Request for Proposal RFP (19-08-SSP)
Central Energy Plant Infrastructure
Upgrade and Replacement

Design Build Team Services
The Project

Moffitt’s Magnolia Campus is seeking a design build firm upgrade and replace much of the existing infrastructure in the central energy plan. The project is anticipated to be completed over the course of several years in phases as follows which include:

• Phase 1:
  o Sufficient design and preconstruction services to establish total project cost estimates by phase with cash flow projections.
  o GMP for phase 2
  o Establish project goals, success measures, and risks associated with each phase. This includes documenting baseline CEP Performance.

• Phase 2:
  o Provide (4) new cooling tower cells in the loading dock, remove existing cooling towers, construct (2) floor electrical room on top of drainage pit, install required electrical distribution gear to set up phase 3 mechanical equipment, install (1) new generator on the second floor of the electrical building, upgrade portion of existing AHU control valves, and upgrade fuel oil system capacity and distribution.

• Phase 3:
  o Includes the removal of existing chiller X-CH-5. Provide (2) new chillers, (2) new primary CHW pumps, (2) new secondary CHW pumps. Install (5) new cooling towers. Remove air-cooled chillers for CSB and tie CSB CHW into CEP plant. Extensive condenser water upgrades required. Continue AHU control valve and BAS upgrade work from phase 2 as required. Provide electrical switchgear to service the remaining equipment in the future phases.

• Phase 4:
  o Includes: Install (2) new chillers. Add (3) remaining hot water boilers. Install remaining chilled water and heating hot water pumps with supporting electrical. Cutover SRB main chilled water from existing secondary chilled water pumps to new secondary chilled water pumps. Replace all primary and secondary chilled water pumps existing in the energy plant (12 in total). Remove FOB air-cooled chiller plant after tying existing chilled water piping into pipe supplied by the CSB expansion. Continue AHU control valve and BAS upgrade work from as required.

• Phase 5:
  o Includes: Remove existing chillers X-CH-1, X-CH-2 and X-CH-3. Install new chillers CH-1, CH-2 and CH-3. Complete AHU controls upgrade. Complete BAS upgrades as required

• Phase 6:
  o Includes: Replace existing steam boilers with smaller, more energy efficient boilers.

• Phase 7:
  o Includes: Cleanup work from previous years. Potential work includes: Upgrade boiler plant and chiller plant ventilation systems. Upgrade CEP lighting.
The total projected value for all phases of the project is expected to be between $50 and $58MM. The entire project will be conceived, planned and designed, but only the first phase will be authorized and contracted at this time.

The Team

Talented professionals are central to accomplishing these goals, and their collaborative interactions will be key to the project’s success. The principal teams will consist of the Design Build Team, Commissioning Agent, and Moffitt Team Members/Program Manager. These teams will be integrated to enable project collaboration, while each team maintaining their own responsibility and authority. Respondents should present the construction management and architectural firms only. Sub consultants to this main team will be selected separately. Due to the importance of the MEP engineer on this project the project team will make this selection outside of this RFP in a collaborative manner.

Representatives from these principal parties will interoperate at two critical levels within the broader team: generally, the Project Executive Team and specifically, the Project Management Team to maintain clear communications and resolve issues. Moffitt aspires for the team to interoperate regularly and in close proximity. It is Moffitt’s intent to build a culture of enduring trust among the team and sub-teams, framing constructive attitudes and requiring leadership finesse by all parties.

In the spirit of openness and collaboration, the general and salient responsibilities for each of these principal team members follow. Specific responsibilities will be defined by individually executed owner agreements based on the standard coordinated AIA suite of contracts. All principal team members will be expected to maintain a balanced focus on forward progress and value creation for the project, while maintaining pressure on each other to control cost, quality, and schedule.

The **Design Build Firm** is to lead all design and construction efforts including:

- Research, ideation, and design authorship in order to solve the project requirements, by the design, technical documentation, and confirming construction conformity.
- Continuous cost modeling, construction planning/execution, procurement of labor and materials, installation.

The **Commissioning Agent** is to lead all commissioning efforts beginning early in the design and continuing through until all deliverables are achieved.

**Moffitt / Owners Representative** is to drive the rapid and dependable internal decision-making and bi-directional reporting between the design and construction teams and Moffitt leadership. Act as a Moffitt Team member in coordinating activities and communicating with staff.

