



# **City of Taylor Mill**

**Request for Qualifications**

**Taylor Mill Fire Department Building**

**Design Build**

**May 3, 2023**

**For**

**City of Taylor Mill**

**5225 Taylor Mill Road, Taylor Mill Kentucky**

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## 1.0 INTRODUCTION

Taylor Mill is a small suburban city with a population of 6800 residents. We provide fire and advance life support service covering just over six (6) square miles. We operate a full-time fire department. We maintain three separate 24-hour shifts with a current staff of nine (9) full-time and 20 part-time staff. Our current firehouse was constructed in the late 1970s and was built when the department was staffed only by volunteers. Over the years, as the city grew, we have gone to a paid full and part-time staff structure. The building was altered to best accommodate the different needs of a 24/7 staff but has now come to the point the city commission must weigh the costs of extensive renovations and the current size limitations of the current facility with the cost of a new build with future growth potential. The current building was never constructed to commercial standards and currently needs substantial renovation ranging from securing the sinking foundation, updating to wiring, plumbing, HVAC and most importantly, room for growth. It is the goal of the city to build a new facility on adjacent city property that will meet all the current needs of a modern full-time fire department and grow with the needs of that department and the city for the next 50 years.

## 2.0 GENERAL INFORMATION

### 2.1 General Proposal Information

#### REQUEST FOR QUALIFICATIONS

Proposals will be received by the City of Taylor Mill on the date listed for the following:

**PROPOSAL ITEM: BUILDING/DESIGN BUILD PROJECT**

**SUBMISSION DUE:**

**TIME: 2:00 PM Eastern Standard Time**

**DATE: May 25, 2023**

**LOCATION: CITY OF TAYLOR MILL CITY HALL**

**5225 Taylor Mill Road**

**Taylor Mill, KY 41015**

Specifications (RFQ) can be obtained from Brian Haney by phone at (859-581-3234), by fax at (859) 851-0300, or by email at [BrianHaney@TaylorMillKY.gov](mailto:BrianHaney@TaylorMillKY.gov). **Sealed** proposals must be clearly marked: “**TMFD Building/DESIGN BUILD**” on the outside of the envelope and include a thumb drive containing the electronic version of the proposal. Proposals will be opened and read aloud. The City of Taylor Mill reserves the right to reject any and all proposals, to waive any informalities and to negotiate for the modifications of any proposal or accept that proposal which is deemed the most desirable and advantageous from the standpoint of customer value and may not on its face, appear to be the lowest and best price. No proposal may be withdrawn for a period of ninety (90) days after the scheduled proposal opening date.

The City of Taylor Mill cautions proposers to assure actual delivery of mailed or hand-delivered proposals directly to the City of Taylor Mill prior to the deadline set for receiving proposals.

Telephone confirmation of timely receipt of the proposal may be made by calling (859) 581-3234, before proposal closing time. Any proposal received by the City of Taylor Mill after the established deadline will not be accepted.

## **2.2 Other General Information**

The purpose of this Request for Qualifications (RFQ) is to provide construction firms/developers with sufficient information from which to prepare a proposal for the City of Taylor Mill. The City of Taylor Mill seeks a design-build option for a fire department site to facilitate current staff and anticipated growth. (Attachment A and B of lots 5219 and 5223 Taylor Mill Road)

Questions may be submitted up to ten days prior to bid opening date/time.

## **3.0 GENERAL REQUIREMENTS**

### **3.1 Design-Builder Requirements**

The selected Design/Build Team will:

- Have the legal authority to sell/negotiate/design/build for proposed structure.
- Assure the building/site is sufficient for the project (location, parking, building layout)

All materials submitted by the Design-Builder in response to this request become the sole property of the City of Taylor Mill upon receipt of the proposal. The City of Taylor reserves the right to reject any and all proposals, to waive any informalities and to negotiate for the modifications of any proposal or accept that the proposal which is deemed the most desirable and advantageous from the standpoint of customer value and may not, on its face, appear to be the lowest and best price and may interview one, some, all or none of the design build teams to aid in firm selection.

### **3.2 Vender Qualifications/References**

All prospective Design-Builders are hereby notified that before any offer in response to solicitation is considered for award, the City of Taylor Mill may require the Design-Builder to submit factual information in detail as to the ownership and organization of the Design-Builder, including financial resources of the Design-Builder. The City of Taylor Mill reserves the right to reject any proposal that does not support the best interest of the City of Taylor Mill.

