



REQUEST FOR QUALIFICATIONS/PROPOSAL (RFQ/P) FOR CONSTRUCTION MANAGER / GENERAL CONTRACTOR (CM/GC)

Dolores County Senior Center (Phase I) & Public Service Center / Road and Bridge Shop (Phase II)

Dolores County (Owner)
409 North Main Street
Dove Creek, Colorado 81324
Phone (970) 677-2383

1.0 OBJECTIVE

The purpose of this RFQ/P is to solicit a qualified Construction Manager / General Contractor (CM/GC) (Candidate) to contract with the Owner to provide customary pre-construction, construction, and post-construction/warranty services for the Dolores County Project consisting of Phase I (Senior Center) and Phase II (Public Service Center / Road and Bridge Shop) to be located in Dove Creek, Colorado. It is the intent of the County that the three main components of the Project Team will consist of the County, the Architectural Design Team, and the CM/GC.

OWNER'S REPRESENTATIVE

The County's Owner's Representative for the Project is KPMC LLC. Key individuals are:
Project Manager - Jim Ketter, PE

ARCHITECT/ENGINEER (A/E)

Reynolds, Ash, and Associates
Project Manager - Tracy Reynolds

2.0 SOLICITATION SCHEDULE

March 25, 2013	RFQ/P Available
April 5, 2016 @ 10:00 am	Mandatory Site Visit (County Courthouse, 409 N Main St)
April 7, 2016 @ 4:30pm	Mandatory Notice of Intent to Submit Deadline
April 7, 2016	RFQ/P Clarification Deadline
April 8, 2016 @ 4:30pm	RFQ/P Clarification Response Deadline
April 13, 2016 @ 4:30pm	RFQ/P Phase 1 Submittal Responses due
April 14, 2016	Selection Committee

April 14, 2016
April 18, 2016
April 20, 2016
April 27, 2016
April 27, 2016

Interview Invitations sent to Short-Listed Candidates
Interviews/Fee Proposals
Candidates Notified of Intent to Award
Contract Negotiations Complete
Notice to Proceed provided to selected firm

3.0 PROJECT INFORMATION

Owner Background

Dolores County (the County and/or Owner) sits in the Southwest Region of the state approximately 450 miles from Denver and 160 miles from Grand Junction. The town of Dove Creek is the county seat, located in the high desert plateau region of roughly 7000 feet elevation. The economic base is predominantly ranching and dryland and irrigated agriculture. Dolores County is spread over 1064 square miles with a population of approximately 2064 people. In the eastern portion of the county, we have our mountain communities of Rico and Dunton, both former mining communities rich with history and a magnet for alpine activities and upscale homes. For more information on Dolores County go to the County Website: <http://www.dolorescounty.org/>

Project Descriptions:

This project is a two Phase project that will design and build two structures.

Both buildings will be located on a 16 acre parcel owned by Dolores County on the north end of Dove Creek. The first phase will be to design and build a Senior Center on the west end of this property on approximately five acres. The second phase will be to design and build a Public Service Center/Road and Bridge shop on the east end of the remaining property.

Owner will begin the process immediately for the Senior Center, with no grant application involved. A design kickoff meeting for that project was held on March 22, 2016. Schematic Design documents are expected within the next four weeks.

The County recently presented a grant application to the Department of Local Affairs for partial funding for the Public Service Center/Road and Bridge Shop. Award notification is expected in April, 2016. If successful, Owner will begin the process for that building project. If the DOLA grant is not awarded, this phase will be reevaluated.

Owner has been working with the University of Colorado Denver through a grant with the Department of Local Affairs. University of Colorado Denver (UCD) has provided the county with conceptual architectural design services for the programming, planning and building layout for the Senior Center and Public Service Center/Road and Bridge Shop.

Owner will be optimizing the use of County staff and resources as much as practical in both projects in order to maximize the potential for "in-kind" match for grant funding. County in-kind resources may include hard and/or soft cost items such as: use of the County Road and Bridge Department for site development, renovation of the existing shop and other general site work; the County GIS Department to assist with site and utility design and layout; County staff for Furniture/Fixtures/Equipment planning, design, procurement, and installation; use of County staff for move management and moving services.

First Project: Phase 1: **Senior Center**

The total square footage of the Senior Center is approximately 7,272 feet.

