

Request for Qualifications

Statement of Qualifications – Architectural and Engineering Services
Requested by the Robert Young Center for Community Mental Health, Moline, IL

Title: Remodeling of Inpatient and Outpatient Behavioral Health Units

Issue Date: **November 18, 2024**

Title: Architectural and Engineering Services

Issuing Agency: Robert Young Center for Community Mental Health
ATTN: Dennis Duke, President
4600 3rd Street
Moline, IL 61265
Phone (309) 779-2403 (office)
Fax (309) 779-2555

Proposals for furnishing the services described herein will be received until:

4 PM CST Wednesday, December 18, 2024

If proposals are mailed or hand-delivered, send directly to the contact listed above by

ALL INQUIRIES FOR INFORMATION SHOULD BE DIRECTED TO:

Ashley Gregory, Manager, Strategic Projects
c/o Robert Young Center for Community Mental Health
4600 – 3rd Street
Moline, IL 61265
(309) 779-3607

In compliance with this Request for Qualifications, and to all conditions imposed therein and hereby incorporated by reference, the undersigned offers and agrees to furnish goods /services described herein In accordance with the attached signed proposal or as mutually agreed upon by subsequent negotiation.

Name of Firm and Address:

Date: _____

By: _____
(Signature in ink)

_____ Zip Code: _____

Name: _____
(Please print)

Telephone () _____

Title: _____

Fax Number () _____

FEIN Number: _____

DUNS Number: _____

E-Mail Address: _____

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BACKGROUND

The Robert Young Center for Community Mental Health provides a full spectrum of hospital-based and outpatient behavioral health services for children, adolescents and adults. We specialize in mental health, substance abuse and crisis services.

The Robert Young Center is the recipient of a \$1.5 million capital grant from the State of Illinois Department of Commerce & Economic Opportunity. Grant funds will be used for remodeling and renovation to (inpatient) behavioral health units and (outpatient) substance use disorder services facility.

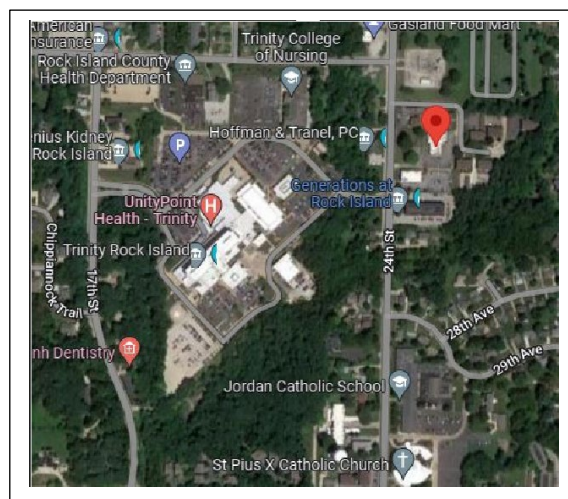
PROPOSAL REQUEST

The intent of this Request for Qualification (RFQ) is to solicit responses from firms that can provide comprehensive Architectural and Engineering (A/E) design services to include the following deliverables: Schematic Design Phase, Design Development Phase, Construction Documents Phase, Bidding Phase and Construction Phase.

Grant funds will be utilized for costs associated with the design, oversight, and renovation of inpatient/outpatient behavioral health units at two RYC facilities in Rock Island, Illinois. These locations are the UnityPoint Health Campus located at 2701 17th Street in Rock Island and 2508 25th Street in Rock Island, Illinois. Hospital patient care environment renovations will include expanded inpatient psychiatric treatment and consult space, nurses station remodeling for improved safety, and general renovation of inpatient substance use disorder and detox units.

The contract period for this project is estimated at a maximum of one (1) year.

Site Map



The A/E team shall be required to collaborate with the Robert Young Center and all associated agencies throughout the duration of the project and be familiar with requirements typically

associated with State of Illinois, Department of Commerce & Economic Opportunity capital grant programs.

AIA Standard Forms of Agreements will be used for this project.

RFQ TIMELINE (DRAFT)

November 18, 2024	Announcement of RFQ published on web site.
November 18, 2024	RFQ is available to A/E firms via email by contacting Ashley Gregory at Ashley.Gregory@unitypoint.org
Ongoing	Written questions (via email) will be answered as they are received. Send questions to Ashley Gregory /Ashley.Gregory@unitypoint.org
December 2, 2024	Site visit
December 18, 2024 Submittals due no later than 4:00 PM CST Late bids will not be accepted.	Request for Qualifications due to the following address: Robert Young Center for Community Mental Health ATTN: Dennis Duke, President 4600 3 rd Street Moline, IL 61265 Please send six (6) bound copies of the requested information. <i>Fax or e-mail submittals will not be accepted.</i>
No later than January 15, 2025	An evaluation team will review qualifications and score the qualifications.
No later than January 15, 2025	Responding A/E firms will be notified of the status of their application by letter.

