BACKGROUND

College Mission … “to provide high quality, accessible and affordable educational opportunities and services”

Cuyahoga Community College was opened in 1963 and is Ohio’s first community college. It serves more than 60,000 credit and non-credit students each year at four traditional campuses, two Corporate College locations, 50+ off-campus sites and other distance learning options. The College is accredited by the Higher Education Learning Commission of the North Central Association of Colleges and Schools. For over 50 years Tri-C has provided high quality, affordable education and programs to more than 900,000 members of our community. Historically, 85% of our students remain in the Cleveland area to pursue their careers after leaving Tri-C.

The College completed the documentation of its current 10-year Academic and Facilities Master Plan in May of 2008. One of the recommended Master Plan projects is this Project at the Metropolitan Campus in downtown Cleveland.

Cuyahoga Community College is planning to retain the services of a Construction Manager as Advisor (CMa) for this Project. Services will include Pre-Construction Services through Construction and Closeout. The CMa will work under the direction of the Office of Capital and Construction.

The contract duration for the CMa’s Services for this project are projected to be approximately 3 years, consisting of approximately 9 to 12 months of design and 20 to 24 months of construction. Initial Construction/FFE Budget for the purpose of this proposal is assumed to be $21 million with a projected Total Project Budget of $31.2 million.

The College will be using the State of Ohio’s design/bid/build (multiple prime) delivery method. The CMa’s Agreement and Services for this Project will be based on the State of Ohio OFCC’s current version of the CMa Agreement.
PROJECT STATUS AND DESCRIPTION

The ‘Concept Architect’ (Bialosky & Partners Architects-BPA hereafter) had previously worked with Capital & Construction and the User Group to develop a Program of Requirements and a Conceptual Design. A primary reason for that exercise was to provide a sound basis for establishing the Project Budget and Schedule mentioned above. This spring, Capital & Construction conducted a competitive RFQ selection process and BPA was selected to also provide full final design services through construction and closeout. These final design services were kicked off in a meeting on July 21, 2015.

BPA will begin this process with the Program Verification phase and will then proceed through the standard phases of Schematic Design, Design Development, Contract Documents, Bidding & Award, Construction and Closeout. Several potential Program of Requirements changes must be evaluated and resolved in that Program Verification phase before Schematic Design can begin.

The existing 1967 Campus Center building consists of 3 stories, one below the E. 30th Street level (Concourse Level), one at that level (Street Level) and one above Street Level (Upper Level). Total existing square footage is approximately 68,000 and this Project will add approximately 12,000 new square feet of space. The Project will include complete building demolition except for the building’s concrete structural frame, including removal and replacement of all exterior envelope components/systems.

Primary goals of the Project include:
- Provide a new and exciting ‘front door’ to our Metropolitan Campus
- Connect better with both the outside community along E. 30th Street and the existing courtyard
- Provide enhanced daylighting due to well-conceived, well-designed and well-constructed exterior walls that utilize energy-efficient glass and opaque materials
- Provide enhanced food service
- Reorganize building functions/programs for better efficiency
- Provide exciting new spaces that encourage students to remain on campus longer
- Do all the above in a sustainable and environmentally-responsible manner, with a Project target of a minimum LEED Silver rating

Challenges of the Project include:
- Adequately maintain parking and Campus operation during the entire duration of the Project. Construction phasing strategies will be critical to accomplishing this.
• Conduct heavy demolition and construction activities on a tight site with restrictive existing Plaza structural loading conditions that will limit the size and weight of construction equipment
• Provide ‘swing space’ in other buildings on Campus for existing Campus Center functions/staff displaced by the demolition and new construction
• Solve complicated sewer, electrical and telecom infrastructure issues
• Coordinate the construction activity of this Project with work of the Plaza Structural Rehab and Renovation Project that will likely be ongoing at the same time in the southwest quadrant of the Metro Campus

**SCOPE OF CMa SERVICES**

As noted above, CMa services shall be in accordance with the State’s current form of CMa Agreement and shall also include the following:

1. The Construction Manager shall be responsible for project reporting, campus coordination and project communication.

2. The Construction Manager shall prepare and distribute a monthly Program Status Report which will include schedule maintenance and cost status reports as well as construction change management status reports, itemized by Prime Contract. The schedule maintenance report will reflect actual progress against scheduled progress for the design phase. The program summary cost status report will reflect actual current cost and projected program and project cost compared to budgeted program and project cost. Change management reports will include tracking of changes in the following categories: Approved, Pending and Forecast.