The present senior center was a former elementary school which was decommissioned in the early

1970's. The Senior Services has had a verbal agreement with the Dolores County School District to occupy the building since 1976. It is a 4,800 square foot brick building with a commercial kitchen, a dining room, game room, office space and a community room. Dolores County Senior Services (DCSS) operates under the Dolores County Commission with an executive director and fourteen employees. As a clear title transfer to the senior services from the school district is not possible and the fact that the electric, plumbing, roof and heating efficiency of the building are substandard, a new facility is warranted. DCSS offers nine separate programs that enable seniors to remain in their homes independently with dignity as long as possible. In 2014, DCSS provided over 15,000 units of service to 250 clients. With the growing senior population, the need for additional services will greatly increase. A senior center located in the population center of Dove Creek will enable the organization to provide services efficiently and economically. The senior population has increased in the last 5 years from 17% to 21% of the total population in the county and the need for a senior center to administer those services will greatly increase. DCSS not only serves seniors but it also provides transportation services for the general public, Medicaid clients who need non-emergent transportation and the transit dependent population.

Second Project, Phase 2: **Public Service Center/Road & Bridge Shop**

The total square footage of the new Public Service Center is approximately 18,500 feet.

The existing Road & Bridge shop on the north end of town is antiquated and does not serve the programmed need of the county as efficiently as it could. The equipment the county uses is too large for the current shop and the shop is in need of some major repairs. There is an old trailer house that is used for office space that is also in need of major repairs. There are 19 full time and 3 part-time employees who work for the department they maintain 600 + miles of road and also maintain Forest Service roads. There is no space available for the employees to receive the necessary trainings they need.

As part of this project, renovations will be done to the existing shop so that our Mandatory Weed District can use it.

The Public Service Center part of the project will include three main areas:

- 1) Dolores County's EMS department is located at the county courthouse in an old closet space. There is a definite need for an Emergency Operations Center with space for appropriate technology vital for emergency services.
- 2) A meeting room that will be used for community meetings and for Road and Bridge trainings.
- 3) The GIS/Addressing department is currently in a very small office area that includes two desks and large equipment needed for their work. Because the GIS/Addressing department works closely with Road and Bridge it is reasonable that a larger office space will be included in this project.

Contract Type / Delivery Method:

Both Phases of the Project will be constructed using a Negotiated Cost Plus a Fee contract type with a Guaranteed Maximum Price (GMP) using a CM/GC delivery method.

Budget:

The preliminary total cost estimate ranges for the two phases (as prepared by University of Denver) are:

Phase 1 - Senior Center:	\$1,884,960 - \$2,608,288 (\$253-\$358/SF)
Phase II - Public Service Center/Road & Bridge Shop:	\$3,102,775 - \$4,385,825 (\$193-\$273/SF)

The estimated **Maximum Allowable Construction Cost (MACC)** for hard construction costs (which will be formally published in the near future) are as follows:

Phase 1 - Senior Center:	\$1,818,000 (\$250/SF)
Phase II - Public Service Center:	\$3,785,000 (\$216/SF)*
County Pro Bono work to be performed by County	<u>\$552,000</u>
Net w/o County Pro Bono work	\$3,233,000

* includes \$552,000 of Pro Bono work to be performed by County forces

Milestone Schedule:

Activity	Phase I	Phase II
Schematic Design Complete	April, 2016	June, 2016
Design Development Complete	May, 2016	July, 2016
100% Construction Drawings Complete	June, 2016	August, 2016
Bidding	June, 2016	August, 2016
Construction Start	July, 2016	Sept, 2016
Construction Complete	February, 2017	April, 2017

Permitting:

Dolores County does not have a building department and has not adopted a building code. Thus, a building permit will not be required. The design will comply with 2012 IBC. The County intends to hire a third party inspector to perform inspections that are normally conducted by the building official. The CM/GC is required to obtain all permits normally required by the State of CO where the state is the Authority Having Jurisdiction (boilers, electrical, plumbing, etc?).

High Performance Buildings:

Both Phase I and Phase II shall incorporate high performance building strategies as appropriate within the project goals and constraints.

State of Colorado High Performance Building Certification (HPBC) / LEED Certification:

The Senior Center (Phase I) will not be pursuing LEED / third party certification. The Public Service Center / Road and Bridge Shop (Phase II) must comply with the State of Colorado High Performance Building Program. Typically, this include designing and constructing the project to achieve a goal of LEED Gold Certification through the USGBC. However, the HPCP includes a waiver provision for projects meeting certain use, occupancy, and/or size requirements. At this time, it appears that the Phase II work is likely to achieve a waiver in accordance with HCPC requirements and will thus not be pursuing LEED certification.

