MISSOULA COUNTY PUBLIC SCHOOLS

MISSOULA, MONTANA

REQUEST FOR QUALIFICATIONS FOR

GENERAL CONTRACTOR/CONSTRUCTION MANAGER SERVICES FOR

ALTERNATIVE PROJECT DELIVERY

FOR THE REMODEL AND CONSTRUCTION OF WASHINGTON MIDDLE SCHOOL

MARCH 2017

Request for Qualifications for General Contractor/Construction Manager Services

Remodel and Construction of Washington Middle School
Missoula, Montana

The voters of Missoula County, Montana approved funding for the design, construction and renovation of Washington Middle School. The Board of Trustees of Missoula County Public Schools (the "District"), requires the services of a competent General Contractor/Construction Manager(s) (GC/CM), normally engaged in this profession and duly registered as a Construction Contractor in the State of Montana, to provide GC/CM services as an alternative delivery process, specifically for the following Project:

Remodel/construction of Washington Middle School, 645 W Central Ave, Missoula, MT 59801.

It is the District's desire to engage a qualified GC/CM firm to work with the District and the selected Architectural firm for the performance of this project. The architectural firm of DSA/ALSC Architects has been hired by the District to perform comprehensive design services. The District has prepared a preliminary programming study, posted at www.mcpsmt.org as well as conceptual drawings from the Architects of Record posted at https://www.dropbox.com/sh/4u1ijpc4l61yaud/AAA_QKb7fhNUdpLS5G_b2Ulza?dl=0

Time is of the essence. Construction and/or remodel work will need to commence the summer of 2017 and the school will be ready to occupy by December 2018.

The final form of the contract shall be an amended AIA A-133™ - 2009 "Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of Work Plus A Fee with a Guaranteed Maximum Price", in conjunction with AIA A201™ - 2007 "General Conditions of the Contract for Construction."

It is the intent of the District to make a single award for these services specific to Washington Middle School.

The entire context of this RFQ for GC/CM services can be found on the School District Website at the following link: www.mcpsmt.org **and** are also available at Missoula County Public School's Business Building located at 915 South Avenue West, Missoula, MT 59801.

SUBMISSION OF INFORMATION

Eight (8) hard copies and one (1) USB Flash Drive of the response to this RFQ must be received no later than March 27, 2017, 4:00PM at:

Missoula County Public Schools business Building
Attn: Mr. Burley McWilliams
915 South Avenue West
Missoula, MT 59801

ALL QUESTIONS AND CONTACTS REGARDING THIS RFQ MUST BE SUBMITTED IN WRITING (email or facsimile is acceptable) TO:

Mr. Burley McWilliams
Missoula County Public Schools
915 South Avenue West
Missoula, MT 59801
Facsimile: 406-549-0449
Email: bmcwilliams@mcps.k12.mt.us

INSTRUCTIONS TO PROPOSERS:

Statements of Qualification must:
1. Follow the format outlined in the Selection Procedure.
2. Be signed by an officer or principal of your firm.
3. Be contained in a document not to exceed a total of Twenty-five (25) single side, 8.5”x 11” pages. This page limit is inclusive of all information, pictures, charts, graphs, tables, and text the proposer deems appropriate to be part of the review of the firm's qualifications. A transmittal letter and front and back cover pages are exempted from the page limit. Page size is limited to 8-1/2 x 11 inches, with basic text size of all information reasonably legible.
4. All pages shall be numbered and unique sections shall have tabbed dividers.

TIMELINE FOR REVIEW AND SELECTION AS FOLLOWS:

Advertising RFQ Dates:	March 12, 2017 and March 19, 2017
Submission of Firms Qualification’s Due:	March 27, 2017, by 4:00PM at the Business Building
Review/shortlist RFQ’s by the District:	March 30, 2017
Invite shortlisted firms to submit an RFP:	March 31, 2017
Submit RFP proposals:	April 10, 2017
Interviews:	April 20, 2017
Selection and Negotiation:	Upon completion of RFP and possible interview process
Award:	Upon completion of selection, negotiations, approval

GENERAL REQUIREMENTS FOR GC/CM SERVICES:

SCOPE OF PRECONSTRUCTION SERVICES

Following the RFQ phase, each GC/CM firm invited to respond to the RFP shall propose a maximum pre-construction services fee and propose a Construction Managers Fee for Construction Phase Services. The specific scope of pre-construction services will be negotiated prior to signing the Contract. In general, pre-construction services are anticipated to include the following:

