

Request for Proposal (Construction Manager at Risk)

Project Name	<u>East Providence High School</u>	Response Deadline	<u>June 15, 2018</u> 2:00 p.m. local time
Project Location	<u>2000 Pawtucket Avenue</u>	Project Number	<u>2018-001</u>
City / County	<u>East Providence, RI 02914</u>	Owner Representative	<u>Superintendent of Schools or designee</u>
Owner	<u>East Providence School Committee</u>	Contracting Authority	<u>East Providence School Committee</u>

ARTICLE 1 - GENERAL INFORMATION

1.1 Purpose

1.1.1 This is a **Request for Proposal** (“RFP”) for Construction Manager at Risk Services for the Project. The Contracting Authority is requesting Short-Listed Firms (“prospective Proposers”) to submit a Proposal to provide those Services. It is assumed that information submitted in response to the original Request for Qualifications (“RFQ”) is still valid and will be used in conjunction with the submitted information to this response to make a selection.

1.2 RFP Materials

1.2.1 This RFP is organized into the following documents, which have either been distributed with this RFP, the previous RFQ or may be downloaded by clicking on the links below (AIA forms are available at the AIA website):

- .1 This Request for Proposal including Required Information
- .2 M/WBE Affidavit
- .3 AIA A133 – 2009 – to be modified during contract negotiation
- .4 AIA A133 – 2009 Exhibit A GMP Amendment - to be modified during contract negotiation
- .5 AIA A201 – 2007 General Conditions - to be modified during contract negotiation
- .6 AIA [Performance Bond Form](#) - 2014 Edition (2014-APR)
- .7 AIA [Payment Bond Form](#) - 2014 Edition (2014-APR)
- .8 Available Program of Requirements, Drawings, and Specifications as provided in the RFQ
- .9 Anticipated Project Schedule (TBD)
- .10 Construction Manager at Risk Selection Rating Form (including selection criteria)

1.2.2 Applicability of AIA forms and contracts. The documents referenced in section 1.2.1 are subject to final review and amendment by the owner representative. They are referenced herein as examples and will be modified during negotiation.

1.3 Prevailing Wage

1.3.1 Prevailing Wage rates as posted by the Rhode Island Department of Labor (RI DOL) are applicable to this Project.

1.4 M/WBE Participation

1.4.1 The M/WBE Participation Requirement for this Project is **Ten (10)** percent of the CM’s total compensation excluding the CM’s direct expenses related to bonds, insurance, employees, Fee and Contingency.

1.5 Selection Process Timeline

1.6.1 The anticipated schedule for the selection process is given below. The Contracting Authority may, in its sole discretion, change this schedule at any time by giving notice to the prospective Proposers.

Activity	Date	Time
RFP Instructions, and Materials issued	May 25, 2018	
Questions Due	June 4, 2018	4:00 PM

Proposals Due	June 15, 2018	2:00 pm
Interview(s) at Martin Middle School Library 111 Brown Street, E. Prov., RI 0291	June 18 & 19, 2018	TBD
EPHS Building Committee	TBD	
Notify Selected Construction Manager	TBD	
Approval of the initial Agreement	TBD	

1.6 Submission of Proposal

1.7.1 A complete Proposal package will include:

- .1 **Six (6)** paper copies of the Proposal – stapled not bound; and
- .2 **One (1)** electronic version (PDF) of the Proposal.
- .3 **Proposals are to be submitted by mail or hand delivered.**

1.7.2 By the Response Deadline indicated on the first page, the Proposer must submit its complete Proposal package to:

Mr. Craig Enos, Director of Finance
145 Taunton Avenue, Finance Office, Room 307
East Providence, RI 02914

1.7 Project-Specific Selection Criteria

1.8.1 The selection criteria is set forth in the attached Rating Form.

1.8 Interview Outline

1.8.1 If required, the selected Proposer(s) will be notified when the interview will be held. The interview will be in 2 parts allowing the Proposer 40 minutes for their presentation followed by 20 minutes for questions by the Owner.

1.8.2 The Proposers presentation must address / clarify the information provided in their proposal during the time allotted. The order is not important so long as such information is presented during the interview.

1.9 Questions

1.9.1 All questions shall be submitted in writing by to **Mr. Craig Enos, Director of Finance, Craig Enos - cenos@epschoolsri.com** by the deadline noted in this RFP. Responses will be issued to all Responders.

