

Request for Qualifications (CM at Risk Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Lindner College of Business</u>	Response Deadline	<u>July 7, 2016</u>	<u>5:00 PM</u>	local time
Project Location	<u>University of Cincinnati</u>	Project Number	<u>UCN-16018A</u>		
City / County	<u>Cincinnati, Ohio / Hamilton</u>	Project Manager	<u>Robert Marton</u>		
Owner	<u>University of Cincinnati</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>Five</u>	No. of electronic copies requested (PDF)		<u>One</u>	

Submit the requested number of Statements of Qualifications (Form F110-330) directly to **Michael Myres** at the **University of Cincinnati, Department of Purchasing University Hall 3rd Floor, Suite 320, 51 Goodman Drive, Cincinnati, Ohio 45219** (courier address). See Section G of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to **Michael Myres** at Michael.Myres@uc.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The University of Cincinnati (as the Contracting Authority and Owner) is soliciting the services of a Construction Manager at-Risk team to construct the new Lindner College of Business. The proposed building is a five-story 225,000 gsf state-of-the-art business school that will replace the current undersized and inadequate Lindner Hall complex that will be retained and possibly updated and repurposed in the future. The selected site is centrally located on UC's Uptown West campus in the current location of the Alumni Center and Faculty Club. The new freestanding building consists of instructional spaces, administrative offices and conference space, student study, common areas and shared facilities.

The project limits are Woodside Drive on the west, University Way on the south, Campus Green Garage on the north and Campus Green on the east. Site development envisions the realignment and a change in configuration of Campus Green Dr. south of the existing garage and Lindner Hall. The concept design suggests a LEED v4 Gold (possibly Platinum) certified building with a concrete frame, multiple atria and an exterior curtain wall system. The design of the new facility will respect, compliment and embrace the adjacent world-class architecture and associated outdoor spaces that are the essence of MainStreet and the University of Cincinnati

Professional design services are under a separate contract between the University and Architect of Record, KZF Design, Inc. in association with the Design Architect, Henning Larsen. The Program of Requirements ("POR") is complete, and the project is currently in its schematic design phase.

All aspects of the project and related issues will be implemented and operated consistent with the Contracting Authority/Owner's policies and procedures. State Prevailing Wage requirements apply to this Project.

B. Scope of Services

The selected Construction Manager at Risk ("CM"), as a portion of its required Scope of Services and prior to submitting its proposal, will discuss and clarify with the Contracting Authority/Owner, the breakdown of the Agreement detailed cost components, to address the Owner's project requirements and refine the project schedule.

As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review comments on documents produced by the A/E at the end of the Schematic Design stage and during the Design Development, and Construction Document stages; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Subcontractor Prequalification and Bidding process, Construction and Closeout Stage.

Refer to the *Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

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The preconstruction and construction services are generally described below. Subcontracts including but not limited to General Trades, Plumbing, Fire Protection, HVAC, Electrical and AV/Technology will be awarded by the CM to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority/Owner, the A/E and the CM. The Contracting Authority/Owner shall have access to all books, records, documents and other data in the CM's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

Preconstruction Services: The CM will work cooperatively with the Contracting Authority/Owner, A/E, and Project Team, and will provide, among other services, schedule development, estimate development, Guaranteed Maximum Price (GMP) proposal, subcontractor prequalification and bidding, constructability review, budgeting, value engineering, and preconstruction planning throughout the preconstruction stages. Both the CM and the A/E will be responsible for the development of design phase estimates and the joint reconciliation thereof. When the drawings and specifications are at the stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the CM, together with the A/E's detailed listing of any incomplete design elements and the A/E's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). Contingent upon the Contracting Authority's approval of the GMP, the parties will enter into an amendment to the Agreement establishing the Contract Sum ("GMP Amendment"). If the proposed Contract Sum exceeds the Project Budget established for construction, then the Contracting Authority may terminate the agreement with the CM and seek proposals from other firms for completion of the Project.

Construction Services: The CM shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The CM shall hold all subcontracts and shall be fully responsible for the means and methods of construction, project safety, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations including monitoring compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Contracting Authority. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The Contracting Authority reserves the right to approve the CM's selection of subcontractors and any supplemental terms to the form subcontract.

