



SHAWNEE MISSION SCHOOL DISTRICT

Contact information:

Shawnee Mission School District
Purchasing Department
8200 W. 71st Street
Shawnee Mission, Kansas 66204

ATTN: Reed Beebe

**Please note that vendors may request a copy of
this RFQ in Word format by emailing
purchasing@smsd.org.**

DATE: August 25, 2026 RFQ NO. 26-011

RFQ TITLE: **Construction Manager at Risk (CMAR)
Services**

Responses will be accepted until:

Date: **September 16, 2026**

Day: **Wednesday**

Time: **11:00 a.m. (local time)**

**Terms, conditions, and specifications under which
responses are requested are included. Please review
thoroughly.**

Introduction:

The Shawnee Mission School District (“the District”) seeks qualifications from construction managers to provide Construction Manager at Risk (CMAR) services with guaranteed maximum price services as an alternative delivery method for upcoming projects.

The District requests a written response to this Request for Qualifications (“RFQ”) for the purpose of obtaining qualification information from firms interested in providing CMAR services capable of meeting the District’s needs.

The District seeks to engage a CMAR firm(s) to assist with the design and construction efforts of upcoming projects including, **but not limited to**, projects defined by the District’s 2027 Bond Referendum. (see **Exhibit B** – this project outline is for initial reference only and subject to change; that is, the District reserves the right to modify this project list as it moves into Phase II/Phase III of the CMAR selection process – see **Exhibit D** regarding the various phases of the CMAR selection process.).

All RFQ responses shall be delivered, and shall adhere to the format, as further indicated herein. The District shall have the right to ask additional questions of – or request additional information from – responding firms. The District will evaluate the qualifications of interested firms.

The District intends to follow the three-phase CMAR selection process outlined in State of Kansas statute [K.S.A. 72-1155](#). To provide interested firms with context regarding the overall selection process, a summary of this process is provided in **Exhibit D**. This RFQ is Phase I of the selection process.

NOTE: Please note that the District intends to have a phased, multi-year Phase II/Phase III selection process. That is, the District intends to use this RFQ to develop a shortlist of three to five firms via one Phase I selection process; this shortlist will be invited to submit proposals in multiple Phase II/Phase III selection processes for specific projects (outlined in **Exhibit B**) over the course of a five-year period.

RFQ Response Requirements:

Submitted responses should be limited to the sections and items identified below. The capacity of the respondent to make a complete and responsive presentation will be favorably considered.

Submittals should contain the following items:

- A. **Letter of Interest:** Provide a brief letter expressing the respondent's interest and appropriate qualifications. The letter of interest should include the following information:
- Title of this RFQ ("**RFQ 26-011: Construction Manager at Risk Services**");
 - Name and mailing address of respondent (including physical location, if mailing address is a P.O. Box);
 - Contact person, telephone number, and email.
- B. **Completion of Exhibit A Questionnaire:** Respond to the questions listed in **Exhibit A**. Please note that a Word copy of this RFQ, including Exhibit A, can be requested by emailing purchasing@smsd.org.

Response Submittal Instructions:

Responses shall be submitted no later than the time and date indicated herein. Responses submitted to a location or individual other than that listed below will not be considered duly delivered or timely. The District shall not be responsible for re-routing responses delivered to a person or location other than that specified below. Late response submittals shall not be accepted or considered. All responses, whether accepted or rejected, shall become the property of the District and will not be returned. The District reserves the right to waive minor defects and/or irregularities in response submittals and shall be the sole judge of the materiality of any such defect or irregularity. The District reserves the right to seek additional responses if the received responses are deemed unsatisfactory. All costs associated with response preparation shall be borne by the respondent.

The District prefers that firms submit responses via the District's online bid platform, **Public Purchase**, as outlined in **Exhibit C**.

Alternatively, responses may be submitted in hardcopy format (one physical copy, **along with a thumb drive containing a digital copy of the response**) to the "**Official Contact**" address listed in this RFQ, and shall be received by delivery in person or via service (US Mail, UPS, FedEx, etc.) in a sealed envelope or box. Electronic delivery (i.e., email) will not be accepted.