1.10 Selection

1.10.1 The owner reserves the right to re-solicit for these services at any time subject to contract conditions.

ARTICLE 2 - PROJECT DESCRIPTION

2.1 Project Scope and Related Information

2.1.1 Description. Refer to the Request for Qualifications and the Request for Proposals and any further information contained in the drawings, specifications or any other documents / information issued with this Request for Proposal.

- .1 Project Site Locations: The new high school will be built on the same property as the existing high school.
- .2 Scope also includes all Building Construction, Site Work, Abatement & Demolition of the existing East Providence High School as well as renovating a portion of existing CTC facility for Early Childhood classrooms.

~~.3 The students from the existing schools will remain in their existing facilities until the projects are completed.~~

.4 The district is pursuing a Student-Centered Learning Environment and desires an Educational Visioning process

2.1.2 Architect/Engineer. The RIDE Stage 2 submission was completed by Symmes Maini McKee Associates (SMMA) and submitted to RIDE on January 31, 2018. Professional Design Services for RIDE Stages 3 and 4 are still being determined.

2.1.3 Owner's Project Manager. The Owner has engaged an Owner's Project Manager ("OPM") for the duration of the project. The OPM shall work in concert with the Owner and project team to manage the project.

ARTICLE 3 - REQUIRED SUBMISSIONS

3.1 Supplemental Information

3.1.1 For the purposes of this request the Proposer shall use the following assumptions to generate response information. These assumptions are informational only and subject to change:

- | | |
|---|--------------------------------------|
| .1 Pre-Referendum Duration: | Selection to November 6, 2018 |
| .2 Pre-Construction Duration: | 12 Months |
| .3 Building Construction Duration: | 30 Months |
| .4 Abatement/Demolition Duration: | 6 Months |
| .5 Final Site Work Duration: | 6 Months |
| .6 Total Estimated Hard Cost: | \$145 - 156 million |

3.1.2 Pre-Referendum Scope (as taken from RFQ)

- .1 In support of a public information campaign for the community at large:
 - a. Create a branded communication strategy.
 - b. Identify all constituencies to be engaged and informed.
 - c. Create messaging to clearly communicate all aspects of the project such as educational benefits, community benefits, financing method, state reimbursement and town financial (tax) implications for the community.
 - d. Develop a range of communication strategies aligned to inform each constituency in the community using multiple forms of media and messaging including who is responsible for implementation of each strategy.
 - e. Develop protocol to receive and respond to questions from the community.
 - f. Develop strategy for community engagement through public presentations - schedule, plan and coordinate public presentation events.
 - g. Develop collateral materials in support of all of the above.
 - h. Support other related needs for a successful public information campaign.

3.1.3 Pre-Construction Scope (as taken from RFQ with modifications)

- .1 In support of the Pre-Construction activities:
 - a) Provide design constructability and interdisciplinary review comments of documents produced by the A/E during the Schematic Design, Design Development, and Construction Document stages.
 - b) Participate in design review meetings with the Owner, A/E and RIDE.
 - c) Develop and maintain estimates of probable construction cost including value engineering and life cycle costs of select building elements / systems if necessary.
 - d) Prepare construction estimates at completion of design phases. Reconcile estimates with the A/E's estimates – assume a total of three estimates.
 - e) Determine the potential benefit of and recommend to the Owner if desirable Design Assist services for selected portions of the project. Competitively solicit and engage Design Assist contractors as

authorized by the Owner.

- f) Develop a Master Construction Schedule that encompasses all aspects of the project including CMAA's responsibilities for Pre Referendum through Construction and Project Closeout stages.
- g) Develop Site Logistics strategies with associated plans to support phased construction while maintaining concurrent access to existing facilities and active construction areas.
- h) Develop a project specific Safety Plan.
- i) In concert with the Owner and A/E develop a permitting strategy.
- j) Develop and manage the M/WBE engagement and Subcontractor Prequalification, Approval and Bidding processes.

- k) Develop a phased procurement strategy for review and approval by the Owner to support the projects schedule requirements. Coordinate same with the A/E for required early release design packages.
- l) Through an open book process with the Owner solicit and obtain bids from vendors and subcontractors, perform scope reviews, obtain best and final proposals, submit recommendations to award to the Owner and subject to Owner approval execute contracts with the approved vendor / contractor.
- m) At the time when design is sufficiently complete as agreed by the Owner and CMAA to minimize the inclusion of Allowances and Contingencies for incomplete design or other matters the Construction Manager shall prepare a detailed GMP proposal for incorporation into a GMP Amendment. Prior to preparing its GMP proposal the CMAA and Owner shall meet to review in detail the Owners project requirements, required scope of CMAA services and the projects construction schedule to be included in the GMP proposal.

