

REQUEST FOR PRE-QUALIFICATION

Bronze Door Restoration Specialist

Bronze Door Restoration

Missouri State Capitol Building

Jefferson City, Missouri

Date Issued: August 23, 2023

Project No.: O2203-01

STATE *of* MISSOURI

OFFICE *of* ADMINISTRATION
Facilities Management, Design & Construction

**REQUEST FOR PRE-QUALIFICATION (RFPQ)
BRONZE DOOR RESTORATION SPECIALIST**

OWNER: State of Missouri
Office of Administration,
Division of Facilities Management, Design and Construction
Jefferson City, Missouri

PROJECT TITLE AND NUMBER: Missouri State Capitol Bronze Door Restoration
Project No. O2203-01

MANDATORY PRE-QUALIFICATION SITE WALK-THROUGH:

2:00 PM CST, Tuesday, September 12, 2023
House Hearing Room 4 (Room B37)
Missouri State Capitol
Jefferson City, Missouri

SUBMISSION OF STATEMENTS OF QUALIFICATIONS:

Until: 1:30 PM, Friday, September 22, 2023

To: Office of Administration
Division of Facilities Management, Design and Construction
Attn: Becky Mitchell
301 West High Street, Room 730
Jefferson City, MO 65101

POINT OF CONTACT: Becky Mitchell, Contracts Manager
Phone: (573) 751-8884
Email: Becky.Mitchell@oa.mo.gov

Respondents must direct all contact and questions regarding this RFPQ and the Project to the point of contact listed above. Respondents may not contact any other State employee or agency regarding this RFPQ or the Project.

Request for Pre-Qualifications (RFPQ) information and addenda may be obtained at no cost for electronic sets on the FMDC website at: <https://www.oafmdcplanroom.com/jobs/public> or at American Document Solutions, 1400 Forum Blvd., Suite 7A, Columbia, Missouri 65203, Phone 573-446-7768, Fax 573-355-5433.

1.0 GENERAL INFORMATION

The State of Missouri, Office of Administration, Division of Facilities Management, Design and Construction (FMDC) is requesting qualifications from Bronze Door Restoration Specialists for the restoration of the monumental bronze doors at the Missouri State Capitol Building in Jefferson City, Missouri. Because the work to be performed is highly specialized and requires specific expertise and experience, FMDC has determined that pre-qualification is necessary for this project.

This pre-qualification process is limited to the restoration of the monumental bronze bi-fold doors and bronze pocket doors, as described below and in the project drawings and specifications. Pre-qualification is not required for the remaining scope of work.

A general contractor may bid on this project only by contracting with a pre-qualified Bronze Door Restoration Specialist. A pre-qualified Bronze Door Restoration Specialist may bid the job as a General Contractor if able to provide the other required services.

2.0 PROJECT DESCRIPTION

2.1 Overview: This project primarily includes work on the Missouri State Capitol Building's south facing monumental bronze bi-fold doors (referred to in the plans and specifications as C200) and two sets of bronze pocket doors (referred to as W200 – west pocket doors, and E200 – east pocket doors).

The scope of work includes, but is not limited to, providing for the disassembly, restoration, cleaning, refinishing and reassembly/reconstruction of all three of the bronze door openings on the south portico of the Missouri State Capitol. This includes complete removal, cleaning and restoration of all doors, full repairs to leaves 5, 6, 7 and 8 of the east and west pocket doors (W200 and E200) (see architectural plans A3/A201 for reference), and full repair to the center bi-folding doors (C200) that includes both the inner and outer panels of leaves 1, 2, 3 and 4 (see architectural plans A1/A201 for reference). Previous in-depth diagnostic work was performed with the necessary tools to gain access to key internal components and parts in order to fully diagnose the malfunctioning conditions to provide the intended scope of work.