All responses must be received no later than **11:00 a.m. (local time), Wednesday, September 16, 2026** and should be clearly marked "**RFQ 26-011 – Construction Manager at Risk Services.**"

Please note that vendors may request a copy of this RFQ in Word format by emailing purchasing@smsd.org.

Official Contact/Deadline for Questions:

Additional feedback or questions may be addressed by the official contact below:

Reed Beebe
Shawnee Mission School District
8200 W. 71st Street
Shawnee Mission, KS 66204
913-993-6475
purchasing@smsd.org

All questions concerning this RFQ must be received no later than **Friday, September 4, 2026 by 4:00 p.m. (local time)**. The District will address questions via addenda (see "**Addenda/Cancellation**" below); it is currently anticipated that any applicable addenda will be issued by **Wednesday, September**

9, 2026 by 4:00 p.m. (local time), although the District reserves the right to issue addenda at a later date and time, if needed.

Response and Response Evaluation Availability:

To the extent allowed by the laws of the State of Kansas, including the Kansas Open Records Act (K.S.A. 45-215 *et seq.*), responses received by the District will not be open to public review, nor disclosed to unauthorized persons, prior to formal selection of shortlist finalists by the District's Board of Education. Likewise, the District's evaluation documentation of the received responses will not be open to public review nor disclosed to unauthorized persons, prior to formal Board of Education selection of finalists. Thereafter, all responses and related evaluation documentation shall be open to public inspection.

Addenda/Cancellation:

The District may modify or cancel this RFQ at any time prior to the RFQ due date by issuance of an Addendum or Cancellation. Such Addenda and/or Cancellations will be posted on the District's website, currently: **smsd.org (Go to About; Department Teams; Purchasing & Bidding; Bids & Bid Summaries View Page.** <https://www.smsd.org/about/departments/purchasing-bidding/bids-bid-summaries>

Selection Criteria:

The following criteria will be used by the District to evaluate the RFQ responses, using a scale of 100 possible points:

- Similar project experience (see **Exhibit B** for project information) **(25 points)**
- Experience with the CMAR project delivery system **(25 points)**
- References from design professionals and owners from previous projects **(25 points)**
- A description of the construction manager or general contractor's project management approach **(25 points)**
- Firms submitting a statement of qualifications shall be capable of providing a public works bond in accordance with [K.S.A. 60-1111](#), and amendments thereto, and shall present evidence of such bonding capacity (for example, a Surety Letter or Letter of Bond Ability) to the District with their statement of qualifications. If a firm fails to present such evidence, such firm shall be deemed unqualified for selection. **(No points are assigned for this criterion; firms that do not provide evidence of the required bonding capacity shall be disqualified from consideration.)**

The District shall evaluate the qualifications and **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 required services, to move into Phase II of the selection process. **NOTE:** If the District receives qualifications from less than four firms, all firms shall be invited to participate in Phase II of the selection process (see **Exhibit D** for an outline of the three-phase selection process).

NOTE: Please note that the District intends to have a phased, multi-year Phase II/Phase III selection process. That is, the District intends to use this RFQ to develop a shortlist of three to five firms via one Phase I selection process; this shortlist will be invited to submit proposals in multiple Phase II/Phase III selection processes for specific projects (outlined in Exhibit B) over the course of a five-year period.

Confidentiality of Respondent Information:

The District is a state agency, and information submitted to the District in response to District solicitations for product or service information is generally a public record. Accordingly, no response shall restrict the District's ability to produce the solicitation response and/or any corresponding documents in response to a lawful request or from otherwise complying with the Kansas Open Records Act (K.S.A. 45-215 *et seq.*)

Confidentiality of District Information:

Respondent acknowledges that any information provided by or obtained from the District in connection with this RFQ is the sole property of the District and must be treated as confidential, and that this confidential information is not to be used for any purpose other than replying to this RFQ, and that this confidential information must not be disclosed without the prior written authorization of the District, and, if applicable, that this confidential information must be returned to the District immediately upon the request of the District.

