

SOUTH DAKOTA DEPT. OF THE MILITARY
REQUEST FOR STATEMENTS OF INTEREST
FOR
2023 BUILDER SMS
January 2023

SECTION I – PURPOSE

The South Dakota Department of the Military (DOM) intends to enter contract with a professional Architecture and Engineering firm to provide BUILDER Sustainment Management System (BUILDER SMS) implementation services as outlined within this document.

SECTION II – GENERAL REQUIREMENTS

- A. Consultant must have a Project Manager who is able to obtain a DoD Computer Access Card (CAC).
- B. A background check will be completed on all consultants by the SDARNG. The consultants will need to be on site AT ALL TIMES that work is being completed as an escort to those without background checks. Any additional background checks required will be done at the Consultant's expense. When necessary, a contractor badge will be issued to the prime consultant. This badge must be turned in to the State Project Manager upon successful completion of the project.
- C. SDARNG work week is Tuesday through Friday 6:30AM to 5:00PM. The Consultant will only be allowed access to each facility during these hours.
- D. Consultant will coordinate with DOM Project Manager to develop training schedule with dates and times for each session required. Training shall take place prior to May 2023.
- E. Prior to any work beginning, Consultant will coordinate with and submit to the DOM Project Manager a work schedule that clearly defines dates each site audit will take place.
- F. Consultant shall notify the State a minimum of 72 hours prior to deviation from the submitted work or training schedule.
- G. Consultant shall submit their training schedule, work schedule, Certificate of Insurance, Employer ID Number (W-9), and other pertinent documentation to the State at or prior to the kickoff meeting.
- H. No work shall be performed prior to the kickoff meeting.
- I. Qualifications
 - 1. Consultant shall employ and identify staff as team members for this project that meet the following qualifications and certifications.
 - a. Licensure: Professional Engineer
 - b. Minimum Experience: Two (2) years completing ASHRAE Level II or greater audits or Commissioning of existing buildings
 - c. Required Certifications recognized by the Department of Energy (must include at least one team member with one or more of the following):
 - 1) ASHRAE: BEAP
 - 2) Association of Energy Engineers: CEM; CEA; CBCP; EBCP
 - 3) Northwest Energy Education Institute: EMC
 - 4) South Dakota Land Surveyor
 - d. Consultant is encouraged to include team members that possess the following certifications:
 - 1) AABC Commissioning Group (AGC): Test and Balance Engineer (TBE); Test and Balance Technician
 - 2) ASHRAE: BCxP; BEMP; CPMP; HBDP
 - 3) Association of Energy Engineers: CLEP; CWEP; REP
 - 4) US Green Building Council: LEED; LEED AP BD+C; LEED AP O+M

SECTION III – SCOPE OF CONSULTANT SERVICES

- A. BUILDER SMS
 - 1. Consultant will conduct training for National Guard personnel to update and maintain BUILDER database for South Dakota Army National Guard facilities.
 - 2. Conduct in person training for key roles in BUILDER
 - a. Programmer – AWP Development (8 hours)
 - b. BUILDER/ISR Manager – Q Ratings of Facilities/Assets (30 hours)
 - c. Real Property Manager – Loading/Maintenance of FISP info (2 hours)
 - d. Hold general training session to provide overview of BUILDER implementation (2-hour total)

3. Consultant shall provide all personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, and other items and non-personal services necessary to implement BUILDER SMS or the most current version available.
 4. Consultant shall perform to the standards in this Task Order and to the standards described in the most current versions of the BUILDER SMS User Manual and the BUILDER Condition Assessment Reference Manual for Building Component-Sections.
 - a. Latest version of BUILDER SMS User Manual available at <https://www.sms.erdcdren.mil>.
 - b. Latest version of BUILDER Condition Assessment Manual for Building Component-Sections available at <https://support.sms.erdcdren.mil/downloads/builder>.
 5. Consultant to perform BUILDER assessments of the following facilities:

