

REQUEST FOR QUALIFICATIONS
FOR THE
DESIGN/BUILD
OF THE
METRO ENTRANCE FACILITY (MEF)
SOLICITATION NUMBER MDA 947-00-R-0001



ISSUED BY:

THE PENTAGON RENOVATION OFFICE
100 BOUNDARY CHANNEL DRIVE
ARLINGTON, VA 22202

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PREAMBLE

This preamble is provided for informational purposes only, to assist offerors with understanding the unique features of this solicitation. It is not intended to address all of the requirements of the solicitation. In the event of discrepancies between the contents of this preamble and the solicitation, provisions within the solicitation will prevail.

Overview This solicitation is for the design and construction of a new Metro Entrance Facility (MEF), an ancillary project to the Pentagon Renovation Program. The primary objective of the MEF is to improve the level of safety and security of the Pentagon while continuing to provide convenient access to various means of transportation along the southeast side of the building.

The acquisition strategy for this contract was developed with features designed to overcome challenges frequently experienced on large construction projects. These challenges include significant contract cost and time growth, an excessive volume of contract modifications, and, in some instances, a lack of true partnership between the Contractor and the Government. The Government's objective in this solicitation is to select the best-qualified design-build team for this project through a two phase, best value, source selection process. The contract is designed to foster partnership and excellence in all aspects of work execution.

Background The Pentagon is one of the most recognizable buildings in the world. It has been inseparably linked with the United States military since its construction during World War II. The Pentagon is listed on the National Register of Historic Places and has been designated a National Historical Landmark by the Secretary of the Interior.

In the 55 years since construction was completed in 1943, none of the Pentagon's original major building systems have ever been replaced or significantly upgraded. Renovation of the Pentagon involves the coordinated implementation of a number of related actions that will collectively address the building's condition. The renovation will provide a modern, flexible, efficient operating environment well into the 21st century.

Renovation of the Pentagon is being accomplished in several major increments. The construction of the new heating & refrigeration plant is complete and the renovation of the basement and above ground space is currently underway. Additionally, several ancillary renovation projects are ongoing at this time. The largest of these projects is the construction of the Remote Delivery Facility (RDF) located north of the Pentagon, adjacent to the Mall Entrance.

Based on recent security assessments, the need for a new Metro Entrance Facility (MEF) has become evident. The MEF will be an ancillary project to the Pentagon Renovation Program. This new facility will improve the physical security of the Pentagon by eliminating the existing direct entry into the building, segregating Metro rail and Pentagon air circulation and providing maximum standoff of vehicles and pedestrians from the building.

Contract Characteristics The Government intends to award a design-build, fixed price, incentive (firm target) contract with an award fee.

A two phase, best value approach will be utilized for this source selection: Phase One is a

Request for Qualifications (RFQ) and Phase Two is a Request for Proposals (RFP). Through clear and concise oral and electronic proposals, offerors should strive to demonstrate a relevant past performance history, a thorough understanding of project requirements, and a commitment to excellence in all aspects of project execution.

The Government's objective is for the Contractor to achieve quality, cost and schedule objectives through effective management, planning and scheduling of work activities, and establishment of a cooperative, effective partnership with the Government and other contractors.

Guiding Principles The overarching goal of the Pentagon Renovation Program is to complete the renovation "on cost, on schedule, and built for the next 50 years". The Government seeks to work in an effective partnering relationship with the successful offeror to accomplish this goal.

Challenges The program and the site constraints for this project demand that the design-build team present creative solutions to address the following significant challenges:

- construction phasing to maintain existing operations throughout construction
- constrained site
- coordination with outside agencies, other contractors and on-going projects
- unique design considerations
- fast track construction inherent in design-build

Continuous Improvement/Partnership The degree of success of this project will depend largely upon the Contractor's commitment to partnership and continuous improvement activities. The Government's intent is to provide the Contractor maximum flexibility to determine specific work methods and the latitude to make recommendations for improvement. The Contractor is expected to implement and maintain vigorous continuous improvement activities for the full duration of this contract with the overarching goals of improving quality, improving productivity, achieving cost savings, and achieving other economies and efficiencies across the full spectrum of its performance.