Funding for this project is provided through a State of Illinois Capital Development Grant and as such, the successful A\E firm should be familiar with the Notice of Grant Requirements provided in Attachment 1.

A mandatory pre-submittal meeting and walk-through has been scheduled for December 2 at 2508 25th Street in Rock Island, Illinois. Further details will be provided.

SUBMITTAL REQUIREMENTS

1) Cover Letter

- This should include a brief introduction along with qualifications of the firm and an overview of the number of staff of the firm.
- Provide proof of appropriate licensure of the architectural firm along with specific licensure information of staff who will be providing the architectural services to the Robert Young Center.

- Identify staff person who will serve as the Single Point of Contact during the bid solicitation process.
- Identify staff person who is authorized to enter into contractual agreement with the Robert Young Center. This staff person is the individual who will sign the Cover Letter

2) Firm Information

- Name, contact person, address, phone number and email.
- History of firm including list of services provided, the firm's organizational structure and number of employees.
- Names and experience of key individuals, including professional registrations and licensure, as well as experience with relevant project.

3) Project Approach

- State your firm's understanding of the proposed project and the approach it will use for the completion of the proposed scope of work of this project.
- Provide a proposed timeline for completion of services requested.

4) Project Team

- List professional and support positions, along with their roles as part of the Project Team.
- If a Project Team member has prior experience with developing a similar project, please share that information in as much detail as possible. If no one on the Project Team has such experience, please share work of a similar type and the outcome.
- As applicable, list professional consultants outside your firm you propose to subcontract with for professional services for this project. Provide specific information on the outside firm and its team members.

5) Similar Project Experience

- Submit a list of similar or related projects (up to five) and provide the following:
 - Name of Project
 - Location of Project
 - Project Description
 - Services Provided
 - Client Contact Information

EVALUATION OF PROPOSALS

A RFQ review team made-up of Robert Young Center leadership and other key project staff will evaluate submitted responses and score each proposal.

Prior to selection of the award, the Robert Young Center reserves the right to conduct an on-site visit of any of the respondents' facilities and require each respondent to present items contained in the RFQ response and other items deemed appropriate by Robert Young and the review team.

BID RESPONSE PACKAGE MATERIALS

All interested firms should provide **six (6) bound** copies of the requested information clearly labeled:

Robert Young Center – Architectural and Engineering Services.

ATTN: Dennis Duke, President

Robert Young Center for Community Mental Health

4600 – 3rd Street

Moline, IL 61265

Fax or e-mail submittals will not be accepted.

All firms submitting an RFQ by the established deadline will be notified in writing upon the completion of the selection process.

EVALUATION CRITERIA

Evaluation Criteria	Percentage
1. Qualifications and Experience of the Firm and Key Personnel	35%
2. Approach and understanding of the scope of Work for the remodeling and renovation of the properties	30%
3. Experience with similar project types and client references	35%
	100%

Once submittals have been reviewed, the Robert Young Center may request firms to perform an in-person interview. However, if a desirable (best) RFQ is clearly identified by the Review Team there will not be a need for interviews.

INQUIRIES

Inquiries prospective firms may have regarding this RFQ should be directed to:

Ashley Gregory

Manager of Strategic Projects

c/o Robert Young Center for Community Mental Health

4600 – 3rd Street

Moline, IL 61265

Phone: (309) 779-3607

Email: Ashley.Gregory@unitypoint.org

Attachment 1

NOTICE OF GRANT REQUIREMENTS

Prevailing Wage Act (820 ILCS 130/0.01 et seq.): “All projects for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of that Act exempt its application. In the construction of the project, the Grantee shall comply with the requirements of the Prevailing Wage Act, including, but not limited to, inserting into all contracts for such construction a stipulation to the effect that not less than the prevailing rate of wages as applicable to the project shall be paid to all laborers, workers and mechanics performing work under the contract and requiring all bonds of contractors to include a provision as will guarantee the faithful performance of such prevailing wage clause as provided by contract.” The Department and the Capital Development Board will work with the grantee to ensure compliance prior to the establishment of the grant agreement as well as through the life of the grant. The Act may be found in its entirety at <https://labor.illinois.gov/laws-rules/conmed/prevailing-wageact.html>.

