

Prairie Hills

USD 113

Axtell-Sabetha-Wetmore

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

April 13, 2021

Introduction

The Board of Education of Unified School District No. 113 seeks statements of qualifications from construction managers and general contractors interested in providing construction management at-risk services.

Project Description

The project scope which is not fully developed, will involve the district's current three locations. Preliminary construction estimates range from \$3,000,000 to \$4,500,000, final budget is to be developed with input from the construction manager. Given an estimated budget of \$4,500,000, the proposed scope of work may include the following elements:

- **Axtell School** - remodel and improvements to the to include science room remodel, second floor fire stair upgrades, basement fire sprinkler system.
- **Sabetha Elementary School** - remodel and addition to include a new Music Room, new Library, and new Gym/storm shelter addition, relocated Office & Nurse, remodeled Classrooms, Multi-Purpose room & Kitchen flooring, Restroom upgrades, HVAC systems, roofing, window replacement, and site parking & playgrounds improvements.
- **Wetmore Academic Center** - remodel to HVAC controls, safety measures at hall windows, Gym ceiling finish and lighting improvements.

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. 72-6760. 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, which requires more detailed company information as well as fees for preconstruction services, general conditions costs, and overhead and profit.

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 and weighting factors utilized to emphasize important elements of each project for

approval by the board. 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.

INCURRING COSTS:

USD 113 shall not be held responsible for any costs incurred by the offer or for work performed in the preparation and production of a proposal or for any work performed prior to the issuance of a Contract or Notice to Proceed.

Project Timeline:

April 12, 2021: USD 113 BOE Approves Concept & Scope of Project
April 13, 2021: Draft a Request for Qualifications
April 15, 2021: Issue RFQ, published in Sabetha Herald & Website

PHASE 1

May 3, 2021: RFQ due at District Office by 3:00 PM
May 4, 2021: Email & mail RFQ info packet to BOE Selection Committee
May 10, 2021: BOE Committee meets and evaluates RFQs
Establish shortlist. Selected firms invited to Phase 2 and Phase 3

Request for Qualifications (RFQ)

PHASE 2

May 11, 2021: Send RFP and State Form to CMAR shortlisted firms.
May 13, 2021: Site Tour with CMAR contractors at USD 113 facilities.
May 21, 2021: RFPs due at District Office by 12:00 noon.
State form fees sent direct to KS Admin. by firms by 12:00 noon.
Email & mail RFP info packet to BOE Selection Committee

Request for Proposal (RFP)

PHASE 3

June 2, 2021: 1:00 PM, BOE Selection Committee reviews RFPs
2:00-5 PM, CMAR interviews with BOE (in executive session)
5 PM, Request fees from KS Admin. Dept.
Committee finalizes scores and incorporates the state's fee information.

BOE consideration of recommended CMAR for approval.

June 3, 2021: BOE will begin contract negotiation with Selected CMAR.
June 14, 2021: BOE approves final CMAR contract.
Sept. 1, 2021: Anticipated Construction Start Date
Sept. 1, 2022: Construction Completion Date

Interviews & Selection

Note: HVAC improvements to SES will be a separate bid item.

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 May 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 TBD, approx. \$4.5 million.
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) or for non-Kansas Unified School District clients will be considered less relevant by the District.

Instructions for Submitting a Response

Interested parties shall submit one original, and one thumb drive of Statement of Qualifications in a sealed envelope or other suitable packaging. The outside of the envelope shall be clearly marked "Statement of Qualifications to provide Construction Management at-Risk Services" to USD 113

Please deliver your firm's qualifications to:

Todd Evans-Superintendent

USD 113 Prairie Hills

1619 S. Old Hwy 75

Sabetha, Kansas 66534

Submission Deadline: Monday, May 3, 2021 by 3 p.m.

Questions regarding this request may be directed to:

Theodore Demonchaux- Project Manager

Civium Architects

Email- td@civiumarchitects.com

Telephone: 785-234-6664

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