Information in RFQ Only an Estimate:

The District and its representatives make no representations, warranty, or guarantee as to the accuracy of the information contained in the RFQ or issued via addenda. Any quantities, timelines, or data contained in this RFQ or related addenda are good-faith estimates provided only as general background information.

Governing Law:

It is understood and agreed that the construction and interpretation of this RFQ and related addenda shall be governed by the laws of the State of Kansas.

EXHIBIT A: QUESTIONNAIRE

Please respond to the questions below; a Word copy of the RFQ, including Exhibit A, can be requested by emailing purchasing@smsd.org. In addition to completing this questionnaire, please provide a letter of interest as outlined on page 2 of this RFQ.

1. Please indicate, in order, your preference of the packages of work listed in Exhibit B. Firms may submit preferences for one or all packages, but firms must list an order for preference if submitting qualifications for more than one package. Please describe your rationale for this preference order.
2. Please outline your firm's experience with projects similar to the package(s) listed in Exhibit B, for which your firm would like to provide services. Please provide an outline of the staff your firm will likely utilize for these package(s), and their respective experience with similar projects.
3. Please discuss your firm's experience with the Construction Manager at Risk (CMAR) delivery method. How many CMAR projects has your firm completed in the past five years? Have any of your CMAR clients been educational institutions in the state of Kansas?
4. Please describe your firm's general CMAR project management approach. How does your firm work with clients and design professionals to maximize value to your clients?
5. Please provide three (3) references from design professionals for previous projects that were completed within the last five years. Ideally, references should have had project needs similar to those of the District, as outlined in this RFQ. Please provide a brief description of the services provided. Please include reference contacts (reference names, email addresses, etc.)
6. Please provide three (3) references from owners for previous projects that were completed within the last five years. Ideally, references should have had project needs similar to those of the District, as outlined in this RFQ. Please provide a brief description of the services provided. Please include reference contacts (reference names, email addresses, etc.)
7. Please submit evidence of your firm's bonding capacity. Firms submitting a statement of qualifications shall be capable of providing a public works bond in accordance with [K.S.A. 60-1111](#), and amendments thereto, and shall present evidence of such bonding capacity to the District with their statement of qualifications. If a firm fails to present such evidence, such firm shall be deemed unqualified for selection.
8. Is there any additional information about your firm's capabilities or ability to meet the needs of the District, not addressed in the questions above, that you would like to share? You are welcome to submit any additional information materials (brochures, online links, etc.) that you think may be of interest to the District.

EXHIBIT B: PROJECT OUTLINE

Below is a list of projects that the District currently anticipates will be funded via bond funds over the next five years:

- Three (3) elementary school rebuilds
- Eleven (11) secondary school additions/renovations
- One (1) new career tech high school build

The District will also need aesthetic improvements (flooring, ceiling, etc.) at various sites throughout the five-year period that may be funded via a combination of capital and bond funds. The District may utilize CMAR firms for some of these aesthetic improvements, if desired.

Below is a sample outline of package projects for which select firms may be asked to submit proposals during Phase II/Phase III of this RFI selection process. These Phase II/Phase III processes are anticipated to be phased over the course of a five-year period, and the project packages outlined below are subject to change; the District reserves the right to modify this project list as it moves into Phase II/Phase III of the selection process.

Package A: Total Estimated Construction Cost \$42,000,000

- Elementary School Rebuild

Package B: Total Estimated Construction Cost \$42,000,000

- Elementary School Rebuild

Package C: Total Estimated Construction Cost \$3,400, 000

- Indian Hills Middle School Cafeteria Expansion
- Career Tech Classroom Renovations

Package D: Total Estimated Construction Cost \$4,750,000

- Career Technical Education Classroom Renovations
- Main Gymnasium Renovations
- Exterior/Front Entrance Renovations

INSTRUCTIONS FOR SUBMITTING RESPONSES VIA PUBLIC PURCHASE

The District will be using Public Purchase, a free web-based e-Procurement service. Firms submitting responses via Public Purchase will need to follow the two-step registration instructions detailed below. Please register as soon as possible so that you have access to the District's notifications.