The scope of work is defined in more detail below and in the plans and specifications:

2.2 Scope of Work for Base Bid: Remove leaves 1, 2, 3 and 4 of the historic bronze monumental bi-fold doors (C200) from the opening to allow for proper restoration with the intent of having the doors fully operational, as originally designed (–see architectural plans A1/A201 for reference). Assess, diagnose, reconstruct, and/or replace the four pivot hinges. Ream out the pivot housing. Provide and install new pivot assemblies. Replace and install intermediate hinges between meeting leaf and carrying leaf. Completely remove the doors from the opening, transport to a facility off site, and lay flat for hinge work and all other work to be completed. Remove the outer cast bronze panels of door C200 (leaves 1, 2, 3, and 4) from the inner steel frame so that the frame can be assessed for deficiencies in its rigidity, integrity, and consistency in level and plumb. The inner frames of each leaf require repair, alteration, partial reconstruction or complete overhaul. Assume complete overhaul for bidding purposes. Modify or adjust the receiver for the meeting leaf attachment to allow for smooth operation. Fabricate any missing bronze trim, bronze decorative element, or hardware that is missing and replace in kind. Provide and install a temporary, weather tight, waterproof, insulated, secure enclosure during the off-site restoration. See Section 024119 “Selected Demolition” and Section 080311-01 and 02 “Historic Treatment of Bronze Doors” for more specific information regarding temporary enclosure.

Remove the threshold assembly at the center monumental bronze doors (C200) in its entirety. Suspected water/moisture infiltration has damaged the assembly, resulting in significant rust jacking. Examine the existing conditions beneath the threshold with focus on the bottom pin/pivot and steel channel. Remove existing epoxy fill in existing steel channel. Replace

existing steel channel with stainless steel member. Using modern means and methods, the threshold should be properly restored and reinstalled to ensure doors' proper, intended function.

Carefully and completely disassemble the wood and glass vestibule (door 203) beyond the bronze bi-fold doors (C200) and the two pocket niches to provide access for the removal of the bronze bi-fold door interior casing trim and two bronze pocket niches with bronze soffit panels. After repair work, reinstall the bronze bi-fold doors, the two pocket niches, the wood and glass vestibule and reassemble to match the original layout and construction.

Completely remove the sliding pocket doors (W200 and E200) from the opening and properly restore. Clean the sliding door pockets and inspect the trolley and rails. Clean, adjust, and return the replacement trolleys rails, bolts, pins, and hardware to smooth operation.

Once the monumental bi-fold bronze doors (C200) have been removed, construct a temporary, weather tight, waterproof, insulated, secure enclosure within the opening. Construct white-painted plywood and wood framed wall with an opening featuring a hollow metal double door, keyed, including a removable mullion, during the off-site restoration of the bronze doors. Once the pocket bronze doors (W200 and E200) have been removed, build a similar temporary enclosure within the openings. Construct white-painted plywood and wood-framed wall with no access door. Remove and verify proper location of threshold and re-secure in original location.

2.3 Scope of Work for Alternate #1: Pin and fill cracks and holes in the exterior limestone lintel above the bronze bi-fold doors (C200). See Section 040342 “Historic Stone Masonry Repair”.

2.4 Scope of Work for Alternate #2: Install card readers and new door hardware on existing vestibule doors (doors 201, 202, 203, 204 and 205) to allow for staff to enter from the exterior when the bronze doors (C200, W200 and E200) are open. New hardware includes mag-locks, closers, power supplies, and push button exit. Integrate new card readers and door hardware to existing security system. See Section 087100 “Door Hardware” and 281000 “Access Control”.

3.0 PRE-QUALIFICATION PROCESS

3.1 Overview: Bronze Door Restoration Specialists are required to be pre-qualified in order to perform any work on the project as either a subcontractor or General Contractor. Following pre-qualification of the Bronze Door Restoration Specialists, the selected firms will be notified and an addendum to the bid documents will be issued with a list of the pre-qualified firms. General Contractors who wish to bid can contact qualified specialty contractors to team with in the bid process. Qualified Bronze Door Restoration Specialists are permitted to bid as a General Contractor, if they are able to perform the work of a General Contractor.

3.2 Evaluation Process: The Owner will assign an evaluation team comprised of representatives of the design team and the Owner’s staff to evaluate and score the respondent’s qualifications. The evaluation team will evaluate the respondent’s statements of qualifications and assign points for each category identified below.

After the evaluation team has reviewed and scored the submittals, the Owner will notify respondents if their firm was approved for work on the project. The Owner will also issue an addendum containing the list of approved Bronze Door Restoration Specialists in order to notify

all potential General Contractor bidders.

3.3 Evaluation Criteria: All respondents will be evaluated based upon financial responsibility, past experience of the firm and the firm’s proposed project team with projects of similar size, construction type, schedule and scope, and the other information requested below.