Conclusion The MEF presents the design and construction community with a unique opportunity to participate in the advancement of innovative acquisition strategies for the Pentagon Renovation Program while enhancing the security of the Pentagon reservation and protecting the significant historical character of the Pentagon.

A-1 DESCRIPTION OF PROJECT AND SCOPE

1.1 Identification of the Owner The Pentagon Renovation Program (PRP) issues this Request for Qualifications (RFQ) soliciting qualifications from design-build teams interested in designing and building the Metro Entrance Facility (MEF). PRP, as design and construction agent for the Office of the Secretary of Defense, is the owner of this project. The design and construction services described herein are being procured using full and open competition.

All correspondence in conjunction with this solicitation should be directed to the Government's Point of Contact (POC) identified below:

Nick Aievoli, Contract Specialist
Phone (703) 693-8942
Fax (703) 614-7546
E-mail aievolin@army.pentagon.mil

1.2 Project Description Currently, at the metro entrance, mass transit users enter the Pentagon directly from the Metro train platform via three escalators that arrive in the building at the second floor. Bus passengers descend to the train level from the bus platform and, along with train passengers, move directly to these escalators and up to the second floor of the Pentagon (six escalators move patrons between bus and train platforms). The new Metro entrance facility will alter this traffic flow in several ways.

1.2.1 Project Objectives

- Achieve security of the Metro entrance
- Organize Pentagon arrival, access and circulation areas to create a more secure environment and entrance.
- Balance security concerns against a welcoming front door.
- Phase and synchronize facility construction to maintain current transportation functions, Pentagon access, and minimize impacts to other construction efforts.
- Minimize the visual and physical impact of the MEF on the Pentagon.

1.2.2 Project Area The new MEF will be located on the southeast face of the Pentagon, where the current facility now exists. The site is bounded by Rotary Road, Route 110 (Jefferson Davis Highway) under-pass and over-pass, and the East Loading Dock. The site is further constrained by the underground Metro train tunnel and its associated functions. The MEF is anticipated to include the following programmatic elements: a bus station, a taxi stand, the existing escalator exit from the train tunnel to the bus level, and an entrance building that will house the security station, the pass office, and the tour office.

1.2.3 Project Requirements The Pentagon is a designated National Historic Landmark. In order to maintain the integrity of the historic structure, the MEF must be constructed to minimize the visual impact to the building. The Pentagon facades are specifically designated on the National Register as historically significant. All aspects of the MEF should be designed and constructed to maintain architectural integrity in keeping with the National Capital Planning Commission (NCPC), the Commission of Fine Arts (CFA) and other regulatory agency guidelines.

To accomplish the security requirements, the design of the new facility must:

- Remove the existing direct escalator access into the building.
- Separate air circulation between the Pentagon and Metro train area.
- Relocate the bus traffic as far away from the building as possible (280’ minimum) and, utilizing the existing terrain, geographically depress the station.
- Relocate pedestrian traffic screening 50’ (minimum) from the building.
- Establish a security station for efficient and controllable ingress/egress for employees and visitors.
- Establish pass and tour offices, outside the building perimeter if possible, in conjunction with the security station.
- The second floor is the main circulation floor for the renovated Pentagon. In the final plan, pedestrian traffic must arrive at the second floor.
- Assuming today’s capabilities are the minimum requirement, create flexibility for future developments regarding transportation and public access functions.

Currently, approximately 30,000 people transit this area each day. The current facility’s program for transportation and entrance functions must remain operational, with minimal disruption throughout construction. The existing functions include the Metro rail, Metro and other bus services, DoD bus services, South Parking Lot vehicular and pedestrian traffic, taxi services, enter/exit security points, AE drive enter/exit point and other activities in this relatively small area. Therefore, new facilities must be functional before existing facilities are closed and a rigorous construction phasing effort must occur.

The successful offeror, working with the Government staff, will be required to coordinate with the Washington Metro Area Transit Authority (WMATA), the Northern Virginia Transportation Commission (NVTC), and the design and construction teams renovating Wedges 4 and 5. The successful offeror will also be required to, in coordination with the Government staff, obtain all design approvals, including, but not limited to the National Capital Planning Commission (NCPC), the Commission of Fine Arts (CFA), the Commonwealth of Virginia State Historic Preservation Office, and the Virginia Department of Transportation (VDOT). Also, in coordination with the Government’s contracted consultants, the successful offeror must implement a commissioning plan.

