

**REQUEST FOR QUALIFICATIONS
CONSTRUCTION MANAGER AT RISK**

The Fairfield County Commissioners are soliciting Qualifications for a Construction Manager at Risk ("CM") for their New Public Safety & Jail Facility ("Project").

The Project includes a new full-service jail consisting of 384 beds (approximately 85,000 sf) and a new Sheriff's Office (approximately 25,000 sf). Total area is approximately 110,000 sf. The jail will include minimum, medium, and maximum security housing; intake; visitation; classrooms; outdoor recreation areas; full-service kitchen; sallyport; and other support spaces. The Project site is adjacent and in close proximity to the County's existing minimum security jail.

The CM's preconstruction services will include constructability reviews, estimating, scheduling, subcontract-procurement activities, and establishment of a guaranteed maximum price. Construction phase services will include management and construction of the Project through subcontractors and possibly self-performance.

The CM qualifications required include: (1) competence to perform the services as indicated by the technical training, education, and general experience of the CM's personnel, especially the technical training, education, and experience of the CM's employees who would be assigned to the Project; (2) ability in terms of workload and the availability of qualified personnel, equipment, and facilities to perform the services competently and expeditiously, and experience working on similar types of projects; (3) past performance as reflected by the evaluation of previous clients with respect to factors such as control of costs, quality of work, dispute resolution, administration of contracts, and ability to meet deadlines; (4) financial responsibility including evidence of the ability to provide a surety bond in accordance with OAC 153:1-4-02; (5) history of performance with meeting goals of any diversity and inclusion programs required by a public authority or by applicable law, and compliance with applicable affirmative action programs; and (6) other qualifications that are consistent with the scope and needs of the Project including knowledge of the local area and working relationships with local subcontractors and suppliers.

The complete Request for Qualifications package may be obtained by contacting Dennis R. Keller, Facilities Manager, Fairfield County Commissioners, 210 E. Main Street, 3rd Floor, Lancaster, Ohio 43130; drkeller@co.fairfield.oh.us; 740.652.7097.

Information concerning this Request for Qualifications is also available at www.co.fairfield.oh.us.

Statements of Qualifications are due by noon on May 4, 2015.

By order of the Board of County Commissioners, Fairfield County, Ohio, 210 East Main St., Lancaster, Ohio 43130.

Fairfield County, Ohio
Request for Qualifications
Construction Manager at Risk (CM)

Article 1 Project Identification

Project Owner: Fairfield County Commissioners
210 E. Main Street
Lancaster, Ohio 43130

Project Name: New Public Safety & Jail Facility
345 Lincoln Avenue
Lancaster, Ohio 43130

Project Description: The Project includes a new full-service jail consisting of 384 beds (approximately 85,000 sf) and a new Sheriff's Office (approximately 25,000 sf). Total area is approximately 110,000 sf. The jail will include minimum, medium, and maximum security housing; intake; visitation; classrooms; outdoor recreation areas; full-service kitchen; sallyport; and other support spaces. The Project site is adjacent and in close proximity to the County's existing minimum security jail.

Architect/Engineer (A/E): Wachtel & McAnally Architects/Planners, Inc.
35 South Park Place, Suite 350
Newark, OH 43055

Project Estimates: Construction Budget: \$25,000,000
Total Project Budget: \$35,000,000

Anticipated Schedule Milestones: CM Contract Date: June 16, 2015
Notice to Proceed with Preconstruction Services: June 16, 2015
Submission of Proposed GMP Amendment: July 21, 2015
Execute GMP Amendment: August 4, 2015
Notice to Proceed with Construction: August 4, 2015
Substantial Completion of All Work: March 28, 2017
Final Completion of All Work: July 28, 2017

Article 2 Project Delivery and Scope of CM Services

Project Delivery

The Project will use the construction manager at risk project delivery system as described under ORC Sections 9.33 through 9.334 and related provisions.