Project Work to Date:

- Conceptual Design Packages for each respective Phase, including space programming, preliminary cost estimating, site layouts, floor plans, etc.
- Phase I Environmental Survey
- Alta Survey
- Topographical Site Survey
- Supplemental Conceptual Design Narrative and Cost Estimate by Reynolds, Ash, and Associates

4.0 PROPOSAL AND SELECTION PROCESS

Interested applicants shall follow the instructions provided in this RFQ/P to be considered.

The proposal and selection process will progress as follows:

Phase I Evaluation - Qualifications Submittal

- Interested CM/GC Firms shall review the Project Documents and shall provide a notification of intent to submit by the required date. Please provide a single point of contact and email address for all correspondence. Firms that respond accordingly will be placed on the bidders list.
- Interested parties are invited to attend a mandatory site visit commencing at the stated time and place.
- All candidate requests for clarifications will be responded to via addenda which will be distributed to all prospective bidders on the bidders list. No inquiries will be accepted after the stated Request for Clarification deadline.
- Firms shall submit the required submittal items by the stated deadline.
- The County will score responsive and responsible firms based on the Phase I selection criteria and short-list the most qualified companies for consideration in Phase II. It is anticipated that no more than 4 and no less than 2 firms will be shortlisted.

Phase II Evaluation - Interview/Fee Proposal

- Short listed firms will be sent an invitation to participate in an interview in Dove Creek, Colorado with firm's representatives on the stated date. The invitation will explain the interview requirements and provide the time and location. The purpose of the interview is to ensure a full understanding of the RFQ/P responses and to introduce key members of the team.
- Each short-listed firm will be allowed up to 25 minutes to present their team. The presentation will be followed by 35 minutes of questions, both related to the presentation and general questions regarding the firm and proposed personnel.
- At the completion of the interview, the firm shall deliver a sealed envelope containing the fee proposal. Fee proposals will be opened following completion of all interviews and scoring of the non-fee related criteria.
- The County shall evaluate all presented information and the impressions gained from the interviews as well as the fee proposal in accordance with the Phase II selection criteria. The results of the Phase II scoring will determine the apparent winner.

Acceptance and Rejection

- The County shall enter into negotiations of contract terms with the apparent winner. If the apparent winner's fee exceeds the Owners budget and if subsequent negotiations with the apparent winner are unsuccessful, the Owner reserves the right to negotiate with the next highest-scoring Candidate.
- Upon successful negotiation, the apparent winner will be responsible for submitting a draft agreement to be used for this project. The Owner and the Owner's legal council will review the agreement using the template provided and negotiate terms prior to commencement of work.
- After the final selection has been made, the Owner will provide a completed summary of scoring matrix and a decision memorandum to each of the RFQ/P candidates.

Owner Conditions

The County reserves the right to:

- Issue additional addenda to this RFQ/RFP

- Reject any and all submittals at any time, including without limitation the right to reject any or all nonconforming, nonresponsive, unbalanced, or conditional, qualifications;
- Waive any irregularities, informalities, or omissions in submittals at any time;
- Reserve the right to re-advertise when it is in the best interest of the Owner;
- Terminate, suspend, or modify the solicitation process or any contract negotiations entered into pursuant to the process at any time.

The Owner is not responsible for cost incurred in preparation of this proposal. Proposals will not be returned and become the property of the Owner once submitted, which could be publically shared. By submitting a proposal all Candidates agree to the terms and conditions of this RFQ/P and the RFQ/P will become part of the awarded Candidates contract.

5.0 COMMUNICATION

Documents pertaining to this solicitation will be posted to the County's website:

<http://www.dolorescounty.org/>

ALL correspondence regarding this solicitation, including final responses to this solicitation, shall be directed via email as follows:

To:

Jim Ketter, KPMC LLC, Owners Rep Project Manager
kpmc@mydurango.net

Margret Daves, Special Project Manager, Dolores County
dcmanger-project@fone.net

All correspondence shall be routed with the subject line labeled "**DOLORES COUNTY SC AND PSC - A/E RFP – YOUR COMPANY NAME - TOPIC** (RFC, Proposal, etc)".