3.3.1 Available Points: A total of 1,000 points is possible. A minimum of 800 points is required to qualify for the list of approved Bronze Door Restoration Specialists and General Contractors for this project. The weighting of points for the pre-qualification evaluation will be as follows:

Organizational Information	100 Points
Project Team Makeup and Experience	350 Points
Financial Responsibility and Capacity	100 Points
Relevant Experience and Past Performance	450 Points
Total Possible Points	1000 Points

3.3.2 Mandatory Requirements: Irrespective of any point totals, the respondent must meet the mandatory, minimum requirements for pre-qualification identified below using the words “must” or “shall”. Firms not meeting these mandatory requirements will be deemed non-responsive and will not be pre-qualified.

3.4 Anticipated Schedule: The anticipated schedule for the pre-qualification and bid process is as follows:

Request for Pre-Qualification Released	8/23/2023
Mandatory Pre-Qualification//Pre-Bid site walk-through	9/12/2023
Qualifications submissions due to the Owner	9/22/2023
Evaluation of qualifications submissions	9/25/2023 thru 9/26/2023
Notifications of Pre-Qualified Bronze Door Specialists	9/26/2023
Last Addendum issued to Bidding Package	10/3/2023
Anticipated Bid Date	10/10/2023
Anticipated Intent to Award	10/17/2023
Anticipated Notice to Proceed	10/27/2023

3.5 Submission of Statements of Qualifications:

3.5.1 Format: Each firm shall submit one electronic copy on a flash drive and 5 spiral bound hard copies consisting of a maximum of twenty (20) one-sided 8 ½ x 11 pages, not including the organizational chart and bar chart, personnel resumes/qualifications, and financial statements. Each hard copy submission shall be spiral bound with hard stock covers front and back arranged in the order of the RFPQ selection criteria as stated below. Tab dividers separating selection criteria items 1 through 7, shall be included and shall be clearly labeled to indicate the material following. Covers and dividers shall not count toward the twenty (20) page maximum.

3.5.2 Due Date: Statements of Qualifications shall be delivered to the address provided on the first page of this RFPQ by the date and time specified. Late proposals will not be considered.

The Respondent is solely responsible for submitting a response on time. It is the responsibility of the Respondent to ensure that submissions are received by the deadline.

3.5.3 Responsibility of Respondent to Provide Clear Information: It is the sole responsibility of the Respondent to provide clear and complete answers and descriptions of the requested information. The Respondent's qualifications shall be evaluated based solely on the information and materials provided by the Respondent in response to this RFPQ and in an interview. Failure to provide all information requested or to provide clear answers may result in a proposal being rejected or may result in lower scoring.

3.5.4 Questions and Communications: Questions, requests for clarification or requests for modification of the RFPQ should be submitted in writing to Becky Mitchell at Becky.Mitchell@oa.mo.gov no later than the date specified in the Selection Schedule. At its option, FMDC may issue addenda to modify or clarify the RFPQ in response to submitted questions or comments. No verbal interpretation made to any Respondent regarding the meaning of the RFPQ shall be binding on FMDC.

3.5.5 Confidentiality of Submittals: FMDC is a public governmental body. The Missouri Sunshine Law (Ch. 610, RSMo) provides that all records of a public governmental body are open unless they may be closed or are closed as otherwise provided by law. All materials submitted by the Respondent in conjunction with the RFPQ becomes the property of FMDC, and are subject to disclosure pursuant to the Missouri Sunshine Law. The Respondent may mark submitted material as containing confidential trade secrets; however, such label is not binding on FMDC. Only information expressly permitted to be closed pursuant to the provisions of Missouri law, as determined by OA-FMDC's legal counsel or as required by a court, will be treated as a closed record by FMDC and withheld from any public request for records. The Respondent should presume information provided to FMDC in a proposal will be public following the award of the contract or after rejection of all proposals, and will be made available upon request in accordance with the provisions of state law.

3.5.6 State's Rights Reserved: FMDC reserves the right to reject any and all submissions, and the right to reissue this RFPQ if the submissions received are not acceptable to FMDC. FMDC reserves the right to waive technical defects in this RFPQ or any submission. FMDC reserves the right to request additional information and data from any Respondent. Any request for information by FMDC to the Respondent is solely for the purpose of evaluating statement of qualifications understanding its terms. Such a request shall not be considered to constitute a binding agreement or commitment by FMDC in any manner.

