Request for Qualifications
for
Design Build Services
of a
New Parking Deck and Entrance Road (RFQ #0901-2017)
at
Infinite Energy Center (IEC)

To: Contractors

From: Susan Simpson, Project Manager, Infinite Energy Center

Copy: Preston Williams, CEO, Gwinnett Convention and Visitor Bureau
      Joey Dennis, General Manager, Infinite Energy Center

Date: Friday, September 8, 2017

The intent of this Request for Qualifications is to identify and create a list of pre-qualified contractors for a new parking deck with a supporting entrance drive and the possible future need of additional parking decks. The project delivery method for this RFQ is design-build and contractor’s proposed project team must clearly demonstrate proficiency with this delivery method. Based on the selection criteria outlined in the RFQ, IEC will evaluate the qualification submittals and identify one or more firms as highly qualified and request proposals from these firms for the scope of work as defined in the RFQ.

Sugarloaf IEC, LLC which property is owned by Gwinnett County and managed through a long-term contract with the Gwinnett Convention and Visitors Bureau, Inc (“Owner”), is requesting a qualifications submission by Thursday, September 21, 2017 from contractors for the design and construction of a new 2500 car parking deck, an improved entrance off Sugarloaf Parkway and a new entrance drive.

The IEC property is located at 6400 Sugarloaf Parkway in Duluth Georgia 30097 and houses an arena, exhibit halls with meeting rooms, a grand ballroom, a theater and the Hudgens Art Center. It is supported by multiple parking venues and service areas behind each of the venues. With multiple venues located across the site, the facility is busy year-round and hosts over six hundred events per year.

The proposed schedule for the final award of a Design-Build contract is as follows:

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<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>RFQ Issue Date</td>
<td>Friday, September 8, 2017</td>
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<tr>
<td>Qualifications Submittals Due</td>
<td>Thursday, September 21, 2017 @ 4pm</td>
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<tr>
<td>RFP Issued to Shortlisted Firms</td>
<td>Thursday, October 5, 2017</td>
</tr>
<tr>
<td>Proposals Due</td>
<td>Monday, October 23, 2017</td>
</tr>
<tr>
<td>Interviews</td>
<td>Thursday, October 26, 2017</td>
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<tr>
<td>Selection of DB</td>
<td>Thursday, November 9, 2017</td>
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</tbody>
</table>
IEC reserves the right to adjust the schedule as needed. Contractors that have expressed an interest and provided their contact information will be notified electronically of any changes to the schedule. Contact information and questions regarding this RFQ should be emailed to Susan Simpson, (ssimpson@infiniteenergycenter.com). Furthermore, IEC reserves the right to postpone or cancel this RFQ or reject all submittals, if in its sole discretion it deems it to be in the best interest of the IEC.

Contractor submittals should include an original and two copies. Submittals can be mailed to or dropped off at the IEC administration office located in the IEC Forum building at 6400 Sugarloaf Parkway, Duluth, Georgia 30097 and be addressed to the attention of Susan Simpson, Project Manager. The RFQ title and corresponding project number should be clearly displayed on the outside of the sealed package. The submissions are due prior to the date and time listed in the schedule. Qualification submittals should be limited to a maximum of 30 pages with single line spacing and a font size no smaller than 11 pt.
Request for Qualifications (RFQ #0901-2017)

For

Design-Build Services

A New Parking Deck and Entrance Road

at Infinite Energy Center

Duluth, GA

Issued: September 8, 2017

Requested by:
Sugarloaf Gwinnett Center, LLC
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Section 1 – Project Overview

The Infinite Energy Center’s 118-acre lakefront campus located in Duluth Georgia is a multi-venue complex that can accommodate a variety of events from major concerts, performances, meetings, trade shows, conventions, theatrical events and banquets to celebrations such as weddings, proms and birthday parties. It is an extremely active complex hosting more than 600 events per year.

The multipurpose campus includes a 13,000-seat arena (Infinite Energy Arena), a 708-seat theater (Infinite Energy Theater), 23 versatile meeting rooms, a 50,000-square-foot exhibit hall, and a 21,600-square-foot grand ballroom (Infinite Energy Forum).

The theater and exhibit halls were completed in the early 90’s and the arena and ballroom venues were added in 2003. At present, there is surface parking across the site and a parking deck for arena events. (See Exhibit A for current parking plan.)

In 2016 the voters of Gwinnett County approved a SPLOST that included funds for the expansion of the facilities at the IEC. At the same time, the Gwinnett Convention and Visitors Bureau negotiated two public private partnerships to bring additional development to the site. The current plans call for the creation of an entertainment district along with a hotel and conference center. To support the development a significant amount of the surface parking will need to be moved into parking decks.

