phases 1 and 2 may take approximately 1 year.

Phase 3 or Task Order 3, shall be led by the EC and consist of project construction in accordance with the CDs, GMP and project schedule. It is anticipated that this phase may take 2 – 2 ½ years.

Phases or Task Orders 1, 2 and 3 should be considered as separate efforts, and three (3) separate contracts will be issued, respectively. The opportunity to perform Phase 1 is not a guarantee that Phases 2 or 3 will be awarded to the same proposing team. However, it is the Owner's desire that one team performs all phases.

Discovery, Design and Pre-Construction Services shall be provided by Proposing Team starting with Schematic Design and continuing through Construction Document design phases, AHJ plan approval, bidding, and development of a Guaranteed Maximum Price. During Phase 1A the EC shall be compensated on a time and material (T&M) basis. The A/E shall be compensated on a Lump Sum basis for the duration of the project, regardless of phase. The building plan permit approval and construction strategy shall include securing approvals from Georgia's Department of Community Health, State Fire Marshal and State Architect as needed. Proposer's services shall be provided in a timely, thorough and efficient manner so as to enable the Pre-Construction Services of the Project to proceed in accordance with key milestones identified in Exhibit B of Agreement for Construction.

The proposer's design team shall be The Project Architect and Engineers of Record and will be responsible for the overall design of the Work. Architect and Engineers will lead the design process from concept through permitting and will continue to coordinate design implementation in the construction and change process during Construction Administration Services.

Throughout the performance of the Design and Pre-Construction Services the Proposing Team shall be responsible for and take initiative in providing services as necessary or appropriate to each stage of the design process to achieve a final Project design, schedule, and budget consistent with Owner's stated objectives, whether such services are

specifically requested by Owner, AHJ, Architect, or Design Build Sub-Contractors. The Proposing Team and its Design Build Sub-Contractors, if any, shall participate, as requested by Owner, in all work sessions with Owner, City of Atlanta and other AHJ.

A description of key components of Proposing Team's Design and Pre-Construction Services is identified here and in Task Order 1. However, Proposer's Design and Pre-Construction Services include not only the services specifically described herein, but additionally all services reasonably related to, or inferable from those identified herein, and all services customarily furnished by Proposers in connection with Pre-Construction Services so described.

After receipt of a Purchase Order (PO), shop drawings and product data submittals on equipment purchased through this RFP shall be submitted by the EC at the end of Phase 2. The A/E will have a review period of 30 calendar days to make comments. Following the A/E's review, the Owner will have 7 calendar days to make comments. Corrected submittals, if required by the comments, shall be submitted by the EC 14 calendar days after receipt of the comments. The final comments will be returned within 14 calendar days of receipt of submittals, which shall include 7 calendar day for the A/E and 7 calendar days for the Owner, respectively. Vendor shall not start construction of equipment prior to receiving approved submittals.

PROPOSED KEY ELEMENTS

The following are thought to be key elements of the work, but could change depending on the results of the Phase 1A, Discovery. Therefore, the Work and baseline scope to be addressed by Task Order 1 may include, but are not limited to, the following key elements of the Project.

1. Main Switchgear

- a. Located in Main building in the Basement, room BB012.
- b. Relocated in 1970
- c. 575V Main
 - i. Located next to Georgia Power Transformer Vault, adjacent to Room BB012.
 - ii. Utility relocations and tie-ins to Owner/City/County services;

2. Generator paralleling Switchgear

- a. Located adjacent to main Switchgear in BB012, ATS 1-4
- b. Repair all findings identified in Appendix F, the August 14, 2018 Cleveland Electric Inspection and upgrade to digital controls.
- c. Add Alternate #1, replace and relocate to another room TBD.

3. Load Center LLC-4

- a. Located in BC047
- b. Must be replaced

4. Emergency Load Center EMLC-3

- a. Located in BC047
- b. Must be replaced

5. EPDLC 1-A and PDLC-2 and associated transformers

- a. Located in BD002
- b. Must be replaced

6. Load Center LLC-3

- a. Located in BE056

- b. Must be replaced

7. EMCL 2 and EMLC-5

- a. Located in BE056
- b. Must be replaced

8. PDLC-1 and EMLC-1 and 1-D

- a. Located in BA007
- b. Must be replaced

9. Relocate electrical panels from BB021 to another room TBD.

10. Design proper 2-hour separation between normal power and emergency power load centers.

11. Ensure proper labeling of all equipment to meet GMH's standards.

12. Verify fault current in all affected electrical rooms/equipment.

13. Survey all downstream affected panels and identify potentially affected areas.

14. When possible, relocate all plumbing and mechanical lines from within the electrical rooms.

15. During design phase, properly size and specify temporary emergency power requirements for each phase of the project.

16. Specify all new equipment to have a minimum 5-year warranty and maintenance, 10-year warranty as Add Alternate #2.

17. Equipment materials to be manufactured at least 50% in the US. Final assembly must be US based.

18. See Exhibit C for sample specifications of major equipment.

The selected team will work to provide engineering, architectural and construction services utilizing best practices in healthcare utilities and facilities development. Emphasis shall be given to vision, improved organization and operations performance, enhanced care environment, flexibility and adaptability for a more efficient and innovative organization encompassing the mission for Grady Health System.

Grady Health System shall make an assessment of each Proposing Team's response and whether in the opinion of GHS, the Proposing Team is capable of undertaking and completing the scope of work delineated within this RFP in a satisfactory and timely manner. GHS will award a contract only to a responsible Proposing Team that has the ability to successfully perform under the terms of this RFP.

SECTION 3: DESCRIPTION OF REQUIRED SERVICES

PRE-CONSTRUCTION SERVICES (TASK ORDERS 1 and 2)

It shall be Proposing Team's responsibility to commence each activity at the earliest reasonable time and provide updates required to support design processes for the entire Work. Proposing Team's Pre-Construction Services include, but are not limited to the following.

1. General Activities

a. Proposing Team: Provide a sufficient number of specialty consultants and other individuals with requisite skills and experience as appropriate for the successful completion of the scope of this Task Order.

b. Owner has established the communications framework for this Project within an active account with e-Builder Incorporated. Proposing Team and all of its design consultants and subcontractors are required to use e-Builder as the web based project management system. All Project documents, drawings, communications and correspondence shall be through this management system, starting from project engagement/initiation through project close out.

c. Advise Owner regarding Project scope and execution, including site staging, logistics, and other site improvements, as well as any other elements of the Project with respect to concept, feasibility, building systems, equipment, constructability, cost, economies, labor, scheduling, and construction.

d. Starting with the Schematic Design phase, institute a quality assurance and quality control program. The QA/QC Plan shall conform to the requirements in the General Conditions and be designed to advance the goal of achieving a quality Project that meets project drivers, schedule, and budget. The QA/QC Plan shall be revised as necessary and approved by Owner prior to start of each design phase.

e. Analyze proposed systems comparing initial cost and the operations and maintenance costs of base system to the initial costs and operation and maintenance costs of the alternate systems.

