INDIANA FINANCE AUTHORITY (IFA)
REQUEST FOR INFORMATION (RFI) #1-1-16

Construction Management Services for Indiana Neuro Diagnostic Institute

INDIANA GOVERNMENT CENTER, INDIANAPOLIS, INDIANA 46204

due 7-29-16 12:00 pm

DUE TO IFA BY
7/29/2016

REQUEST FOR INFORMATION # 1-1-16

This is a Request for Information (RFI) issued by the Indiana Finance Authority (IFA).

As the State intends to construct a new Neuro Diagnostic Institute for the evaluation, care and treatment of its most vulnerable residents, the Family and Social Services Administration (FSSA) and the Indiana Finance Authority, are issuing this Request for Information to select an appropriate CMa.

This RFI is intended to publicize the possible, future availability of contracting opportunities for services described herein. The IFA creates no obligation, expressed or implied, by issuing this RFI or by receipt of any submissions pursuant hereto. The award of any contract(s) as a result of this RFI shall be at the sole discretion of the IFA and FSSA. Neither this RFI nor any proposal submitted in response hereto is to be construed as a legal offer. No contract will be awarded without further discussion and negotiation with the responding firms or the issuance of a Request for Proposal (RFP). The IFA and FSSA will not be responsible for any expenses incurred by any firm in preparing and submitting information responding to this request.

CONFIDENTIAL INFORMATION

Potential offerors are advised that materials contained in their proposals are subject to the Indiana Public Records Act, IC 5-14-3 et. seq., and after the execution of the contract, may be viewed and/or copied by any member of the public, including news agencies and competitors. Potential offerors claiming a statutory exception to the Indiana Public Records Act, must place all confidential documents in a sealed envelope, clearly marked "Confidential" and must indicate on the outside of their proposal envelope that confidential materials are included and specify which statutory exception provision applies. The IFA reserves the right to make determinations of confidentiality. If the IFA does not agree with the information designated confidential under one of the disclosure exceptions to the Public Records Act, it may either reject the proposal or discuss its interpretation of the allowable exceptions with the offeror. If agreement can be reached, the proposal will be considered.

SCOPE OF WORK

The planned, new facility represents a very novel model of care for Indiana, a state-of-the-art facility and not just a mere replacement of the current custodial state owned facility (SOF). Tentatively named the Indiana Neuro Diagnostic Institute and Advance Treatment Center (NDI), this facility is planned to be a center of excellence utilizing industry best practices, a hub for Indiana's SOFs where modern genetic and imaging techniques will drive accurate diagnosis and appropriate treatment regimens which maximize recovery and stable community placements.

Through a public Request for Proposal (RFP) process conducted in July 2015 with the Department of Administration (IDOA), Community Health Network (CHN) was selected as the clinical partner for the new NDI. BSA Life Structures has been selected as the architect of record for the NDI.

SITE :

The proposed location of the NDI is on Community Hospital East (CHE) campus on the northeast corner of the existing CHE campus.

Programming Requirements (and Budget):

- Public and patient services
- Operational services
- Inpatient services
- Support services
- Displaced CHE services

The proposed NDI consist of approximately 240,000 gross square feet and is planned to house 159 patients.

The proposed NDI will meet the following goals and objectives set by FSSA:

- A short-stay, neuropsychiatric diagnostic unit which will enable neuro-diagnostic assessments to be conducted upon entry in to the state hospital system.
- Dual diagnosis units which will serve as single points of entry for patients with dual-diagnoses conditions such as intellectual and developmental disabilities or substance abuse/chemical dependency and mental illness.
- Specialized evaluation and treatment programs which will address complicated, severely ill and treatment-resistance patients.
- A clinical research unit which will leverage the expertise and resources within the overall state of Indiana public and private health system partner community for assessing patients for new treatment as well as developing biomarkers to better diagnose and treat psychiatric illness.
- Forensic units which will support the criminal justice system including IDOC and provide the state of the art assessment and care for inmates with mental illness.
- Evidence-based practice implementation programs which will assist and monitor the implementation of best practices throughout the network of SOFs.

- The NDI *may* house pre and post op patients seeking to or having been treated by adjacent primary care hospital Community Health Network "East" Campus. As such, certain units may require certain critical care patient equipment as permitted under current SOF licensing.
- The NDI will function in the "distributed" model of integrated State Operated Facilities as an initial patient assessment and treatment facility, focused on short patient stays. Those patients requiring longer treatment under State care may be transferred to other SOFs based on their specialty care units.

BUDGET AND SCHEDULE

Construction budget: For the purposes for this RFI and subsequent submissions, assume a construction budget of $72,000,000.00

Construction schedule: Construction would begin as soon as possible and conclude by December 2018.

CONSTRUCTION MANAGER –AGENT REQUIREMENTS

Minimum requirements of the selected CMa team:

- Prequalified with the State of Indiana Public Works Certification Board
- Prior experience providing Construction Management-Agent services for a construction project of similar size.
- Staffing capacity to perform CMa services
- Demonstrable experience managing clinical healthcare facility design/bid/build projects, particularly those involving behavioral health environment(s)
- Evidencible knowledge of healthcare facility licensing strata & healthcare design standards based upon most current Facility Guidelines Institute (FGI).
- Experience working on challenging construction sites with multiple projects underway

TERMS

The Construction Management firm selected should anticipate executing a standard contract for full professional services. The contract will provide for a firm, fixed price for services.

