



REQUEST FOR QUALIFICATIONS
FOR
ARCHITECTURAL AND ENGINEERING DESIGN SERVICES

Long Beach Medical Arts Pavilion

April 1, 2016

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SECTION 1 – SCHEDULE OF EVENTS

Architecture and Engineering Team Qualification Schedule

Public Advertisement	April 1, 2016
RFQ Issued to Firms	April 1, 2016
Questions Due:	April 18, 2016
Qualification Packages Due	May 16, 2016
Shortlisted Firms Notified	May 30, 2016
Request for Proposals Issued	TBD

SECTION 2 – MINIMUM QUALIFICATION REQUIREMENTS

- 1.0 Proposing firm must be a fully licensed Architect in the State of New York. Please provide copies of documents which validate your firm's licensure and accreditation to perform projects in New York State for all potential lead members of your project team.
- 2.0 Proposing firm must be a reputable, well established firm; which for this project is represented by the firm being in continuous successful operation for a period of not less than 5 years. Please provide supporting documentation to validate your firm's history.
- 3.0 Proposing firm must have prior experience as the lead Architectural firm for at least three prior healthcare projects within the past 8 years and each project having a minimum completed construction cost of \$15 million. Provide a list of projects being submitted and a 1-page summary of each representative project included brief scope description, location, project delivery method (lumps sum, GMP, etc.), original construction budget, final construction cost, name of contractor/construction manager, schedule of completion, unique project challenges and references for each project.
- 4.0 Firm must have proven local experience as lead Architecture firm on projects on Long Island or within New York's Five Boroughs. Provide a minimum of five local projects completed within the past 8 years with a minimum construction value of \$10 million. Provide a list of projects being submitted and a 1-page summary of each representative project included brief scope description, location, project delivery method (lumps sum, GMP, etc.), original construction budget, final construction cost, name of contractor/construction manager, schedule of completion, unique project challenges and references for each project.
- 5.0 On one page, provide a minimum of three Owner references from past healthcare projects your firm has completed in the last 8 years that can be contacted to validate your firm's ability to (1) work collaboratively with a team (2) design to a budget (3) maintain established design schedules (4) successfully lead user group teams toward development of a functional and efficient design.
- 6.0 Firm must demonstrate they have key personnel that will be assigned to the project with a minimum of 5 years of healthcare experience. Provide resumes for proposed personnel with project references.
- 7.0 A firm with the appropriate depth to complete a project of the size and scope of the Long Beach Medical Arts Pavilion must have no less than 10 employees working within the most proximate local office that will be assigned to staff the project. Please provide a company organizational chart and staffing matrix for your firm's local office that will service this project. Identify the day-to-day project lead.
- 8.0 A team's experience working together is considered to be an important component to a successful project. Please provide a minimum of three past healthcare projects in which two or more firm members (expected to be assigned to this project) were able to work together.

- 9.0 Proposing firm must be able to provide the minimum insurances listed below while under contract with South Nassau Communities Hospital for this project;
- General Liability - \$2,000,000 per occurrence; \$2,000,000 aggregate limit
 - Automobile Liability - \$1,000,000
 - Worker's Compensation - minimum per NYS law
 - Professional Liability - \$2,000,000
- 10.0 Please provide a statement that your firm has complied with all applicable affirmative action (or similar) requirements with respect to its business activities
- 11.0 Describe all instances of significant project disputes or claims encountered during the last 5 years. For each dispute or claim, describe the parties involved, the nature of the dispute, and the amount in the dispute. Please provide this information for all such disputes arising out of the firm's projects, regardless of whether the firm was a party or a witness in the dispute.
- 12.0 Respondents must confirm they are not located on any State or Federal Debarred List. SNCH will investigate the standing of the Respondent on these lists and reserves the right to reject any Respondent found on any State or Federal Debarred List.
- 13.0 Though not required as part of the qualification process any experience a firm has with FEMA projects will be considered in the evaluation.

This project is being partially funded by the Housing and Urban Development's Community Development Block Grant (HUD CDBG) disaster recovery program. Thus, the project is subject to the regulations and policies of the HUD CDBG program. This includes compliance with Section 3, Davis Bacon Act, MWBE and Fair Housing.

SECTION 3 – SUBMITTAL GUIDELINES & SELECTION INFORMATION

SNCH reserves the right to reject any or all qualifications and to waive any informality in proposals received whenever such rejection or waiver is in the interest of SNCH. All materials submitted shall become the property of SNCH. It is understood and agreed by the submitting firms that submittals, interviews, etc. are voluntary and that SNCH and/or its employees, agents, etc. are not responsible for any compensation and/or other commitments associated with submittals or interviews.

Neither SNCH nor its Board of Directors, officers, officials or employees shall be liable for any claims or damages resulting from the solicitation or preparation of the Qualification Statement, nor for any reimbursement to Respondents for the cost of preparing and submitting a Qualification Statement or for participating in this procurement process.

Receipt of Qualifications

All Qualification Statements are due 2:00PM ET on May 16, 2016.

Faxed qualifications will not be accepted by South Nassau Communities Hospital or CBRE Healthcare.

Qualifications received after the proposal due date and time will be considered late and shall not be accepted by South Nassau Communities Hospital.

Please submit one electronic version of the complete Qualification Statement package via email to:

Magnus Nilsson
CBRE Healthcare
Senior Project Manager
Magnus.Nilsson@cbre.com

Questions/Request for Additional Information

All questions and inquiries are April 18, 2016 2:00PM EST (via e-mail only) to:

Magnus Nilsson
CBRE Healthcare
Senior Project Manager
Magnus.Nilsson@cbre.com