f. Review and advise Owner regarding constructability concerns, conflicts, overlaps, and omissions in design documents, and other plans, applications, procurement, schedules, budgets and bidding documents.

g. Advise Owner regarding the construction feasibility, installation and construction costs of various designs, materials, building systems and equipment.

h. Advise Owner regarding the availability of various materials and labor, the time requirements for installation and construction of various designs, systems and equipment, including cost of alternative designs or materials, AHJ pre-approvals, special seismic testing requirements, preliminary budgets, and possible economies such as life cycle costing and value engineering.

i. Assist Owner in investigating and reviewing various alternative approaches to design and construction of the Project, including without limitation phased permitting and construction.

j. Identify issues, including without limitation those raised by the Discovery Phase 1A, the Demolition Plan, the Construction Phasing Plan, the Disruption Plan, and Proposing Team's cost estimates, and recommend alternative solutions whenever design details affect budgets, construction feasibility or schedules previously proposed or established.

k. Investigate any potential special labor requirements for the Project and advise Owner regarding same.

l. Identify and recommend actions designed to minimize adverse effects of labor or material shortages and price escalations.

m. Investigate and recommend a schedule for the purchase of all materials and equipment, including long-lead items, equipment requiring special testing or certification, and coordinate the schedule with the early preparation of Construction Documents by the Proposing Team.

n. Procure Material Safety Data Sheets and other relevant information for all proposed specified materials and products. If any specified materials or products are known by the Proposing Team to contain any hazardous or toxic materials as defined under any federal or state laws, rules or regulations, Proposing Team shall suggest any known and feasible available alternative nonhazardous and nontoxic materials and products.

o. Provide a weekly detailed variance report and written confirmation that the design Work is within budget during each design phase.

p. Assist in preparation of General Requirements specifications and bid solicitation documents. Exhibit B of the Agreement for Construction identifies the minimum design deliverable requirements for the Proposing Team, Design Consultants and Sub-Contractors.

q. Solicit bids for the various work categories not encompassed by Design Build or Sub-Contractors, and, with approval of Owner, for trades where the Design Build or Design Build Sub-Contractor will not be utilized for the Pre-Construction phase, inclusive of pre-qualification of bidders and arranging for pre-bid conferences.

r. Issue subcontracts to Owner approved, healthcare experienced, Sub-Contractors.

(a) Manage the Sub-Contractors' activities during the Pre-Construction phase of the Project. Sub-Contractors shall assist the Proposing Team and Owner Proposing Team in all areas of design and planning of the Project as related to the specific discipline or trade of each, and as detailed in the design/build documents. The Sub-Contractors' costs for services will be included in Task Orders 1 and 2, and in the GMP.

s. Manage the Design Build Sub-Contractors' activities during the Pre-Construction phase of the Project. Design Build Sub-Contractors shall assist the Owner in all areas of design and planning of the Project as related to the specific discipline or trade of each, and as detailed in Task Orders 1 and 2, and be responsible for the complete design of their specific element of the Project. The Design Build Sub-Contractors' cost for design services will be included in the GMP.

t. Design Build Sub-Contractors will be responsible for developing their design based upon design criteria established by the Proposing Team A/E of Record and in coordination with the work of the Proposing Team, Design Consultant and other Sub-Contractors.

u. A Georgia licensed Architect or Engineer must prepare, sign and seal as the registered Architect or Engineer of Record respectively, the designs, calculations, reports, and specifications for Design Build scopes of work.

v. All Design Build Sub-Contractors must procure and maintain professional liability insurance covering their design services as described in Article 7 of the General Conditions.

w. Provide Pre-Construction Services for information services and low voltage systems, including but not limited to security systems, fire alarm, nurse call, audiovisual, way finding, cable TV, paging, communications infrastructure, and distributed antenna system. The Proposing Team shall utilize and include as a part of applicable overall contract document packages, "GHS Architectural, MEP, Low Voltage and Technology Standards Document".

2. Concealed Conditions Program

a. After the award of Phase 1, the Proposing Team shall be responsible for formulating a written program to investigate the existence of concealed or unknown conditions on or about the Project site to be known as the ("Concealed Conditions Program") for approval by Owner. The Concealed Conditions Program shall be the basis for Phase 1A, Discovery, and developed in consultation with Owner. It shall be designed to discover existing concealed or unknown conditions to the extent they may be discovered with a reasonable expenditure of time and expense, with the goal of minimizing the need for change orders during construction due to concealed conditions.

b. After meeting with Owner and the other members of the project team, the Proposing Team shall draft and submit a proposed Concealed Conditions Program, together with a unit price estimate of the cost of each component of the investigation. Phase 1A - Discovery, shall be led by the EC. The EC shall be compensated on a time and material (T&M) basis for work specific to Phase 1A, Discovery, which shall run concurrent with Phase 1B - 25% SDs, Phase 1C - 50% DDs, and Phase 1D – 90% DDs. The entirety of Phase 1 costs, including Phase 1A when complete, shall be included in the final GMP. The proposed Concealed Conditions Program shall include an investigation of all areas of the Project site including: (a) any as-built plans, specifications, old shop drawings or other construction documentation furnished by Owner, or (c) a reasonable physical inspection, including the extrapolation of the location of structural members, pipes, wires, conduits, underground utilities or other physical features, indicate there could be a condition which should be investigated and taken into account in developing the Construction Documents, Demolition Plan, Disruption Plan or any other Project documents. Any as-built plans, specifications, old shop drawings or other construction documents describing the existing facilities are supplied by Owner as an aid in the formulation of the Concealed Conditions Program and may not be relied upon as an accurate depiction of the existing facilities.

c. Owner shall review the proposed Concealed Conditions Program, and shall provide direction with respect to which areas are to be investigated. After receiving such direction, Proposing Team shall initiate and complete the Concealed Conditions Program as so approved. To the extent necessary or desirable, Owner shall request the Proposing Team to observe and prepare sketches, annotate as-built drawings or otherwise document the condition of uncovered areas. Proposing Team shall provide Owner with a written report setting forth the results of the Concealed Conditions Program for potential incorporation into the Construction Documents. Owner shall have the right to rely on the accuracy of the information provided by Proposing Team with respect to results or findings of the Concealed Conditions Program.

d. Subject to any more restrictive definitions in the General Conditions of the Construction Contract in Section 6.11 or otherwise, and relating to concealed or unknown conditions, for purposes of this Concealed Conditions Program, concealed or unknown conditions mean conditions encountered on or about the Project site that are

(a) subsurface or otherwise concealed physical conditions which differ materially from those shown on any as-built plans, specifications, old shop drawings or other construction documentation furnished by Owner, or

(b) Unknown physical conditions of an unusual nature which differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in any as-built plans, specifications, old shop drawings or other construction documentation furnished by Owner. The Proposing Team is expected to perform site investigations as a part of their Pre-Construction Services such as, but not limited to, above ceiling surveys, utility surveys, existing floor elevations, verifications of site utilities and existing electrical panel verifications where required.

e. Owner may elect to perform any items of investigations by separate Proposing Teams as may be appropriate.

