

**Scannell Properties  
Request for Proposal**

**FedEx Ground – Rochester, MN  
January 24, 2012**

**REQUEST FOR PROPOSAL**

**Introduction**

The following is a Request for Proposal for the construction of a proposed sorting facility for FedEx Ground in the Rochester, MN area. All communication should be made with Scannell Properties and **not** with FedEx Ground. This package contains the description of the project, contract terms, project documents, bid form, and other information required for the preparation of the Contractor's proposal.

The Contractor is requested to submit a proposal to construct the facility in accordance with the enclosed documents and information contained in this Request for Proposal. Scannell Properties will receive proposals via email and/or fax until **3:00 P.M. (EST) on Wednesday, February 8, 2012** at the following address:

Scannell Properties  
800 East 96<sup>th</sup> Street, Suite 175  
Indianapolis, IN 46240  
Attn: Tim Elam  
Fax Number: 317-843-5956  
Email: [time@scannellproperties.com](mailto:time@scannellproperties.com)

By submitting a proposal, the Contractor agrees that his proposal and its associated pricing must be held for a period of ninety (90) days from the proposal date stated above. The Contractor acknowledges the right of Scannell Properties to reject any or all proposals, to waive any informality or irregularity in any proposal received, or to cancel the project in its entirety. Questions regarding the Request for Proposal should be addressed to Tim Elam at [time@scannellproperties.com](mailto:time@scannellproperties.com).

## **Project Description**

### **Overview**

The following description shall set forth the basic parameters of the FedEx Ground sorting facility. The successful Contractor shall be responsible for construction of the facility in accordance with the plans and specifications. **The Contractor at its expense will provide a complete turnkey bid including (but not limited to): architectural, civil, pre-engineered metal building, structural, plumbing, mechanical, fire protection, and electrical plans and specifications.**

### **Project Summary**

Location	Rochester, MN Area
Construction Commencement	Date to be provided by Contractor
Target Conveyor Installation Date	February 1, 2013 *
Target Certificate of Occupancy Date	March 1, 2013

\* All overhead work must be completed by this date; the building must be “dried in” and secure. For a full description of the Target Conveyor Installation Date requirements, see Attachment “A”, Contractor Work Necessary Prior to Conveyor Installation.

Estimated Site Area:	7.15 acres
Estimated Gross Building Size:	60,398 SF (Full Build-Out)
Site-work:	HARD BID
Facility Type:	Manual Facility

### **FedEx Ground’s Intended Use of the Premises**

FedEx Ground intends to use the premises for a small package delivery and sorting facility. The primary function of the sort facility is to handle critical, time sensitive packages that are transported to the sort facility via over-the-road semi-trailer trucks, trailer trucks, and doubles. Containerized material and/or packages are unloaded onto powered conveyor equipment and sorted into delivery vehicles. Outbound material is handled daily in the reverse. Other operational functions include, but are not limited to, temporary package holding, vehicle maintenance, indoor-overnight storage of vehicles and supporting office functions.

**Note: This Project is intended to have on-going operations twenty-four (24) hours a day, seven (7) days a week.**

## **Structural Frame/Steel Building**

FedEx Ground typically utilizes pre-engineered metal buildings where zoning ordinances permit. The building shall include a standing seam metal roof with gutters and exterior downspouts draining to grade. Standard colors and details for exterior wall panels and trim are listed in the plans and specs. Canopies are as shown on the plans.

## **Utilities**

The Contractor, at his sole expense, shall provide, or cause to be provided, power, water, sewer, gas, and telephone service all required extensions, connections, and taps, whether temporary or permanent to successfully complete the work. The Contractor shall have sole responsibility for coordinating service, installation, and all work by utility companies and other related trades responsible for the delivery of materials and services to the project. The contractor shall notify all utility providers of required work in adequate time so as not to cause any delays in the placement of materials or use of the utility service.

***The Contractor will be responsible to provide Scannell Properties with a hard estimate for all sitework, including all utility extensions and connections.***

## **Completion of Premises**

The Contractor will be required to complete the work described in Attachment “A” prior to conveyor installation by others and to obtain a Certificate of Occupancy by dates to be determined. These dates shall be incorporated into the schedule and included as part of the construction agreement. To ensure timely completion of the project, Scannell Properties will require liquidated damages to be paid by the Contractor in the amount of \$2,500 per day in the event completion of required items occurs later than the Target Conveyor Installation Date or the Target Certificate of Occupancy Date.