The Comptroller’s Office requirement derives from Attorney General Opinion No. 00-018 that states, where a non-governmental entity receives a grant of public funds for the construction of a fixed work, the provisions of the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) (56 Ill Admin Code 270) apply to the project. NOTE: Public bodies continue to be subject to Prevailing Wage requirements.

Please be advised that DCEO will not render a legal opinion as to applicability of the Prevailing Wage Act to any project. You should consult your own legal counsel for such an opinion. Questions regarding the applicability of Prevailing Wage requirements may also be referred to the Illinois Department of Labor at 312/793-1585 or 217/782-1710. Attorney General Opinion No. 00-018 may be accessed on the Attorney General’s web site at <https://illinoisattorneygeneral.gov/opinions/opinions-archive>.

Employment of Illinois Workers on Public Works Act (30 ILCS 570/0.01 et seq.): If an entity receives state funds for construction related activities, the entity must employ at least 90% Illinois laborers on such projects during periods of excessive unemployment in Illinois. The Act may be found in its entirety at <https://labor.illinois.gov/laws-rules/conmed/illinois-preference-act.html>. Any questions regarding the Act should be directed to the Illinois Department of Labor’s Conciliation and Mediation Division at (217) 782-1710. For further information, please visit the IDOL website at: <https://labor.illinois.gov>.

Public Act 96-1064 - Business Enterprise Program: Public Act 96-1064 mandates that each award by grant or loan of State funds of \$250,000 or more for capital construction costs or professional services is conditioned upon the recipient's written certification that the recipient shall comply with the business enterprise program practices for minority-owned businesses, female-owned business, and businesses owned by persons with disabilities of the Business Enterprise for Minorities, Females and Persons with Disabilities Act (30 ILCS 575/0.01 et seq.)

and the equal employment practices of Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105).

Illinois Works Jobs Program Act (30 ILCS 559/Art. 20): For Awards with an estimated total project cost of \$500,000 or more, the Grantee will be required to comply with the Illinois Works Apprenticeship Initiative (30 ILCS 559/20-20 to 20-25) and all applicable administrative rules (see 14 Ill. Admin. Code Part 680). The “estimated total project cost” is a good faith approximation of the costs of an entire project being paid for in whole or in part by appropriated capital funds to construct a public work. Grantee must submit a Budget Supplement Form (available on the DCEO website) to the Grantor within ninety (90) days of the execution of a Grant Award (Agreement).

The goal of the Illinois Works Apprenticeship Initiative is that apprentices will perform either 10% of the total labor hours worked in each prevailing wage classification or 10% of the estimated labor hours in each prevailing wage classification, whichever is less. Of this goal, at least half of those apprenticeship hours shall be performed by graduates of the Illinois Works Preapprenticeship Program, the Illinois Climate Works Preapprenticeship Program, or the Highway Construction Careers Training Program.

Grantee is permitted to seek from the Grantor a waiver or reduction of this goal in certain circumstances pursuant to 30 ILCS 559/20-20(b). The Grantee must ensure compliance for the life of the entire project, including during the term of the Award and after the Term ends, if applicable, and will be required to report on and certify its compliance.

More on the Act may be found at: [Illinois Works Jobs Program Act - Illinois Works](#)

§ 200.326 Bonding requirements: For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

- (a) A bid guarantee from each bidder equivalent to five percent of the bid price. The “bid guarantee” must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- (b) A performance bond on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor's requirements under such contract.
- (c) A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as

required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

Environmental Review Requirements: Capital grants will be reviewed to determine environmental review requirements. Based on the scope of the project, the grantee may be required to complete additional environmental approvals before disbursement of grant funds can be initiated.

- In addition to the above, any contractual agreement between the Grantee and another party (being paid with grant funds) must include special language to allow DCEO access to the other party's records, relative to the grant. This includes construction subcontractors, consultants who provide services, and any other entity with which the grantee has a legal agreement to expend grant funds. Please see the separately attached pdf document entitled "Third Party Contractual Requirements" for this language (to incorporate into your legal subcontracts).

- Purchases of real property (land and/or buildings) will require submission of at least one appraisal conducted by a neutral third-party prior to closing – and as close to the closing date as possible – as an estimate of the property's fair market value. The appraisal documentation must be submitted to the Department as soon as available, and preferably prior the actual closing date