

REQUEST FOR PROPOSALS

CONSTRUCTION TESTING AND INSPECTION SERVICES OCCOQUAN REGIONAL PARK JEAN R. PACKARD OCCOQUAN CENTER

July 15, 2016



NORTHERN VIRGINIA REGIONAL PARK AUTHORITY
5400 Ox Road
Fairfax Station, Virginia 2039

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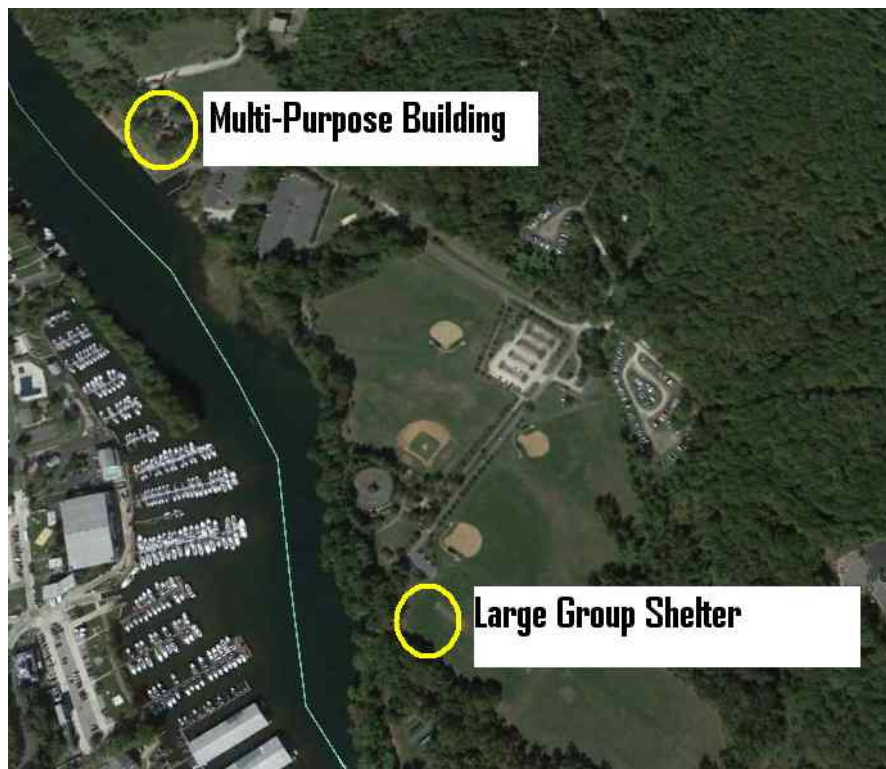
Project Background

The Northern Virginia Regional Park Authority (aka NOVA Parks), a public body, is seeking proposals for construction testing and inspection services for the Occoquan Regional Park – Jean R. Packard Occoquan Center. Occoquan Regional Park is located at 9751 Ox Road, Lorton Virginia, 22079.

The project includes the construction of (1) the Jean R. Packard Occoquan Center – a LEED certified 17,400 square foot new multi-purpose building and associated parking, hardscape, landscaping and riverside plaza, (2) a pre-fabricated 4,000 square foot pavilion structure and associated parking, hardscape and landscaping, and (3) new entrance features. Construction will occur over a 12 month time period.

The NVRPA seeks to engage a qualified entity capable of providing the full range of construction testing and inspection services identified herein. The Owner intends to contract with one entity that shall be responsible for administering the entire project and managing any subconsultants.

The aerial photo below indicates the location within the park of the two major project elements.