3.5.7 Addenda: This RFPQ is subject to revision after the date of issuance via written addenda only. Any addenda will be posted on FMDC's website at <https://oa.mo.gov/facilities/bid-opportunities/bid-listing-electronic-plans> and at American Document Solutions at <https://www.oafmdcplanroom.com/jobs/public>. **It is the responsibility of each Respondent to check for any RFPQ addenda prior to submitting its Statement of Qualifications.**

4.0 STATEMENT OF QUALIFICATIONS REQUIREMENTS

Each firm shall provide the following information in its Statement of Qualifications:

4.1 Cover Letter (with certification)

4.1.1 Each firm must provide a cover letter of interest with the signature of an authorized representative, and the following information:

Date:

Name of Firm:

Address:

Authorized Person (printed):

Title/Position:

Signature:

Telephone:

E-mail:

Name, Telephone, and E-mail of Primary Point of Contact regarding this RFPQ:

4.1.2 The text of the following certification must be included in the Cover Letter:

I certify that I am authorized to represent the firm named below and that the statements contained in these qualifications are true and correct.

4.2 Tab 1 - Organizational Information

4.2.1 Provide a brief history of the history of the firm, including when the firm started and how it developed, a list of the primary officers and their respective titles who are involved with the firm, and how the firm is currently organized.

4.2.2 If your business has operated under a different name, provide the name.

4.2.3 Provide a brief description of the types of services the firm typically provides.

4.2.4 Describe the services that will be provided by the firm on this project and the anticipated percentage of the work that will be performed by the firm's own work force.

4.2.5 State if your firm has ever defaulted on a contract or failed to complete awarded work. If so, provide a description of the project and an explanation of why the work was not completed.

4.2.6 State if your firm, or any of its owners, officers or members, ever been sued by client or owner of a project that the firm performed work on. If so, provide the name of the lawsuit and a brief description of the claims.

4.3 Tab 2 - Team Make-Up and Experience

- 4.3.1 The firm shall be required to have, at a minimum, the following project staff: a qualified key Project Manager, a Job Superintendent and a full-time, On-Site Supervisor who have served in similar project team roles and have previous experience with bronze door restoration projects of a similar scope and complexity. The On-Site Supervisor and the Job Superintendent may be the same person.
- 4.3.2 Include an organizational chart showing all persons who will be involved with this project, their roles and responsibilities, and their working location during the entire life of the project.
- 4.3.3 Identify the qualified Project Manager, Job Superintendent, and On-Site Supervisor by name.
- 4.3.4 Attach resumes for the Project Manager, Job Superintendent, and on-site Supervisor, listing name, time with firm, and similar project experience in scope and complexity.
- 4.3.5 For the On-Site Supervisor, identify three (3) bronze door restoration projects of similar scope and complexity that he/she has worked on and provide the contact information of the owner and the architect for each project. (One (1) of the On-Site Supervisor's projects shall be with the firm submitting this document.)
- 4.3.6 Note: Substitution of the On-Site Supervisor during the project is allowed only upon Owner's written approval. Any substitution must meet the same requirements and conditions.
- 4.3.7 Provide the number of years each employee to be used on this project has worked at the journeyman level in bronze door restoration.
- 4.3.8 State if anyone in your firm is a member of any professional organizations or affiliations. If so, please include the name(s) of person, the names(s) of the professional organization(s) or affiliation(s) and membership number(s) of such individuals.

4.4 Tab 3 - Financial Responsibility and Capacity

- 4.4.1 Provide the total value of all the firm's projects currently in progress.
- 4.4.2 Provide the total value of the firm's Bronze Door Restoration projects currently in progress.
- 4.4.3 Attach your organization's most recently audited financial statement.
- 4.4.4 Provide the firm's Performance and Payment (Surety) Bond Rate.

