



Platte County

TRADITION. PRIDE. VISION.

Request for Qualifications (RFQ)

For

Construction Management at Risk Services

for a proposed

2021 “No Tax Levy Increase” Bond Issue

Platte County R-3 School District
Facilities & Operations Department
998 Platte Falls Rd
Platte City, Missouri 64079
ph: (816) 858-5420

Dr. Jay Harris, Executive Director of Operations

April 17, 2020

**Platte County R-3 School District
Platte City, Missouri
2021 “No Tax Levy Increase” Bond Issue**

PURPOSE

In accordance with RSMo. Chapter 8.675-8.687, 67.5050, the Platte County R-3 School District intends to hire a construction firm to provide full range Construction Management at Risk (CMAR) services during the planning, design, and construction phases of projects associated with a proposed 2021 “No Tax Levy Increase” Bond Issue.

This Request for Qualifications (RFQ) is the first step in a two-step competitive process by which the District will engage a CMAR firm to provide construction management services. Step one will consist of a request for qualifications, review of qualifications and selection of a short list of firms who will receive a Request for Proposals (RFP) to begin step two of the process. ***Respondents are not to include fees, costs or price information in response to the RFQ in step one.***

Step two will consist of a short list of firms asked to submit cost proposals according to an RFP that will be provided to the shortlisted firms. The District will interview at least two firms who provide cost proposals before selecting the successful company(s). The selected firm(s) shall provide construction manager at-risk services as outlined in the owner modified AIA A133-2009 Contract. Terms of this Contract will be negotiated at a later date.

POTENTIAL PROJECT SCOPE

A potential “No Tax Levy Increase” Bond Issue is pending voter approval in April of 2021. Proposed projects may include various building projects as identified in the District’s Comprehensive Facility Master Plan. Planning, design and construction services will be considered for the following projects:

- New Middle School facility serving approximately 600 students with the capability to be expanded to serve up to 800 students. (approx. 93,000sf, estimated construction costs \$34 million, anticipated completion May 2023)
- Renovation of Barry School to convert to a K-5 building (estimated construction costs \$4 million, anticipated completion May 2023)
- Renovation of Pathfinder Elementary School to convert to a K-5 building (estimated construction costs of \$1 million, anticipated completion May 2023)
- Phase I Improvements to Platte County High School (approx. 115,000sf of new construction, estimated construction costs of \$38 million, anticipated completion July 2022)
- Additional districtwide facility upgrades related to safety & security enhancements, technology upgrades and FFE (estimated construction costs \$2 million, anticipated completion May 2023)

Total “all-in” budget for design, soft costs and construction is estimated to be \$94,405,000

PROPOSED TIMELINE

The timeline listed below is the District's estimation of time required to complete the selection process. All efforts shall be made to abide by this schedule; however, it is subject to change if necessary:

Board Meeting – notification of intent to utilize CMAR	April 16, 2020
Advertisement of RFQ	April 17, 2020
RFQ deadline and response date (electronic submission)	May 5, 2020, 2:00 pm
RFQ names publicly read aloud and emailed to proposers	May 5, 2020, 2:00 pm
Shortlisted firms identified and RFP sent to those firms	May 12, 2020
RFP pre-proposal meeting with shortlisted firms	May 19, 2020, 2:00 pm
RFP proposals due and interviews with shortlisted firms	June 2-4, 2020
Apparent Successful Proposer Notification	June 11, 2020
Board of Education Recommendation for approval	June 18, 2020

Project schedules will be determined during the bond planning phase of work. The desire is to begin construction on selected portions of the work immediately after Bond passage. Due to the extensive nature of the projects, work will need to take place during the school year(s).

PROPOSAL REQUIREMENTS

The formal proposal response to this RFQ shall contain the following information, in the following sequence and format. **All responses shall be made digitally in Adobe Acrobat pdf format. No hard copies are required. (Maximum of 20 pages)**

- 1. Title Page**
- 2. Letter of Introduction:** Also, explain why your firm is best qualified to provide CMAR services for the Platte County R-3 Schools proposed 2021 “No Tax Levy Increase” bond issue.
- 3. Table of Contents**
- 4. Experience:** Prioritizing CMAR project delivery, include project information for up to 5 public sector projects of similar size and scope. Include project name, description, client information, completion date, project budget, architect contact information, and type of project delivery services provided (CMAR, CMA, Design-Build, GC).