## **As-Built Documents, Operation and Maintenance Manuals**

The Contractor shall compile warranty and O & M manuals for the project and deliver three (3) copies to Scannell Properties within 30 days after Substantial Completion. Equipment specifications, manufacturers and supplier’s information, operating instructions, reports of inspection, warranties and service information shall be included. As-built CAD drawings for the Contractor’s portion of the design of the facility shall be prepared by the Contractor and delivered to Scannell Properties within 30 days after Substantial Completion.

## **PROJECTS DOCUMENTS**

The information contained in the enclosed plans and specifications are intended to provide the Contractor with the design requirements of the FedEx Ground distribution facility. Specific questions may be directed to Scannell Properties.

**Please use the following attached plans in developing your proposal:**

### **MANUAL FACILITY**

<b><u>Drawing</u></b>	<b><u>Drawing Name</u></b>	<b><u>Plan Date</u></b>
<b>C-1</b>	<b>Site Plan</b>	<b>12/21/11</b>
<b>A-1</b>	<b>Building Plan</b>	<b>12/21/11</b>
<b>A-2</b>	<b>Office Floor Plan</b>	<b>12/21/11</b>
<b>A-3</b>	<b>Schedules</b>	<b>12/21/11</b>
<b>A-4</b>	<b>Elevations</b>	<b>12/21/11</b>
<b>D-1</b>	<b>Details</b>	<b>12/21/11</b>
<b>D-2</b>	<b>Details</b>	<b>12/21/11</b>
<b>D-3</b>	<b>Details</b>	<b>12/21/11</b>
<b>D-4</b>	<b>Details</b>	<b>12/21/11</b>
<b>D-5</b>	<b>Details</b>	<b>12/21/11</b>
<b>E-1</b>	<b>Electrical Plan</b>	<b>12/21/11</b>
<b>T-1</b>	<b>Computer Room</b>	<b>12/21/11</b>

**Specifications for a Manual Build to Suit Satellite Facility – Rochester, MN 12/21/11**

### **PROPOSAL STRUCTURE**

#### **I. Construction Costs (Bid Form)**

##### *Bid Form & Schedule*

Contractor shall submit a detailed breakdown of the construction costs using the enclosed Bid Form. The Bid Form, which is available via email, should be completed and e-mailed or faxed back to Scannell Properties. In the event the Contractor provides an allowance in lieu of an accurate line item price, it must be clearly identified as an allowance.

*Qualifications, Clarifications and Assumptions*

All qualifications, clarifications and assumptions in the Contractor's proposal shall be clearly identified by the Contractor.

*Milestone Schedule*

Contractor shall submit a detailed schedule for its design, entitlement and construction tasks using the Milestone Schedule form. The Milestone Schedule, which is available via email, should be completed and emailed or faxed back to Scannell Properties simultaneous with bid submittal. The Milestone Schedule should demonstrate sufficient timeframes for the completion of Contractor Work Necessary Prior to Conveyor Installation as below outlined. Further, the Milestone Schedule should demonstrate a Conveyor Installation Date of no later than February 1, 2013.

**CLARIFICATIONS TO PLANS AND SPECIFICATIONS**

1. Curb and gutter shall be placed at location per the drawings to the FedEx Ground specifications.
2. Surface draining is desirable and should be used when possible.
3. The aggregate base for the asphalt pavement, the actual pavement itself, concrete pavement, and floor slab is to be **included** in the Base Proposal.
4. **Base Bid** pricing shall include asphalt and exterior concrete per the **greater of** the minimum FedEx Ground specifications or the pavement recommendations provided in the Geotechnical Report included with the RFP documents, whichever is greater.
5. All site lighting must meet a **minimum (not an average level)** of one (1) fc at 3'-0" above pavement in all exterior site areas. Ensure one (1) fc is also achieved under canopy at dock and drive areas. Lights in parking areas should be installed on poles.
6. Include all emergency exit and lighting devices as required by code including panic hardware. Emergency and egress lighting needs to take into account conveyor locations.
7. Permanent power must be turned on thirty (30) days prior to occupancy and operations commencement.
8. All exposed steel must be free of rust and prime-coated.
9. Must use flush valve, direct water toilet fixtures. Tank top fixtures are not acceptable.
10. Interior warehouse lighting levels to achieve a **minimum** of twenty (20) fc at 3'-0" above finished floor in all areas – **not an average** level.
11. Fluorescent light fixtures **over conveyors** will **NOT** be supplied or installed by Contractor. Contractor to only provide required circuits in electrical panel. Please note other light fixtures in warehouse not over conveyors **will** be supplied and installed by Contractor.

