


Request for Expressions of Interest	 <p style="text-align: center;">Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100 Direct all inquiries to: (304) 696-2822</p>	Expression of Interest (EOI)# R19BFG
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Vendor: Phone: Email: FEIN/SSN: Fax:	For information contact: Buyer: Harold R. Sanders Phone: (304) 696-2822 Email: sanders13@marshall.edu and purchasing@marshall.edu
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Sealed requests for proposals furnishing services described below will be received by the Institution. TO RECEIVE CONSIDERATION FOR AWARD, UNLESS OTHERWISE NOTED, EOIs WILL BE SUBMITTED IN THE BONFIRE PORTAL ON OR BEFORE THE DATE AND TIME SHOWN FOR THE PROPOSAL OPENING AND (6) SIX RECEIVED IN THE PURCHASING DEPARTMENT. The Institution reserves the right to accept or reject proposals separately or as a whole, to reject any or all proposals, to waive informalities or irregularities and to contract as the best interests of the Institution may require. PROPOSALS ARE SUBJECT TO THE GENERAL TERMS AND CONDITIONS AS PRINTED AS SET FORTH HEREIN.

DATE 08/14/2018		DELIVERY REQUIREMENTS	DEPARTMENT REQUISITION NO.	PROPOSALS OPEN: 3:00 on 09/06/18	BIDDER MUST ENTER DELIVERY DATE FOR EACH ITEM BID	
Item #	Quantity	Description			Unit Price	Extended Price
		<u>Expression of Interest</u>				
		Marshall University will accept Expressions of Interest (EOI) from qualified Architectural Firms interested in providing Full Service Design for the Marshall University new Baseball Stadium/Gullickson Hall Building located on the Marshall University campus in downtown Huntington, WV. EOIs will be accepted until 3:00 p.m. on 09/06/2018. At that time, EOIs will be opened and recorded in Room #125 Old Main Building, Marshall University, Huntington, WV.				
Total						

To the Purchasing Department,

In compliance with the above, the undersigned offers and agrees, if this offer is accepted within ____ calendar days (30 calendar days unless a different period is inserted by the purchaser) from the bid open date, specified above, to furnish any or all items upon which prices are offered, at the price set opposite each item, delivered at the designated point(s), within the time specified.

Bidder guarantees shipment from _____ within _____ days

FOB _____ After receipt of order at address shown

Terms _____

BOG 43

Bidder's name Vendor _____

Signed By _____

Typed Name _____

Title _____

Street Address _____

City/State/Zip _____

Date _____ Phone _____

Fein _____

MARSHALL UNIVERSITY

Request for Expression of Interest

Marshall University New Baseball Stadium/Gullickson Hall Renovations and Upgrades

Marshall University will accept Expressions of Interest for the following service until September 6, 2018 @3:00pm. At that time, sealed proposals will be opened in Room 125, Old Main Building, Marshall University Huntington, WV

MARSHALL UNIVERSITY, ON BEHALF OF THE GOVERNING BOARD, SEEKS PROPOSALS FROM QUALIFIED ARCHITECTURAL FIRMS INTERESTED IN PROVIDING FULL SERVICE DESIGN FOR THE MARSHALL UNIVERSITY NEW BASEBALL STADIUM/GULLICKSON HALL BUILDING LOCATED ON THE MARSHALL UNIVERSITY CAMPUS IN DOWNTOWN HUNTINGTON, WV.

The design scope consists of constructing a new 70,000 GSF Baseball Facility and renovating a portion of Gullickson Hall.

The primary goals of the new baseball facility are to provide a home for Marshall Baseball and to enhance the player and fan experience. The new baseball facility will consist of fixed spectator seating for approximately 3,500 including premium seating, a stadium club, spectator facilities including restrooms and concessions, retail sales, home and visiting team facilities, umpire's locker room, dugouts and support areas, and a baseball administrative suite. The new facility will be designed to meet the NCAA requirements for hosting a regional and super regional event.

Gullickson Hall adjoins the Cam Henderson Center, the primary indoor athletics sports complex and arena. It is the home of classrooms, offices, multiple sport locker rooms, and a gymnasium. The scope of Gullickson Hall includes the renovation of its existing gymnasium and weight room, along with the renovation of approximately 4,000 SF of office/classroom space to create a basketball administrative suite. All of these areas are on the same floor, immediately adjacent to each other. In addition to new paint and flooring, all new mechanical systems and electrical/lighting will be required for these areas. In the

gymnasium, the original basketball flooring will be replaced and all new equipment incorporated.