For purposes of completing the Relevant Project Experience Matrix in Section F of the Statement of Qualifications (Form F110-330), below is a list of relevant work experience requirements for this RFQ:

1. OFCC - CMR project delivery method and CMR role on project
2. LEED v4 Gold (possibly Platinum) building certification
3. Working without incident in the heart of a vibrant urban university environment
4. Maintaining normal university operations and infrastructure during construction
5. Working with a Design Architect in association with an Architect of Record
6. History of meeting diversity goals or other inclusion programs
7. Providing on-time project delivery within the design and construction contingency limits
8. Prebid initiatives to stimulate bidder interest and obtain multiple bids in a robust construction market
9. Design-Assist services
10. Value management and solutions related to material fabrication/delivery/quality and labor force issues

C. Funding / Estimated Budget

Total Project Cost	<u>\$120,000,000</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$85,000,000</u>	Other Funding	<u>\$120,000,000</u>

D. Anticipated Schedule

CM Preconstruction Services Start	<u>09 / 16</u>
Construction Stage Notice to Proceed	<u>03 / 17</u>
Substantial Completion of all Work	<u>07 / 19</u>
CM Services Completed	<u>01 / 20</u>

E. EDGE Participation Goal

Percent of the CM's total compensation excluding CM's Contingency*	<u>10.0%</u>
*Preconstruction Stage Compensation plus Contract Sum minus CM's Contingency	

F. Evaluation Criteria for Selection

Selection Criteria: The CM will be selected using (i) qualifications-based process during the Request for Qualifications (RFQ) stage to develop a short list and (ii) best value process during the Request for Proposal stage. The qualifications-based criteria for the RFQ is included in this announcement. The best value criteria used in evaluating proposals from

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short listed firms will include such factors that are determined to derive or offer the greatest value to the State and Owner, combining both qualifications and fee.

Short List: Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After evaluating the responses to this RFQ, the Contracting Authority will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Contracting Authority determines that fewer than three firms are qualified, it will only select the qualified firms.

Request for Proposal: The short-listed firms shall be sent a Request for Proposal ("RFP") that will invite the firms to submit pricing proposals containing their proposed preconstruction stage compensation, construction stage personnel costs, itemized construction stage general conditions costs, construction stage contingency percentage, and construction stage fee percentage. The short-listed candidates will also receive (i) form of Agreement with the Contracting Authority containing the contract terms and conditions, (ii) set of the most recent design documents and (iii) proposed Project schedule. The CMR team makeup and organizational structure at this RFP stage shall not differ from that submitted in the RFQ.

Pre-Proposal Meeting: Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Contracting Authority/Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms an opportunity to ask the Contracting Authority/Owner questions in an individual setting to help the firms prepare their responses to the RFP. The Contracting Authority will notify each short-listed firm to schedule individual times for the pre-proposal meetings.

Interview: After submitting responses to the RFP, the short-listed firms will be interviewed by the Contracting Authority and Owner. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the project approach and ability to meet the stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance with the timetable, budget and EDGE expectations. The Contracting Authority will notify each short-listed firm to schedule individual times for the interviews.

Selection Schedule: Tentative schedule is subject to change.

RFP issued to the Short-Listed Firms	July 2016
Interviews	August 2016
Selection of CM	August 2016

Cancellation and Rejection: The Contracting Authority reserves the right to reject all proposals and cancel at any time for any reason this solicitation, any portion of this solicitation or any phase of the Project. The Contracting Authority shall have no liability to any proposer arising out of such cancellation or rejection. The Contracting Authority reserves the right to waive minor variations in the selection process.

Interested CM firms are required to address how they will implement Building Information Modeling ("BIM") on the project, experience and level of training of staff related to BIM, incorporation of team partners that have previous BIM experience, and an understanding of collaborative BIM processes, including but not limited to the *State of Ohio BIM Protocol* available at the OFCC website at <http://ofcc.ohio.gov>.