Form of Contract

The Contract is currently under development and will be provided during the RFP phase of the selection process. The Owner anticipates that the form will be similar to and adapted from the construction manager at risk contract published by the Ohio Facilities Construction Commission. A general description of the scope of services is below.

Preconstruction Services

The CM will work cooperatively with the Owner and A/E and will provide, among other services: cost estimating, budgeting, value engineering, constructability reviews, scheduling, and preconstruction planning.

The drawings and specifications are currently complete through the construction documents stage. Upon execution of the Contract, the CM will be required to promptly engage in (1) the required subcontractor selection process and (2) the preparation and submission of a proposed Guaranteed Maximum Price Amendment through which the Owner and the CM will establish the Contract Sum, Contract Times, and scope of Work for the Project. The Owner, the A/E, and the CM will meet to reconcile any questions, discrepancies, or disagreements relating to the qualifications and assumptions, the Basis Documents, and other elements of the proposed Guaranteed Maximum Price Amendment. The reconciliation will be documented and approved in writing by the Owner and the CM. At the completion of the reconciliation, the Owner and the CM will amend the Contract to establish the Contract Sum, Contract Times, and scope of Work for the Project. The final negotiated Contract Sum must not exceed the Construction Budget.

It is possible that before the parties execute the Guaranteed Maximum Price Amendment, the Owner may decide to relocate the Project to another Site in Fairfield County, Ohio. In that case, the Contract will be amended to reflect the CM's performance of more-extensive Preconstruction Services to support that relocation.

Construction Services

The CM must construct the Project in accordance with the Contract Documents, including all schedule requirements. The CM will be responsible for the means and methods of construction, safety, and compliance with all applicable laws. The CM must procure subcontracts through competitive pricing and must hold all subcontracts, which must be on the subcontract form prescribed by OAC Section 153:1-03-02.

The Owner will have access to all books, records, documents, and other data pertaining to bidding, pricing or performance of the Contract that is in the CM's possession related to itself, its subcontractors, and its material suppliers.

Article 3 Selection Process

General

The CM selection process will proceed as described under OAC Section 153:1-6-01, which is a two-step "best value" process in which contract award is based upon a combination of qualifications and price considerations.

Selection Criteria

The Owner will select the CM using (1) a qualification-based selection process during the RFQ stage to develop a short list and (2) a best-value selection process during the RFP phase to make the final selection. The qualifications-based selection criteria are included in this RFQ. The best-value criteria the Owner will use in evaluating proposals from the short-listed firms will be set forth in the RFP and include factors the Owner identifies to derive or offer the greatest value the Owner, combining both qualifications and fee.

Short List

The Owner will evaluate each firm which responds to this RFQ. The Owner will rank those firms based on each firm's qualifications and the qualifications and experience of the particular individuals identified as the firm'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 Owner will send an RFP to each of the short-listed firms to invite those firms to submit pricing proposals containing their proposed preconstruction stage compensation fee, construction stage personnel costs, construction stage itemized general conditions costs, construction stage contingency percentage, and construction stage fee percentage. The short-listed candidates will also receive (1) a form of the Contract, (2) a set of the most-recent design documents, and (3) a proposed Project schedule.

Pre-Proposal Meeting

The Owner will invite the short-listed firms to meet individually with the Owner before submitting a response to the RFP. The purpose of the pre-proposal meeting is to permit the short-listed firms to ask the Owner questions in an individual setting to help the firms prepare their responses to the RFP. The Owner will contact each short-listed firm to schedule individual times for the pre-proposal meetings.

Interview

After submitting responses to the RFP, the Owner will interview each of the short-listed firms. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and to understand the firm's project approach and ability to meet the Project's objectives. The short-listed firms should be prepared to discuss with specificity the firm's capacity to conduct the Work in compliance with the Project's budget and schedule requirements. The Owner will contact each short-listed firm to schedule individual times for the interviews.