3. Construction Manager shall assist the LEED® Accredited Professional (Design Consultant) in obtaining LEED® Certification designated by the Owner.

4. Construction Manager shall assist the Owner to document, analyze, negotiate, and work towards resolution of claims.

5. Construction Manager shall generate and distribute a cash flow projection report which includes actual and estimated costs to complete all phases of design and construction.

6. The Construction Manager will develop and monitor the implementation of a Quality Assurance Plan. The plan shall be documented and approved by the Owner and will be used to create consistency and accuracy of the Contract Documents.

7. The Construction Manager will assist the Owner in maintaining a diversity program.
Diversity responsibilities include reporting and generating interest for diverse firms to participate in the Project, tracking the Project diversity goals versus actual Project diversity and maintaining a diverse pool of A/E, construction and vendor contacts.

**PROJECT STAFFING**

As part of the CMa SOQ, submit both company labor rate multiplier and the billable rates for all staff proposed for this contract.

**Labor Rate Multiplier**  

The CMa services might contain staffing for the following positions:

<table>
<thead>
<tr>
<th>Position</th>
<th>Hourly Rate</th>
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<tbody>
<tr>
<td>Construction Manager Project Executive (PT)</td>
<td></td>
</tr>
<tr>
<td>Construction Manager Project Manager (FT)</td>
<td></td>
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<tr>
<td>Chief Estimator/Scheduler (PT as required)</td>
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<tr>
<td>Staff Estimator/Scheduler (PT as required)</td>
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<tr>
<td>Staff Engineer (PT as required)</td>
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<tr>
<td>Project Engineer (FT)</td>
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<tr>
<td>Administrative Support (FT or PT)</td>
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<tr>
<td>Constructability Review (PT as required)</td>
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<tr>
<td>Diversity Compliance/Reporting (PT as required)</td>
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**SOQ CONTENT**

1. **Cover Letter**  
   A. Providing an introduction to your firm and proposal

2. **Executive Summary**  
   A. Intended to provide a “high level” summary of the contents of the SOQ.

3. **Company Overview**  
   A. Profile of your company addressing the following:  
      B. Name of firm  
      C. Address  
      D. Telephone number  
      E. Email address  
      F. Main office location  
      G. Regional office location
H. Type of Business
I. Workload vs. available resources analysis
J. Name of person authorized to sign agreement
K. Number of years in business
L. Nature of services your firm has provided in the past 5 years
   1. Public Sector
   2. Private Sector
4. Ownership, Organization and Financials
5. Construction Management Experience (firm and staff) – identify substantial experience and knowledge to schedule, plan, estimate, coordinate and manage all phases of a project including Design, Bidding, Construction and Fit-out.
6. Higher Education Experience (firm and staff)
7. Staff Resumes and Organization (Org chart required)
8. Management approach and staff implementation plan specific to this Project
9. Identification of keys to success of this Project
10. Identification of how you propose to overcome major challenges to this Project
11. Team Diversity (MBE/FBE/SBE/DBE)
12. QA/QC Plan
13. Sustainability Experience
14. Sample Project Reporting
15. References
16. Why this firm?

SOQ SUBMISSION – GENERAL INFORMATION

Submit three (3) hardcopies plus one electronic USB copy of the submittal to:

Cuyahoga Community College
Supplier Managed Services Department
700 Carnegie Avenue
Cleveland, Ohio 44115
Attn: Robert Ruppe

Submittals shall be received by the college with a transmittal containing the following information:
   1. College Name
   2. Project / Program Name, Project Number
   3. Consultant Name

Construction Management Consultant
4. Consultant Address
5. Contact Person, Contact Person Phone number
6. Description of content

Submittals should be formatted using the F110-330 form. Additional information can be attached as appendices to the 330 or included in Section H. Submittals are due on Wednesday, September 9, 2015 no later than 2:00pm. Late or incomplete proposals may not be considered for this contract.

Advertised: Cleveland Plain Dealer 8/19, 8/26, 9/2
Call & Post 8/19