

DBIA NATIONAL DESIGN-BUILD Student Competition Rules

PHASE 1: PREPARING A REQUEST FOR QUALIFICATIONS (RFQ)

PHASE 1

RFQ response

9 Regional winners

All winners attend
Annual Conference

PHASE 2

RFP response

Issued to Phase 1
winners only

3 finalists

Finalists present at
Annual Conference

Winner acknowledged
at Annual Conference

SAMPLE RFQ

Here is a sample response from a successful proposal. It is intended to serve as a model for your guidance and is not to be copied in any manner.

The RFQ response is to provide the team experience in responding to a typical industry RFQ and to identify the team's overall understanding of the design-build process. The RFQ is specifically written to address a project on a college campus that is not a real campus project but utilizes typical industry approaches to RFQs.

Note: Because this is a Student Competition, we will request design, cost and schedule components in the response to the RFQ which typically are not components for an Industry Qualification Package.

The RFQ response requires teams to develop resumes and building examples that they do not have. As in industry, the RFQ expects the team to provide the resumes and projects that provide the judges evaluating the RFQ a clear perspective that this team has both the people and project experience (type, cost, location, etc.) to be the best team for this project. In developing the team resumes they should be written in such a way to show the team has the experience to collaborate with the college on this project. In developing the building examples, the examples DO NOT have to be in their actual location—but the type, cost and size should remain as indicated from the source to show the project does show the team experience in the RFQ project description.

Teams will be allowed to submit Requests for Qualification Information Requests (RFQIR) [by email](#) during the proposal period.



The RFQ requirements will include the following components:

Provide information to solidify your team's ability to be a design and construction partner with the college specifically for this project including:

- Design-Build Team specifics – integrated firm or design and construction firms forming a JV, teaming alliance, etc.
- Design-Build Team's similar work experience in building type
- Design-Build Team experience working together (if not an integrated firm)
- Project Team key personnel qualifications and resumes
- Available work capacity
- Insurance and Bonding

Demonstrating your understanding of the design-build delivery method response to:

- Design Excellence
- Overall design and construction team approach

For the RFQ, in addition to design and construction qualification deliverables the following deliverables will be required:

- Design
- Schedule
- Cost

The scoring criteria will be included with the RFQ.

[Click here to register online at dbia.org](https://www.dbia.org)



PHASE 1: RFQ RULES

- 1– Although DBIA encourages DBIA Student Chapters to compete, they do not receive special consideration and schools without chapters are invited to compete.
- 2– Teams will consist of five students. It is not mandatory to have design students on the team, however, teams may have up to two design students on their team, for five extra points per student. Teams that do not have design students will not be penalized. Design students are defined as architecture students. Students currently participating in a school-sponsored internship are considered eligible. One member of the team can be enrolled in a master's graduate program; no Ph.D. students are allowed.
- 3– Design excellence as defined by DBIA is an evaluation element for the competition.
- 4– Teams must provide a facility that meets the functional program requirements while providing an aesthetically pleasing design. Maintaining the integrity of the campus is critical to the overall success of the project.
- 5– Only the student team may contribute to the development and response to the RFQ. The faculty advisor can participate on a very limited basis and only as a consultant.
- 6– Team registrations must be submitted online on or before the deadline. You can see all Student Competition deadlines on the [Competition Calendar](#).
- 7– The Team's faculty advisor must then email a Letter of Intent (LOI) to DBIA [Membership Department](#) before the LOI deadline to confirm team participation.
- 8– After receipt of registration and the LOI, the RFQ will then be released to participating teams.
- 9– Teams (and faculty advisor) must participate in a mandatory one-hour webinar to discuss the RFQ. [See calendar for details.](#)
- 10– Teams will submit their RFQ response on or before the due date 8:00 p.m. Eastern Time by email to the [Membership Department](#) at DBIA National and the competition chair, [Dennis Ashley](#).
- 11– RFQ submittals will be judged by the Regional Jury.
- 12– RFQ deliverables must be in the format requested.
- 13– Unlike industry, where late proposals will not be evaluated, DBIA policy is that proposals submitted late will have 20 points deducted from overall score; if the proposal is more than four hours late, it will not be evaluated.
- 14– If any violation of these rules is identified, the team will be disqualified.
- 15– All Phase 1 teams will have opportunity to debrief with the Region jury chair regarding RFQ responses as requested.
- 16– All Phase 1 first place teams are expected to attend DBIA's [Design-Build Conference & Expo](#) in November.

REGIONAL WINNERS

Nine (9) first-place winners in the Phase One (RFQ) Regional competition will move on to Phase Two of the national competition and receive a Request for Proposals (RFP).

TRAVEL & REGISTRATION

Region first-place winners will also receive \$1,500 from their region to assist with travel expenses (airfare, hotel, rental car, etc.) plus complimentary conference registrations for students and faculty advisory to attend the DBIA [Design-Build Conference and Expo](#). All Phase 1 (RFQ) champions are expected to represent their region at the annual conference. The \$1,500 is ONLY to be used for travel and expenses to attend the DBIA conference.

HOTEL

All first-place regional teams will be given the opportunity to register in advance to secure rooms at the conference host hotel. Reservations should be made four weeks in advance of the conference and any cancellations must be made 48 hours prior to your reservation to avoid being charged a penalty. Teams are responsible for covering lodging and travel costs.

SHORT-LISTED TEAMS

The top three teams in Phase Two (RFP) will be short-listed to present their proposals in person to the national judging panel at the Design-Build Conference & Expo.

TRAVEL & REGISTRATION

Short-listed teams will also receive \$3,000 from their region to assist with travel expenses (airfare, hotel, rental car, etc.) plus complimentary conference registrations for students and faculty advisory to attend the DBIA [Design-Build Conference and Expo](#). The \$3,000 stipend is ONLY to be used for travel and expenses to attend the DBIA conference.

HOTEL

Short-listed teams will have three rooms reserved for each team at the DBIA conference hotel. Reservations should be made four weeks in advance of the conference and any cancellations must be made 48 hours prior to your reservation to avoid being charged a penalty. Teams are responsible for covering lodging and travel costs.

[Click here to register online at dbia.org](https://www.dbia.org)