Selection Schedule

Statements of Qualifications Due	Noon on May 4, 2015
RFP issued to the Short-Listed Firms	May 11, 2015
Pre-Proposal Meetings	May 18-19, 2015
Proposals Due	4 pm on May 26, 2015
Interviews	June 1-2, 2015
Selection of Construction Manager	June 2, 2015
Finalize CM Contract Negotiation	June 12, 2015

Article 4 Statement of Qualifications Submission

Submission Requirements

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

When completing Form F110-330, please note:

1. "Contracting Authority" and "Owner-Agency" as used in the form both refer to "Owner" as used in this RFQ.
2. EDGE requirements do not apply to the Project. But firms responding to this RFQ are required to provide EDGE-requested information in Form F110-330 such as under Part I.C. item 13; Part I.H item 34c; and Part II item 5b.

When completing the “Relevant Project Experience Matrix” in Section F of Form F110-330, please refer to the following relevant scope of Work requirements for this RFQ:

1. Construction Manager-at-Risk Preconstruction Services (Public Projects)
2. Construction Manager-at-Risk Construction Services (Public Projects)
3. Construction Manager-at-Risk Contract Sum (GMP) Pricing Experience (Public Projects)
4. Constructability Review Experience (Public Projects)
5. Experience with Multi-GMP Phased Projects (Public Projects)
6. Experience with Sites that have environmental and structural concerns (auger cast piles are required) (Public or Private Projects)
7. Experience constructing a new building very close to an existing building that must be operational throughout the construction process (Public or Private Projects)
8. Experience building correctional facilities (Public Projects)
9. Experience with reinforced masonry with precast concrete plank construction (Public or Private Projects)

Please 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. Bonding/Insurance: Provide (1) evidence of the firm’s capacity to provide bonding in the amount of the Project’s construction budget, (2) evidence of the firm’s workers compensation insurance, and (3) a copy of the firm's certificate of insurance showing the firm's current limits of liability for employer's liability, commercial general liability, business automobile liability, pollution liability, and professional liability.
3. Self-Performed Work: Indicate whether the firm intends to self-perform any construction Work on the Project through a competitive process and, if so, the nature of that Work and the firm’s capability to perform it.
4. Management Systems: Describe the scheduling and cost-control systems the firm would propose to use for the Project
5. Estimating: Describe the firm’s track record of managing projects to the original budget.
6. Scheduling: Describe the firm’s track record of managing projects to the original schedule.

When completing Part II “General Qualifications”:

1. At Part II item 11b, include all the value of all work (not including work for the Owner) rather than only State Work.
2. At Part II item 11c, include all the value of all work rather than only State Work.

Submission Instructions

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

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 Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please name the PDF file and mark or label the CD and the CD cover with the project number and firm name.

Submission Delivery

Six hard copies of the Statement of Qualifications must be submitted in one sealed envelope that is clearly marked:

Fairfield County, Ohio
New Public Safety & Jail Facility
Statement of Qualifications
Construction Manager at Risk

By no later than the above-stated date and time for submission, the Statement of Qualifications must be delivered to:

Dennis R. Keller
Facilities Manager
Fairfield County Commissioners
210 E. Main Street, 3rd Floor
Lancaster, Ohio 43130

By no later than the above-stated date and time for submission, a PDF of the Statement of Qualifications must be emailed to: Dennis R. Keller, Facilities Manager, at drkeller@co.fairfield.oh.us.

Note, the submission must be made in both hard-copy and by email.

Article 5 General Provisions

1. *Questions.* All questions must be submitted in writing by email to Dennis R. Keller, Facilities Manager, at drkeller@co.fairfield.oh.us no later than seven days before the above-stated deadline for submission of the Statement of Qualifications. Answers to any questions will be emailed to all firms receiving this RFQ which have provided an email address to the Owner.
2. *Cancellation and Rejection.* The Owner may reject all proposals and cancel all or any portion of this solicitation at any time for any reason. The Owner will have no liability to any proposer arising out of any cancellation of this solicitation or rejection of any related submission. The Owner may waive minor variations in the selection process.
3. *Definitions.* Terms not otherwise defined but which are used in this RFP are defined according to ORC Sections 9.33 through 9.334, OAC Section 153:1-6-01, and related statutory and regulatory provisions.