All Candidate request for clarifications will be responded to at the same time which will be after the "Clarification Deadline". No inquiries will be accepted after the clarification deadline as indicated in the project schedule.

Candidates should not rely on any other statements, either written or oral, that alter any specification or other term or condition of the RFP during the open solicitation period. **Candidates should not contact any team members or any individual associated with the Owner regarding this RFP or this project.**

6.0 SCOPE OF WORK, DELIVERABLES, AND COST ALLOCATIONS

The Scope of Work, Deliverables, and Cost Allocation definitions are outlined below and in the attached CM/GC Agreement and General Conditions (i.e. "Contract"). The language in this RFQ/P and in the Contract are in general agreement. In the event of inconsistencies, the proposer shall request clarification. In the absence of clarifications, the more stringent shall apply.

The County intends to select an experienced CM/GC firm that has successfully completed projects in the past 5 years with similar project size, complexity, and construction value to provide construction management and general contracting services for the County's project. The scope of services shall be equal to industry standard high-performance building practices for CM/GC. CM/GC firms shall provide industry standard pre-construction services for all negotiated cost-plus work. It is the intent of the County to negotiate a

Guaranteed Maximum Price (GMP) contract for construction with the selected CMGC, to include the work generally defined by the Conceptual Design for the Project. A final GMP amount will be established at completion of the bid documents. This contract form (Agreement and General Conditions) provided will be used as the basis for award.

A. Construction Manager / General Contractor (CM/GC) Scope of Work

A.1 Pre-Construction Services

The following services are to be provided from the period following Notification of Award to Completion of the GMP for each Phase of work:

A.1.0 The contractor will participate as a team member with the Owner, Owner's Representative, Architect and Design Consultants. Attend all meetings and design sessions as needed.

A.1.1 Site Development Assistance: Provide support and guidance to the owner and AE team during the process of site valuation and site master plan development.

A.1.2 The CM/GC shall provide Cost Estimating, Scope Management, Constructability Reviews, and Cost Control advisory services throughout the design phase, with deliverables at the Schematic Design, Design Development, 95% Construction Document, and 100% Construction Document Phase respectfully. The Contractor shall prepare a Guaranteed Maximum Price (GMP) at the completion of the 100% Construction Document Phase, or sooner if practical. The GC shall provide services to monitor project budget and prepare a cost estimate based on the Design progress documents. The GC can use whatever means and methods deemed necessary to develop the estimate, including use of subcontractor pricing, historical unit costs, etc. The estimate shall be sufficiently detailed to enable Owner and Architect review of all site and building components and systems. Construction estimates shall detail all overhead, contingency, and allowances which are appropriate based on the information available. The GC shall be expected to identify and present scope adjustment and cost reduction ideas generated as a result of the estimating process. The GC will work with the Architect and Owner to develop a scope of work that fits within the Owner's available budget for site and building construction as revised following the approval of each design phase.

A.1.3 Sequencing of Construction. The GC shall prepare a schedule of construction activities. The selected GC will work with the Owner and Architect to create a final project schedule that will secure competitive pricing and perform the construction in a cost-effective and timely manner.

A.1.4 Procurement Process. The GC will develop and recommend a procurement process for all trade work, materials and equipment that will result in the development of the GMP. The GC will be responsible for developing all necessary scope of work and bid forms, contacting potential bidders, conduct the bidding and presenting a final bid tabulation for each section of the work for approval by County. Pre-selection of major sub-contractors including mechanical, electrical, and controls will be considered by the County. The contractor will work with the County to develop a satisfactory process to select these team members based on competitive budget pricing and qualifications.

CMGC will prepare a cost proposal for the project based on final drawings, preferring lowest bids from at three qualified subcontractors. If the CMGC proposes to self-perform work, they must bid with other subcontractors, with the preferred bidder selected by the Owner. Cost proposal is in the form of a detailed Schedule of Values

A.2 Construction Services

The following services are to be provided from the execution of a "Notice to Proceed with Construction" through "Final Completion of Construction" and the associated "2 year warranty period" for each phase of work.

A.2.1 Furnish project management and supervisory services necessary to construct the project as defined by the Contract Documents and in accordance with the approved GMP and final construction schedule.