12. An oil/water separator shall be included if required by code. An oil/water separator will likely be required by code because FedEx is washing its delivery vans inside the building.
13. Hose bibbs shall be placed at all drive in doors and as shown on drawings.
14. FedEx Ground requires a dry sprinkler system. A wet sprinkler system can be provided via Alternate. A dry sprinkler system shall be included you your proposal.
15. Any item referenced in the Specification Manual but omitted from the drawings should be excluded from your proposal.
16. Landscaping shall be to local code and be guaranteed for one year. Contactor to provide sixty (60) days of landscape maintenance beyond Certificate of Occupancy date.
17. Exterior pull boxes are to be gasketed.
18. Bollards protecting the outside stoop, interior fire risers, and interior drive-in door tracks shall be installed. Bollards should be installed wherever good engineering and construction practices call for them.
19. The contractor is responsible to obtain Builder's Risk Insurance.
20. No substitutions of specified materials shall be made without prior written consent of Scannell Properties. The schedule shall not be delayed due to delivery of materials, and no substitutions shall be made due to schedule or lead times of specified materials.
21. Contractor shall acquire and pay for all permits, review fees, utility fees, utility meters, and licenses necessary to construct the building.
22. Contractor is to include and itemize out any impact fees, availability, and utility assessment fees in your proposals.
23. Contractor will cost out change order requests within ten (10) business days of a Scannell Properties request. No change order can be implemented unless approved in writing by Scannell Properties. Any schedule changes due to change orders must be approved by Scannell Properties in advance.
24. All punch list items will be completed within thirty (30) days of certificate of occupancy receipt or thirty (30) days of receipt of the punch list from Scannell, whichever is sooner.
25. The contractor will provide full-time supervision at the job site.
26. This clarification page, as well as the RFP, the drawings, plans, and specifications and other possible documents may be referenced in the construction contract and shall have binding effect unless amended by Scannell Properties prior to the execution of the contract.
27. The contractor shall provide weekly site photos and completed project photos for this project. The weekly photos should be in an electronic format and be e-mailed to Scannell Properties along with a brief project summary.
28. The contractor shall provide a critical path schedule ten (10) days after award of the project.

29. Scannell Properties shall have the right to approve the manufacturer of all items including the metal building manufacturer.
30. Prior to Substantial Completion, the Contractor shall remove any excess earthwork material and/or topsoil from the project site.
31. The basis of agreement between the Owner and Contractor will be the AIA Document A101 (2007) Standard Form of Agreement Between Owner and Contractor.
32. Prior to award of a contract between the Owner and Contractor, the Contractor shall provide to Owner a copy of his current AIA Document A305 (1986) Contractor's Qualification Statement for Owner's review and approval.

## **Attachment “A”**

### **FedEx Ground Projects**

#### **Contractor Work Necessary Prior To Conveyor Installation**

Contractor shall complete the following work so that FedEx Ground’s conveyor system may be installed beginning on a date to be determined.

1. Clearing
2. Earthwork, cuts and fill;
3. Foundation, concrete pillars and concrete perimeter walls;
4. Concrete building slab-on-grade including sealer;
5. Exterior pavements (in lieu of completing pavement, Contractor may provide, maintain and pay for an all-weather temporary stone access road and staging area for tractor-trailer traffic and maneuvering at the unload doors until permanent pavement is in place to provide continuous access from the site construction entrance to a drive-in building door for deliveries of material handling system equipment) and access to at least one (1) unload door.
6. Building structure, roofing, wall panels and insulation;
7. All overhead and personnel doors and hardware (lockable) as required to provide a secure building;
8. Under-slab utilities and trench drains;
9. Overhead utilities;
10. Fire protection piping (excluding system start-up);
11. Electric power distribution, equipment and devices (main power panel must be energized);
12. Light fixtures (overhead lighting must be functional), conduit and wiring, excluding overhead door task lights;
13. Fire alarm system (excluding system start-up);
14. All overhead work;
15. Building must be “dried in” and secure.

**Attachment “B”**

**Construction Bid Form**

**Please submit completed bid form & schedule to Tim Elam ([time@scannellproperties.com](mailto:time@scannellproperties.com)) by  
3:00 PM EST on Wednesday, February 8, 2012.**