Interested CM firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the CM's team. The Intent to Contract and to Perform and / or waiver request letter and Demonstration of Good Faith Effort form(s) with complete documentation must be attached to the CM's Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

Should there be a desire to respond to this RFQ as a Joint Venture, it is the University's preference that a "joint venture" collaboration between businesses be developed rather than creating a new business entity with the State of Ohio.

G. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (Form F110-330) available via the OFCC website at <http://ofcc.ohio.gov>.

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Electronic submittals should be combined into one PDF file named with the project number listed on the RFQ and your firm's name. Use the "print" feature of Adobe Acrobat or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

Paper copies of the Statement of Qualifications, if requested, should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

Facsimile copies of the Statement of Qualifications will not be accepted.

Unless otherwise noted or exempt, all documents submitted to the Contracting Authority in response to this RFQ and subsequent RFP are public and will be available for inspection at the conclusion of the selection process. The following information shall remain confidential and will not be released: (1) Proposal Form(s), except for cost category subtotals which will be transferred to the Best Value Rating Form; (2) Financial Capacity; and (3) Bonding/Insurance. Post selection debriefs with the University or A/E will not be conducted.

Proposers are requested to submit the following information in response to this RFQ within Section H of Form F110-330.

1. **Summary:** Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project. Proposers are welcome to expand on any of the 10 experience factors listed on page 2 of this RFQ (associated with section F of form F110-330).
2. **Bonding/Insurance:** Provide evidence of capacity to provide bonding in the amount of the construction budget (e.g. a letter from your Surety agent stating that one or more Sureties will issue Bonds in the amount of the construction budget if your team is selected) and a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability, and *professional liability insurance*.
3. **Self-Performed Work:** Indicate whether the firm intends to self-perform any work on the Project through a competitive process and, if so, the nature of the work and capability to self-perform.
4. **Estimating:** Demonstrate your track record of performance in estimating on projects comparable to this Project and in conjunction with the A/E's estimating efforts.
5. **Scheduling:** Demonstrated track record of performance of managing projects to the original schedule.
6. **Project Management System:** The University is transitioning to the E-Builder Project Management System on its Capital and Renovation projects. There is an expectation that the project team (Owner / AE / CM) will fully embrace the capabilities of that system on this project. The University will provide user licenses and training. Please comment on incorporating this system into your construction services and in conjunction with your prescribed corporate project management systems, if any.
7. **Multiple/Phased GMP's:** While multiple/phased GMP's are likely, it is the desire of the university and design team to limit them to 2. Provide a plan to achieve that desired result. The design schedule is available upon request.
8. **Design and Construction Contingency:** Provide your philosophy on the inclusion, distribution and disposition (i.e. shared, not shared) of contingencies during design and construction.
9. **Design-Assist:** Provide lessons learned with your Design-Assist experience (both simple Design-Assist and also a D-A with transition to construction).
10. **Extra Ordinary Efforts:** Explain the extraordinary efforts you plan to undertake to insure that the design is progressing within the constraints of the construction budget and to safeguard design contingency to the greatest extent possible.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

CM at Risk Selection Rating Form

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Project Name Lindner College of Business Proposer Firm _____
 Project Number UCN-16018A City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location and Workload (Maximum 10 points)			
a. Proximity of firm to project site	Less than 25 miles	5	
	25 miles to 50 miles	2	
	More than 50 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$5,000,000	5	
	\$5,000,000 to \$10,000,000	2	
	More than \$10,000,000	0	
2. Primary Qualifications (Maximum 40 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 30
b. Project administration lead	Experience / ability to effectively administer project controls and processes	0 - 10	
c. Technical staff	Experience / ability of technical staff to develop accurate estimates and schedules	0 - 10	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 10	
3. Key Consultant Qualifications (Maximum 10 points)			
a. Key consultants	Experience / ability of key consultants to perform effectively and collaboratively	0 - 5	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in Services compensation** over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 2 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED*** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 2 projects	0 - 1	
	2 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	
* Must be comprised of consulting firm(s) and NOT the lead firm ** Preconstruction Stage Compensation plus Contract Sum minus Subcontracted Work, Self-performed Work, and CM's Contingency *** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____