A.2.2 High Performance Construction Management:

The CM/GC shall provide a comprehensive and coordinated approach to documentation throughout all phases of the project. The CM/GC may be required to document and track construction waste management, recycled content

and reuse of materials, origin of materials, and types and cost of materials. The CM/GC may also be asked to monitor construction indoor air quality and limit site disturbance. The CM/GC will be responsible for ensuring that subcontractors document and track the required information for related LEED credits. The participation by the CM/GC is critical to the success of a high performance project and will be necessary to meet the intent of all high performance goals of the project. The SM/GC shall adopt a document management system to verify that targets have been achieved. Although neither phase will be pursuing LEED certification, the CM/GC shall adopt a LEED (or LEED equivalent) tracking system.

B. Costs Categories

B.1 Pre-Construction Services (fixed fee, no reimbursable expenses)...one electronic set and one full size printed set of plans and specs shall be provided to the CM/GC at the completion of each phase of design (SD, DD, 95% CD, and 100%CD). All Pre-Construction related costs, including printing costs for cost estimating/bidding shall included in the Pre-Construction Services Fee).

B.2 Construction Services

In developing the GMP for the project, construction related costs will be allocated into these four categories:

GC Fee

General Conditions/General Requirements

The Work defined by the drawings and systems narrative (actual cost with GMP);

Performance and Payment Bonds, Builders Risk Insurance, Contractor Required Permits

C. Allocation of Costs

Generally, costs are to be allocated as per the definitions provided in standard AIA contract and general condition documents for negotiated cost plus a fee work. The following cost allocations are provided for the purposes of this solicitation. The County reserves the right to establish more detailed cost allocation definitions prior to award.

C.1 Costs to be Included in GC Fee

Costs which will be considered as included in the GC Fee include all items listed below:

- Scheduling and accounting services provided during construction;
- Timekeepers or other accounting personnel;
- Project Executives and other non-project management personnel;
- Contractor's professional liability insurance premiums;
- Any lodging, travel or food expense of GC's staff and employees;
- Extra printing required by GC after GMP is established and accepted;
- Legal fees;
- Equipment maintenance costs for any contractor-owned equipment;
- Costs associated with any corrective work, during construction or within warranty;
- GC profit.

C.2 Costs to be included in General Conditions/General Requirements

For the proposal each GC shall develop a line item General Conditions/General Requirements estimate showing items, quantities, units, unit costs and extended costs for those items deemed necessary for this project. The unit costs shall be used if any adjustments or changes are required to the General Conditions costs when the final GMP is submitted. The General Conditions will become a single line item in the GMP Schedule of Values.

The General Conditions/General Requirements estimate of items *shall* include, all of the following, if necessary for the project:

- Employee costs (excluding bonuses or profit-sharing allocations) for personnel directly assigned to or

performing management or supervisory work on the project, including:

- General Superintendent
- Project Superintendent
- Project Manager
- Project Engineer
- Project Mechanical, Electrical and systems coordinator
- Project Coordinator/Administrator
- Costs for establishment and maintenance of a jobsite construction office including:
 - Trailer moving and rental costs; Office space shall be provided for the Owners Representative if requested.
 - Office equipment installed within the construction office;
 - (Costs for hooking up necessary utilities to jobsite and jobsite office (all monthly utility usage costs will be paid to the County); The contractor shall maintain an internet connection for use by all project personnel which extends wireless coverage to the entire building site.
- Costs for layout (Owner's survey data will be made available to the Contractor);
- Costs for periodic (minimum weekly) job-site clean-up, trash collection and trash removal;
- Temporary improvements related to maintaining building occupancy and access;
- Temporary protections of existing buildings and faculty/student areas from Construction activity;
- Temporary toilets used by construction personnel;
- Temporary fire protection;
- Temporary power (construction trailers, etc)
- Jobsite construction fencing, storage or tool trailers, etc.;
- Construction sign;
- Jobsite communications (radios, etc.);
- Storm water Management Plan Permit and all costs associated with this item;
- Mailing and shipping of shop drawings, samples, etc.;
- Snow and ice removal (specify amount or use an allowance);
- Security costs;
- Final clean-up;
- Assistance in start-up and owner orientation for all building systems;
- LEED management related costs such as Construction Waste Recycling, Indoor Air Quality Plan, etc
- Preparation and issuance to Owner of Red-Line As-Built Drawings and required Operating and Maintenance manuals.
- Note: The building will be taken through a commissioning process by a party other than the CM/GC.
- Note: BY OWNER
- EXCLUSIONS: PERMANENT POWER (TRANSFORMER DESIGN, EQUIPMENT, AND INSTALLATION); PRIMARY BUILDING PERMIT (other permits by Contractor), UTILITY IMPACT FEES, TAP FEES
- Coordinate with
- the Architect/Engineer and Owner provided consultants. The County will contract directly with a third party Commissioning Agent. The County will provide an FFE consultant.
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C.3 Costs to be included in the Work

All labor, materials, tools, equipment, delivery, handling and storage expenses, and supplier and subcontractor mark-ups for management, overhead and profit.

