

REQUEST FOR PROPOSAL

ARCHITECTURAL SERVICES

Issue Date: Tuesday, September 10, 1996, 9:00 a.m.

Closing Date: Tuesday, September 24, 1996, 4:00 p.m.

All Times Are In Pacific Daylight Saving Time

SUBMITTAL LOCATION

LANE COMMUNITY COLLEGE
PURCHASING SERVICES DEPARTMENT
4000 EAST 30TH AVENUE
EUGENE OREGON 97405-0640

This document consists of twelve sheets including this page.
Attachments A and B are pages 11 and 12, respectively.
Four other attachments are shown on page 10.



1) **INVITATION**

Lane Community College of Eugene, Oregon, is seeking proposals from Registered Architects to provide Architectural Services for the design of new buildings on the college's main campus.

The work will be assigned to the selected firm in October of 1996 and is expected to be complete within approximately 2 years of the date of commissioning.

It is the intent of the College, as a result of this solicitation, to award the work to one proposer who best qualifies for performance of the work and whose fees are reasonable, all in the sole judgement of the college. Nevertheless, because of time constraints, availability and other matters, two or more firms may be contracted for the work.

Lane Community College, a Community College District created within the context of Oregon Revised Statutes, is an Equal Opportunity Employer.

2) SUBMITTAL OF PROPOSALS

Interested individuals or firms may submit responses to this invitation by completing the requested documentation and submitting it to —:

Lane Community College
Purchasing Services Department
4000 East 30th Avenue
Eugene Oregon 97405

within a sealed envelope clearly marked with the words---:

Response to RFP 96/97-11 Enclosed

(Use the attached mailing label for addressing the submittal envelope)

not later than---:

Tuesday, September 24, 1996, 4:00 PM

Delivery is the sole responsibility of the proposer. Proposals not received by the time set for receiving submittals will be returned unopened.

Lane Community College

Lloyd Rain Director, Purchasing Services

3) BACKGROUND

Lane Community College invites each interested firm to submit a proposal for providing architectural services for the design and construction management of college buildings to be located at 4000 East 30th Avenue, Eugene, Oregon (other locations may be included).

Construction of these structures is a result of passage of a \$42,900,000 bond measure in 1995 for general enhancement of all Lane Community College facilities. Of this amount, approximately \$5,000,000 is set aside for equipment, \$5,000,000 for miscellaneous peripheral activities, and approximate \$32,000,000 is intended for construction of new facilities and renovations of existing facilities. Approximately \$16,000,000 of the new construction allocation will be consumed by this contract.

The work will commence immediately following adoption of the master plan developed by TGB Architects. The campus master plan is scheduled for adoption by the Board of Education at its meeting in November, 1996.

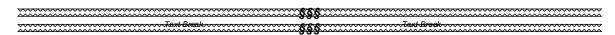
4) **DEFINITIONS**

Hereinafter, the Owner refers to the Board of Education of Lane Community College; the Owner's representative is the college President, and his representative is the Director of Campus Services.

Lane Community College is referred to as "College" or "LCC," persons, firms, agencies, partnerships or companies submitting responses to this invitation are referred to as "Bidders" or "Proposers," and the successful Bidder or Proposer to whom the work is awarded is referred to as "Architect," or "Contractor."

5) SCOPE OF WORK

- a) The work involves design of new buildings totalling approximately 160,000 to 170,000 square feet of floor space. The facilities will include instructional and support spaces such as: classrooms, computer laboratories, offices, conference areas, training facilities and associated spaces such as mechanical rooms, bathrooms, communal areas and adjacent outdoor components. Design work involving remodel of existing spaces may be added to the contract at a any time of its duration on a mutually agreeable basis. All work shall follow the direction of the master plan.
- b) The selected firm(s) (Architects) shall be responsible for the preparation of complete contract documents and for contract administration for the entire time until successful completion and acceptance of the project by the Owner. Additionally, the Architect shall contract for any and all engineering services necessary to complete the work in a professional, legal and ethical fashion.



8) QUALIFICATIONS AND REQUIREMENTS

- a) Architect shall be experienced in and fully capable of providing a variety of design and construction services required as evidenced by experience, certifications and references submitted in response to this invitation;
- b) Architect shall be available to work on this project, generally, throughout the period indicated above in 7) **Project Schedule**:

- c) Architect shall be currently registered in Oregon to provide architectural services and shall have been registered as same, although possibly under different firm names than shown as "proposer" herein, for not less than the immediately preceding five years to the date that the proposal is submitted;
- d) Architect shall not be eligible for any Federal Social Security, State Worker's Compensation, Unemployment Insurance, or Public Employee's Retirement System benefits resulting from the commission referenced herein, and Architect shall be responsible for same as a self-employed individual/firm;
- e) Architect agrees that performance under this contract is at Architect's sole risk and that the Architect shall carry "errors and omissions" insurance in the amount of \$1,000,000 for the purpose of indemnifying the College's Board of Education, agents, officers and employees, from any and all liability for damages, costs, losses and expenses resulting from, arising out of, or in any way connected with the Architect's failure to perform fully hereunder;
- f) Architect shall maintain in force for the duration of this contract the insurance coverage specified below and shall submit certifications and other documents, including certifications on Form Accord 25, or equal, at the beginning of the commission and at any other time requested by the college. Such certificates shall name the college as "additional insured."

