

GARDNER EDGERTON UNIFIED SCHOOL DISTRICT NO. 231

Request for Qualifications for Construction Management at-Risk Services

Gardner Edgerton High School Building Additions and Renovations

November 12, 2015

Gardner Edgerton Unified School District No. 231 seeks statements of qualifications from construction companies interested in providing construction management at-risk services for Gardner Edgerton High School Building Additions and Renovations. These projects are included in a Bond Referendum election that is proposed for vote on February 2, 2016.

Project Description

The projects included in this solicitation for CM at risk services have total estimated construction costs of \$13,500,000.

The Gardner Edgerton High School Building Additions and Renovations will be a multiple phase construction project addressing building additions and/or renovations in the following areas of the high school building:

- construction of an approximate 18 classroom, 24,000 square foot building addition
- renovation and conversion of approximately 14,000 square feet of existing career and technical education shops (auto, wood, metals) and classrooms (CAD drafting) into a Culinary Arts program center and other relocated career and technical education classrooms and/or other classrooms.
- renovations of the existing kitchen scramble serving area and the addition of a walk-in freezer unit
- expansion and renovations of the existing commons/cafeteria area to accommodate additional students for lunch and assembly activities
- expansion, renovations, and additions associates with a larger performing arts area including vocal music, Band, Orchestra and associated practice rooms, offices, and storage
- renovations in other high school classrooms and/or areas as required as a result of the above noted renovations and expansions, and associated room changes

In addition to the above noted building additions and/or renovations, additional infrastructure repairs, replacements, and improvements may be incorporated into the CM at risk responsibilities. These infrastructure projects may include parking lot and driveway additions and improvements, concrete flatwork replacement and addition, masonry and building envelope repairs and replacement, roofing, HVAC replacement and improvements, painting, flooring, storm detention, and special systems replacements and upgrades.

Selected Architect for High School Projects

The DLR Group has been selected to provide pre-Bond architectural-engineering services for all of the above noted projects. In addition, DLR is currently proceeding with full design services for the noted 18 classroom building addition, and may also include a performing arts addition of approximately 5,000 square feet. Upon the successful approval of the Bond referendum on February 2, 2016, DLR Group would be engaged to provide full design services for each of the other noted improvements (Culinary Arts; career and technical education spaces; kitchen scramble and freezer addition; commons area expansion; Performing Arts expansion and renovations; and other related renovations). These projects will be completed in multiple phases based on final designs for each affected area, and the determined sequence for the various necessary construction completions and associated occupancies. A minimum of two phases of bidding is anticipated at this time.

Form of Contract

The form of the contract for the project will be an AIA A133-2009 Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price. It is the intent of the school district that the Guaranteed Maximum Price shall be established based on the Architect's Construction Documents as developed between 70% and 100% completion. The school district has modified the AIA A133-2009 agreement and AIA A201-2007 General Conditions of the Contract for Construction for use on this project. Copies of the modified AIA forms will be distributed to short-listed firms as part of the Request for Proposal in phase two of the selection and evaluation process.

Selection and Evaluation Process

Phase One

This Request For Qualifications is the first phase of a three-phase qualifications-based selection process as required by K.S.A. 72-6760. The school district will evaluate the qualifications of the responding firms in accordance with the Phase One Submission Requirements outlined at the end of this document. Points will be assigned based on the maximum identified for each of the seven required submission sections noted. The school district will short-list to a minimum of three and maximum of five qualified firms; based on the highest overall point totals tabulated by the district's evaluation as having the best and most relevant qualifications to perform the project. If the District receives qualifications from less than five firms, all firms will be invited to participate in phase two of the selection process. The District will exercise discretion to disqualify any firm that, in the District's opinion, lacks the minimal qualifications required to perform the work.

Responses to the Request for Qualifications will be utilized to short list firms, and will also be utilized in the final assessment of firms, with a weighting factor of 20% of the RFQ response score being utilized in the final overall scoring and assessment.

Phase Two

In phase two, the three to five short-listed firms selected in phase one will be invited to submit responses to a Request For Proposal for construction management at-risk services. The shortlisted firms shall submit proposed fees in the format required by the Kansas Department of Administration (including fees for preconstruction services; supervision and management; temporary facilities, equipment, and contracted services; surety and insurance; and base fee) directly (and only) to the Deputy Director, Department of Administration. The office of the Deputy Director will score and rank the proposals for the best value and report such findings to the School District's selection committee after interviews and RFP response scoring have been completed by the District. The evaluation performed by the Department of Administration will be utilized by the District's committee to score CMAR cost in the overall evaluation of the short listed firms. The scores on CMAR costs will account for 20% of the total possible score.

Phase Three

In phase three the School District's selection committee will interview each of the short-listed firms allowing the competing firms to present their proposed team members, qualifications, project plan, and answer questions. The interview scoring will account for 30% of the total possible score.

In phase three, the School District will also evaluate each of the short listed firm's written response to the Request for Proposal (including categories for project team, pre-construction services, establishing the GMP, establishing contingencies, cost management, construction sequencing, site management, local business utilization, self-perform capabilities, and other critical issues). The RFP response scoring will account for 30% of the total possible score.