C.4 Costs of Bonds and Insurance

7.0 SUBMITTAL REQUIREMENTS

By the stated RFQ/P Phase I Submittal deadline, deliver Sections 1-5 of the submittal (defined below) as follows:

1 electronic copy via email to the email addresses provided above, plus...

6 original print copies to:

Margret Daves, Special Projects Coordinator
409 N. Main Street
Dove Creek, CO 81324

Organize your RFQ/P response using the following outline. Please separate each section with dividers or tabs using the appropriate section labels. ***No fees shall be included in the Phase I RFQ Submittal.***

Submittal responses are to be limited to no more than **50 pages** (excluding financial statements) and **a single pdf file**. If the pdf file is less than 10MB, it may be emailed directly. If it is more than 10MB, it shall be shared via other electronic delivery method (i.e. ftp sharing, dropbox, etc). Organization and brevity will be appreciated.

Submittal responses shall consist of the following tabbed sections:

TAB 1 – LETTER OF INTEREST

A maximum two page letter of interest that includes a synopsis of the firm, business principals, operating office location, distinguishing characteristics, approach to completing this project, primary contact information, type and percentage of work your firm proposes to perform with your own forces, statement of ability to meet pre-qualifications requirements, confirmation of receipt of addenda (#'s), and signed by the prime contractor/owner or other person legally authorized to commit the Contractor.

TAB 2 – EXPERIENCE AND QUALIFICATIONS

CM/GC firms are requested to provide the following information to the County in response to this RFQ.

Pre Qualification Mandatory Requirements: Firms shall provide documentation of the following in order to be considered a Candidate for the Project.

- **Licensure:** The CM/GC shall be licensed for the type of work to be performed in the State of Colorado
- **Bonding:** CM/GC shall demonstrate a bonding capacity in the amount of \$5,000,000
- **Insurance:** CM/GC shall demonstrate the ability to obtain insurance as follows:

Type	Limit (\$)
Commercial General Liability	\$1M/\$2M
Personal and Advertising Injury	\$1M
Products Completed Operations	\$2M
Automobile	\$1M/2M

Workers Comp	

- Provide your Workers' Compensation Experience Modification Rate (EMR) for each of the past five years. If EMR in any year exceeds 1.0 provide an explanation.

Firm History: Provide information about your firm including:

- Address and phone number of home and any branch offices.
- Contact person, direct phone, fax and email address.
- Average staff size for each of the last three years.
- Names and responsibilities of key personnel within your organization.
- Insurance coverage/limits currently in force, policy renewal dates, and agent name and telephone number.
- Describe any claims, lawsuits or legal settlements your firm has had during the past five years or which are currently pending.

Project Team: Provide your firms project organization structure and responsibilities.

- Identify the individual who will be the main point of contact and the team responsible for providing services for the duration of the project. (The County reserves the right to determine the acceptability of this individual).
- Provide an organizational chart showing all key team members/consultants.
- Provide resumes for all team members (including key consultants) to include experience, credentials/certifications, background and responsibilities.

Project Experience: Describe your firms past experience with CM/GC services for educational facilities and educational programming in relation to the requirements of the project.

- Provide examples at least three recent projects of similar size and scope that your team and/or team members have worked on. Indicate which team members collaborated on the projects. Include information on the cost of projects, project budgets, client contact information, start and completion dates of design and construction, size and unique project features.
- Senior Center / Public Service Center / Road and Bridge Shop Facilities Experience: The CM/GC shall have experience with similar facilities.
- High Performance/Sustainable Expertise : Describe your team's high performance/sustainable design expertise and credentials and past approached, including any sub-consultants. Demonstrate your knowledge of LEED criteria and program requirements by providing examples of recent projects, your role in supporting High Performance Building initiatives, etc. Describe your familiarity with working with commissioning agents and provide examples of how you successfully worked with them. Provide specific examples of how your firm helped to define and achieve high performance goals, processes that you have used in the past, and ways in which you built support and enthusiasm for viable green initiatives.
- Identify projects which reflect local community traditions, values, landscape, and culture.
- Describe your successes in team building to achieve the goal of successfully delivering a project.
- Identify any other unique challenges/approaches that you have experienced that will assist the Owner with a successful project.