3. Disruption Plan

a. After the award of Phase 1A – Discovery, Proposing Team shall prepare a written disruption plan ("Disruption Plan") for approval by Owner that allows existing facilities and functions to continue in operation with a minimum

of intrusion and interruption from the Work. The Disruption Plan shall be developed in consultation with Owner and be consistent with Owner's Interim Life Safety Measures (ILSM), Infection Control Risk Assessment (ICRA) and Preconstruction Risk Assessment (PCRA) policies and procedures. It shall set forth provisions for minimizing Work-related disruptions to the operations of occupied facilities, including without limitation, disruptions caused by noise, fumes, dirt, dust, vibration or other physical intrusion, utility interruption, ingress and/or egress blockage and destruction of existing structures or systems. The Disruption Plan shall provide for the giving of notice to Owner not less than fifteen business days before any anticipated disruption to allow advance operational planning. All Sub-Contractors and other personnel involved in the Work will be required to strictly comply with the approved Disruption Plan.

4. Parking Plan

a. After the award of Phase 1A – Discovery, Proposing Team shall prepare a written parking plan ("Parking Plan") for approval by Owner. The Parking Plan shall comply with all the parking requirements of the City of Atlanta, other Governmental Authorities, and GHS's policies. The Parking Plan shall make provisions for the parking of all personnel involved in construction of the Project without reducing the number of parking spaces available to the general public, including visitors and all staff of the existing facility, on city streets or public garages near the Project site.

b. The Parking Plan may involve the leasing of remote parking sites and the provision of shuttle services. The Parking Plan shall set out the costs of various alternatives, and shall be submitted to Owner for approval in advance of Sub-Contractor bid solicitation. Owner may approve or disapprove any proposed arrangement, whether based on cost or other factors, and shall have the right, but not the obligation, to establish van pools, lease remote parking facilities and otherwise become directly involved in implementing the Parking Plan.

c. Proposing Team shall promptly make any revisions to the Parking Plan required by Owner. All Sub-Contractors and other personnel involved in construction of the Project will be required to strictly comply with the approved Parking Plan.

5. Project Schedule

a. After the award of Phase 1A - Proposing Team shall prepare a Pre-Construction Schedule for approval by Owner that is consistent with the Owner's overall approved design schedule, and that includes all activities required for the performance of all Pre-Construction Services of Proposing Team. Proposing Team shall maintain and update the Owner approved Pre-Construction Schedule not less than monthly. Pre-Construction Schedule updates shall be consistent with the projected dates for delivery of the various phases of drawings and specifications, and the latest projected dates for Owner's response times, estimate updates, and key milestones as identified in Exhibit B of this Task Order. Proposing Team's response times shall also be included and must not impair Owner's ability to meet schedule milestones.

b. After the award of Phase 1B – 25% SDs, Proposing Team shall generate a preliminary Construction Schedule. As design progresses thereafter, Proposing Team shall revise and maintain the preliminary Construction Schedule consistent with its developing perspective of the Project, the Construction Budget, and other Project requirements. The Proposing Team–provided, Owner approved Construction Schedule with the information listed in Section 4.4.1 of the General Conditions of the Construction Contract shall be provided as part of the GMP proposal.

6. Construction Cost Estimates

a. Construction cost estimates will encompass Proposing Team's Direct Costs to perform the Work as defined in the General Conditions of the Construction Contract in Section 1.1.31, and Section 5.1, and otherwise. As part of the construction cost estimate, EC shall include a specific dollar amount for Proposing Team's General Conditions as defined in Section 1.1.20 of the General Conditions of the Construction Contract and Proposing Team's' General Requirements as defined in Section 1.1.21 of the General Conditions of the Construction Contract, Proposing Team's

Contingency as defined in Section 1.1.19 and Fee as defined in Section 1.1.36 of the General Conditions of the Construction Contract.

b. Proposing Team shall develop a minimum of six (6) separate itemized estimates of the construction cost at the conclusions of (a) 25% Schematic Design, (b) 100% Schematic Design, (c) 50% Design Development, (d) 100% Design Development, (e) 50% Construction Documents, and (f) 100% Construction Documents phases, as identified in the Project Schedule. The cost estimates shall be presented in CSI master format, correlated to a building systems format, with separate line items for each trade to be bid, and shall in all respects be in the same format used by the Owner. The Proposing Team's format shall be approved by Owner so that Owner and Proposing Team estimates may be directly compared. Cost estimates shall identify all fees, allowances, contingencies and Proposing Team's General Condition's costs separately, and shall contain all the elements required to be included in the Guaranteed Maximum Price ("GMP") for Construction Services.

c. The Proposing Team shall maintain a tracking log for design scope changes as they occur and provide cost impacts related to the most current approved milestone budget.

d. Proposing Team shall collaborate with Owner to reconcile discrepancies between cost estimates, and shall incorporate alternates approved by Owner as necessary to maintain the Project budget.

e. The Proposing Team shall prepare a Guaranteed Maximum Price proposal for the Construction Services based upon the 100% Construction Documents and the approved Project Schedule, in the same format as construction cost estimates. In the event the GMP proposal for the Project is not within the construction budget or Project Schedule, Proposing Team shall provide, at no additional cost to Owner, such further Pre-Construction Services of Proposing Team as may be necessary to adjust, reduce or re-sequence the scope of the Project as necessary to align the GMP proposal to the Owner's requirements.

7. Sub-Contractor Bidding: The Owner's general preference is for the Proposing Team to possess the qualifications, knowledge, skills, experience, resources and willingness to undertake the entire project directly, inclusive of Owner's Diverse Subcontractor and Supplier Program (DSSP). In order to meet the DSSP goal of 30%, the use of Sub-Contractors is strongly encouraged if the project will benefit and is in keeping with the spirit of the DSSP. The following applies to all Sub-Contractors, whether DSSP-affiliated or not.

a. For all Subcontracts, Proposing Team shall prepare all necessary bidding forms, information and related documents within a presentable and organized Bid Tab Analysis package identifying the scope of work for the review and approval of Owner. Proposing Team must have previously analyzed and accepted the aforementioned bids. Proposing Team shall assemble and provide Owner with separate bound Bid Packages containing the design documents, related data and other documents, and bidding forms. The bidding documents shall require bidders to bid all alternates.

b. As soon as practicable during the performance of the Pre-Construction Services, Proposing Team shall: develop bidders' interest in the Project; prepare lists of potential Sub-Contractors and major suppliers for various portions of the Work, including Design Assist and Design Build scopes, and shall consult with Owner regarding such lists. Proposing Team shall evaluate the Sub-Contractors and their scope and qualifications, and certify they are in agreement with the proposed scope. Proposing Team shall obtain and provide Owner with such background information on any potential Sub-Contractors and major suppliers as Owner shall reasonably request. Owner and Proposing Team shall agree upon a final list of proposed, qualified Sub-Contractors and major suppliers, provided that Owner shall have no duties or liabilities arising out of their participation in the preparation of any lists of proposed Sub-Contractors and major suppliers. Unless otherwise approved by Owner, Proposing Team shall not obtain bids from or contract with any Sub-Contractor or major supplier who is not on the approved list for any portion of the Work. Use of any Sub-Contractor is subject to Owner's approval.