### **3.3 Additional Requirements**

Design-Builder agrees to comply with all federal, state, and local laws respecting discrimination in employment and non-segregation of facilities including, but not limited to requirements set out at 41 CFR 60 – 1.4, 60-250.4 and 60-741.4, which equal opportunity clauses are hereby incorporate by reference. Notification is hereby given that compliance with these clauses may require the second party to annually file certain reports (e.g., the EEO-1 Report and the VETS - 100 Report) with the federal government and may require the second party to develop written Affirmative Action Programs for Women and Minorities, Covered Veterans and/or Persons with Disabilities.

## **4.0 PROJECT REQUIREMENTS**

### **4.1 Factors for Consideration**

Factors for Consideration will be given to include (but not limited to):

- Full project cost, max \$4,000,000 which includes \$150,000 contingency allowance: and include survey, Geotech, FFE, special inspections, security, data, access control, AE Fees, contractual fees, and permitting and plan review.
- Design-Build Team organization (organizational chart) and experience of Team
- Contractor/Team experience
- References
- Similar projects history (size, scope, schedule, delays, budget, bid amount, final amount).

### **4.2 Design Build Information**

The station is comprised of three main sections: Apparatus Equipment and Maintenance, Administrative and Training, and Living Area. The project must comply with all applicable federal, state, and local codes, including the KY Division of Plumbing and all ICC-500 requirements.

#### **4.2.1 Program Elements (are to include but not to be limited to the following and all items are subject to change)**

- The fire station should be of commercial construction standards.
- The fire station should have an automatic fire suppression system and full detection system. Must provide carbon monoxide (CO) detection in all sleeping and living areas (includes all dorm rooms, access hallways, all day/kitchen and training rooms).
- Walls separating the living and administrative portions of the building from the apparatus bays and maintenance spaces should be completely sealed to prevent passage of exhaust emission and the resulting exposure to building occupants and contamination of spaces.
- Provide simultaneous light and audible control for the following spaces when the firefighter alert system is activated: To the outside, Dorm Room dedicated alert lights, corridor lights from Dorm Rooms to the Apparatus Bay, and the Apparatus Bay lights.
- Provide steel doors with vision panels except for janitorial, storage, dorm, electrical/mechanical and toilet areas.
- Where exterior windows are provided, they should be easy to clean and able to withstand continuous use. Individual windows shall be operable, and screens shall be provided where appropriate.
- All interior glass should be tempered safety glass and mirrors should be constructed with break-resistant materials.
- The mounting height of all electrical outlets should be in accordance with industry standards.
- Unless noted otherwise in this document, all interior flooring shall be constructed of polished concrete. The exception will be the dorm/living quarters which should be of a resilient material other than concrete.
- The city's emergency generator located on the site of the existing bays is to be considered in addition to ICC-500 requirements.

- Relocate existing paging system.
- Drive through bays are desired and are to be considered.
- Provide site entrances, exits, service drives and any special circulation areas sized to accommodate the largest vehicle that uses the area.
- The design must take into consideration the possibility of expansion of the building for future construction of both city administration and/or police departments.
- Move existing signal for fire department from current pole location to new.