4.5 Tab 4 - Relevant Experience and Past Performance

- 4.5.1 State how many years has your firm been in the bronze door restoration business. The firm must have been in the bronze door restoration business a minimum of five (5) years. Additional experience may receive additional points.
- 4.5.2 Identify three (3) satisfactory past and/or present bronze door restoration projects of a similar scope and complexity as this project that your organization has completed in the past five (5) years. Failure to include at least three projects will result in the respondent's Statement of Qualifications being rejected as non-responsive and not scored.
- 4.5.3 For each relevant past project, provide the following information:
- Title or name of the project;
 - Address of the project;
 - Name, email, and phone number of the project superintendent;
 - Name, email, and phone number of the owner's representative;
 - Name, email, and phone number of the architect or engineer;
 - Total contract amount;
 - Contract amount/value of work performed by your firm;
 - Project start date;
 - Scheduled date of completion;
 - Actual date of completion;
 - Scope of work/brief description of work.
- 4.5.4 Past projects that were reviewed and approved by a State Historic Preservation Office or the historic review body responsible for administration of registered sites or by a funding agency will be scored more favorably than projects not meeting this requirement.
- 4.5.5 Past projects that include bronze door restoration with reconstructed and reinstalled mechanical assemblies and parts will be scored more favorably than projects not including this type of work.
- 4.5.6 Project contacts may be contacted for a reference as part of the Pre-Qualification evaluation at the Owner's discretion. Failure to provide current, valid contact information will result in projects receiving lower scoring.
- 4.5.7 For each project, provide a total of at least nine (9) photographs (three (3) for each phase/category below) showing the progress of the project, as follows:
- Removal;
 - Repair of existing mechanical parts/fabrication of replacement mechanical parts;
 - Finished/completed repair.
- 4.5.8 Method of Performance: Provide a narrative of your approach to projects of this nature.

5.0 Notice of Legal and Contractual Requirements:

5.1 Business Registration: In order to be awarded a contract, any bidder that operates as a legal entity in the State of Missouri must be appropriately registered with the Missouri Secretary of State's office, and such registration must be active and in good standing. If the successful bidder is doing business in the State of Missouri under a fictitious name, the bidder must have a current Registration of Fictitious Name. If the bidder is an entity formed in another State, the bidder must have a Certificate of Authority to do business in Missouri. The Owner will typically ascertain the bidder's standing with the Missouri Secretary of State from the information available on the Secretary of State's website. However, the Owner may, at its discretion, request proof of compliance with this paragraph from the selected bidder prior to award of a contract. The bidder shall provide a certified copy of its Certificate of Good Standing, Certificate of Authority and/or Registration of Fictitious name to the Owner upon request. If the bidder fails to provide such information upon request, the Owner shall not award a contract to the Respondent, and the Owner will not be under any further obligation to the Respondent.

5.2 Transient Employers: Transient employers subject to sections 285.230 and 285.234, RSMo (out-of-state employers who temporarily transact any business in the State of Missouri) may be required to file a bond with the Missouri Department of Revenue. The Owner may require the Respondent to certify that it has complied with all applicable provisions of sections 285.230 and 285.234, RSMo before awarding a contract.

5.3 Work Authorization: Sections 285.525 and 285.530, RSMo require business entities to enroll and participate in a federal work authorization program in order to be awarded a contract in excess of \$5,000 with the State of Missouri. Bidders must submit an Affidavit of Work Authorization prior to being awarded a contract. Bidders must also submit an E-Verify Memorandum before the Owner may award a contract to the bidder. Information regarding E-Verify is located at <https://www.uscis.gov/e-verify/>. The bidder shall be responsible for ensuring that its subcontractors or sub-consultants enroll in E-Verify.

5.4 Anti-Discrimination Against Israel Act: Bidders will be expected to provide a certification before being awarded a contract as follows:

If the contractor meets the definition of a company as defined in section 34.600, RSMo, and has ten or more employees, the contractor shall not engage in a boycott of goods or services from the State of Israel; from companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or from persons or entities doing business in the State of Israel as defined in section 34.600, RSMo.

If, at any time during the life of this Agreement, the contractor meets the definition of a company as defined in section 34.600, RSMo, and the contractor company's employees increases to ten or more OR the contractor's business status changes to become a company as defined in section 34.600, RSMo, and the contractor company has ten or more employees, then the contractor shall submit to the Division of Facilities Management, Design and Construction a completed Box C of the exhibit titled "Anti-Discrimination Against Israel Act Certification, and shall comply with the requirements of Box C.

5.5 Background checks and Photo ID: If awarded a contract, the contractor's employees, and the employees of all subcontractors and suppliers who perform work on the project, may be required to undergo a background check and obtain a State of Missouri identification badge prior to beginning work, as set forth further in the Site Security and Health Requirements outlined in the Request for Proposal.