Once the principal teams are combined, they will collaboratively add other talent as required, such as:

- Building services (MEP FPLV) engineers
- Structural engineer
- Civil engineers
- Legal counsel
- Traffic / parking consultant
- Geotechnical consultant
- Environmental consultant
- Landscape architect
- Environmental Graphics consultant
- Radio-physicist
- Acoustical consultant
- Lighting consultant
• Building envelope consultant
• Commissioning agent
• Safety & Security consultant
• Data / Telecommunications consultant
• Construction cost estimator (3rd-party)
• Scheduling consultant

• Model maker & Renderer
• Risk management / Insurance consultant
• Hazardous materials consultant
• Materials testing consultants
• Testing and balance consultant
• Industrial hygienist

Request for Proposal Contents

This Request for Proposal package includes the following documents, which require responses as part of your proposal as indicated:

1. Cover Letter (e-mail)
2. Project Description
3. Team Overview
4. Proposal Requirements, which requires a response
5. Supplier Diversity Utilization and Subcontracting Plan, which requires a response
6. Presentation Information
7. Exhibit A: Firm Acknowledgement Form – Intent to Propose, which requires a response
8. Exhibit B: About H. Lee Moffitt Cancer Center

Design Build Proposal Requirements

In general terms, the role of the Design Build Team is to lead design, continuous cost modeling, construction planning/execution, procurement of labor and materials, installation, and commissioning in the execution of the project intent, maintain a balanced focus on forward progress and value creation for the project, and be mutually responsible to the other principal team members to control cost and schedule.

Your proposal shall be organized to illustrate the most significant qualities of your firm and its people.

Executive Style Summary that clearly and concisely illustrates that your proposed primary team members do meet all the following minimum qualifications:

- Possessing successful prior experience with the design and or construction of a Central Energy Plant. (major retrofitting of an existing hospital CEP experience preferred)
- Possessing successful prior experience with a CEP more than $50MM. (previous team member working experience preferred)
- Past project CEP performance improvement results
- Providing evidence of your ability to provide accurate cost modeling
- Providing examples of how you will drive value to the project
- Demonstrate your ability to deliver a safe project
- Commitment and ability for the project to meet or exceeded the 15% diversity goal.
Statements and Exhibits responding to the following:

1. Describe your understanding of the project’s purpose.

2. Describe how Moffitt may best accomplish this project, the key factors for its success, and how you’ve achieved these in the past. Include concepts such as reporting relationships, communication, minor dispute resolution, decision control, understanding the entire value stream, etc.

3. Describe the prior experience of your proposed team consistent with the qualities of this project described above with five examples. Include experience with hospitals, large and multi-phase projects, integrated delivery methods, LEAN decision facilitation, and third-party certifications of skills and other pertinent qualifications.

   In clarifying these experiences, identify the other primary team members (MEP Engineering Firms, Commissioning Agents, Program Managers), the accounts of your interactions with them, and how they have developed and sustained trust.

4. Describe and provide evidence for your organization’s financial stability and insurances to perform your work on this project. Moffitt is currently contemplating separate project-based liability coverages but has not concluded that investigation to date. (IE. Project specific E&O Policies)

5. Describe your firm’s claims history and how all claims were resolved. Identify Architects, Engineers, and Owners Representatives also involved.

6. Cite your firm’s prior year net service revenues and number of staff to accomplish it. Describe how you expect this to change in the next few years. Confirm your outstanding bond capacity.

7. Provide a target fee and a not-to-exceed value for reimbursable expenses for phase 1 (subject to MEP firm final selection).

8. Provide a target schedule for the completion of phase 1.

9. Provide three references for your lead project team members for similar projects.

10. Confirm your team’s ability to fully engage in phase 1 and show a staffing plan aligned to the target schedule.

11. Describe your firm’s approach to engaging a diverse team and confirm that your firm complies with the Supplier Diversity Utilization and Subcontracting Plan requirement.

12. This submission is to be concise and not exceed twenty 8½ x 11 pages in legible font.
Communication

All proposals, communications, and correspondence required during the Request for Proposal process must be directed to:

Ms. Lori Perks
Sourcing Analyst
Moffitt Cancer Center
rfp@Moffitt.org
t: 813-745-8706
f: 813-449-8277

Failure to adhere to this requirement may result in your organization not being considered.

Timeline

This Request for Proposal shall be conducted under the following time line, which is subject to change only upon prior approval by Purchasing and granted to all vendors.

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<tr>
<td>Issuance of Bid</td>
<td>05/10/2019</td>
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<tr>
<td>Return of Intent to Respond</td>
<td>05/20/2019</td>
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<td>Vendor Conference Call</td>
<td>05/23/2019</td>
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<td>Bid Packages Due from Vendors</td>
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Interested teams must submit a Firm Acknowledgement Form – Intent to Respond (Exhibit A) via e-mail no later than 2:00PM EST on May 20, 2019.

Pre-Submission Teleconference

Moffitt Cancer Center will conduct a Pre-Submission Teleconference to further clarify and discuss the requirements of this RFP at 10:00AM EST on May 23, 2019. The call-in number is: 800-206-6032. Conference ID: 7457113.

Proposals

Interested team’s proposals are due in PDF form via e-mail no later than 2:00PM EST on June 10, 2019.

