



REQUEST FOR QUALIFICATIONS

for

ARCHITECTURAL SERVICES

NA-CHO NYAK DUN CULTURE CENTRE

MAYO, YUKON

Date of Issue: December 16th, 2019

Respond by: January 24th, 2019

2 PM Pacific Time

By pdf to: <http://bit.ly/2t3UGnq>

1. Background Information and Scope of Services

The First Nation of Na-Cho Nyak Dun (FN NND) is developing a new approx. 9,000-12,000 sqft building to serve as the community's Cultural Centre in Mayo, Yukon Territory.

The First Nation of Na-Cho Nyak Dun represents the most northerly community of the Northern Tutchone language and culture group. Historically, the FN NND lived and trapped throughout the area surrounding Mayo, Yukon in the Stewart River ("Na-Cho Nyak" or "Big River", in Northern Tutchone) watershed. NND people settled during the mining booms at the turn of the 20th century at the confluence of the Mayo and Stewart Rivers. In 1915, NND people built their own village across the river from the current town of Mayo, until the federal government intervened in the early 1950s and enforced a move from what is now the "Old Village" to the east side of the town of Mayo. The land they were forced to move to was on boggy flats with discontinuous permafrost and as such buildings were in a constant state of upheaval. Elder's tell us that the intention was to move, when possible, to the clay cliffs that are on the Mayo side of the river. The ancestral burial grounds are here, the land is sacred and the topography stable. This is the location of new development within NND and the site of the future NND Cultural Centre.

The successful architectural firm will lead an integrated design process. This includes the procurement of a Construction Manager during the design development process, who will be expected to provide pre-construction cost and buildability guidance according to local conditions, as well as valuable market, ways-and-means and trade insights.

The Project will fulfill Na-Cho Nyak Dun's vision and dream having a place to celebrate and live NND culture, and to ensure that it is passed on to future generations. It will not only meet the programmatic and operational requirements for Na-Cho Nyak Dun but it will also respect the land and dooli (traditional law).

NND Cultural Centre Vision Statement:

"Provide the community with a gathering place that we take pride in which instills the appreciation of the rich, long history of the Northern Tutchone people and reflects our diverse cultural backgrounds. The cultural center will be place for citizens to learn traditional skills and knowledge to live their lives in a good way. It will be a welcoming place for the broader community to learn about our heritage and culture. We acknowledge our past while moving forward as a community."

2. Project Information

Site

This Project will be situated within the C-6 settlement land parcel. This parcel is on sand cliffs overlooking the Stewart River just outside of Mayo, Yukon. Since 2002, Chief & Council have set policy direction and a General Assembly resolution that all new building and infrastructure investments would shift to this area of town.

The site that has been chosen enables connection to existing trails and the views from the cliff, has a strong relationship with the existing Administration building, is highly visible from public access, and has plenty of space for outdoor activities and the ability to firmly ground the building with the landscape.

Preliminary Schedule

Issue RFP	February 2020
Issue Contract for Architectural Services	April 2020
Schematic Design, Design Development, Construction Documents	April 2020 –2021
Construction	2021 - 2022

Construction Budget

The estimated budget and construction costs are illustrated below. The current table of costs are calculated based on group discussions with the NND Cultural Centre Planning Committee and will be updated through costing estimates throughout the process.

Cost Factor	Cost Estimate	Assumption
Total Building ft²	12,000	9000 ft for Cultural and 3000 for other
Building Construction Cost \$/ft ²	\$ 450.00	Needs to be verified
Finishing Costs \$/ft ²	\$ 300.00	Needs to be verified
All-In Capital Cost \$/ft ²	\$ 750.00	Needs to be verified
Total Building Construction	\$ 5,400,000	
Total Finishing Costs	\$ 3,600,000	
Total All-In Capital Cost Estimate	\$ 9,000,000	

Sustainability Objectives

The Na-Cho Nyak Dun Cultural Centre will be a passively designed building to work with northern climate and site conditions. A key value that the project team would like to see instilled in the building is regenerative design. The client team would like the building to pursue petal certification under the Living Building Challenge.