#### 4.2.2 Apparatus Bays

- **Function:** The Apparatus Bays house the fire fighting and emergency response vehicles. All bays must accommodate the current vehicle inventory and be cognizant of potential growth in future needs. Each bay must include the required support utilities (drops) for vehicles such as exhaust, compressed air, water in front and rear of each bay, lighting, and power. Clear spans are preferred for Apparatus Bays. Current Vehicles include: Two (2) Ford Ambulance ALS; One (1) Ferrara Pumper; One (1) American Pumper; One (1) Ford 250 Pickup.
- **Adjacencies:** Must provide direct access to Apparatus Bay Support areas and corridor access from Administration and Living Areas.
- **Floor:** Provide a sealed concrete surface. Slope floor to trench drains. A base material, appropriate for the flooring material used, is required. Salient characteristics include easy to clean, durable (able to withstand wet conditions, dirty conditions, and be petroleum resistant), easily repairable, easy to maintain, and slip resistant.
- **Ceiling:** Ceiling not required; however, consider finishing exposed structure. Coordinate mechanical, electrical, and plumbing components. None of the ceiling components can be placed below the minimum ceiling height of 16 ft.
- **Doors/Frames:** Salient characteristics include easy to clean, easy to maintain and repair, and compliance to building codes. Doors, frames, and hardware shall be able to withstand constant opening and closing. They shall be fitted with a locking mechanism and lever type handle that allows the door to be opened from the inside while locked. Doors shall be provided with self-closing devices and vision panels.
- **Plumbing:** Provide an emergency eye wash fountain and shower. Provide foot-operated mop sink and mop hanging rack. Provide connection for ice machine. All apparatus room drains should connect to an approved oil/water separator prior to discharge. If an exterior wash area is provided, size the separator for the total volume and connect the exterior drain to this separator.
- **HVAC:** The Apparatus Bay should be heated (thermostat controlled), but not air conditioned. A complete Apparatus Bay Air Cleaning System shall be utilized consisting of exhaust filtration for apparatus and for off-gassing from PPE. A hose-based Fire Apparatus Vehicle Exhaust Removal System may be used in conjunction with the filtration system. A Fire Apparatus Vehicle Exhaust Removal System in compliance with NFPA to eliminate 100% of vehicle exhaust emissions. A direct vent system that evacuates vehicle exhaust directly to the outside is the preferred system. Makeup air should be distributed so as to minimize drafts and be introduced above apparatus level since diesel exhaust is heavier than air. Provide compressed air system on self-retracting lines at each vehicle bay.

- **Lighting:** Provide LED lighting. Provide bay doors with a signaling system to indicate fully raised status. A red/green indicator should be located on the driver's side of each door at 72-in. above finished floor.
- **Communication:** Provide speakers and horns with visual elements. Provide data drops for connections for telephone and all required IT equipment.
- **Bay Doors:** Provide doors for all three bays with electric eye and/or automatic reverse device. Provide manual means to open doors in case of power failure. Provide radio operated closing devices that can be activated from the vehicles. Ensure that both the internal floor slope and the approach drive slope allow the fire protection vehicles to transition into and out of the Apparatus Bays without bottoming out or without impeding driver sightlines. Type of door shall be evaluated.

#### 4.2.3 **EMS Closet**

- This room is to be used for the storage of basic first aid supplies. There shall also be a Lockable Medical Storage Cabinet within this area for the storage of drugs, needles, and other restricted medical supplies. Access to EMS Closet is restricted and controlled to prevent theft and abuse of controlled substances.
- This room shall be adjacent to the Apparatus Bays

#### 4.2.4 **Decon Room**

- This room shall be adjacent to the Apparatus Bays
- Provide shower equipment and floor drain.

#### 4.2.5 **Storage/PPE and Equipment**

- Must be located adjacent to the Apparatus Bay.

#### 4.2.6 **Turn Out Gear Room**

- This area is to provide the storage for firefighters' protective gear. A well-ventilated locker is assigned to each member of the firefighting crew. Sufficient floor space in front of each locker is required for easy access during emergencies.
- Must be located adjacent to the Apparatus Bay.
- This room should house locker stations for fire/EMS personnel.
- A floor drain is required in this area that shall be self-priming or designed to prevent sewer gases from entering the occupied space by a proven and maintenance free design.
- Locker layout should permit free air circulation around and throughout the clothing, 2X2 full height lockers.

#### 4.2.7 **Extractor Cubby**

- This area should be adjacent to or part of the Apparatus Bays and shall contain an Extractor and Dryer utilized to wash and disinfect firefighters' protective clothing/gear. This room/area should contain drip-dry racks.

#### 4.2.8 **SCBA Room**

- The Self-Contained Breathing Apparatus (SCBA) maintenance room is used for maintenance and minor repair of the SCBA equipment and to house the main compressor unit. It should include a work bench, ample task lighting, and shelving for storage of parts and equipment.
- This room should be accessible from the Apparatus Bay.
- A floor drain for condensate is required in this area and shall be self-priming or designed to prevent sewer gases from entering the occupied space by a proven and maintenance free design.
- Provide data drops as required by current equipment which is to be relocated from the existing facility.

#### 4.2.9 **Workshop/Yard Equipment Storage**

- This room should be adjacent to the Apparatus Bays and will house station tools and yard equipment such as the riding lawnmower. Utilized for the minor repair and maintenance of firefighters' equipment.

#### 4.2.10 **Lobby**

- This area serves as the entrance/exit to the facility. The lobby should be recognizable from the outside as a well-lit, defined, inviting space.
- From the lobby one can access the reception area, the two public restrooms, and the training/general purpose room without having unfettered access to the rest of the station.