Award and Other Criteria

The award of this Request for Proposal is subject to terms and conditions contained herein and any that will be developed by Moffitt Cancer Center during the Request for Proposal process to augment conditions of engagement.

Quality of service, pricing, products, Supplier Diversity and other terms of purchase will be an integral part of the decision selection process.

If your firm is awarded this project, a guideline will be developed that will quantify, monitor, and provide a plan for cure of deficiencies which shall include, but not be limited to, reimbursement of
personnel and administrative costs, monetary assessment for continual deficiencies, and possible
cancellation of agreement.

H. Lee Moffitt Cancer Center reserves the right to award this agreement in whole or in part to the firm
that can best meet Moffitt’s business needs.

H. Lee Moffitt Cancer Center assumes no responsibility and bears no liability for costs incurred by a
Company in the preparation and submittal of a proposal in response to this Request for Proposal.

Supplier Diversity Utilization and Subcontracting
Plan Requirement

Moffitt Cancer Center recognizes the importance of supplier diversity in all aspects of our business and
procurement practices and actively encourages the development, utilization and economic growth of
certified Minority, Women, Veteran and Service Disabled Veteran-owned Business Enterprise
(MBE/WBE/VBE/SDVBE). Central to this initiative is the inclusion and participation of a diverse group of
vendors doing business with Moffitt Cancer Center and as such, Moffitt encourages the participation of
certified MBE/WBE/VBE/SDVBEs in its procurement process both at the prime vendor level as well as at
the subcontractor level of its prime contracts. Moffitt Cancer Center is committed to a comprehensive
Supplier Diversity Program that ensures maximum opportunities exist for such diverse businesses

RFP responses should include the firm’s ability to provide fifteen percent (15%) spend with certified
Minority, Women, Veteran and Service Disabled Veteran-owned Business Enterprises
(“MBE/WBE/VBE/SDVBE”) related to the specific commodity or services identified in the proposal.
Moffitt Cancer Center is an equal opportunity corporation, and, as such, strongly encourages the lawful
use of certified MBE/WBE/VBE/SDVBEs in the provision of services by providing a fair and equal
opportunity to compete for, or for participation in, providing services. Moffitt Cancer Center believes in
equal opportunity practices which conform to both the spirit and the letter of all laws against
discrimination, and is committed to non-discrimination because of race, creed, color, sex, age, national
origin, or religion. To be considered for inclusion the potential firm commits to MBE/WBE/VBE/SDVBEs Participation.

The successful firm shall endeavor to provide fifteen percent (15%) spend with certified
MBE/WBE/VBE/SDVBE related to the specific commodity or services identified in the proposal. A
certification letter from any of the following agencies will be required of any firm and/or identified
subcontractor claiming MBE/WBE/VBE/SDVBE status at the time of the RFP response.

Moffitt accepts all Local, State and Federal Government agencies MBE/WBE certifications, including the following:

• City of Tampa
• Hillsborough County
• State of Florida
• Small Business Administration (SBA) 8A Program Certification

Other MBE/WBE certifications accepted include:
• Florida State Minority Supplier Development Council (FSMSDC)
• National Minority Supplier Development Council (NMSDC) & regional affiliates
• Women’s Business Enterprise National Council (WBENC)
• National Women Business Owners Corporation (NWBOC)

Veteran & Service Disabled Veteran (VBE/SDVBE) Certification/Verification accepted:
• Department of Veterans Affairs
• State of Florida Office of Supplier Diversity

Please respond to the section below:

Supplier Diversity Utilization and Subcontracting Plan Requirement: Moffitt Cancer Center recognizes the importance of supplier diversity in all aspects of our business and procurement practices and actively encourages the development, utilization and economic growth of certified Minority, Women, Veteran and Service Disabled Veteran-owned Business Enterprise (MBE/WBE/VBE/SDVBE s). Central to this initiative is the inclusion and participation of a diverse group of firms doing business with Moffitt Cancer Center and as such, Moffitt encourages the participation of certified MBE/WBE/VBE/SDVBEs in its procurement process both at the prime firm level as well as at the subcontractor level of its prime contracts. Moffitt Cancer Center is committed to a comprehensive Supplier Diversity Program that ensures maximum opportunities exist for such diverse businesses.

Supplier Diversity Utilization and Subcontracting Plan - Firms responding to this RFP are required to submit a Supplier Diversity Utilization and Subcontracting Plan for diverse supplier opportunity and participation of certified MBE/WBE/VBE/SDVBEs with their proposal. The Supplier Diversity Utilization and Subcontracting Plan submitted must include the following:

• Provide Supplier Diversity Utilization and Subcontracting Plan and Description of your Supplier Diversity Program.
  Supplier Diversity Utilization and Subcontracting Plan and Description of your Supplier Diversity Program submitted: ___Yes ___No

• What percentage of spend with MBE/WBE/VBE/SDVBEs is projected for the specific commodity or service outlined in this Request for Proposal (RFP): _________________ (%).