INSTRUCTIONS

1. Register with Public Purchase:

Use the link below to begin the registration process. *It can take up to 24 hours for your account to become active.* You will receive an email from notices@publicpurchase.com letting you know your account is activated. Be sure to add this email address to your contacts to avoid the response notification emails being sent to your junk folder.

<https://www.publicpurchase.com/gems/register/vendor/register>

If you are already registered with Public Purchase, please proceed directly to step 2.

2. Register with The Shawnee Mission School District:

1. Once you have received your activation email from Public Purchase log in to www.publicpurchase.com and accept the terms and conditions of use.
2. Click on the "Tools" tab located on the far right of the menu header.
3. On the new list of sub-tabs, click on "Agencies"
4. Search for the agency: **Shawnee Mission School District** - Make sure the Registration Status field is set to "All"
5. Once you find the result, please click on the [Register] tab on the far right of the agency name.
6. Complete the registration steps with the agency.

*It is important that this second part of the registration is complete or you will not receive notifications of upcoming quote opportunities via Public Purchase from the **Shawnee Mission School District**. It is your responsibility to keep the information up to date, particularly the contacts and email addresses.*

All of this is provided at no charge to you.

If you need any assistance with this process please contact Public Purchase at support@publicpurchase.com or use their Live Chat during business hours. It can be found in the upper left corner of the web site.

NOTE: Alternatively, hard copy responses may be submitted as outlined in the RFQ under **"Response Submittal Instructions."**

EXHIBIT D

Outline of Construction Manager at Risk (CMAR) Selection Process:

(NOTE: The outline below lists statutory percentage limits on select scoring categories; while the District's final scoring will fall within these statutory ranges, the District's percentage scoring for those categories may vary from the listed percentages.)

Kansas statute [K.S.A. 72-1155](#) outlines a three-phase CMAR contractor selection process:

PHASE I

Via an RFQ process initiated by the District, firms will need to submit a statement of qualifications which shall include, but not be limited to:

- **Similar project experience;**
- **Experience with the CMAR project delivery system;**
- **References from design professionals and owners from previous projects;**
- **Description of the construction manager or general contractor's project management approach;**
- **Firms submitting a statement of qualifications shall be capable of providing a public works bond in accordance with [K.S.A. 60-1111](#), and amendments thereto, and shall present evidence of such bonding capacity to the District with their statement of qualifications. If a firm fails to present such evidence, such firm shall be deemed unqualified for selection.**

The District shall evaluate the qualifications and **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 required services, to move into Phase II of the selection process. **NOTE:** If the District receives qualifications from less than four firms, all firms shall be invited to participate in Phase II of the selection process.

PHASE II

Prequalified firms selected in Phase I shall be given a request for proposal (RFP). Information requested in the RFP shall include, but not be limited to:

- **Company overview;**
- **Experience or references, or both, relative to the project under question;**
- **Resumes of proposed project personnel;**
- **Overview of preconstruction services;**
- **Overview of construction planning; and**
- **Proposed safety plan.**

Kansas Department of Administration Fee Analysis: All prequalified firms shall submit proposed fees in a format required by the **Kansas Department of Administration**, including fees for preconstruction services, fees for general conditions, fees for overhead and profits **directly and only to the secretary of administration**. The secretary of administration shall rank and score the proposals for best value and report its findings to the District **after all interviews and scoring have been completed**. The scores on these fees/profits **shall not account for more than 25% of the possible score**.

PHASE III

Interviews: Once all proposals have been submitted , the District's selection recommendation committee shall interview each of the firms in executive session. Interview scores **shall not account for more than 50% of the total possible score.**

The selection recommendation committee shall select the firm providing the best value based on the proposal criteria, weighting factors utilized to emphasize the important elements of each project for approval by the BOE and recommendation of the Secretary of Administration.

The selection recommendation committee shall proceed to negotiate **with the firm receiving the best total score** to serve as the construction manager or general contractor for the project. **NOTE:** Should the selection recommendation committee be unable to negotiate a satisfactory contract with the firm receiving the best total score to serve as CMAR, the committee shall undertake negotiations with the firm having the next best total score.

Contract: A CMAR contract that utilizes a cost plus guaranteed maximum price contract value shall return all savings under the guaranteed maximum price to the District.