

# Prairie View USD 362

Request for Statements of Qualifications  
for Construction Management at-Risk Services

August 20, 2020

## Introduction

The Board of Education of USD 362 seeks statements of qualifications from construction managers and general contractors interested in providing construction management at-risk services for the following bond projects.

## Project Description

This bond program has an estimated program budget of \$7,500,000. The proposed scope of work includes the following elements:

- **Additions and renovations to the District facility at 13799 KS HWY 152, La Cygne, KS 66040**

## Evaluation Process

This request for statements of qualifications is the first phase of a three-phase qualifications-based selection process as required by K.S.A. 72-1155. The board will evaluate the qualifications of all firms in accordance with the instructions of the request for qualifications. The board will then prepare a short list containing a minimum of three and maximum of five qualified firms, which have the best and most relevant qualifications to perform the services required of the project, to participate in phase two of the selection process. If the board receives qualifications from less than four firms, all firms will be invited to participate in phase two of the selection process. The board will have discretion to disqualify any firm that, in the board's opinion, lacks the minimal qualifications required to perform the work.

Prequalified firms selected in phase one will be invited as part of phase two to submit a proposal for construction management at-risk services. All prequalified firms shall submit proposed fees in a format required by the department of administration, including fees for preconstruction services, fees for general conditions, and fees for overhead and profits directly and only to the secretary of administration. The secretary of administration will score and rank the proposals for the best value and report such findings to the selection recommendation committee after all other interviews and scoring have been completed. The recommendation of the secretary of administration to the selection recommendation committee will be open for public review. The scores on fees and profits will not account for more than 5% of the total possible score.

Once all proposals have been submitted, the selection recommendation committee will interview as part of phase three each of the firms in executive session, allowing the competing firms to present their proposed team members, qualifications, project plan and to answer questions. The interview scoring will not account for more than 25% of the total possible score.

The selection recommendation committee will select the firm providing the best value based on the proposal criteria, weighting factors utilized to emphasize important elements of each project for approval by the board, and recommendation of the secretary of administration. All scoring criteria and weighting factors will be identified by the board in the request for proposals instructions to firms. The selection recommendation committee will proceed to negotiate with and attempt to enter into a contract with the firm receiving the best total score to serve as the construction manager at-risk for the project. Should the selection recommendation committee be unable to negotiate a satisfactory contract with the firm scoring 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.

If the selection recommendation committee determines that it is not in the best interest of the board to proceed with the project pursuant to the proposals offered, the selection recommendation committee may reject all proposals. If all proposals are rejected, the board may solicit new proposals using different design criteria, budget constraints or qualifications.

The construction management at-risk contract for a project shall be prepared by the board and entered into between the board and the firm performing such construction management at-risk services. A construction management at-risk contract utilizing a cost plus guaranteed maximum price contract value shall return all savings under the guaranteed maximum price to the school district.

### **Subcontractor/Supplier Bidding Requirements**

The board or the construction manager at-risk, at the board's discretion, will publish a construction services bid notice in the official newspaper of the school district and website of a statewide school board association or construction industry association and in such other appropriate manner for the construction manager or general contractor as may be determined by the board. Each construction services bid notice will include the request for bids and other bidding information prepared by the construction manager at-risk and the board. The board may allow the construction manager at-risk to self-perform construction services provided the firm submits a sealed bid proposal under the same conditions 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 board shall determine the lowest responsible bidder. The construction manager at-risk shall enter into a contract with each firm performing the construction services for the project and make a public announcement of each firm selected at the first school board meeting following the selection.

### **Project Timetable**

Advertise for Public Comments regarding alternative delivery	Thursday, August 13, 2020
Board of Education hears public comments	Monday, August 17, 2020
Advertise for Statement of Qualifications:	Thursday, August 20, 2020
Statement of Qualifications Due:	Thursday, September 10, 2020 by 4 p.m.
Short List Announced by District:	Monday, September 14, 2020
Formally Issue Requests for Proposals:	Tuesday, September 15, 2020
Requests for Proposals Due:	Friday, September 18, 2020 by 4 p.m.
Cost Proposal Form Due to Secretary of Administration:	Friday, September 18, 2020 by 4 p.m.
Interviews:	Monday, September 21, 2020
Board Consideration of Recommendation:	Monday, September 28, 2020
Board Publishes name of Successful Firm:	Thursday, October 1, 2020

## Phase One Submission Requirements

The response to this request for statements of qualification must include the following information, at a minimum, and be organized as set out in the following outline:

1. **Firm Information:** Provide the firm's legal name and address of principal office(s);
2. **Management Approach:** Describe your firm's management approach, including experience working in and adjacent to operating schools;
3. **Relevant Experience:** Experience in successfully completing relevant K-12 education projects (refer to Scope of Work above);
4. **CMAR Experience:** Experience with providing construction management at-risk services, with emphasis on construction management at-risk services for Kansas Unified School Districts since the legalization of construction management at-risk for public projects in July 2008\*;
5. **References:** References from design professionals and owners from completed projects;
6. **Financial/Bonding:** Financial statement and evidence of current bonding capacity in accordance with K.S.A. 60-1111 in an amount at least equal to the proposed construction budget of \$7,500,000
7. **Local Business Utilization:** Plan to work with local subcontractors, vendors and businesses;
8. **Other Information:** Any other information that may be relevant to evaluating such Statement of Qualifications.

*\*The District is most interested in evaluating each firm's construction management at-risk experience on previous Kansas Unified School District projects. Projects delivered via other delivery methods (e.g. Construction Management-Agency, Design-Build, General Construction) will be considered less relevant by the District.*

## Instructions for Submitting a Response

Please deliver one original and 10 copies of your firm's response to:

Dr. Rex Bollinger, District Superintendent  
Prairie View USD 362  
13799 KS HWY 152  
La Cygne, KS 66040

Submission Deadline: Thursday, September 10, 2020 at 4 p.m.

Questions regarding this request may be directed to:

Dr. Rex Bollinger, District Superintendent  
Email: rexb@pv362.org  
Telephone: 913-757-2677 office

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