TAB 3 – PROJECT APPROACH

Provide a narrative describing your firm's approach to the project in terms of the scope of work provided above. List any additions, exclusions, or clarifications as may be necessary.

This Project includes many challenges related to the complexities of the site development, campus layout, , meeting the High Performance Building Requirements, maintaining scope and budget, and others. The Project can benefit from a clear project approach that addresses these challenges.

1. Discuss the major challenges you envision the Project Team will encounter in completing the work for the Project. How would your firm address those challenges?

In addition, provide your firm's plan to address the following contractual responsibilities of the CM/GC:

- Preconstruction Services, including estimating, scheduling, constructability reviews, logistics planning, cost control and change management; provide comments regarding the suitability of the current project budget / estimate of probable cost;
- Procurement Management including developing subcontractor interest, conducting pre-bid or pre-proposal meetings, pre-qualifying subcontractors and suppliers, receiving and evaluating bids and proposals, entering into contracts; and optimizing use of qualified local sub-contractors;
- Construction Management Services including services to ensure a quality product is delivered on time and within budget;
- Safety and Site Management including the services to be rendered and plans to be developed in connection with worker safety, hazardous material control, fire protection, emergency medical response and site security;
- Quality control and start-up services to ensure that all building systems are in full operation at substantial completion;
- Schedule monitoring and management; Provide a construction schedule with sufficient detail to illustrate your firm's approach to constructing the project. Base the schedule off the milestone dates provided and adjust as necessary. Provide recommendations of your approach to and timing of this process and highlight critical path items and any areas of concern.
- Strategies to maximize the integration of High Performance Building Strategies; engage stakeholders in design and construction activities.
- Strategies to address special considerations for Dove Creek such as remoteness, cultural considerations, variable environmental conditions, etc.
- Project Closeout Services to ensure that as-built documentation is accurate, maintenance and operation manuals are complete, warranty and guarantees are provided and County personnel are trained in the maintenance and operation of the facility.
- Specialty Contractor management such as controls, fire alarm, elevator, food service, etc.
- Commissioning coordination to optimize the value of working with commissioning agents.
- Provide any additional information that will aid in evaluation of the Contractor's qualifications with respect to this project.

TAB 4 – SCHEDULE / CAPACITY

1. It is expected that your firm has the current capabilities and capacity to complete the project by the date listed in the project schedule.
 - a. Provide a detailed schedule, including milestones, from the notice to proceed date through post-occupancy services.

- b. Provide reasoning, in this section, for any modifications or alterations your firm wishes to make to the recommended project schedule. Expound on the schedule provided using the known project information, your professional opinions, and additional assumptions to arrive at the best path to lead the project to success.
2. Current workload.
- a. Based on your current workforce and staffing in addition to the number of projects your firm currently has under contract or in negotiation, does your firm have the capacity to complete this project?
 - b. What percentage of your firm is currently involved in other projects?
 - c. Include information as to how the location of the project will impact your operating procedure.

TAB 5 – REFERENCES

Provide a comprehensive list of **ALL** projects (highlighting similar projects) completed or begun within the last 5 years, with contact information, along with a project description. Identify in the reference list which projects this team has performed collectively. We intend to contact the most relevant project contacts, particularly those completed by the proposed CMGC team.

TAB 6 - FEE PROPOSAL (Phase II only)

Fee proposals will be requested only for the short-listed candidates. Shortlisted Candidates shall prepare a detailed fee proposal as outlined below. The fee proposal is to be submitted in a sealed envelope at the beginning of their interview. Failure to provide a fee proposal which addresses each of the items listed below may result in disqualification from the RFQ/P process. Fee proposals will not be opened until scoring has been completed for the presentation and interview portion of this phase.

The fee proposal should be based on the terms and conditions and scope of work above and per industry standard practices. Provide a fee proposal based on the Maximum Allowable Construction Cost detailed below. The MACC shall be inclusive of all Cost of Work items including Fee, General Conditions, Bonding, etc.