It is anticipated that the design and construction of the MEF will require, but not be limited to, the following areas of expertise: surveying, geotechnical engineering, environmental engineering, civil engineering, design and construction management, landscape architecture, architectural design, structural engineering, mechanical engineering, electrical engineering, sanitary engineering, fire protection and life safety engineering, transportation and traffic consulting, security engineering, telecommunications engineering, value engineering, cost engineering (estimating), scheduling, purchasing, quality control, and safety.

1.3 Project Schedule

Anticipated Notice to Proceed	August 2000
Design & Construction – 100% Completion	No Later Than August 2002
Request for Qualifications	December 15, 1999

A-2 CONTRACT CHARACTERISTICS AND SOURCE SELECTION PROCESS

2.1 Overview of the Source Selection Process A two-phase, best-value approach will be utilized for this source selection. Phase One consists of a Request for Qualifications (RFQ) and Phase Two consists of a Request for Proposals (RFP).

In Phase One, design-build teams will be asked to submit qualifications to the Government which will subsequently select two to five of the most highly-qualified offerors. Section A-3 describes the evaluation factors and procedures for the Phase One process.

The selected offerors from Phase One will be invited to submit design and technical solutions, management approach, past performance and pricing proposals for Phase Two. Contract award will be made at the conclusion of Phase Two to the offeror who presents the best overall value to the Government. This source selection, after evaluation of all the factors, may result in an award being made to an offeror that is not the lowest priced. The Source Selection Authority will base the decision on an integrated assessment of the proposals submitted in response to the solicitation in accordance with the evaluation factors described in Section A-4.

2.2 Contract Characteristics and Award Fee Provisions The Government intends to award a design-build, fixed price, incentive (firm target) contract with an award fee. Further details about incentive and award fee provisions will be provided during Phase Two of this solicitation.

2.3 Acquisition Milestones The following milestones will be adjusted as necessary.

Phase One – Request for Qualifications

CBD notice issued	11-08-99
Industry Conference	12-09-99
Issuance of RFQ	12-15-99
Qualifications due from offerors	02-01-00
Complete evaluations & selection (down select to two to five offerors)	03-15-00

Phase Two – Request for Proposals

Draft RFP Review	03-30-00
Issuance of RFP	04-10-00
Proposals due	05-22-00
SSA decision	07-08-00
Anticipated contract award	07-21-00

A-3 PHASE ONE – REQUEST FOR QUALIFICATIONS (RFQ)

3.1 Advertisements The official announcement of the project was placed in the Commerce Business Daily on November 8, 1999. The announcement was amended on November 15, 1999.

3.2 Industry Conference and Site Visit An industry conference was held December 9, 1999. A formal Site visit is not necessary for Phase One. The site is open and accessible to the

public and offerors are encouraged to visit the site prior to responding to the RFQ. During Phase Two, a thorough site visit will be arranged.

3.3 Pre-Submission Inquiries Submit inquiries, questions or comments electronically to the Government's POC identified in Section 1.1. All requests for information or clarification must be submitted by January 25, 2000. Responses to questions or comments will be posted to the MEF web site (http://www.dtic.mil/pentagon_renovation/projects.htm). No hard copy reply will be issued.

3.4 Date, Time & Place of Submission Qualifications must be received via electronic mail, to the Government's POC identified in Section 1.1, by 2:30 p.m., Tuesday, February 1, 2000. The Government POC will receive the document, open it and return verification of receiving the email and the number of pages received in the attached file. Late submissions will not be accepted. All submitted materials will become the property of the Government and will not be returned.

3.5 Format

3.5.1 Electronic responses must be submitted in Portable Document Format (PDF) version 3.0. The submission must be a single, black and white file with pages numbered consecutively. The file must be organized just as a written proposal would be packaged. Pages must be 8 ½" x 11", single-spaced with a minimum of 10-point font and margins at least ½". Page limits, as described in this section, are exclusive of covers, title sheets, table of contents, or indexes. If any section or sub-section of the proposal exceed the page limits specified herein, excess pages will not be considered. The offeror should include at least one prime POC, telephone number, and email address on each submission.

