

**IDALIA SCHOOL DISTRICT RJ-3
REQUEST FOR QUALIFICATIONS (RFQ)
CONSTRUCTION MANAGEMENT/GENERAL CONTRACTING (CM/GC) SERVICES
DECEMBER 14, 2011**

PROJECT:

**New PK-12 School Facility
Idalia, Colorado
Idalia School District RJ-3**

Idalia School District RJ-3 invites interested firms to submit the requested documentation for full Construction Management/General Contracting (CM/GC) Services for a new PK-12 School Facility. The District is conducting a qualifications based selection process to retain a firm to provide CM/GC services to construct a new 39,000 sf PK 12 Building Addition to include a new entry, administration, art, primary wing, middle/high school wing, media/computer lab, music/stage and receiving area. The phased project will require various demo components; 1948 old gymnasium wing, 1966 middle/high school wing, 1985 music/library and Heritage Hall. Selected site component demolition will include various utilities, roadways, walks and landscaping. The project will also include renovating the 1995 gym and repurposing adjacent spaces, approximately 14,000 sf. Site improvements will consist of a new parking lot with a dedicated bus loop, walkways and landscape enhancements.

This project is being made possible by funding through the Colorado Department of Education (CDE) Building Excellent Schools Today (BEST) program and a voter approved bond election. The total project budget is \$14,316,857. The preliminary construction budget is \$11,738,670. The design is scheduled to be completed in June/July 2012.

It is anticipated that the construction will be completed in several phases with a completion in August, 2013.

You may access Idalia's Master Plan on their website: <http://www.idaliaco.us/>

TIMELINE & PROPOSAL GENERAL REQUIREMENTS:

- December 14, 2011: Issue Request for Qualifications
- December 19, 2011: Clarification deadline for questions from applicants
- December 28, 2011: Responses due from candidates
- January 4, 2012: Short list 3 firms
- January 12, 2012: Oral Interviews
- January 17, 2012: Team kick-off meeting

Owner shall accept delivery of proposals **no later than: December 28, 2011 at 3:00 pm.**

All official communication with applicants and questions regarding this RFQ will be via email to the following:

Owner's Representative
Michael Hall
Inline Management
mhall@inlinemanagement.com
720-203-5181

All interested applicants should notify Owner's Representative of intent to submit by **December 19, 2011**.

PROJECT SCHEDULE

December, 2011 – March, 2012	Schematic Design/Design Development
April, 2012	GMP Pricing
April, 2012 – June, 2012	Construction Documents
June, 2012 – July, 2012	Permits and Bidding
August, 2012 – July, 2013	Construction
August, 2013	Project Completion

CONSTRUCTION MANAGER / GENERAL CONTRACTOR QUALIFICATIONS AND STATEMENTS:

Provide a completed AIA A305 – Contractor's Qualifications Statement. All questions must be answered completely. Incomplete or missing information will constitute grounds for rejection of your proposal. For items that state "On a separate sheet" you may reference the appropriate pages of the submittal. The AIA A305 **must be** notarized.

In addition, please address the following:

1. Firm History/Background/Culture:
 - a. In response to AIA A305 questions 3.4 (projects in process) and 3.5 (five year project history), please indicate which projects were contracted as CM/GC.
 - b. Please state the maximum dollar value for which your firm can be bonded and the amount your firm currently has bonded (attach a letter of confirmation from your bonding company).
2. Firm Personnel:
 - a. Identify the project team members that you propose and include a resume for each key team member. Provide project names and descriptions for similar jobs that the team has recently worked on together and describe the relationship between team members.
3. Project Approach:
 - a. Demonstrate your firms approach to working with the Architect and Owner during design, pre-construction and construction on phased CM/GC projects.
 - b. In a brief statement, describe your understanding of the work scope and your company's value added philosophy.

- c. To expand on AIA A305, item 3.1., describe the type of work and percentage of total work that will be performed by your own forces on this specific project.
 - d. Describe how the involvement of CDE Division of Public School Capital Construction (BEST) might impact your project approach.
4. Past Project Experience:
 - a. Please describe your firm's philosophy and experience with CM/GC projects for K-12 School Districts in Colorado with particular attention to working in a rural environment.
5. High Performance/Sustainability Expertise:
 - a. Describe your understanding/experience/expertise with constructing a high performing project to meet the requirements of either USGBC LEED Gold or CO-CHPS certification, as well as satisfying the long-term operational and maintenance constraints of rural schools.
 - b. Describe your experience/approach in working with an integrated design process.
 - i. Approach to constructability, O&M, and other preconstruction reviews
 - ii. Experience/approach to involving third party commissioning agent
 - iii. Approach to post-occupancy O&M training
6. References:
 - a. Provide a list of references for all school projects completed or in progress within the last three (3) years.