c. Upon written authorization from Owner, Proposing Team shall issue Bid Packages to the approved Sub-Contractors and major suppliers for such Bid Package, and shall use good faith efforts to obtain not less than three (3) qualified bids for each trade or vendor category, including for Design Build Sub-Contractors working under the EC, or Design Assist Subcontractors working under the A/E. If it is difficult or unfeasible for Proposing Team to obtain three (3) qualified bids for each trade or vendor category, the reasons therefore shall be documented by Proposing Team and approved by Owner prior to receipt of bids.

d. Proposing Team shall establish bidding schedules in accordance with the procurement requirements set forth in the Pre-Construction Schedule; develop Sub-Contractors scopes of Work and Bid Packages and issue bidding documents to the pre-qualified, interested bidders. Proposing Team shall collaborate with Owner regarding the evaluation and analysis of bids received to determine the best Sub-Contractors for each Bid Package that is best suited for the Project based on any best value criteria that have been established. Proposing Team shall enter into written subcontract agreements, in form and substance approved by the Owner in each instance, with the selected, responsive, responsible bidder, pursuant to Section 4.3 of the General Conditions of the Construction Contract.

e. Proposing Team shall conduct pre-bid and pre-award conferences, maintain written records of such conferences, record all bidders' contacts, questions and the responses provided thereto as they relate to the Project, and shall deliver such records to Owner upon request. Proposing Team shall give Owner not less than 48 hours' notice prior to holding pre-bid or pre-award conferences, and Owner shall have the right, but not the obligation, to attend any such conference.

f. At Owner's request, Proposing Team shall rebid all or any portion of the Work.

g. Design Build Sub-Contractors are to be solicited following issuance of 100% Schematic Design, in order to commence their Design services promptly during Design Development. Proposals obtained from prospective Design Build Sub-Contractors are to include a Stipulated Sum proposal for Design services only, as well as a Stipulated Sum for the full Design Build scope. Based on 100% Design Development Documents, Design Build Sub-Contractors will have an opportunity to adjust their price for full Design Build scope based on any changes made during Design Development. Upon such Stipulated Sum confirmation (or justified adjustment), Design Build Sub-Contractors will either be engaged for the full Construction Services Design Build scope or, alternatively with agreement and/or direction of Owner, competitive bids as with other Sub-Contractors will be obtained for the applicable Construction Services for such scope based on the design provided by Design Build Sub-Contractors or as otherwise agreed upon or directed by Owner.

h. Owner's general preference is for the Proposing Team to engage the Design Build Sub-Contractors for Construction Services, upon successful execution and completion of their respective Design Assist and Design Build scope. However, Proposing Team shall engage the selected Design Build Sub-Contractors for Pre-Construction Services. No assurances are offered or shall be made that such Sub-Contractors will be utilized for Construction Services. Any decisions by Owner not to utilize Design Build Sub-Contractors for the Construction Services, and instead to rebid such scope(s), shall be implemented by Proposing Team without increase in the Pre-Construction Services GMP.

i. A significant amount of document preparation by the Design Assist Sub-Contractors and the Design Build Sub-Contractors is expected as part of the planned delivery model and will be incorporated into the Construction Documents submitted for review by Governmental Authorities, subject to oversight and management by Proposing Team. Proposing Team's Architect and Engineers of Record will retain overall Governmental Authorities submission responsibility for the duration of the Project.

j. Proposing Team shall plan and manage the bid process to assure Sub-Contractors and suppliers are engaged at appropriate times to assure Project success.

k. Self-performed Work by Proposing Team is encouraged, provided that the Proposing Team shall request to submit bids to perform Work by its own forces, and all such proposals are subject to approval by Owner and such conditions on approval as Owner may require, including but not limited to requiring submission of competitive bids in addition to Proposing Team's own bid. There is no assurance or right of the Proposing Team to provide any self-performed Work, and any such approvals are at the sole discretion of the Owner.

l. The Proposing Team and its Sub-Contractors shall familiarize themselves with GHS's purchasing program (or any GPO that the Owner may engage) and implement Owner's agreements as the Owner may choose.

8. GMP Proposal

a. As part of Pre-Construction Services, Proposing Team shall provide a GMP for Construction Services for the Project. The basis for the GMP will be the 100% Construction Documents issued by the Proposing Team's Architect and Engineers. The GMP shall be developed from actual costs to date, estimates of the cost of the Work, proposed prices from Design Assist and Design Build Sub-Contractors (except as Owner has otherwise agreed), proposed prices from other potential Sub-Contractors and Suppliers, a 30% Proposing Team Contingency, and the Stipulated Sums supplied by Proposing Team for Proposing Team's General Conditions and General Requirements, insurance, Sub-Contractors Default Insurance, bonds, and Proposing Team Fee as previously accepted by Owner or as subsequently adjusted with the approval of Owner. The GMP shall be accompanied by evidence of Sub-Contractors and Suppliers price proposals included in the proposed GMP and justification of any allowances included. Following the Owner's receipt of such GMP, Proposing Team shall promptly respond to questions by Owner and shall submit revisions as required, until Proposing Team and Owner agree on a mutually acceptable GMP. Upon acceptance by the Owner, the GMP shall be set forth in Phase 2 or Task Order 2 – 100% Construction Documents.

b. The GMP will include a 30% "Proposing Team's Contingency", as defined in Section 1.1.19 of the General Conditions of the Construction Contract, for use by the Proposing Team for Work that was not foreseen and should have been included in the estimated cost of the Work as included in the GMP. Items such as code related issues, coordination of work, spot schedule acceleration and overtime, and scope gaps between subcontract work packages may be charged against the Proposing Team's Contingency with approval by the Owner, which will not be unreasonably denied. The Proposing Team may draw upon the Proposing Team's Contingency with prior notification and approval by the Owner. Proposing Team will be required to furnish documentation evidencing expenditures charged to the Proposing Team's Contingency and the reasons therefore in such form and detail as the Owner may reasonably request from time to time.

c. The GMP shall include Proposing Team's General Condition's costs for Proposing Team's staff costs, field offices and administrative costs, as defined in Section 1.1.20 and Article 5 of the General Conditions of the Construction Contract. Proposing Team's General Conditions shall include, but not be limited to those items listed in Exhibits B and D of this Task Order 2, and shall be included within the Proposing Team's GMP as a Stipulated Sum.

d. The GMP shall be in a format acceptable to the Owner and shall include, but not be limited to:

(a) Cost Proposal

(b) Description of the Project Stipulated Subcontract amounts

(c) Stipulated Proposing Team's General Conditions Rates for project personnel

(d) Insurances and Bonds Proposing Team's Contingency Allowances

(e) Fee Schedule

(f) List of Relevant Documents

e. If the actual cost of the Work plus the Proposing Team's Fee total less than the GMP, then seventy-five percent (75%) of all such savings will be retained by the Owner and twenty-five percent (25%) of such savings will be paid to the Proposing Team at the time of final payment, provided that the Proposing Team did not violate any of the terms and conditions of the Contract Documents, there are no existing Disputes between Owner and Proposing Team, and there are no pending Claims, Disputes or mechanic's liens on or related to the Project. In the event of any such pending Claims, Disputes, or mechanic's liens, the twenty-five percent (25%) share to be paid to the Proposing Team shall be held by Owner until such time that all such Claims, Disputes or mechanic's liens are fully adjudicated or settled and any costs incurred by Owner to resolve such Claims, Disputes, or mechanic's liens shall be deducted from the twenty-five percent (25%) share to be paid to the Proposing Team. The GMP shall be modified only as provided by Change Order.

f. If the Owner and Proposing Team fail to establish an acceptable GMP and/or Project Schedule, the Contract may be terminated for convenience in whole or in part, in the Owner's discretion, in accordance with Section 9.7 of the General Conditions of the Construction Contract.