3.2 Proposed Guaranteed Maximum Price (GMP) Amendment

3.2.1 The scope of Work to be included in the proposed GMP Amendment will be determined through discussions between the Owner and Construction Manager. It is envisioned that there will be early release of selected design packages to facilitate commencement of construction prior to finalization of the GMP. There will be a Team discussion regarding Early Design Packages.

3.3 Required Information

3.3.1 Identify any lawsuits, claims, or demands, related to the company or organization's participation on any public contract, whether the lawsuit, claim or demand was initiated by the public owner against the company or organization or initiated against the company or organization in its capacity as a subcontractor.

3.3.2 In the past five years, has the company or organization been requested by a public owner to return to address construction workmanship, performance, or installation issues. If yes, please state the project and type of contract, and describe your response to the request

3.3.3 Based on your understanding of the project, provide a preliminary construction schedule including pre-construction, early release, building construction, abatement, demolition and site work required for completion.

3.3.4 Provide a detailed cost proposal for fees to be charged for the services specified in this solicitation. Include a budget and an explanation of the basis and rationale of the proposed fee structure.

The cost proposal shall include an itemization of the following fees based on the assumptions in 3.1.1 and consistent with the Cost Proposal Table below:

- *Pre-Referendum*: Fixed fee for the scope as outlined in 3.1.2
- *Pre-Construction*: Fixed fee for the scope as outlined in 3.1.3
- *Construction services*: Estimated percentage fee for construction services, subject to finalization in the negotiation and execution of the GMP Amendment; and
- *General Conditions/General Requirements*: Estimated percentage cost of the general conditions and general requirements, subject to finalization in the negotiation and execution of the GMP Amendment. General Conditions/General Requirements shall include but not be limited to all necessary requirements to operate on and off the project site to fulfill the obligations of the contract:

Bond Costs. Costs of the Performance and Payment Bonds equal to 100 percent of the anticipated Contract Sum.

Temporary Facilities. This is defined as the trailer(s) that will be used on-site by the CMaR and project team, for the duration of the Project. Included in this line item should be the initial set-up, monthly rental expense, removal, maintenance, and security system installation.

Jobsite Trailer Utilities. This includes any associated utilities (included, but not limited to, electricity, water, telephone, data, waste removal, etc.) needed for the trailer(s), for the duration of the Project.

Office Supplies / Furnishings & Equipment / Water. This is defined as the stationary supplies, office furnishings and equipment including technology needed by the CMaR, to manage the operations within the jobsite trailer(s) for the duration of the Project

Office Communications Equipment / Printing & Reproduction / Postage / Photographs. This is defined as any necessary computers, telephones, copy/fax machines, any associated software/Internet packages, and/or other equipment required to perform the responsibilities of the CM, for the duration of the Project. Included in this line item should be any associated service plans, maintenance plans or monthly billings associated with these items. In addition, this should include the monthly expense for printing, postage and project photographs.

Office First Aid / Fire Protection / Safety / Signage. This is defined as any needed first aid equipment, fire protection, signage, and safety equipment necessary for the duration of the Project.

Personnel Costs. All CMaR personnel including all levels of management for Project Executive, Project Managers, Project Engineers, Superintendents, Accounting, Safety, Scheduling, Labor and other staffing to support the project.

Insurance. All required insurance including general liability, automobile liability, umbrella, workers compensation and employee liability, errors and omissions.

Cost Proposal Table

Activity/Scope	Cost
Provide a Fixed Fee for the Following	
Pre-Referendum Scope	\$
Pre-Construction Scope	\$
Provide Estimated % for the Following:	
Project Fee (as a percent of Total Trade Cost)	%
Project General Conditions/General Requirements (as a percent of Total Trade Cost)	%
Present additional detail as needed	

The successful bidder will be expected to provide a Guaranteed Maximum Price for review and approval prior to the start of construction unless otherwise determined in the pre-construction phase.

END OF DOCUMENT

**Request for Proposals – Construction Manager at Risk Selection
Rating Form – To Be Provided**