

Request for Qualifications (CM at Risk Contract)

State of Ohio Standard Forms and Documents



Project Name	<u>East Campus Quad Town Center</u>	Project Number	<u>C20182091</u>
Project Location	<u>4250 Richmond Road</u>	Project Manager	<u>Phillip Pallone</u>
City / County	<u>Highland Hills / Cuyahoga</u>		
Owner	<u>Cuyahoga Community College</u>	Number of Paper Copies requested	<u>6</u>
Delivery Method	<u>CM at Risk</u>	Number of Digital Copies requested (PDF)	<u>1</u>

Statement of Qualifications are due August 3, 2018, by 2:00 PM. Submit the requested number of Statements of Qualifications (Form F110-330) directly to Judi Cooper, 700 Carnegie Avenue, Cleveland, Ohio 44115. See Section G of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Phil Pallone at Phillip.pallone@tri-c.edu with the project number included in the subject line (no phone calls please).

Project Overview

A. Project Description

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, and several 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.

East Campus is one of the four main campus' at Cuyahoga Community College. Founded in 1971, this campus services the community by providing associate of arts and associate of science degrees to students wishing to transfer to four-year institutions. The College also offers direct-to-job programs including several in the health services areas (nursing, emergency medical technology, medical assisting and pharmacy technology), plant sciences and landscaping, sports exercise studies, hospitality management and visual communications and design (among others). East Campus is also home to the Jack, Joseph and Morton Mandel Humanities Center, which provides high performing students a collaborative, problem-based learning environment with a focus on leadership and community development.

In 2014 the College created a Master Plan which would position the campus for the future. Features of this plan were developed to increase student access and success, provide student housing, increase green spaces, improve vehicle traffic, improve sports fields, connect the campus with a central walking spine, and introduce select retail shops. The campus sought to model a 4-year institution, and be a central hub for the surrounding community. Over the last 12 months, this Master Plan was updated and the first three phases identified.

At this time the College is seeking CMR qualifications for services covering all three of these phases. However, only phase 1 CMR services will be executed starting this year. Phase 1 consists of modifying the East Campus facility including reconfiguring of Robert Bishop Drive, installation of a new north-south connection road, new east-west pedestrian walkway, new campus green space, and reconfigured parking lots. These phase 1 items amount to approx. \$7.9m in total project costs. The remaining phases include additional parking lots (~5), amphitheater, additional pedestrian walkways, a multi-purpose walking trail, and athletic field revisions. This additional work amounts to approx. \$17,000,000.

Professional A/E services have already been awarded under a separate contract to Osborn Engineering.

This project will be turned over to the Construction Manager at Risk at the 75% CD stage of development.

All aspects of the project and related issues will be implemented and operated consistent with the Owner's policies and procedures.

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B. Scope of Services

The selected Construction Manager at Risk ("CMR"), as a portion of its required Scope of Services and prior to submitting its proposal, will discuss and clarify with the 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 during the Design Development and Construction Document stage; 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>.

The preconstruction and construction services are generally described below. Subcontracts including but not limited to Plumbing, Fire Protection, HVAC, Electrical, Earthwork, Paving, Landscaping and AV/Technology will be awarded by the CMR 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 Owner, the A/E and the CMR. The Owner shall have access to all books, records, documents and other data in the CMR's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

Preconstruction Services: The CMR will work cooperatively with the 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, permits, budgeting, value engineering, and preconstruction planning throughout the preconstruction stages. 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 CMR, 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" or "Prose Statement"). The GMP is expected to be supplied to the owner during the ~75% CD phase. Contingent upon the Owner'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 Owner may terminate the agreement with the CMR and seek proposals from other firms for completion of the Project.

Construction Services: The CMR shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The CMR 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 diversity expectations, equal employment, prevailing wage requirements, and submitting monthly reports of these activities to the Owner. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The Owner reserves the right to approve the CMR'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 scope of work requirements for this RFQ:

1. Experience with the Construction Manager at Risk delivery method
2. State of Ohio Public Higher Education projects
3. State of Ohio OFCC projects (non-ODOT)
4. Project around the \$8m project cost range
5. Projects requiring phasing and multiple relocations
6. Projects involving exterior site improvements, such as parking lots, roads, green spaces, walking paths, and the necessary support items (water retention, sewers, exterior lighting)

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C. Funding / Estimated Budget

Total Project Cost	<u>\$7,900,000</u>	State Funding	<u>N/A</u>
Construction Cost	<u>~\$5,600,000.</u>	Other Funding	<u></u>

D. Anticipated Schedule

CMR Preconstruction Services Start	<u>October/November 2019</u>
Construction Stage Notice to Proceed	<u>April 2019</u>
Substantial Completion of all work	<u>Spring 2020</u>
CMR Services Complete	<u>Summer 2020</u>

E. Evaluation of Criteria for Selection

Selection Criteria: The CMR 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 best value criteria used in evaluating proposals from 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 Owner will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Owner 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 Owner containing the contract terms and conditions, (ii) set of the most recent design documents and (iii) proposed Project schedule.

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

Interview: After submitting responses to the RFP, the short-listed firms will be interviewed by the Owner and A/E. 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 Diversity/Inclusion expectations. The Owner will notify each short-listed firm to schedule individual times for the interviews.

Selection Schedule: Tentative schedule is subject to change.

Statement of Qualifications Due:	<u>August 3, 2018</u>
RFP issued to the Short-Listed Firms	<u>~August 24, 2018</u>
RFP due:	<u>~September 7, 2018</u>
Interviews	<u>~September 14, 2018</u>
Selection of CM	<u>October 2018</u>

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Cancellation and Rejection: The Owner 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 Owner shall have no liability to any proposer arising out of such cancellation or rejection. The Owner reserves the right to waive minor variations in the selection process.

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>.

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. Please submit the electronic submittal on a USB drive along with the required number of paper copies.

Paper copies of the Statement of Qualifications, should be stapled or bound with a removal type binder (GBC etc.). Submitters are not limited to only submitting the F110-330. Information submitted in addition to the F110-330 should be included after the F110-330.

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

Unless otherwise noted or exempt, all documents submitted to the Owner 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.

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.
2. Contractor Qualifications: Submit complete contractor qualifications using AIA Document 305.
3. 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.
4. Relevant Experience: refer to Section B: Scope of Services.
5. Personnel & Staffing: must include an organization chart. Personnel resume pages must express the individual's specific role on each project on their respective resume.
6. Diversity / Inclusion: Describe your presence and understanding of the current market place with respect to diversity participation both in contracting and in workforce. Submit a chart showing past performance, with respect to diversity reporting, for the last 5 years of projects. Be prepared to discuss your strategy to reach or exceed the College's diversity expectations.
 - a. Procurement / Contracting – 15% (of contract value) for MBE, 6% for CSB, SDBE, & SBE, 5% FBE, & 2% VBE.
 - b. Workforce – 45% Local, 15% Minority, 7% Female, & 2% Veterans.
7. Management Systems: Describe the scheduling and cost control systems the firm would propose to use for the Project
8. 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.
9. Estimating: Demonstrated record of accomplishment of performance of in-house estimating on projects comparable to the Project.
10. Scheduling: Demonstrated record of accomplishment of performance of managing projects to the original schedule.
11. Collaboration: Demonstrate collaborative experiences, as a CMR with the Design Team and Owner, and highlight any developed best practices.
12. Experience with PLA's and CBA's

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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.

Plain Dealer: July 17, 24, 31

La Prensa July 20, 27

Call & Post: July 18