9. Pre-Construction Services Compensation

a. Allowable Costs for Pre-Construction Services. The design/build docs establish a GMP for Pre-Construction Services, which is the GMP amount to be paid by the Owner for Pre-Construction Services, other than as specifically provided herein. A spreadsheet is attached as Exhibit D that includes a staffing plan and the billable rates for each Pre-Construction staff member spread over the duration of the Pre-Construction Services. All reimbursable costs defined in Section 5.1 of the General Conditions of the Construction Contract and required for Proposing Team to perform the required scope of services (except insurances and Proposing Team's Fee for change orders) shall be included into the approved billable rates. The costs for Pre-Construction Services, in accordance with this spreadsheet, will be billed monthly based on approved rates and the actual time spent on the Project.

b. Fee. The Proposing Team's Fee for Pre-Construction Services as set out in this design/build is defined in Section 1.1.36 of the General Conditions of the Construction Contract. The allowable Proposing Team's Fee on Change Orders during the Pre-Construction Phase is stipulated in 3.1.3 of the General Conditions of the Construction Contract. Sub-Contractor's costs for Design Assist and Design Build Subcontracts shall be added by change order to this design/build, with allowable Proposing Team's Fee. However, pursuant to Section 5.1.15 of the General Conditions of the Construction Contract, Proposing Team shall not be entitled to charge any Fee on, for, in relation to, or as a percentage of any Fees charged by a Sub-Contractors, or vendor. The allowable Sub-Contractor's Fee for change orders during the Pre-Construction Phase will be the same as the Proposing Team's Fee.

c. Daily Rate. The Daily Rate for extended Pre-Construction Services costs, as set forth in 3.1.4 of Task Order 1, is to be used for extensions of Pre-Construction Services in case of a permitted delay.

10. Collocated Project Facilities

a. Owner will provide facilities at its cost for the Owner's Representative, Proposing Team, and Design Assist and Design Build Sub-Contractors. Parking will be provided in accordance with an approved Parking Plan.

b. Proposing Team shall be responsible for all of its own supplies, housekeeping, furnishings, fixtures, equipment, network servers, office computers, monitor screens, printers, plotters, plan tables and kitchen appliances, etc. required for its own use within Owner-furnished facilities. All associated costs shall be part of Proposing Team's proposed GMP for Pre-Construction Services and included within the approved billable rates in Exhibit D.

11. Communication Software

a. The Proposing Team's Architect and Engineers, Owner and Owner's Representative shall use the internet-based project management communications tool, e-Builder and protocols. The Proposing Team and all Sub-Contractors shall include all costs related to the yearly user licenses required to complete the Project and such costs are within the GMP for Pre-Construction Services and the GMP for Construction Services.

VENDOR REGISTRATION

All vendors are required to complete a Vendor Registration Application through the GHS electronic vendor registration process prior to visiting any location or department of the health system. The registration allows GHS to have a complete profile of the vendors and all representatives that visit the health system to solicit products and services to GHS. The electronic Vendor Registration Application can be completed on the GHS website at www.gradyhealth.org/suppliers.

SECTION 4: INSTRUCTIONS TO PROPOSERS

1. SELECTION & AWARD SCHEDULE

a. The currently planned schedule for selection and award of services is as follows:

• Publish RFP on Grady website	September 16, 2019
• Pre-Proposal Conference	October 1, 2019
• Last Day for Questions	October 8, 2019
• Proposal Due Date	October 31, 2019
• Owner's Reconciliation Period	Week of November 4, 2019
• Negotiation Period	Week of November 11, 2019
• Award and Execution of Agreement and Task Order 1	Week of November 18, 2019

b. The dates or steps listed above are for reference only and not intended to establish any contractual expectation. GHS may modify those dates and adjust the planned schedule or process.

2. DUE DATE

a. Sealed proposals must be submitted to GHS's Representative, Stacy Parker by 4:00 p.m. on October 31, 2019.

b. Proposals shall not exceed 40 pages in length. Utilized font size shall not be smaller than 10 points.

c. All proposals will be submitted in hardcopy with an accompanying electronic copy emailed to Electrical_Switchgear_Replacement.05.01.01_RFP@docs.e-builder.net.

d. Four (4) bound hardcopy proposals are to be submitted in entitled "Proposal for Design, Pre-Construction and Construction Services for F2013021 Electrical Switchgear Replacement Project."

e. GHS may reject all proposals received after the specified time and may return proposals unopened.

f. GHS may reject a proposal that does not contain information requested by this RFP. GHS may at any time request from a Proposer, clarifications to a proposal or supplemental information.

g. GHS may in its discretion waive any of these RFP requirements. However, GHS expects that Proposers adhere to these RFP requirements and failure to adhere to such requirements may result in a proposal not being considered and deviation may be considered by GHS in the selection of the Proposer with whom it elects to contract.

3. PRE-PROPOSAL CONFERENCES

a. Mandatory Pre-Proposal Conference – GHS will conduct one (1) mandatory pre-proposal conference. Key representatives from the Proposers' team must be present at pre-proposal conference (note that attendance will be limited to 8 representatives of each team).

b. Pre-Proposal Conference will be held October 01, 2019, 9:30 am, at Piedmont Hall, 22 Piedmont Ave., Atlanta, GA 30303

c. This conference will provide each Proposer with an opportunity to have GHS address any comments and provide clarifications related to the Proposal.

d. Addenda will be issued to address clarifications or comments resulting from pre-proposal conferences.