3.5.2 Oral presentations will be scheduled with each offeror after submission of qualifications. A set of 8 ½" by 11" charts, representing the presentation material in the orals, may be submitted at the time of presentation and are limited to forty (40) pages. If material is provided, twenty (20) copies will be needed. No supplemental material will be accepted.

3.6 Confidential Information The Freedom of Information Act (FOIA) and its amendments have resulted in an increasing number of requests from outside the Government for copies of contract qualifications and proposals submitted to federal agencies. If an offeror's submissions contain information that he/she believes should be withheld from such requestors under FOIA on the grounds that they contain "trade secrets and commercial or financial information" [5 USC§552(b)(4)], the offeror should mark its submissions in the following manner:

- The following notice should be placed on the title page: "Some parts of this document, as identified on individual pages, are considered by the submitter to be privileged or confidential trade secrets or commercial or financial information not subject to mandatory disclosure under the Freedom of Information Act. Material considered privileged or confidential on such grounds is contained on page(s) _____".
- Each individual item considered privileged or confidential under FOIA should be marked with the following notice: "The data or information is considered confidential or privileged, and is not subject to mandatory disclosure under the Freedom of Information Act".

3.7 Submission Requirements

Qualifications will be submitted electronically and orally.

Section I - Past Performance	(electronic)
Section II - Technical Approach	(electronic and oral)
Section III - Management Approach	(oral)

Oral proposals will be scheduled with each offeror shortly after the RFQ submission deadline and will be limited to two (2) hours (90 minutes for presentation, 30 minutes for questions and answers).

3.7.1 Section I - Past Performance This section will be submitted electronically. Offerors will provide a list of all design and construction projects with a construction value over \$10,000,000 completed within the last five years. Multi-division or regionalized firms should submit projects performed by the division/business segment that would, if selected, perform the design/construction of the MEF. Projects performed by other divisions/business segments may be considered but are less desirable evidence of past performance than projects performed by the local division. Offerors may, but are not required to, expand the list to include projects undertaken within the last ten years. Include only:

- name and location of the project
- contract type
- brief description (maximum three sentences)
- name and telephone number of the owner or the owner's project manager; or the owner or, if those are unavailable, submit this information to the contracting officer or contract administrator
- contract number for Government contracts
- original and final (or current) contract value
- original and final (or current) completion date

Each offeror shall recommend, for purposes of evaluation, 10 projects from the above list in the following order of importance:

- Relevant design-build projects where the proposing general construction contractor (GC) and architect engineer (AE) worked together
- Relevant design-build projects performed by either the GC or AE with other firms.
- Any other relevant projects.
- Offerors without projects meeting the \$10,000,000 threshold should submit the requested information for the most relevant projects regardless of value.

“Relevant” projects are defined as those with comparable levels of complexity to the MEF. These may include, but are not limited to, experience with: maintaining on-going operations during construction, design-build and/or fast track project delivery, experience with public transportation, coordination with on-going, adjacent renovation projects, coordination with public authorities, the requirements of design and construction involving a historically significant building, and sustainable design.

For the relevant projects recommended for evaluation, offerors will provide the following information in addition to the requirements identified above, not to exceed one (1) page for each project:

- relevance to the MEF
- project team composition (design/construction firms)
- cost and schedule performance (include explanations for any cost and/or time growth experienced)

The Government, during the evaluation process, will contact the points of contact for these projects. It is the responsibility of the offeror to provide current, accessible points of contact who are knowledgeable about the projects submitted. Although the Government intends to base its evaluation on the projects recommended by the offeror, the Government reserves the right to evaluate, at its discretion, a smaller number, a greater number, or alternative relevant projects.

3.7.2 Section II - Technical Approach This section will be submitted electronically and orally. For the electronic submission, in a maximum of five (5) pages, the offeror will provide a project overview that describes the technical approach, incorporating the project elements in Section A-1, with particular emphasis on phasing construction to allow for continual operations throughout the project.

3.7.3 Section III - Management Approach This section will be submitted during the oral proposal only. During the two-hour oral proposal session, the offeror will describe how the project will be managed including, but not limited to, Organizational Structure and Core Management Processes.

Organizational Structure: Describe the complete organization of the design-build team that will be assembled for the completion of the MEF. The organizational structure must clearly define and address critical areas of expertise related to design and construction. Define the roles and responsibilities for key team members as well as the relationships and lines of authority between and among team members for the various stages of project development. Additional items to be considered under this section include:

- Organizational chart(s) that include all key positions in the management team, and to the extent known, key subcontractors.
- Experience of the key personnel contained in the organizational chart.