Over the last 6 months Rosser, an Atlanta based architectural and engineering firm, has worked with IEC to create a master plan (see Exhibit B) for the expansion of the exhibit halls, the location of the hotel, improved ingress and egress and a new parking deck. The parking deck will be constructed in the B Lot in area B1. The conceptual plan calls for a 6 story, 2500 car deck with 320 spots dedicated to hotel guests and the hotel’s valet parking services. The deck will load and unload on multiple levels with one dedicated entrance for the hotel. It is anticipated the deck will be developed in two phases with the hotel parking included in the first phase. To facilitate access to the parking deck and the hotel, the plans also include an improved entrance off Sugarloaf Parkway and a new entrance drive to the hotel.

The parking deck, the improved entrance and the new drive to the parking deck will be the first project but it is anticipated that the hotel and exhibit hall construction will coincide with the deck construction. There is additional site work that will take place to improve IEC access and traffic mobility around the complex and it is anticipated that this work will also coincide with the parking deck construction.

With the large number of events throughout the year, the ability to coordinate all construction activities with the owner in a collaborative and “team spirited” approach is of the highest concern. It is imperative that the work be scheduled in such a way as to have minimal impact on the operation of the IEC. Patrons to IEC events need clear and safe access to their events. Contractors must clearly demonstrate how they have staffed and managed previous projects to ensure that there was adequate supervision and resources to support on-going operations while projects are under construction.
Section 2 - Scope of Work:
The Infinite Energy Center (IEC) is seeking the services of a contractor to provide design build services for the construction of a new 2500 car parking deck, an improved entrance off Sugarloaf Parkway and a new entrance drive to serve the parking deck and planned hotel. (See Exhibit C). In addition to this project it is the intent of the RFQ to pre-qualify contractors for future parking deck projects as the expansion plans continue to evolve.

A significant amount of project planning has already taken place and through a master plan study a conceptual design for the work has been developed. (See Exhibit D). The contractor’s design team will be expected to take the existing conceptual plans and fully develop the construction documents for the construction of the deck, the entrance and the new drive. The conceptual design is based on a pre-cast concrete structure. Contractor may propose an alternate design if it can be demonstrated to be a more efficient, cost effect and superior design.

The contractor’s services will include the probable cost estimates throughout design, value engineering, project schedules, construction schedules, managing the design effort, creation of final construction documents, construction (including phasing plans and onsite logistics), project closeout and warranty work. Services shall also include coordination and permitting with local, state and other governing agencies.

Section 3 – Submittal Instructions:
An original and two copies of the qualifications should be submitted via mail or courier on or before the due date as listed below or as amended by IEC. Do not submit qualifications electronically. The qualifications submission should be on the contractor’s letterheaded and addressed to: Susan Simpson, Infinite Energy Center, 6400 Sugarloaf Parkway, Duluth, GA 30097 and delivered in a sealed envelope or package. The submission should be bound with all pages numbered and sections clearly identified in a table of contents. Qualification submittals should be limited to a maximum of 30 pages with single line spacing and a font size no smaller than 11 pt. There will not be a pre-submittal meeting for this RFQ.

The anticipated schedule for the award of a Design-Build contract is as follows:

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Section 4 - Selection Criteria

All qualification submittals will be evaluated and scored based on the criteria outlined in this section. It is the intention of IEC to short-list the most highly qualified project teams.

1. Executive Summary
At the beginning of the submission the contractor should include an executive summary (maximum of two pages) signed by a company officer and the senior manager assigned to the project, briefly describing the project team’s qualifications and ability to meet the requirements of the project as described in the scope of work.

2. Project Team
In the submission, the contractor should include a staffing plan along with resumes for the key personnel that will be responsible for leading the project, the design and the construction. Resumes should also include relevant project experience of a similar nature to the scope of work described above. Team members with experience working on IEC projects and with Gwinnett County should be clearly identified.

3. Project References
Contractors to include project data sheets for projects similar in nature to the scope of work as described in Section 2. Project name, schedule, cost, key personnel and client contact information should be included on project data sheets. Letters of references from clients should also be included in this section. All client references must have up to date contact information. If the project team is a joint venture with another firm, contractor should provide reference projects where the team has worked together.

4. Project Timeline/Schedule
Contractor to provide a detailed timeline for the project. Included in the timeline should be time required for design, permitting, procurement, mobilization, construction and project close out. For developing the timeline, the contractor should anticipate straight time during weekday hours.

5. Company Information
Contractor to provide company name, corporate structure, company officers, local office address, years in business, a banking reference and a list of any current legal claims against the company. If more than one firm will be involved in the project, company information for the additional firms should be included.

6. Project Approach
Contractor to fully describe the work they would anticipate performing as a design-build contractor on this type of project and clearly identify work performed by others in support of the project. Identify strategies and tools used to ensure that owner is directly involved in decisions that affect cost, schedule and quality. Any assumptions regarding access, staging, phasing, the condition of existing equipment in support of the work and IEC participation should be clearly outlined in this section. Contractor should also describe measures that can be taken to minimally impact the work will have on operations, event staff and patrons.
Section 5– Exhibits (Issued Separately)

Exhibit A – Existing Parking Plan
Exhibit B – Conceptual Site Plan
Exhibit C – Conceptual Project Plan
Exhibit D – Conceptual Parking Deck Plan
Exhibit E - IEC Master Plan Consultants