4. GHS'S REPRESENTATIVE

- a. Stacy Parker, Sr. Project Mgr., Facilities Development
- b. Phone Number - (404) 616-5073
- c. E-mail address – saparker@gmh.edu
- d. Mailing Address – Facilities Management, 80 Jesse Hill Jr. Dr., Atlanta, GA 30303
- e. Office Address – 22 Piedmont Avenue SE, Piedmont Hall Suite 304, Atlanta, GA 30303

5. QUESTIONS REGARDING THIS PROPOSAL

- a. Questions shall be submitted in writing by email through e-Builder at Electrical_Switchgear_Replacement.05.01.01.01_Proposer_Questions@docs.e-builder.net
- b. The deadline for submitting questions is COB October 8, 2019. GHS's Representative will distribute its responses in written addenda.
- c. No oral statement, clarification, or opinion regarding anything in the RFP is valid or binding unless also issued in writing by GHS's Representative.
- d. GHS's Representative is the only person authorized to provide a formal response to a question.
- e. No GHS employee or other GHS consultant is authorized to make any statement that would bind GHS regarding this RFP

6. SUBMISSION REQUIREMENTS

- a. Format - The Proposal must be submitted in the format as follow:

- Submit four (4) hardcopy proposals in an 8 ½" x 11" format, bound, double sided, using at a minimum 10-point font size, with exhibits and drawings on an 11" x 17" format folded to an 8 ½" x 11" size. Submission shall not be longer than 40 pages in length.
- Submit proposal in hardcopy with an accompanying electronic copy emailed to Electrical_Switchgear_Replacement.05.01.01_RFP@docs.e-builder.net
- Submit proposal titled: "Proposal for Design, Pre-Construction and Construction Services for F2013021 Electrical Switchgear Replacement Project."
- Any cost incurred in the preparation and presentation of this response is to be absorbed by the Proposer. All documents submitted will become the property of GHS unless otherwise requested in writing by Proposer at the time of submission. Further, any materials submitted by Proposer that should be considered "CONFIDENTIAL" must be clearly marked as such. Submission of any materials, confidential or otherwise, will implicitly grant the right of use by the Corporation. All portions of the Proposal that are not designated as confidential will become part of the public record following an award. Documents designated as confidential will be treated as such to the extent permitted by law, including but not limited to the Georgia Open Records Act.

- b. Content of Proposal - The Proposer will submit each Proposal in the following tabbed format:

- Tab 1 - Cover Letter: Provide a brief introduction of the proposed Team and include an overview of the successes, history and approach to providing a successful project of this scope and complexity. Proposer should also affirm that the proposed Project can be successfully completed within the prescribed schedule and estimated amounts. Indicate name and the business address of the entity, or individual that will be the party to the proposed contract and the Proposer's business telephone number, fax number, and e-mail address. Indicate the type of ownership (sole proprietorship, partnership, corporation, joint venture, or limited liability company—list state in which incorporated) and parent company, if any. Please disclose any ownership and/or relationships with Grady Health System and /or the Grady Memorial Hospital Corporation d/b/a Grady Health System. Disclose whether the proposing entity, or any shareholder, member, partner, officer or employee thereof, is presently a party to any pending litigation, or has received notice of any threatened litigation or claim directly or indirectly bearing on Grady Health System or The Fulton-DeKalb Hospital Authority. Disclose the name and title of any of Grady Health System's and/or The Fulton-DeKalb Hospital Authority board members, officers, administration, employees, contracted employees or independent contractors that are employed by or affiliated with the Proposer's organization. This includes but is not limited to the Proposer's board members, committee members and advisors to the Proposer's organization, holding company or any owned subsidiary.
- Tab 2 - Proposer's Technical Expertise: This section provides the Proposer an opportunity to show its understanding of the entire Project, to identify important issues or considerations, to demonstrate the team's experience, to identify its management approach to Design Assist and Design Build with incremental approvals and to provide technical narrative that responds to this RFP and its Project Drivers.
- Tab 3 - Governmental Review and Coordination: Provide a narrative describing the approach proposed to manage the phased GHS and Governmental Authorities review. Also include a narrative describing your approach to phased partial building construction and incremental approvals from the multiple Governmental Authorities. Address the process to coordinate ongoing design efforts, concurrent construction activities, TIO management, communication and management strategy to support these activities.
- Tab 4 - Proposer's Team Personnel and Organization: This section is used to understand the Proposer's overall Project organization, lines of authority and staffing plan, including the durations of the persons and positions proposed for this Project. The Proposer shall also identify key personnel who will serve as primary contacts, possess professional certifications and demonstrate successful related work experience on projects of similar scope and complexity. The Proposer is expected to commit key personnel to the Project through Substantial Completion to maintain continuity with GHS and Project Staff as outlined in the General Conditions of the Construction Contract. Provide an organization and staffing plan that shows the contractual reporting relationships of the team and a narrative that defines the Project management and staffing plan by phase and key personnel for the duration of the Project. Indicate the amount of time staff will spend onsite and/or in co-location space. Provide proposed staffing plan. Include description of job accountabilities for each key position. Provide resumes or business service descriptions for key personnel, associates, subcontractors, PM services, etc. proposed for this Project. Each resume should include the person's name, title, authority and responsibilities in the Project, past project experiences, education licenses, and professional affiliations.
- Tab 5 - Delivery Plan: Provide a narrative description of how Pre-Construction Services with Design Assist and Design Build and Construction Services will be integrated to the overall work plan and coordinated throughout the entire Project, including but not limited to:
 - Defining the responsibilities of the Contractor and other Subcontractors, and the integration of Design Assist Subcontractors and Design Build Subcontractors;
 - Describe your concept for deploying the required resources to the Project. Describe any on-site needs to be provided by Grady Health System.
 - Describe what the plan will be for developing and maintaining communication between the aforementioned team members, as well as between the Design Team and Owner;

- Describe how Proposer will develop an approach that integrates the ongoing review, coordination, and quality control processes to the specific packages during the continued design, review durations, start of work in the field, and coordination with the remaining design packages;
- Describe how the proposed team will participate and coordinate in the design, design and constructability reviews, estimating, and scheduling regarding construction methods, sequencing, material and equipment selection, system development, overhead and underground systems and utility development;
- Describe your approach to and philosophy on value engineering;
- Describe your safety program and provide your company's safety record, including EMR for the past three (3) years;
- Identify responsible individuals who will define and manage the process of developing the Subcontractor scope packages, how they will be coordinated and prepared; the prequalification process for Subcontractors; how the trade work coordination is to be integrated and finalized for shop drawings and construction documents, required equipment testing and certification, then tracked for Subcontractor progress in the field and resolution of final installation coordination issues between all trades;
- Identify any scopes of work that your firm might self-perform, provide evidence of successful delivery of self-performed work on previous jobs, and describe any benefit to the Project;
- Describe how the quality of materials and equipment are to be assessed during the design to define minimum life-cycle prices and identify the best selection of material and equipment;
- Describe your process for Cost Control throughout the project design and construction phase. Specifically address your approach to Schematic Design Estimates, Design Development Estimates and Construction Documents Estimates. Include discussions about contingency management and your recommendations for how contingency is best used to successfully deliver projects within budget. Please discuss the applications of contingencies as they relate to foreseeable and non-foreseeable changes after the GMP is accepted. Also discuss the use of Allocations and Allowances and how your approach will utilize them;
- Describe how the proposed team will coordinate other Equipment installation planning and coordination of Owner-Furnished Owner-Installed (OFOI) items, Owner-Furnished Contractor-Installed (OFICI) items, and Contractor-Furnished Contractor-Installed (CFCI) items;
- Describe the plan once construction of the Project has commenced to coordinate the on-going design, reviews, and approvals with the progress of work in the field;
- Provide a narrative description of the process that will be used and the responsible party to oversee the implementation of redline construction comments, integrating RFI responses, updating drawing packages with addenda and clarifications in an effort to maintain a record set of drawings on a "real time" basis and fully utilizing the Design Assist and Design Build models;
- Tab 6 - Schedule: The Proposer shall provide a Conceptual Project Schedule that coordinates and integrates the Pre-Construction Services with milestone dates for each permit package including milestone estimates and where appropriate, DCH reviews, procurement of City approvals, construction of the Project, and Final Completion within the Contract Time.
- The Conceptual Project Schedule will be prepared in Microsoft Projects and broken down by activity and duration highlighting the critical path.