The Baseball Stadium/Gullickson Hall procurement, design and construction schedule will be as follows:

- Release and advertise expression of interest for design August 14, 2018.
- Expression of interest submission due to Marshall University Purchasing on September 6, 2018.
- Complete shortlist by September 14, 2018.
- Interviews September 24, 2018 - September 27, 2018.
- Select design firm and enter into contract by October 19, 2018.
- Design and bid documents complete by July 2019.
- Project construction bids open on August 2019.
- Project materials submitted and approved by September 2019.
- Start construction September 2019.
- Complete construction February 2021.

Firms wishing to submit expressions of interest should demonstrate expertise, experience and capacity to provide all significant parts of the above services including design criteria and schedule.

The following characteristics will be used to review and rank proposals:

- The selected architect/engineer (A/E) team will provide design, construction documents, and construction administration services. Proposed teams shall also include cost estimating, telecommunications, graphics, field lighting, food service, security & access control, audio/visual design and integration, and a field consultant.
- Experience in and/or understanding of the local and /or West Virginia construction market capabilities and cost.
- Must have previous experience in NCAA baseball stadium construction.
- Demonstrate that the location of the firm is such that services to the University will be readily available and convenient from the development phase through the construction contract administration.
- Specific identification of the project team and their individual project experience.
- Identification in detail of how mechanical/electrical/HVAC design will be addressed, qualifications of either in-house or outside consultants who will perform this design work, and the approach to be used in this critical design area. A proven record of accomplishment of the working relationship among members of the design team must be specified.

- Demonstrated ability to coordinate construction contract administration in a general contractor approach.
- The history of the firm and location of principal office.
- Identification of the project team to be assigned to the proposed project, including their individual experience with the firm, their experience on similar projects, and the role they will play.
- Specific experience in providing the potential services required in project of a similar size and complexity.
- At least three (3) references from organizations at which the firm and the project team have provided similar services during the past three years.
- Experience in sustainable building design and status of LEED accredited professionals for architectural, mechanical and electrical disciplines within the proposed project team.

A committee comprised of University officials will evaluate Expressions of Interest. It is anticipated that a short list of three to five firms may be selected for local interviews. As part of these interviews, firms may be asked to submit additional information.

A final selection of the most qualified firm will be made and fees will be negotiated for various phases of work required. In the event that acceptable fees cannot be negotiated with the firm deemed most qualified, negotiates will move to the next, most qualified firm.

For additional information, contact:

Mr. Jeff Pratt
Facilities Planning & Management
Marshall University
Huntington, WV
Telephone: (304)696-6415

An original and six copies of Complete Expressions must be received by 3:00 p.m. on September 6, 2018 and must be submitted to:

Marshall University
Office of Purchasing
Room 125- Old Main Building
One John Marshall Drive
Huntington, WV 25755-4100

The outside of envelopes should be plainly marked as follows:

Buyer: Harold Sanders
Requisition: R19BFG
Date: September 6, 2018
Time: 3:00pm

ALL EXPRESSIONS MUST BE UPLOADED TO THE OFFICE OF PURCHASING BONFIRE PORTAL BY THE ABOVE REFERENCED TIME AND DATE AND (6) SIX COPIES RECEIVED IN THE PURCHASING OFFICE.



Submission Instructions for Suppliers

Please follow these instructions to submit via our Public Portal.

1. Prepare your submission materials:

Requested Information

Name	Type	# Files	Requirement
Proposal	File Type: PDF (.pdf)	Multiple	Required

Requested Documents:

Please note the type and number of files allowed. The maximum upload file size is 1000 MB.

Please do not embed any documents within your uploaded files, as they will not be accessible or evaluated.

2. Upload your submission at:

<https://marshall.bonfirehub.com/opportunities/9954>

Your submission must be uploaded, submitted, and finalized prior to the Closing Time of **Sep 06, 2018 3:00 PM EDT**. We strongly recommend that you give yourself sufficient time and **at least ONE (1) day** before Closing Time to begin the uploading process and to finalize your submission.

Important Notes:

Each item of Requested Information will only be visible after the Closing Time.

Uploading large documents may take significant time, depending on the size of the file(s) and your Internet connection speed.

You will receive an email confirmation receipt with a unique confirmation number once you finalize your submission.

Minimum system requirements: Internet Explorer 11, Microsoft Edge, Google Chrome, or Mozilla Firefox. Javascript must be enabled. Browser cookies must be enabled.

Need Help?

Marshall University uses a Bonfire portal for accepting and evaluating proposals digitally. Please contact Bonfire at Support@GoBonfire.com for technical questions related to your submission. You can also visit their help forum at <https://bonfirehub.zendesk.com/hc>