#### 4.2.11 **Reception Area**

- This area will house one (1) workstation for one (1) administrative officer and include a storage closet for office supplies.
- This office is located adjacent to the lobby and the chief's office.

#### 4.2.12 **Public Restrooms**

- These restrooms, one male and one female, are for the public and should be adjacent to the lobby and the Training Room/General Purpose room, allowing for access to these three areas without going deeper into the firehouse.

#### 4.2.13 **Training Room/General Purpose**

- This room is for multiple purposes. It is to serve primarily as a continuing education and training space for departmental personnel. It will also be used to facilitate other community meetings/events.
- This room should be located adjacent to the Lobby of the station.
- This room shall be of sufficient size to house a minimum of 24 personnel at conference-style tables.
- This room shall be equipped with a storage closet for media supplies, chairs, tables.

#### 4.2.14 **Chief's Office**

- The area includes a typical office space and workstation.
- Shall be adjacent to the reception area.

#### 4.2.15 **Assistant Chief's Office**

- This room includes a typical office space and workstation.
- Shall be adjacent to the radio/bullpen Office.

#### 4.2.16 **Radio/Bullpen Office**

- This room provides space for station officers/and or company officers to perform their administrative duties.
- This room houses radio equipment and workstations for four (4) fire personnel.
- There should be data drops for each workstation and a fax machine.

#### 4.2.17 **IT Closet**

- This room will house the electronic equipment for the station servers, phone system and other IT equipment. All data connections will terminate in this closet.

#### 4.2.18 **Mechanical and Electrical Room**

- This room will house utility components of the station including electrical, water, HVAC, etc.
- This room should be located for easy access for support personnel.

#### 4.2.19 **Dorm Rooms**

- There shall be six (6) private dormitory rooms for fire personnel. The room shall be shared by up to three firefighters of different crews/shifts so that the room is never occupied simultaneously.
- Each room shall be large enough to house a single XL twin bed, one (1) side table and lockers for three individuals.
- The rooms should be a comfortable, inviting space that promotes relaxation.
- Acoustical privacy between rooms is required.
- Natural light should be provided for each room.

#### 4.2.20 **Crew Restroom/Showers**

- Must be two (2) separate unisex crew restrooms housing a changing area, toilet, vanity, and shower facilities for one (1) person.
- Should be adjacent to dorm rooms.

#### 4.2.21 **Kitchen/Dayroom**

- The room shall be configured and furnished like a large residential kitchen/dining/living room.
- The dining area shall be flexible to accommodate various functions such as informal meetings and group training for the number of staff on duty. Provide means of natural light in the Dining area. Shall have comfortable seating for watching TV, reading and relaxation in the living area. The kitchen shall be sized to provide ample room for meal

preparation for all shift members. All kitchen appliances shall be light commercial grade. Separate dry and cold food storage shall be provided for each of the three shifts.

#### **4.2.22 Fitness Facilities**

- This room shall accommodate fitness machines, such as treadmill, stationary bicycle, elliptical machine, free weights, and mats. The room should be sized to provide free circulation.
- This facility will be used by all city employees and must have its own exterior entrance with code access.

#### **4.2.23 Storage/Janitorial Room**

- This room will store janitorial supplies and cleaning equipment.

#### **4.2.24 General Laundry**

- This room will house a large heavy duty commercial washer and dryer for general station use.
- Provide water supply and drain to washer.

#### **4.2.25 Parking/Site Elements**

- Parking for the public.
- Adequate parking for staff.
- Storm water quality and quantity requirements per SD1.

### **5.0 DELIVERABLES**

At a minimum, deliverables must include:

- Design-Build Team organization (organizational chart) and experience of Team
- Contractor/Team experience
- References (Five (5) minimum)
- Examples (Five (5) minimum) of similar projects showing history, size, scope, schedule, delays, budget, bid amount, final amount).

### **6.0 INFORMATION REQUIRED IN PROPOSALS**

#### **6.1 Information in Previous Sections**

Proposals must be sealed and submitted in writing and on time (see Section 2.1) and should include the deliverables (see Section 5.0)

### **7.0 ANTICIPATED SCHEDULE**

- Schematic Design                      June/July 2023
- Design/Development                  Aug/Oct 2023
- Construction Documents              Nov 23/Jan 2024

- GMP Dec 2023
- Permitting Jan 2024
- Break ground March 2024
- Complete May 2025