- Provide timeline for each phase and sub-phase of your work. Time is of the essence; proposed schedule shall not exceed schedule milestones identified in EXHIBIT B of the Services Agreement.
- See Exhibit B - Project Schedule Milestones for major project milestones and constraints.
- Tab 7 - Cost Proposal: The Proposer will provide work plans for the Project. Work plans will be required in the format as detailed in Exhibit D, inclusive of subsections for each category – Pre-Construction Services and Construction Services.
- Task Orders 1 and 2 shall set forth a Guaranteed Maximum Price amount for Pre-Construction Services excluding the estimated T&M costs of Task Order 1A.
- The Proposed pricing shall include sufficient detail that shows:
 - The Contractor's proposed fee percentage, separately for Pre-Construction Services and Construction Services portions.
 - The proposed firm price for all General Conditions during the performance of Construction Services based on Project scope, budget amounts and time line defined within 1.2.4.
 - The Proposer's Contractor Controlled Insurance Program (CCIP) rate consistent with the policy limits defined in Exhibit 1 of the General Conditions of the Construction Contract.
 - The Proposer's rate for Subcontractor Default Insurance. Proposer shall also include a footnote listing any subcontractors that would not be included into the Proposer's program.
 - The Proposer's rate for 100% Performance Bond and Payment Bond for the Guaranteed Maximum Price and another rate for 100% of the Construction Services Fee, General Conditions and General Requirements.
 - The proposed Pre-Construction Services price shall represent the complete amount to perform the Pre-Construction Services scope of work within the time detailed in Task Orders 1 and 2.
 - The Proposer may at their option provide an alternate general conditions and schedule proposal with such detail as would be required for a complete analysis by GHS.
- Provide rate schedules for proposed team members for entire term of Agreement, separately for Design Pre-Construction Services and Construction Services.
- For extended Pre-Construction Services, beyond the time period for such Services indicated in 1.2.4, provide an all-inclusive daily price to be applied to additional days of Pre-Construction Services if required by GHS.
- Rates shall be fully burdened and include all of Proposer's costs, whether direct or indirect and include all offices and administrative costs.
- GHS reserves the right to modify the scope of work described in this RFP, which may result in a negotiated fee, subject to changes in the terms and conditions of the final agreement and final fee cost.
- Tab 8 - Acceptance of Agreement and Terms and Conditions: The Proposer must include a statement affirming its acceptance of all of the terms and conditions contained in Task Order 1 and the project contract documents referenced therein. If Proposer takes exception with any of the Agreement and General Conditions of the Construction Contract, Proposer shall provide a red-lined mark up of such provisions, grounds for such exception, and proposed resolution which may or may not be accepted by GHS. GHS will consider the extent and nature of changes requested by each Proposer in determining which Proposer to select.

7. ADDENDA

- a. Proposers must direct all questions about the meaning or intent of any documents in writing to Owner's Representative per item 5 of this section (QUESTIONS REGARDING THIS PROPOSAL). GHS will issue by formal written addendum any interpretations or clarifications on behalf of GHS in response to such questions via postings on website. Proposers should not rely on any answers not included in a formal written addendum. Responses may not be provided to all inquiries.
- b. GHS reserves the right to issue addenda to modify any documents related to this RFP.
- c. Proposer will acknowledge its receipt of all addenda in its proposal.
- d. Proposers may obtain a complete list of addenda from GHS prior to submission of its proposal.

SECTION 5: QUALIFICATIONS & EXPERTISE, EVALUATION CRITERIA AND PROCESS

QUALIFICATIONS & EXPERTISE

GHS requires the successful Proposing Team to exhibit the highest standards of integrity and work ethics (e.g. confidentiality, diligence and professionalism) and possess specialized experience in providing the proposed services.

Within all responses to this RFP the Proposing Team must meet and provide documentation of the following qualifications:

Proposing Team Qualifications Summary

- **Local office with deployable technicians and engineers**
- **EMR of .8 or below**
- **Minimum of 5-10 past projects of similar scope and size**
- **ISO certified**
- **Documented QA/QC program**
- **Full BIM and Revit capabilities**
- **Institutional knowledge and experience of the Grady Memorial Hospital power distribution system**
- **Experience with the local AHJ(s)**
- **Capable of performing in service system testing and immediate repairs**

Proposing Team Qualifications Detail

- I. **General Requirements of Electrical Contractor (EC) Firm**
 - a. **Location** – Have at least one (1) established office located within the city of Atlanta which has been in operation for at least three (3) years.
 - b. **Financial Standing** – Contractor must be able to provide five years of audited financial statements with an average revenue exceeding \$15 million. Contractor must demonstrate that no active liens have been filed against contractor in the past five years.
 - c. **Regulatory and Ethical Compliance** – Contractor must not have been found in non-compliance with Georgia statutes or the standards and rules set by the Ethics Commission of the State of Georgia. Contractor officers and principals must not be presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transactions by any Federal department or agency.
 - d. **Insurance Coverage** – Contractor must have \$10 million of General Liability coverage. Professional liability shall be no less than \$1 million.
 - e. **Bond Capacity** – Contractor must demonstrate the capability to bond at least \$10 million of work over two years.
 - f. **Licensing** – Contractor must hold a current Non-Restricted Georgia Electrical Contractor's License and General Contractor's License.
 - g. **Safety** – Contractor must have a corporate safety program. Contractor must demonstrate an EMR less than 0.80 for at least three (3) years. All Superintendent level personnel are required to have Certified Healthcare Constructor (CHC) and current First Aid/CPR certifications. All foreman level personnel are required to have at least OSHA 30 training and current First Aid/CPR certification.
 - h. **Quality** – Contractor must have a corporate quality control program.
- II. **Contractor Field Services (Investigative) Requirements**

- a. **Minimum Staff Requirements** – Must have at least 15 full-time qualified technical personnel with at least five years’ experience in an active healthcare facility. Must have 24 hours per day, 7 days a week, 365 days per year capabilities of dispatching at least five (5) qualified electricians within one (1) hour of emergency call.
- b. **Capabilities** – Must have ability to self-perform investigative discovery including, but not limited to: circuit tracing, wire testing, breaker testing, transformer testing and emergency repair work.
- c. **Experience** – Must be able to demonstrate self-performance of at least five (5) previous projects within the last three years of similar scope exceeding \$50,000 contract value. Projects must cover switchgear change outs in an active hospital, over \$5MM in contract value.