Core Management Processes: Include information that will assist the Government in understanding the internal operations of the management team. Define the management processes and procedures utilized for project execution to include: procedures for project status review, owner involvement, design oversight, how constructability considerations are built into the design, construction oversight, project controls methodology, risk management and community relations.

3.8 Review and Evaluation The Phase One selection of two to five most highly qualified offerors will be based on three evaluation factors: Past Performance, worth 40% of the overall evaluations; Technical Approach, worth 25% of the overall evaluation, and Management

Approach, worth 35% of the overall evaluation (Core Management Processes– 20% and Organizational Structure – 15%).

Past Performance will be evaluated as a measure of the Government's confidence in the offeror's ability to successfully perform based on demonstrated relevant and recent performance. Recency is determined to be within the last five years. Relevance is defined as those projects with comparable levels of magnitude (\$10M) and complexity. This may include, but not be limited to: maintaining on-going operations during construction, design-build and/or fast track project delivery, experience with public transportation, coordination with on-going, adjacent renovation projects, coordination with public authorities, the requirements of design and construction involving a historically significant building, and sustainable design.

The Technical Approach will be evaluated, on the basis of equal rating: (1) the offeror's proposed approach and (2) the Government's confidence in the offeror's ability to execute the proposed approach. The Government's minimum requirement is met when the offeror's technical approach demonstrates an adequate understanding of project requirements and phasing to ensure successful execution of the project.

The Management Approach will be evaluated, on the basis of equal rating: (1) the offeror's proposed approach and (2) the Government's confidence in the offeror's ability to execute the proposed approach. The Management Approach will consist of the following two sub-factors: Core Management Processes (20% of the rating) and Organizational Structure (15% of the rating). Core Management Processes meets the Government's minimum requirement when the offeror's proposed core management processes provide adequate owner insight and company oversight to successfully accomplish the project. Organizational Structure meets the Government's minimum requirement when the offeror's organizational structure provides an integrated team with clear lines of authority and responsibility.

A-4 PHASE TWO – DESIGN, TECHNICAL AND PRICE PROPOSALS

During Phase Two, design, technical and price proposals will be requested from the two to five most highly qualified offerors selected during Phase One. It is the Government's intention to offer a stipend for the development of the Phase Two proposal. The stipend will be paid 30 days after Phase Two proposal submission. The subcontracting goals for the project will be further described in the Phase Two Request for Proposal (RFP). The awardee will be required to obtain performance and payment bonds for the project.

Contract award will be based on the following evaluation factors, inclusive of both written and oral presentations, in descending order of importance:

- Proposed Design Solution and Technical Characteristics
- Management Approach
- Past Performance (of the design-build team and major subcontractors)
- Cost/Most Probable Cost

The Phase Two evaluation criteria and any sub-factors will be described in detail in the RFP that will be issued to the two to five most highly-qualified offerors following the Phase One selection process.

A-5 CLAUSES These clauses are applicable to Phase One only. The contracting clauses applicable to Phase Two will be provided in the RFP.

5.1 Solicitation Provisions Incorporated by Reference (FAR 52.252-1) (February 1998)

This solicitation incorporates the following solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make the full text of the provisions available.

Provision	Date	Title
52.203-11	April 1991	Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions
52.204-3	October 1998	Taxpayer Identification (See 3.5.1)
52.215-1 Alt I	November 1999	Instructions to Offerors--Competitive Acquisition

5.2 Service of Protest (FAR 52.233-2) (Aug 1996) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from:

Billie Frye, Contracting Officer
 Pentagon Renovation Office
 100 Boundary Channel Drive
 Arlington, VA 22202

The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

5.3 Small Business Program Representations (FAR52.219-1) (May 1999)

The standard industrial classification (SIC) codes for this acquisition are 8711 and 1542.

- A. The small business size standard is \$4,000,000 in average yearly sales over the last three complete fiscal years for architectural/engineering services.
- B. The small business size standard is \$17,000,000 in average yearly sales over the last three complete fiscal years for Construction.
- C. The small business size standard for a concern which submits a proposal in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.