3. Request for Qualifications

This is not a proposal call. The purpose of this RFQ is to select the three (3) most suitable, qualified and experienced proponent architectural firms for this Project. These short-listed proponents will be asked to prepare a detailed proposal for architectural services leading the design and completion of the Project.

Credentials are requested from architectural firms with demonstrated or transferrable experience in:

- Experience with other First Nation and public sector organizations.
- Expertise in providing services of similar type to this project in a northern context.
- Experience with regenerative and passive design principals. Previous experience in building within the Living Building Challenge is an asset although not required.
- Leadership of and/or participation in integrated project delivery teams.
- Close collaboration with constructors throughout the design and construction process.

Submissions must identify a principal in charge (Architect AIBC or other registered professional) with demonstrated experience in managing projects of this scale, remote location and scope of work. It will be expected that architectural firms will carry their own internal consultants [code, specification, BIM, envelope] if these competencies do not exist within their staff.

Regenerative Design Ltd. will be retained by Na-Cho Nyak Dun as Project Manager for the Client.

5. Information Required

Firms are asked to emphasize team and individual experience and expertise in carrying out the work and present it in an organized manner that follows the order of evaluation criteria in attached Appendix "A". The statements of credentials should be concise and easily located within the submission document.

The following materials are required for the evaluation of credentials.

- a) Company Information (suggested length: 2-4 pgs excluding resumes)
 - General company information (location, size, overall areas of expertise, personnel etc)
 - List of relevant cultural and/or community projects, including working with First Nations
 - Provide photos, drawings, and website links, if available
 - Provide name, address, email address and telephone number of client contacts for the projects listed
 - Relevant information regarding leadership in an integrated design process including participation with community (via community workshops, working groups etc.).
 - Familiarity with the Living Building Challenge (LBC) and experience working with passive and regenerative design principals, experience in a northern climate considered an asset.

- b) Personnel / Team Experience

Provide a simple organizational structure and CV's for key personnel who would be assigned to this Project, along with brief discussion of individual's strengths, qualifications, experience and how that expertise relates to the success of this Project. For each core team personnel also list at least two (2) projects relevant to this Project and include:

- Relevance to the Project (may include First Nation projects, Cultural or Community Centre's in remote, northern locations, integrated design process, Living Building Challenge etc.)
- Project size, location, and construction budget
- Role of the key personnel
- Project description including construction type, and any special project considerations relevant to this Project.

Also indicate the role that would be played by the key individuals (e.g., project architect or specialist) on the Project including proposed duties and the estimated percentage and duration of their time spent on the Project (in both the design and construction phase).

The First Nation of Na-Cho Nyak Dun reserves the right to contact references provided in Responses and to use any information gathered through this process as part of its evaluation.

6. Submissions

Submissions will be received up to **2:00pm on January 24th, 2020**. Digital (pdf) submissions will be accepted via the link on the first page of this document and copied here: <http://bit.ly/2t3UGnq>.

Respondents may not make modifications to their responses after the closing date and time except as may be allowed by the Client. Responses may be withdrawn via an electronic letter submitted to the same drop folder indicated above.

7. Primary Contact

Requests for clarification may be made in writing to Regenerative Design Ltd. until noon on Monday January 6, 2020. Requests for clarification can be sent to :

Nicole Jahraus

Regenerative Design Ltd.

Email: nicole@regeneratedesign.com

8. Evaluation

Submissions will be evaluated against the criteria provided in Appendix "A" attached below on the basis of the information provided in the submission. The reviewers will appreciate clear and concise writing, with sufficient specific information in order to allow for an informed evaluation in each of the areas where points will be assigned. Care should be taken to minimize unnecessary content.

The evaluation team may, at its discretion be in touch with respondents to clarify submission details.