Aberdeen Armory (Flooring)	Rapid City Bldg 350 (Roof, gutters, fascia)
Brookings Armory (RTU's)	Rapid City Bldg 420 JFHQ (Basement Flooring)
Brookings FMS#8 (Vehicle Exhaust)	Rapid City Bldg 420 JFHQ Addition (Geothermal System Updates)
Chamberlain FMS#6 (Roof)	Rapid City Bldg 450 (Remodel)
Ft Meade Bldg 60 (Deck)	Rapid City Bldg 550 (TMC) (Remove Generator)
Huron Airport Armory (Roof Replacement)	Rapid City Bldg 550 (TMC) (HVAC)
Huron Armory (Lighting)	Rapid City Bldg 570 (Roof)
Mitchell CSMS#1 OH Crane	Rapid City Bldg 801 (Fire Alarm System)
Mitchell Armory (HVAC)	Rapid City Bldg 802 (HWH's/Gas System)
Pierre (Cold Storage OHD's)	Rapid City Bldg 803 (Commons floor replacement)
Rapid City CSMS#2 (MAU's)	Sioux Falls Armory AHU-1 Condensing Unit
Rapid City AASF (Generator Connection)	Sioux Falls Armory (Generator & Connections)
Rapid City AASF OH Crane Modifications	Sioux Falls Armory (Lighting)
Rapid City Bldg 100 (Auditorium/Drill Floor Flooring)	Sioux Falls Armory and RTI Network Infrastructure Upgrades
Rapid City Bldg 100 (Classroom Renovation)	Sioux Falls RTI (Generator & Connections)
Rapid City Bldg 100 (DCA) (Remove Generator)	
 6. State will provide the selected Consultant with prior energy and water usage cost and consumption for each building being audited.
- B. BUILDER SMS EXPANDED (UTILITIES)
1. Consultant shall perform a Utilities Condition Assessment for all private utilities on the Camp Rapid installation. Included utilities shall be:
 - a. Domestic Water (To include valve locations, curb stop locations, wells, city meters)
 - b. Sanitary Sewer
 - c. Storm Sewer (To include underground storage)
 - d. Natural Gas (To include meter shutoffs, building shutoffs, line pressures, etc.)
 - e. Electric (To include service disconnects, voltage of wires between sectionalizing cabinets and transformers, reclosers, automatic/manual transfer switches, outdoor breakers, etc.)
 - f. Site Lighting (To include breaker/isolation device location and ID)
 - g. Communications (To include distinction between fiber, copper, ownership, different services, type of service)
 - h. Geothermal Well Fields
 - i. Irrigation Systems
 2. Consultant shall include on their team an independent utility locator to accurately locate, pothole, sonar, and/or verify all utilities. All exploratory work necessary shall be restored to original condition.
 3. Consultant shall include on their team a land surveyor to conduct a topographical survey of all located utilities and update the Camp Rapid installation topographical map.
 - a. Utility information shall include location, elevation/depth, size, type, etc.
 - 1) Electrical – GIS and AutoCAD line work shall indicate voltage
 - 2) Communication – GIS and AutoCAD line work shall distinguish private vendor lines (i.e. SDN, Midco, BluePeak, Pennington Co., etc) and line type if identified (fiber, copper, etc.)
 - b. Topographical survey shall be completed to accurately capture existing site features such as buildings, paved surfaces, sidewalks, retaining walls, fences, drainage structures, etc. that have been modified from previous topographical surveys.
 - c. Topographical Survey shall include high resolution aerial imagery to properly align with survey points of interest

4. Consultant shall provide an ArcGIS file containing all utility information.
5. Consultant shall provide an AutoCAD and Shape file containing all utility information conforming to National CAD Standards for line type, color, ect.
6. State will provide the selected Consultant with existing utility and topographical information that is available, however existing data may not be fully comprehensive.
7. Consultant shall upload the Utilities Condition Assessment results to the appropriate BUILDER SMS program when available.

SECTION IV – DELIVERABLES

- A. Provide digital and physical copies of training material for all necessary roles (Power Point or manual)
- B. Upload of specified building data into the BUILDER program.
- C. ArcGIS file
- D. AutoCAD topographical map
- E. Shape file topographical map
- F. Final Reports and presentations shall be complete prior to **June 30, 2023**.

SECTION V – EVALUATION CRITERIA

Firms desiring to be considered for providing professional services for this project should send a Statement of Interest that outlines their qualifications and experience for this project. Statements of Interest should include:

1. Identification of key personnel in your firm who would be directly associated with this project. Include qualifications and experience of said personnel **(5%)**;
2. Specialized expertise, capabilities, and technical competence as demonstrated by the proposed approach and methodology to meet the project requirements **(15%)**;
3. Resources available to perform the work, including any specialized services, within the specified time limits for the project **(15%)**;
4. Record of past performance, including price and cost data from previous projects, quality of work, ability to meet schedules, cost control, and contract administration **(10%)**;
5. Availability to the project locale **(5%)**;
6. Familiarity with the project locale **(15%)**;
7. Proposed project management techniques **(5%)**;
8. Ability and proven history in handling special project constraints **(5%)**;
9. The Consultant shall demonstrate that its management and assessment teams are experienced in providing documentation of BUILDER implementation, inventory/inspection assessment, and data entry **(25%)**.

SECTION VI – SELECTION PROCESS

A technical review committee will select the firm based on the evaluation criteria shown in Section F.

SECTION VII - SUBMITTAL

- A. Interested firms shall submit their Statement of Interest no later than **5:00 PM MT, January 31, 2023**.
- B. Interested firms shall submit an electronic copy to: kyle.j.roe2.nfg@army.mil
- C. It is the interested firm's responsibility to ensure submittals are received prior to the stated deadline.