All costs for the two projects must be segregated. The County is anticipating award of the FOLA grant before CM/GC fee proposals are due. The outcome of the DOLA grant award will be promptly shared with all candidates.

Cost and Fee Estimate/Proposal

A. Provide cost/fee information by completing the form below.

Category	Item	Cost (\$) Phase I	Percentage (%) Phase I	Cost (\$) Phase II	Percentage (%) Phase II	Cost (\$) Total	Percentage (%) Total
COST OF WORK	COST OF WORK (Excluding County Pro Bono Work)	\$1,818,000		\$3,233,000		\$5,051,000	
PRECON	Pre-Construction Services						
CON 1	Fee						
CON 2	General Conditions						
CON 3	Performance and Payment Bond						
CON 4	Builders Risk Insurance						
CON 5	Permits						
CON	Total						
OTHER 1	Fee (Change Orders)	-					
OTHER 2	Fee (Self Performed)						
OTHER 3	REIMBURSABLE COSTS						

Firms shall offer Pre-Construction Services as a fixed fee/lump sum, and not as a percentage of work. The lump sum amount shall include potential services necessary to accommodate minor changes in the scope of work and/or Maximum Allowable Construction Cost.

Provide list of assumptions, clarifications, and exclusions as necessary.

B. **General Conditions Schedule of Values** showing line items, quantities, unit costs and extended dollars for the scope and schedule described by the documents. Provide labor and equipment rates which shall apply to the project. Provide this schedule of values based on your understanding of the project scope of work and your proposed project approach. Provide supplemental assumptions as may be necessary.

8.0 SELECTION CRITERIA

Phase 1 – RFQ Submittal Review

RFQ Selection Criteria	Max Point Possible
Section 1: Letter of Interest. How complete and concise was the letter of interest and RFQ/P response? Was the RFQ/P well organized, with complete information responding to all of the submittal criteria? Demonstrated business stability, bonding ability, financial conditions, and licensing compliance.	10 points
Section 2: Experience and Qualifications Provided a comprehensive and insightful experience and qualifications package. Rural Experience preferred but not required. Experience with pre-Construction Services including cost estimating, cost control strategies, and negotiated contract experience. Comprehensive Experience with Building Projects with similar size, type, and contract amounts...as a firm and key personnel. High Performance/ LEED Building Experience. Note as a firm and/or key personnel.	25 points
Section 3: Project Approach. Candidate has affirmed each of the Owners requirements for this project and demonstrates a clear understanding of Owner's needs and clear direction toward completing scope of work. Candidate has provided a project approach appropriate for the project considering the scope, budget, schedule, High Performance Building requirements, challenging/rural environment considerations, and desire to optimize local resources.	30 points
Section 4: Schedule. Ability to complete the tasks within the timeframe needed. Submitted complete & understandable schedule.	20 points
Section 5: References. Candidate has provided a comprehensive project list with contact information for projects completed or begun over the last five years.	15 points
Total Points	100 points

Phase 2 – Interview/Fee Proposal

Interview Scoring Criteria	Max Point Possible
References: Applicants who are selected to interview will have references contacted. Were the reference checks positive or negative with regard to this project.	20 points
Presentation: Did applicant read interview letter and respond to the items requested?	25 points
Interview: Applicant’s response to scored interview questions (app. 10 – 12 questions).	25 points
Fee Proposal: Does applicant’s fee proposal address all of the items requested? Is fee proposal competitive with the other candidates?	30 points
Total Points	100 points

9.0 RFQ/P SUPPORTING MATERIAL

The following documents are provided for informational purposes in regard to the project:

1. Dolores County - Senior Center (SC), Conceptual Design Package prepared by University of Denver dated Spring 2016
2. Dolores County - Public Service Center/Road and Bridge Shop (PSC) Conceptual Design Package prepared by University of Denver dated Spring 2016
3. DOLA Grant Application for PSC, including supplemental design and cost estimating info prepared by Reynolds, Ash, and Associates
4. Topographical Site Survey dated March, 2016
5. Geotechnical Report by Trautner Geotech (Future – work in progress)
6. Draft AIA CM/GC Agreement and General Conditions (Future)
7. LEED Checklist (Future)
8. Owners Project Requirements (OPR) (Future)