10. General Conditions

No FNNND Obligation

This RFQ is not a tender and the receipt by the FNNND of any information does not commit the FNNND to select a Preferred Respondent, or to proceed to discussions or negotiations for an agreement, or to award any agreement, and the FNNND reserves the right to at any time reject all Submissions, and to terminate this RFQ process for any reason.

Confidentiality

In accordance with the Freedom of Information and Protection of Privacy Act, the Respondent will treat as confidential and will not, without the prior written consent of FNNND, publish, release or disclose or permit to be published, released or disclosed, the Material or any information supplied to, obtained by, or which comes to the knowledge of the Respondent as a result of this RFQ except insofar as such publication, release or disclosure is necessary to for the Respondent to compile their response to this RFQ.

Respondent's Expenses

The Respondent has the sole responsibility for any costs associated with preparing and submitting a response to this RFQ. In no event will the FNNND be responsible for the costs of preparation or submission of any Response.

Non-Receipt

The FNNND accepts no responsibility for non-receipt and/or delays in receipt caused by transmission and reception problems, equipment failure or any other similar cause.

No Contract

By submitting a submission and participating in the process as outlined in this RFQ, Respondents expressly agree that no contract of any kind is formed under, or arises from, this RFQ, prior to the signing of a formal written Contract.

Conflict of Interest

By submitting a Response, the Respondent warrants that, to the best of its knowledge and belief, neither it nor any of persons with authority to bind the Respondent under the RFQ, has any financial or personal relationship or affiliation with any officer or employee of the FN NND or their immediate families that might in any way unduly influence the FN NND and impair the integrity of the RFQ process. Should the Respondent become aware at any time of such conflict of interest, the Respondent must immediately advise the FN NND about such conflict's extent and nature.

Collusion

Respondents shall not engage in collusion of any kind; in particular, Respondents shall prepare their Responses without any knowledge of, comparison of figures with, or arrangement with any other Respondent submitting a Response to this RFQ.

Joint Venture

Joint Venture, consortium or partnership Responses (i.e. submissions from Respondents comprised of more than one firm or member) are permitted however, only one of the Respondent team members must be designated as the lead who, if successful, will participate in the RFP process and may be selected to enter into a single contract with the FNNND and all members of the joint venture, consortium or partnership will be jointly and severally responsible for performing the obligations of the Respondent.

Acceptance of Terms

The submission of a Submission constitutes the agreement of the Respondent that all of the terms and conditions of this RFQ are accepted by the Respondent and incorporated in its Submission.

APPENDIX “A”

Na-Cho Nyak Dun Cultural Centre

Evaluation Matrix

Architectural Services
Request for Qualifications

1.0	THE FIRM (150)	[Potential points]
1.1	Experience in community and/or cultural buildings of similar scale, demonstrated technical design and construction administration expertise	25
1.2	Experience working and partnering with First Nations	25
1.3	Well versed in advanced practices related to green building, including but not limited to experience with passive design, regenerative design and working towards the Living Building Challenge	25
1.4	Experience managing integrated projects	25
1.5	Geographic Location	50
2.0	PERSONNEL (200)	
2.1	Principal in charge (100)	
	<ul style="list-style-type: none"> • Relevant project experience working in a FN context 	25
	<ul style="list-style-type: none"> • Local knowledge, and experience working with sustainable design principals (see 1.3) 	25
	<ul style="list-style-type: none"> • Experience with integrated teams 	25
	<ul style="list-style-type: none"> • Qualifications and accomplishments 	25
	Project Architect / Technical Staff / Project Team (100)	
	<ul style="list-style-type: none"> • Relevant project experience working in a FN context 	25
	<ul style="list-style-type: none"> • Local knowledge, and experience working with sustainable design principals (see 1.3) 	25
	<ul style="list-style-type: none"> • Experience with integrated teams 	25
	<ul style="list-style-type: none"> • Qualifications and accomplishments 	25
	TOTAL PERSONNEL	200
	TOTAL POTENTIAL POINTS	350