The School District's selection committee will evaluate each firm and assign points to identify the firm providing the best overall value to the school district based on the criteria identified in the Request for Qualifications, the Request for Proposal, the interview, and based on the best value recommendation of the Department of Administration. All scoring criteria and weighting factors will be identified by the District in the Request For Proposal to be provided to short listed firms.

Selection of the Construction Manager At-Risk

The School District's selection committee will proceed to negotiate with and attempt to enter into a contract with the firm receiving the best total score and selected as the best overall firm to serve as the Construction Manager At-Risk for the project. Should the School District's selection committee be unable to negotiate a satisfactory contract with the firm with the best total score, negotiations with that firm will be terminated, and the committee will undertake negotiations with the firm with the next best total score. The School District selection committee will be composed of school district staff and at least one Board of Education member.

If the School District's selection committee determines that it is not in the best interest of the school district to proceed with the project pursuant to the proposals offered, the School

District's selection committee may reject all proposals. If all proposals are rejected, the school district may solicit new proposals using different project criteria, budget constraints or qualifications.

The Construction Manager At-Risk contract for a project shall be prepared by the school district and entered into between the Board of Education and the awarded firm. The maximum price contract shall return any/all savings accrued under the guaranteed maximum price to the school district.

Subcontractor/Supplier Bidding Requirements

The Construction Manager At-Risk, with the District's prior approval, will publish construction services bid notices in the official newspaper of the school district, the website of a statewide construction industry association, and in such other appropriate manner as may be determined and approved by the school district. Each construction services bid notice will include the request for bids and other bidding information prepared by the Construction Manager At-Risk. The school district may allow the Construction Manager At-Risk to self-perform construction services, but only under the condition that the firm submits a sealed bid proposal under the same requirements as all other competing firms. At the time for opening the bids, the Construction Manager At-Risk will evaluate the bids and determine the lowest responsible bidder except in the case of self-performed work for which the school district shall determine the lowest responsible bidder. The Construction Manager At-Risk shall enter into a contract with each Sub-Contractor performing the construction services for the project. Copies of each contract entered into by the Construction Manager At-Risk and the selected Sub-Contractors shall be available for review by the school district.

Initial Anticipated Timeline

Advertise Request for Qualifications:	Thursday, November 12, 2015
Formally Issue Request For Qualifications:	Thursday, November 12, 2015
Request For Qualifications Responses Due:	Monday, November 30, 2015
Short List Announced by District:	Friday, December 4, 2015
Formally Issue Requests for Proposals:	Monday, December 7, 2015
Requests for Proposals Responses Due:	Wednesday, December 16, 2015
Cost Proposal Form Due to Dept. of Admin.:	Wednesday, December 16, 2015
Interviews with Selection Committee:	Thursday, December 17, 2015
BOE Consideration of Recommendation:	Monday, January 11, 2016
Phase I Anticipated Preconstruction Start Date:	Tuesday, January 12, 2016
Phase I Anticipated Construction Start Date:	Tuesday, June 6, 2016
Phase I Anticipated Construction Completion Date:	Friday, June 16, 2017
Phase 2 Anticipated Preconstruction Start Date:	Tuesday, February 9, 2016
Phase 2 Anticipated Construction Start Date:	Monday, February 13, 2017
Phase 2 Anticipated Construction Completion Date:	Friday, July 27, 2018

Phase One Submission Requirements

The response to this Request For Qualification must include the following information to receive consideration. Organize the response as follows:

Section 1. Firm Information. Provide the firm's legal name and address of principal office(s), history of operations, and total number of employees. List titles and numbers of all staff that may be involved in the project. (10 points)

Section 2. Management Approach. Describe your firm's Construction Management at Risk approach, including specific planning and management accommodations for performing construction in and adjacent to an occupied high school building. (20 points)

Section 3. Relevant K-12 Experience. Experience in successfully completing relevant K-12 education projects including projects in partially occupied high school buildings since 2010*. (10 points)

Section 4. Prior CMAR Experience. Experience providing construction management at-risk services, with a complete listing of all construction management at-risk services provided for Kansas Unified School Districts since 2010*. (20 points)

Section 5. References. Written references from design professionals and owners from completed projects. Emphasize references from and for Kansas Unified School District projects. (15 points)

Section 6. Financial/Bonding. Financial statement and evidence of current bonding capacity in an amount of approximately \$15,000,000. (15 points)

Section 7. Other Relevant Information. Any other information that may be relevant to evaluating your firm's qualifications. (10 points)

**The District is primarily interested in evaluating each firm's construction management at-risk experience for completed Kansas Unified School District projects. Projects delivered via other delivery methods (e.g. Construction Management-Agency, Design-Build, and General Construction) or for School District clients outside of Kansas will be considered less relevant in evaluations.*

Points will be assigned for the responses for each noted section. The three to five firms receiving the highest overall point totals will be selected for further consideration, and included in the phase two solicitation.

Instructions for Submitting a Response

Please deliver one original and 3 copies of your firm's response to:

Gardner Edgerton Unified School District No. 231
231 East Madison
P.O. Box 97
Gardner, Kansas 66030

Submission Deadline: Monday, November 30, 2015 @ 2:00 p.m. CDT

Questions regarding this request may be directed to:

Bruce Kracl, Director of Operations
kraclb@usd231.com
913-856-2006