1. Participation in all design, coordination, and building committee meetings;
2. Review of all designs for constructability;
3. Work with the District and design team on phasing, scheduling, and other strategies to complete construction of this magnitude of project in the time period initially noted above;
4. Coordination and gathering of input from subcontractors regarding constructability;
5. Review and cost evaluation at each phase of design taking into consideration schedule, phasing and market conditions;
6. Consult with, advise, assist, and provide recommendations to the District and design team on all aspects of the planning and design of the work;
7. Provide information, estimates, schemes, and participate in decisions regarding construction materials, methods, systems, phasing, sustainability and costs to assist in determinations which are aimed at providing the highest quality building, constructed using the most sustainable construction materials and practices, within the budget and schedule;
8. Review in-progress design and construction documents and provide input and advice on construction feasibility, alternative materials, costs and availability;
9. Review completed design and construction documents prior to subcontractor/supplier bidding/selection and suggest modifications to improve completeness and clarity and to eliminate construction change requests due to inconsistencies or omissions in the construction documents;
10. Provide input to the District and the design team regarding construction market bidding climate, status of key subcontract markets, and other relevant economic conditions;
11. Recommend and actively source labor and material resources necessary to complete the project construction;
12. Provide input to the District and the design team regarding long lead time materials and equipment, impact on the construction schedule and strategies for mitigating the impact;
13. Prepare construction cost estimates for the Project at the design development and construction document design phases and, if appropriate, at other times throughout of the work;
14. Notify the District and design team immediately if construction cost estimates appear to be exceeding the construction budget, and reconcile each cost estimate with the Architect's cost estimate, if required;
15. Furnish a final construction cost estimate for the District's review and approval;
16. Develop a preliminary construction schedule;

17. Develop all subcontractor/supplier bid packages and perform all advertising and receipt of subcontractor and supplier bids;
18. Obtain bids per trade for the District's review, unless otherwise approved by District in order to meet resourcing requirements, per the GC/CM Contract. Self-performed work must be bid against at least two subcontractors, if readily available;
19. Upon execution of any Early Work Amendment prior to a GMP agreement, undertake early material procurement, site preparation, and advance construction work.

SCOPE OF CONSTRUCTION PHASE SERVICES

In general, Construction Phase Services are anticipated to include the following:
It is anticipated that a GMP for the entire project will be requested near the completion of the Construction Documents phase provided the cost estimate is within the District's budget. The established GMP will be the maximum amount paid for the entire work, unless scope changes are requested by the District. Acceptance of the GMP by contract will constitute completion of preconstruction services and the GMP Agreement/Amendment will initiate the construction period services for the Project. For any work conducted on site prior to the establishment of the GMP the GC/CM will provide appropriate levels of performance and payment bonds for any work in progress. At the time of execution of the GMP, the GC/CM will be required to submit a 100% performance and 100% payment bond for the amount of the GMP. The District retains the option to cancel the construction phase services, or to start a new process for the construction of the project, or terminate the contract and negotiate a replacement contract with the next highest rated Proposer from this solicitation, or to conclude the GC/CM's services at pre-construction and issue the Project on a lowest, responsible bidder method.

Reference to The State of Montana Wage Rates/Schedule incorporated in this RFQ is provided for informational purposes only. Full text for rates and compliance can be found on the State of Montana, Department of Labor website at: http://erd.dli.mt.gov/Portals/54/Documents/Labor-Standards/dli-erd-ls161.pdf?ver=2017-01-06-075333-973

The selected GC/CM(s) will be required to comply (as a minimum allowable rate schedule) with those rates adopted and effective at the time of signing the GMP Agreement/Amendment or any time work is awarded on the project for construction.

SELECTION PROCEDURE

This RFQ is the first of a multi-part selection process. In order to qualify for further consideration, Proposer must comply with the mandatory requirements provided below. Statements of Qualifications that do not contain the required documentation will be deemed nonresponsive to this RFQ requirement and will be rejected on that basis. Only firms that satisfy the required qualifications detailed below and adjudged as qualified by the District committee will be invited to provide a Request for Proposal by the District. Proposer must meet certain minimum Qualification Conditions in order to be eligible to submit

a proposal. The District has identified the following pass/fail Qualification Conditions and specific project requirements in order to establish eligibility (qualified) to propose further as part of this RFQ. The scoring questions that follow the Qualification Conditions will establish the qualified firms and said firms will be invited to provide a Proposal.