- 5. Past Performance:** For each project listed under the project experience section provide the following information:
- List the name, location and general description of the project.
 - List your firm's record of cost performance. (Construction cost estimate versus construction contract bid amounts as well as contract award versus final construction cost). Provide explanation of cost deviation.
 - List your firm's record of schedule performance. (List original schedule versus final completion date). Provide explanation of schedule deviation.
- 6. Services:** Describe your company's approach to services in the following areas:
- Describe your approach to performing pre-construction services including cost estimating capabilities and scheduling techniques. List all preconstruction services your firm provides and the value this will bring to the project(s).
 - Describe your subcontractor qualification process.
 - Describe your approach to incorporating Virtual Construction and Building Information Modeling (BIM).
 - Describe your approach to performing construction administration and management.
 - Describe your approach to controlling the project construction budget and schedule.
 - Describe your approach to performing quality assurance/quality control during construction.
 - Describe your approach to achieving project close-out (commissioning, punch-list completion, and warranty work).
- 7. Key Personnel Qualifications**
- Provide a brief resume for each key person that will be assigned to this project. Include their name and title, project assignment, total years of construction experience, years of experience with CMAR, years of experience with your firm, education including degree(s), year and discipline, active registrations and licenses including the number and State, other qualifications, and experience.
 - Describe the specific role performed on each project listed in the resume, highlighting projects of similar size and scope where the person's role was similar to their role on work proposed by the District.
 - As a minimum, provide resumes (that include qualifications and experience) for the Project Manager, Superintendent, and Estimator. Provide this information for both the Pre-Construction and Construction phases, if different personnel will be utilized.
 - Provide a project-specific organizational chart.
- 8. Safety Program:** Provide a summary description of your safety program including the following information:
- Sample documentation/forms.
 - Summary description of your safety program implementation plan, including assigned personnel and the percentage of their time that is typically allocated to a project.
 - Provide your safety record and worker's compensation insurance experience modification rate and incident rate for the last 3 years.

9. Corporate Information:

- a. Provide the location of your nearest office and the number of Kansas City Area employees.
- b. Provide latest audited financial balance sheet and three financial references
- c. Signature page, Attachment "A".

SUBMITTING YOUR RESPONSE

Your response should follow the sections outlined above and be concise. **Failure to follow any of the RFQ's instructions could nullify your response from consideration.** Parties are requested to sign the proposal, and, when in the name of a company, by an officer whose title is shown.

Ownership of all data, materials, and documentation originated and prepared for the District pursuant to the RFQ shall belong exclusively to the District and be subject to public inspection in accordance with the Missouri Sunshine Law.

The deadline for submitting your response will be no later than **2:00 PM on May 5, 2020**. Proposals received after this date and time will not be considered.

RFQ proposers will be publicly read aloud at **2:00 PM on May 5, 2020**. If you are interested in participating in the public reading of the proposers, please contact Jay Harris of your intent and you will be invited to a virtual meeting to hear the names of firms that submitted their qualifications.

Submissions shall be emailed to Dr. Jay Harris, harrisj@platteco.k12.mo.us on or before the due date listed above.

Proposal questions or clarification prior to submittal may be directed to Jay Harris, Executive Director of Operations at (816) 858-5420 or via email.

SELECTION CRITERIA (Step One)

Platte County R-3 School District will screen all RFQ proposals that are submitted in accordance with the advertised terms.

The information submitted will be evaluated against the following criteria:

1. Demonstration of successful experience and ability performed on comparable projects.
2. Identified references from three (3) or more public school districts in Missouri / Kansas serving on comparable projects.
3. Demonstration of qualifications of personnel who are assigned to manage the projects.

4. Demonstration of successful management systems used for construction management including but not limited to estimating, scheduling, cost controls, bid management, job site management, and status reporting.
5. Submittal of annual report and three (3) financial references.

Within a period of 24 hours following the submittal deadline a Selection Team will evaluate and rank each submittal and select, based solely on qualifications, five or fewer CMAR's to submit additional information via RFP, including a proposed fee and price for fulfilling the general conditions, preconstruction services and fee for overhead & profit. A team will interview at least two of the top-qualified firms. Interview scoring criteria will be the same as above with the addition of the following items:

1. Proposed percentage fee for overhead and profit. Based upon estimates of preliminary construction costs and timeline.
2. Proposed reimbursable costs. Not to exceed a specific amount. Based upon estimates of preliminary construction costs and timeline.
3. Proposed fee for preconstruction services.
4. Proposed fee for general conditions broken down on a monthly cost.
5. Team presentation and communication style.

RESERVATIONS

The Selection Team and the Platte County R-3 Board of Education reserve the right to reject any and all proposals, waive informality and any technicalities or clerical error in any proposal as the interest of these entities may require, and they will select the proposal which, in their judgment, provides the best value meeting the requirements of the project.

All costs incurred in the preparation of the response to this Request for Qualifications will be the sole responsibility of and borne entirely by the submitter. All responses to this Request for Qualifications become the property of Platte County R-3 School District and will be part of public record.

CONTRACT NEGOTIATIONS

Platte County R-3 School District will attempt to negotiate and contract for services described in this RFP solicitation with the most qualified firm. If an agreement cannot be reached, there will be an attempt to negotiate a contract with the next most qualified firm. This process will continue until an agreement is reached.

Attachment "A"

The undersigned certifies that he/she has the authority to bind this company in an agreement to supply the services in accordance with all terms and conditions, specified herein. Please type or print the information below. **The Respondent is REQUIRED to complete, sign and return this form with your submitted response for this RFQ.**

Company Name

Authorized Person (Print)

Address

Signature

City/State/Zip

Title

Telephone #

Date

E-mail

Entity Type (Corporation, LLC, Sole Proprietor, Partnership)