• Outline the plan for achieving 1st tier spend with MBE/WBE/VBE/SDVBEs and identify the percentage of spend: _________________ (%).

• Outline the plan for achieving 2nd tier spend with MBE/WBE/VBE/SDVBEs and identify the percentage of spend: _________________ (%).

• A list of the certified MBE/WBE/VBE/SDVBEs that will be utilized as 2nd tier subcontract(s) Was a listing provided: ___Yes ___No

** Note: Your RFP submittal must include your response that addresses the Supplier Diversity Utilization and Subcontracting Plan outlined above.
**Reports** - The successful firm will be required to provide monthly Subcontract Expenditure Reports to Moffitt Cancer Center identifying certified MBE/WBE/VBE/SDVBE participation that lists total payments made to subcontractor(s) until 100% completion/delivery of the specific commodity or services outlined in this RFP finalized. The report shall include the names, addresses, type of service or commodity provided, dollar amount paid, payment date, FEID #, name of certification entity, business classification, and copy of firm certification for each firm identified in the report. All Subcontractor Expenditure reports are also required to be turned in with all pay applications/invoices and a copy sent to Desiree Hanson, Manager, Supplier Diversity Program via email Desiree.Hanson@moffitt.org.

- Firm agrees to provide monthly Subcontract Expenditure Reports with submittal of every pay application/invoice: ___Yes ___No

**Interview Information**

Should the selection committee determine interviews are required; shortlisted firms will be invited to discuss their proposal in person with the Selection Committee. The purpose of the interview is to demonstrate the credibility, trustworthiness and leadership of your team members. Only previously proposed and relevant team members will be allowed to present.

The Selection Committee will have already reviewed and digested your proposal information, and there is no need to repeat that information. Please remain focused on the specific challenges and opportunities of this project and your team’s unique abilities to best achieve them.

Your team will be allowed a total of 60 minutes for the interview which shall take place as an interactive discussion rather than a presentation. You will also be given 5 minutes to set up prior to the interview and 5 minutes after to remove your setup.

It is Moffitt’s intent to notify the successful firm within a week following the last interview.
### Exhibit A: Firm Acknowledgement Form – Intent to Respond

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<tr>
<th>SUBMIT TO:</th>
<th>RFP NUMBER: 19-08-SSP</th>
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<tbody>
<tr>
<td>Lori Perks</td>
<td>RFP TITLE: Central Energy Plant Infrastructure Upgrade and Replacement – Design Build Team Services</td>
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<td><a href="mailto:rfp@Moffitt.org">rfp@Moffitt.org</a></td>
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<td>813-745-8706</td>
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<td>813-449-8277 (Fax)</td>
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<th>VENDOR’S AUTHORIZED CONTACT FOR RFP</th>
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Please let us know how you heard about this RFP:

- [ ] Notified by Purchasing
- [ ] Community or MWBE Organization
- [ ] Monitoring Moffitt Website
- [ ] Advertisement
- [ ] Other:
SUPPLIER DIVERSITY INFORMATION

Is your firm a certified “Minority, Women-Owned, Veteran, Service Disabled Veteran-Owned Business Enterprise” defined as a business concern engaged in commercial transactions and is a least fifty-one (51%) percent minority, woman, veteran, service-disabled veteran-owned, and whose management and daily operations are controlled by such persons?

Yes ________________________ No ______________________

If your firm is certified as a “Minority, Woman, Veteran, or Service Disabled Veteran-Owned Business Enterprise,” you must provide a current copy of your certificate with this form, and provide the name of the certifying entity and certification dates below:

Name of Certifying Entity _____________________________________________________________

Certification Date Begins ___________________________ Ends ______________________________

I certify that this response is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this response and certify that I am authorized to sign this response for the vendor and that the vendor is in compliance with all requirements of the Request for Qualifications.

______________________________
Signature

________________________________________________
Printed Name and Date
Exhibit B: About H. Lee Moffitt Cancer Center

The H. Lee Moffitt Cancer Center & Research Institute (MCC), located in Tampa, Florida, began operations in 1986. As an academic and research medical center, MCC is the only National Cancer Institute-designated oncology research institute in Florida and one of the Southeast's leading cancer centers.

Comprised of an inpatient facility, ambulatory outpatient surgery center, ambulatory clinics, a cancer screening facility and research laboratories, MCC offers a sophisticated network of services and technologies that assure the citizens of its region convenient, cost-effective, high quality health care. Moffitt’s workforce is currently comprised of approximately 5300 employees, 700 medical residents, 600 volunteers, and 1000 students and interns.