III. Contractor Testing Services Requirements

- a. **Minimum Staff Requirements** – Must have at least five (5) full-time NETA certified (or equal) technical personnel with at least five years’ experience in an active healthcare facility. Must have 24 hours per day, 7 days a week, 365 days per year capabilities of dispatching at least five (2) qualified testing technicians within one (1) hour of emergency call.
- b. **Capabilities** – Must have ability to perform the following testing and inspection services: Thermographic Infrared Surveys, Insulating Oil Testing and Evaluation, Protective Relay Testing and Calibration Hi-Pot Testing of Cables, Ground Integrity Testing, Low and Medium Voltage Circuit Breaker Testing as evidence of complete electrical Equipment testing and evaluation. Must have ability to perform the following maintenance and repairs: Circuit Breakers—All voltages and types, Automatic Transfer Switch, Maintenance Switchgear, and Motor Controls, Insulating Oil Filtering, Complete Substation Maintenance and Generator Maintenance and Load Bank Testing. Must have ability to perform the following Engineering Services: Short Circuit and Coordination Studies, Harmonic Surveys and Analysis, Electrical System Upgrades, Retrofits and Improvements, NFPA 70E and Arc Flash Studies.
- c. **Experience** – Must be able to demonstrate self-performance of at five (5) previous projects within the last three years of similar scope exceeding \$100,000 contract value.

IV. Hospital Contractor Experience

- a. **Capabilities** – Must be able to perform main electrical equipment replacement including service in an active hospital without interruption to the facility.
- b. **Experience** – Must be able to demonstrate self-performance of at least five (5) previous projects within the last three years of main service replacement in active hospital or emergency facility exceeding \$500,000 contract value. Must be able to demonstrate at least one (1) project exceeding \$10,000 contract value working specifically in the central Grady Memorial Hospital. Must have at least five (5) full-time qualified personnel with at least five years’ experience in similar environment to demonstrate ability to perform equipment replacement within project timeline.

V. Contractor Design Build / Assistance

- a. **General Description** – Able to perform design build / assistance services to the A/E. In-house services include, but are not limited to: investigative services, testing, cost analysis and engineering.
- b. **Experience** – Able to demonstrate self-performance of at least five (5) previous projects within the last three years of similar scope exceeding \$500,000 contract value. Must have in-house staff at least five (5) full-time qualified engineers.

VI. General Requirements of Architect/Engineer (A/E) Firm

- a. **General Description** – Able to provide complete design services for project.
- b. **Location** – Have at least one (1) established office located within the city of Atlanta.

- c. **Regulatory and Ethical Compliance** – Not have been found in non-compliance with Georgia statutes or the standards and rules set by the Ethics Commission of the State of Georgia. A/E officers and principals must not be presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transactions by any Federal department or agency.
- d. **Insurance Coverage** – Have \$1,000,000 of Professional Liability coverage.
- e. **Experience** – Able to demonstrate self-performance of at least five (5) previous projects within the last three years of similar scope exceeding \$1,000,000 contract value.
- f. **Licensing** – Hold current Georgia Registered Architect license and Georgia Professional Engineer Licenses.

The Proposing Team will be evaluated based upon a best value competition and other criteria set forth below. The Proposing Teams will be ranked sequentially from the most advantageous to the least. The contract will be awarded to the responsible Proposing Team whose bid is considered to be the most advantageous, or provides the “best value.” GHS reserves the right to reject all proposals.

PROPOSAL EVALUATION CRITERIA

1. **Price.** The Proposing Team’s GMP will be 25 percent of the total weight of consideration given to all criteria factors. The following categories will be considered for pricing: (1) Allowable Costs for Design Services; (2) Allowable Costs for Construction Administration Costs; (3) Fixed Fee; and (4) Insurance Costs.
2. **Technical Design.** The Proposing Team’s technical design will be 25 percent of the total weight of consideration given to all criteria factors. Proposing Team will demonstrate the ability to achieve the greatest conformance with the requirements outlined in the RFP by providing a narrative and any necessary diagrams for all structural systems, MEP systems, building aesthetics and sustainable design.
3. **Design and Construction Expertise.** The Proposing Team’s high voltage services design and construction administration expertise will be 25 percent of the total weight of consideration given to all criteria factors. The following categories will be considered: (1) Similar project experience; (2) Proposing Team’s financial strength; (3) Proposing Team’s Construction Administration Team; (4) Proposing Team’s Design Team; and (5) References. The information provided in the Proposing Team’s Qualification will be used for evaluating the above referenced criteria.
4. **Project Approach and Innovation.** The Proposing Team’s project approach and innovation shall be 10 percent of the total weight of consideration given to all criteria factors. Each Proposing Team will provide a proposal setting forth its approach to this project. Include any innovations for programming, and project delivery, collaborative team building, team integration, quality and design, and use of BIM. Describe your firm’s internal process utilizing design assist/design build to assure completeness and coordination of all disciplines on this Project. Describe your firm’s internal process for controlling design budget and design schedule. Describe also how your firm will incorporate sustainable design into this Project.
5. **Design Schedule.** The Proposing Team’s Project Baseline Design Schedule will be 5 percent of the total weight of consideration given to all criteria factors. The Project Baseline Design Schedule must comply with the Contract Time defined in the Architectural Services Agreement, EXHIBIT E. Proposing Team must verify actual anticipated durations for required AHJ review.
6. **Interview and Presentation.** The Proposing Team’s interview and presentation will be 10 percent of the total weight of consideration given to all criteria factors.

SECTION 6: REPRESENTATIONS AND INSTRUCTIONS

RFP TERMS AND CONDITIONS

Compliance with GHS terms and conditions of the Architectural Services and Construction Services Agreements are required for any Proposing Team selected to provide goods, equipment, or services by the awarding of any RFP.

Acceptance of Proposing Team's Proposals

GHS reserves the right to accept or reject any Proposal, change these specifications or waive any formalities. Should it be necessary to modify an application to fulfill the needs of GHS, GHS will retain exclusive rights of ownership and use of all design documents, programs, and documentation developed. The Proposals, as submitted, will be the basis for contract negotiations and will be included in any contract between GHS and the selected Proposer. Representations made within the Proposals will be binding on responding Proposer. Proposer's responses should be written in a concise and forthright manner. Proposers may be excluded from further consideration for failure to fully comply with the specifications of this RFP, including the failure to return ALL required documents, as well as, not using the forms and files as included. GHS will not be responsible for any costs associated with Proposals as submitted.

Regulatory and Ethical Compliance:

No Proposal shall be accepted from, and no contract will be awarded to, any person, firm or corporation that, within the past five years, has been found in non-compliance with Georgia statutes or the standards and rules set by the Ethics Commission of the State of Georgia. (<http://ethics.ga.gov/>).

Prior to any contract award, GHS will verify that the prospective Proposer's companies, officers and/or principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transactions by any Federal department or agency. This will be verified through the Office of Inspector General (OIG). If the Proposer and/or its principles appear on the OIG list, GHS reserves the right to reject the Proposer's Proposal and refuse award of a contract.

Notice of Award:

The notice of award is issued by Stacy Parker. Unsuccessful Proposers shall be notified in writing, after award has been made.