RFI RESPONSES

Firms interested in providing these services to the IFA and FSSA should submit five printed copies and a digital copy of their written proposal to the address listed below.

Indiana Finance Authority

Attn: Brian Renner

402 W. Washington Street, E024

Indianapolis, Indiana 46204

Proposals must be received no later than 12:00 p.m. Eastern Standard Time on July 29th, 2016. The outside of the envelope should be clearly marked:

"RESPONSE TO REQUEST FOR INFORMATION"

No more than one (1) response per principal firm should be submitted. Each proposal should designate one person as the principal contact for the proposing firm. Following a review of the responses, some of the responding firms may be requested to make oral presentations.

Any questions regarding this RFI must be submitted to the above address no later than 12:00 p.m. Eastern Daylight-Saving Time on Thursday July 21, 2016. Questions may also be submitted by email to Brenner@idoa.in.gov. Responses to all questions will be promptly prepared and posted on the Indiana Finance Authority website located at www.ifa.in.gov

SELECTION PROCESS AND CRITERIA

The Evaluation Team will review all of the responses in the following manner:

1. Each response will be evaluated on the basis of the criteria listed below.
2. Based on the results of the evaluation, the proposal(s) determined to be most advantageous to the IFA and FSSA, taking into account all of the evaluation criteria, may be selected by the IFA for further action.

Responses will be evaluated based upon the documented ability of the proposer to satisfy the requirements of the Announcement in a cost effective manner. Criteria considered includes but is not limited to:

1. Demonstrated experience and expertise in Construction Management-Agent services for a construction project of similar size. Please be specific on previous projects.
2. Please indicate your firm's capacity to provide adequate staffing for this project.
3. Experience and expertise with government bidding requirements, particularly with respect to capital projects.

RFI SUBMISSIONS

The response should address the selection criteria described herein and any other information which the offeror believes is relevant to the selection process. The response should include a statement of the

philosophy of the firm's approach to this project. The response should include examples of projects which are similar to this project or which address the selection criteria. The response should identify the key persons to be assigned to the project and include a statement of the availability and commitment level for each person which the offeror is willing to include in the contracting document. The IFA encourages responding firms to be creative in preparing their response to this RFI.

QUESTIONNAIRE

1. Name and address of principal location and Indiana office(s), if any, for principal firm and any consulting firms or individuals.
    a. Please describe:
        i. A brief history of the firms/individuals involved in this team.
        ii. Experience, background, or expertise that qualifies your team for this project.
        iii. Please list three (3) projects where your firm has performed as CMa.
        iv. Indicate your experience working with Community Health Network in any past or current construction projects.

2. Indicate how your firm will provide the services requested in this RFI and an outline of procedures to be used by the firm in providing a unified team approach. Provide any case histories or other information which is available to indicate past performance on similar types of services, including copies of typical reports (see also Item 5 below).

3. If selected as CMa, please explain what functions your firm would perform during preconstruction, construction and post-construction phases of this project and describe how a communication plan would be implemented that integrates IFA and FSSA into the project.

4. Please indicate the typical fee structure your firm would propose if selected to provide the CMa services for this project.

5. Please provide the systems, applications, and other project support tools your firm utilizes to track project elements (e.g. financial/budget, timeliness, projected costs).

6. Provide examples of prior work in similar size and budget healthcare facility projects, including a brief description of the project, results achieved acting as CMa managing budget and timetables, and your team composition by title/responsibility (these facts may be validated using references below).

7. References:
    a. List several persons who can provide information about similar work your firm has completed. (references may be contacted)

b. Provide a list of financial references that can provide information about the firm.

PARTICIPATION OF MBE, WBE, AND VBE FIRMS

Pursuant to IC 4-13-16.5 and in accordance with 25 IAC 2-20, the IDOA has determined that there is a reasonable expectation of minority business enterprise participation in this contract. Therefore a contract goal of not less than five percent (5%) minority business enterprise (MBE) participation and not less than three percent (3%) women business enterprise (WBE) has been established and all offerors and their subcontractors will be expected to comply with the regulations set forth in 25 IAC 2-20.

In accordance with Executive Order 13-04 and IC 5-22-14-3.5, it has been determined that there is a reasonable expectation of Indiana Veterans Business Enterprises (VBE) subcontracting opportunities on a contract awarded under this RFI. Therefore, a contract goal of 3% for Indiana Veterans Business Enterprises has been established.

Questions submitted regarding RFI 1-1-16, NDI.

1. **Question:** How is the project to be delivered? Would all scopes of work be bundled and bid out to general contractors or would individual scopes of work or trades be bid and managed separately by the CMa?

   Answer: It has been anticipated that utilizing a CMa will allow for a more expedited process and more cost efficient means to deliver this project and that multiple bid packages (multiple prime contractors) would be managed by the CMa.

   If there is an opportunity to reduce cost and timeline for delivering the NDI construction project by some bid packages bid to general contractors and managed by the CMa, then the IFA and FSSA would consider this option(s).

   It has never been the intent to bid/award the entire NDI construction to a single general contractor unless a case can be made for cost reductions and reduce construction period.

2. **Question:** What are the requirements for providing preconstruction services? Multiple budget exercises (conceptual, schematic, design development)? Target value design, value analysis, and constructability reviews?

   Answer: Yes, all of the items listed above are anticipated to be part of the preconstruction services for the CMa selected. The CMa is expected to work closely with the design team to develop cost models during SD, DD and to provide constructability reviews with the design team and owner during the design process.