The Construction Project Documents include the following:

Project Manual dated May 6, 2016
Project Specifications dated April 29, 2016
Project Plans by GWWO, Inc. - Volumes I and II
Project Addenda #1 through #4

Offerors may download the Construction Project Documents at the following drop box address:

<https://www.dropbox.com/sh/4ohrstxf1wd922/AAAuGOA311ywImMRO4lwYDRMa?dl=0>

Digital and/or hard copies of the Construction Project Documents can also be purchased by contacting:

Brickwall Printing and Graphics
3908 Oak St, Fairfax, VA 22030
(703) 691-3302

Offerors shall be responsible for obtaining any RFP Addenda. All addenda will be posted in the dropbox noted above and at the NOVA Parks website (NOVAParks.org).

Services to be Provided

The Offeror shall provide all third party construction testing and inspection services as indicated in the Construction Project Documents and as required by the Fairfax County Special Inspections Program. The Offeror shall act as the Special Inspection Engineer of Record (SIER) and the inspection and testing agency as defined by Fairfax County. The Offeror shall have all required qualifications and experience to be approved as the SIER and testing and inspection agency by Fairfax County.

Proposal Submission Requirements

1. The names, titles and resumes of the Offeror's key staff that will work on this project. For each person, provide a description of their job duties in relation to the Occoquan project.
2. A listing of all projects completed by the Offeror within the past 3 years that are similar in size and scope to the Occoquan project.
3. From the list in number two above, submit at least 5 project references. Offerors

must demonstrate some experience working on projects within the Fairfax County Special Inspections Program. For each reference provide:

- The name, location, description and completion date of the project.
 - The overall cost of the project, and the total cost of testing and inspection services provided by the Offeror.
 - The names of the Offeror's key staff that worked on the project. It is desirable to have project references for projects managed and completed by the staff that will work on the Occoquan project.
 - Name, company name, title, telephone number and email address of a client reference for each project.
4. A narrative explaining the Offeror's approach to the project, their qualifications and experience and what makes the Offeror uniquely qualified to complete the work.
 5. Any additional information such as reference letters, additional project listings, awards etc. that would assist the Owner in selecting the most qualified and capable Offeror.

Procurement Procedures

Three copies of written proposal responses should be sent to Todd Hafner, Director of Planning and Development, Northern Virginia Regional Park Authority, 5400 Ox Road, Fairfax Station, VA 22039, and must be received no later than **Friday, August 5, 2016 at 2:00 p.m. EST**. NVRPA will retain all material received.

The ranking and selection of the preferred Offeror and the awarding of any professional services contract shall be in accordance with the Virginia Public Procurement Act. Selection will be based on approach to the project; qualifications and experience and demonstrated ability to perform the work in a timely and effective manner. Consideration also may be given to non-binding fee estimates given at the interview stage. Note that fee estimates are not required to be included with original proposal submission.

Proposals will be reviewed and evaluated by a selection committee appointed by the NVRPA, which will invite two or more qualified Offerors to interviews – either in person or via conference call. During the interview, Offerors will be asked to elaborate on their approach to the project; their experience and qualifications; and to demonstrate their knowledge of, and familiarity with, issues that might be encountered in carrying out the project.

Offerors will be asked at the interview stage of the procurement process to provide non-binding fee estimates. The Owner intends to ultimately award a lump sum contract for the services described herein. The non-binding fee proposal shall include a total lump sum amount and subtotals for individual elements of the project.

Upon completion of the interviews, the selection committee will rank the Offerors in order of preference. The NVRPA will enter into negotiations with the first Offeror in an effort to arrive at a mutually acceptable fee arrangement and professional services contract. In the event the negotiations are successful, a contract will be offered in accordance with the NVRPA's contracting procedures. In the event such negotiations are not successful, the NVRPA will discontinue negotiations with the first Offeror and will enter into negotiations with the second, and so on, until an acceptable contract is obtained.

The NVRPA reserves the right to reject all proposals if, in its sole judgment: The responses are unsatisfactory; it elects to substantially modify the scope of the project or it elects to abandon or defer the project. Questions should be addressed to Todd Hafner, Director of Planning and Development, at thafner@nvrpa.org or (703) 352-5900.

*******END OF RFP*******