COST PROPOSAL

Do not include a cost proposal.

The short listed firms will be asked to submit fees including insurance, bonds, pre-construction, overhead/profit and general conditions per a method of payment matrix that will be provided upon notification to interview. The matrix will be evaluated after the interviews as part of the selection.

Idalia SD RJ-3 anticipates establishing a guaranteed maximum price (GMP) with the selected CM/GC after the DD Phase. The School District, Inline Management, Wold Architects & Engineering and the CM/GC Contractor will compose the project team and will be responsible for delivering a timely, cost effective and high quality project.

Evaluation Factors

Proposals will be ranked using the following criteria. Ratings shall be based on the Owner's assessment of the adequacy of the Applicant's experience and ability to meet the requirements of the RFQ.

The RFQ will be numerically evaluated on the following point system by the evaluation committee. The scores will be added together, and the three (3) applicants with the highest scores will be shortlisted.

<u>Proposal Evaluation Criteria</u>	<u>Points</u>
Firm History/Background/Culture	10
Firm Personnel	20
Project Approach	20
Past Project Experience	10
High Performance/Sustainable Expertise	20
Pre-Qualification Statement	10
References	10
Total Points Possible	100

Short listed applicants will be invited to attend an interview that will be scored separately. The final selection will be based on interview scores and fee matrix evaluation alone.

QUALIFICATIONS STATEMENT SUBMITTAL

Interested CM/GC firms shall mail/deliver ten (10) hard copies and one (1) electronic copy of their qualifications submittal to Idalia School District at the following address.

Timothy Krause
 Superintendent
 Idalia School District RJ-3
 26845 county road 9.2
 Idalia, Colorado 80735
idaliasuperintendent@gmail.com

Also send one (1) hard copy and one (1) electronic copy to the owner's representative at the following address.

Michael Hall
 Inline Management
 1703 Sand Lily Drive
 Golden, CO 80401
mhall@inlinemanagement.com

LEGAL REQUIREMENTS

A. Verification of Information:

Applicants are hereby notified that Idalia School District will rely on the accuracy and completeness of all information provided in making its selection. As such, Applicants are urged to carefully review all information provided to ensure clarity, accuracy and completeness of such information. As Idalia School District deems necessary and appropriate in its sole discretion, Idalia School District reserves the right to make any inquiries or other follow up required to verify the information provided. The District reserves the right to select any or reject any and all submissions in their best interest.

B. Disclosure of Information:

All submissions and other materials provided or produced pursuant to this RFQ may be subject to the Colorado Open Records Law, CRS 24-72-201 ET. Seq. As such, Applicants are urged to review these disclosure requirements and any other exceptions to disclosure of information furnished by another party and, prior to submission to CDE, appropriately identify materials, which are not subject to disclosure. In the event of a request by CDE or School District for disclosure of such information, CDE or School District shall advise the Applicant of such request to give the Applicant an opportunity to object to the disclosure of designated confidential materials furnished to CDE.

C. Discrimination in Employment:

In connection with the performance of work on this project, the selected Service Provider agrees not to refuse to hire, discharge, promote or demote, or to discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, gender, age, military status, sexual orientation, marital status, or physical or mental disability; and the Service Provider further agrees to insert the foregoing provision in all subcontracts hereunder.

D. Applicable Laws:

This selection process and the performance of any selected shall be subject to, governed by and construed in accordance with applicable Federal Laws, the laws of the State of Colorado and the Charter, and other applicable regulations as the same may be amended from time to time.

E. Cost of Developing Qualifications:

Any costs associated with developing qualifications, preparing for and attending an interview is the sole responsibility of the Service Provider. The District assumes no liability for any costs incurred throughout the entire selection process.

F. Qualification Ownership:

All qualifications, including attachments, supplementary materials, sketches, etc. shall become the property of the District and will not be returned to the applicant.

G. Addenda:

As Idalia School District may require, addenda may be issued to supplement this RFQ. All Applicants who submit their intent and are in receipt of the RFQ are considered registered. The list of registered participants will be used to issue all communications regarding this RFQ,

including formal addenda and date changes. It shall be conclusively presumed that each Applicant submitting a response has affirmatively registered with Idalia School District for this project and has received all subsequent communications relating to the project. Applicants will be responsible for all such information issued by this method.

H. Contract

The successful CM/GC firm will be required to enter into a written contract with the District in a form acceptable to the District.

I. Questions and Communication:

All questions must be submitted in writing to Michael Hall at mhall@inlinemanagement.com by **December 19, 2011**. A one-time response to the questions will be provided no later than **December 22, 2011**.

Thank you for your time and effort in responding to this RFQ.