Qualification Conditions (pass/fail)

1. General Contractor/Construction Manager Firm Information:
a. Proposer must demonstrate successful experience and capacity to act as a GC/CM on projects of similar size, type and complexity. Specifically, the District will be looking for successful experience constructing educational facilities, within historic occupied structures and the ability to manage similar work in the specified timeframe.

b. Firm Background: Describe your firm's history. Include information identifying the firm's annual volume of business, financial/bonding capacities, and speak to the firm's stability in the marketplace. Information identifying the firm's strengths and weaknesses along with special capabilities that may be appropriate to this Project will assist in the evaluation.

c. Provide complete information on your bonding company and agent.
- i. Provide contact name, phone and email information for this project.
- ii. If less than 5 years, or not your exclusive surety source, list others used in the last 5 years

d. In the last five (5) years, have you (for each "yes" response provide an explanation):
- i. had a settled or pending claim against your payment or performance bond?
- ii. had a contract terminated for default on a project?
- iii. been assessed liquidated damages for late delivery of a project?
- iv. taken legal action or dispute resolution proceedings against an Owner other than for an Owner's failure to pay?

2. Bonding Capacity:
Provide a letter from your surety or agent stating your firm's single project and aggregate capacity. The proposer must be capable of providing a 100% performance and payment bond for this project. The project's current estimate is $8 million and the proposers' ability to bond this type of program is part of the qualification process. Provide the following from your surety: AM Best rating, financial size category and US Treasury limit.

3. Construction Contractor Registration:
Proposer must include evidence of a valid current Montana construction contractor registration submitted with the RFQ response.

4. Safety:
a) Provide incidence rate, experience modification rate, AND loss ratio. An incidence rate greater than the latest average for non-residential building construction as

established by the federal Bureau of Labor Statistics (BLS) for the prior year or an experience modification rating (EMR) greater than 1.0 or a loss ratio of more than 100% may result in immediate disqualification on this item.

b) Provide your firm's number of employees for BLS's most recent reporting period and your firm's applicable NAICS code.

Proposer may submit an explanation for incident rate, EMR, and/or loss ratio greater than those listed here for further consideration by the Owner. The Owner reserves the sole right to waive the pass/fail requirement if, in the Owner's sole judgment, sufficient justification exists for any explanation provided. The Owner also reserves the right to request additional information and/or clarification on this item but is not obligated to do so prior to making its determination on whether or not to waive the requirement.

The following will be evaluated and assessed by a committee selected by the District, to determine reasonableness of meeting a minimum qualification standard specific to this type of project.

1. **Specific Project Requirements:**

a. Proposer should provide evidence of successful experience and capacity to act as a GC/CM on similar projects (i.e. alternative delivery methodology, pre-construction services, occupied facility and critical timelines). Include contact information for the owners and designers familiar with your work on each project.

b. Proposers' project manager and superintendent should demonstrate that they have:

i. Successfully completed projects of this type individually; and,

ii. Successfully completed projects of this type together.

c. Proposer should provide evidence of their success in maintaining project schedules for projects specific to educational facilities.

d. Proposer should provide their current and projected workload, specifically projects under construction and projects under contract and should provide a total dollar value for projects under contract.

e. Proposer should provide a general description of their experience in the preparation and execution of a Subcontracting Plan as pertains to public bidding requirements.

f. Proposer should provide evidence and knowledge of common cost estimating practices and ability to maintain established budgets for projects of similar size and scope.

In addition to the above, proposers are asked to provide the following:

1. Cover letter / Statement of interest.
2. List the firm's name and complete address. List both street and mailing address.
3. Provide the address of the specific office which will have responsibility for performing this work.
4. Provide resumé's of proposed staff and relevant experience.

This RFQ shall not commit the District to enter into any agreement, to pay any expenses incurred in preparation of any response to this request, or to procure or contract for any supplies, goods or services. The District reserves the right to accept or reject any and all responses received as a result of this RFQ if it is in the District's best interest to do so. By offering to perform services under this procurement, proposer agrees to be bound by the laws of the State of Montana, including but not limited to: applicable wage rates, gross receipts taxes, building codes, Equal Opportunity Employment practices, safety, etc.

LATE OR INCOMPLETE SUBMITTALS WILL NOT BE ACCEPTED

- END OF THIS RFQ -