

IC 5-30-6

Chapter 6. Request for Proposals

IC 5-30-6-1

Request for proposals; design criteria package

Sec. 1. (a) If a separate notice of request for qualifications is issued under IC 5-30-5-1(a), the public agency shall issue a request for proposals to the potential design-builders selected under IC 5-30-5-6.

(b) Each request for proposals must contain a design criteria package.

(c) If a public project is a controlled project (as defined in IC 6-1.1-20-1.1) for which a referendum is to be held, a request for proposals may not be issued until after the public agency proposing the controlled project has completed the procedures described in IC 6-1.1-20-3.6.

As added by P.L.74-2005, SEC.1. Amended by P.L.166-2011, SEC.8.

IC 5-30-6-2

Design criteria developer; conflict of interest

Sec. 2. (a) The design criteria developer shall prepare the design criteria package.

(b) The design criteria developer may not submit a proposal or furnish design or construction services under the contract.

(c) The design-builder may not delegate or subcontract design services or construction services under the design-build contract to the design criteria developer.

As added by P.L.74-2005, SEC.1.

IC 5-30-6-3

Design criteria package requirements

Sec. 3. (a) The public agency shall determine the scope and level of detail required for the design criteria package.

(b) The design criteria package must specify the design criteria necessary to describe the public project, which may include, as appropriate, the following:

- (1) A legal description and survey of the site.
- (2) Interior space requirements.
- (3) Special material requirements.
- (4) Material quality standards.
- (5) Preliminary design criteria for the project.
- (6) Special equipment requirements.
- (7) Cost or budget estimates.
- (8) Quality assurance and quality control requirements.
- (9) Site development requirements.
- (10) Compliance with applicable codes and ordinances.
- (11) Permits and connections to utilities.
- (12) Requirements for storm water and roads.
- (13) Parking requirements.
- (14) Soil borings and geotechnical information or performance

specifications.

(15) Life cycle costing and energy consumption requirements.

(16) Performance specifications, including warranties.

(17) Project schedule.

(18) Any other applicable requirements.

As added by P.L.74-2005, SEC.1.

IC 5-30-6-4

Request for proposals; additional requirements

Sec. 4. In addition to the design criteria package, a request for proposals must include the following:

(1) Instructions.

(2) Proposal forms and schedules.

(3) General and special conditions.

(4) The basis for evaluation of proposals, including a description of the selection criteria with the weight assigned to each criteria.

(5) A determination of the common construction wage made under IC 5-16-7.

(6) Any other instructions, documents, or information relevant to the public project that the public agency considers relevant.

As added by P.L.74-2005, SEC.1.

IC 5-30-6-5

Qualitative proposal and price proposal required

Sec. 5. The request for proposals must include the requirement that a proposal be submitted in the following two (2) packages:

(1) A qualitative proposal.

(2) A price proposal.

As added by P.L.74-2005, SEC.1.

IC 5-30-6-5.5

Deliverables for a qualitative proposal

Sec. 5.5. The deliverables required for a qualitative proposal in a request for proposals may not exceed the following, as considered appropriate for the type of project by the technical review committee for the public project:

(1) All information requested in the design criteria package.

(2) A conceptual site plan.

(3) Conceptual building, systems, and equipment plans.

(4) Conceptual elevations.

(5) A project description narrative.

(6) A project schedule.

As added by P.L.166-2011, SEC.9.

IC 5-30-6-6

Stipend to unsuccessful bidder

Sec. 6. The public agency may provide a stipend to a non-successful bidder to encourage competition under this article.

As added by P.L.74-2005, SEC.1.