**Fairfield County, Ohio
New Public Safety & Jail Facility
Qualifications Evaluation
Construction Manager at Risk (CM)**

Firm: «name»

Criteria		Value	Score
1. Competence to Perform Required Services (maximum score 55 points)			
a. Technical training, education, and experience of the firm's project management staff (evaluated in general and in terms of below Item 4, Past Performance).	Firm's personnel in general	0-10	
	Project Manager assigned to the Project	0-10	
	Estimator assigned to the Project	0-10	
	Scheduler assigned to the Project	0-10	
	Superintendent assigned to the Project.	0-10	
b. Team organization.	Clarity of responsibility/communication demonstrated by organizational chart	0-5	
2. Ability in Terms of Workload (maximum score 10 points)			
Project Construction Budget divided by the firm's total revenue for last two years.	Less than 25%	10	
	25% to 50%	5	
	Greater than 50%	0	
3. Ability in Terms of Staff Availability (maximum score 10 points)			
Number of project management staff (project managers, estimators, schedulers, superintendents).	Less than 10	0-3	
	10-30	4-8	
	More than 30	9-10	
4. Past Performance (maximum score 140 points)			
a. Previous Collaboration of Project Team (identified projects on which individual team members have worked together).	Less than 4 similar projects	0-3	
	4 to 8 similar projects	4-8	
	More than 8 similar projects	9-10	
b. Construction Manager-at-Risk Preconstruction Services (Public Projects)	Less than 4 similar projects	0-3	
	4 to 8 similar projects	4-8	
	More than 8 similar projects	9-10	
c. Construction Manager-at-Risk Construction Services (Public Projects)	Less than 4 similar projects	0-3	
	4 to 8 similar projects	4-8	
	More than 8 similar projects	9-10	
d. Construction Manager-at-Risk Contract Sum (GMP) Pricing Experience (Public Projects)	Less than 4 similar projects	0-3	
	4 to 8 similar projects	4-8	
	More than 8 similar projects	9-10	
e. Constructability Review Experience (Public Projects)	Less than 4 similar projects	0-3	
	4 to 8 similar projects	4-8	
	More than 8 similar projects	9-10	
f. Experience with Multi-GMP Phased Projects (Public Projects)	Less than 4 similar projects	0-3	
	4 to 8 similar projects	4-8	
	More than 8 similar projects	9-10	
g. Experience with Sites that have environmental and structural concerns (auger cast piles are required) (Public or Private Projects)	Less than 4 similar projects	0-5	
	4 to 8 similar projects	6-10	
	More than 8 similar projects	11-15	
h. Experience constructing a new building very close to an existing building that must be operational throughout the construction process (Public or Private Projects)	Less than 4 similar projects	0-5	
	4 to 8 similar projects	6-10	
	More than 8 similar projects	11-15	

**Fairfield County, Ohio
Public Safety & Jail Facility**

i. Experience building correctional facilities (Public Projects) increase possible score?	Less than 4 similar projects	0-5	
	4 to 8 similar projects	6-10	
	More than 8 similar projects	11-15	
j. Experience with reinforced masonry with precast concrete planks construction (Public or Private Projects)	Less than 4 similar projects	0-5	
	4 to 8 similar projects	6-10	
	More than 8 similar projects	11-15	
k. Firm's budget and schedule management.	Systems for managing budget and schedule and track record of managing budget and schedule.	0-10	
l. Previous client evaluations.	factors such as control of costs, quality of work, dispute resolution, administration of subcontractors, and meeting of deadlines	0-10	
5. Financial Responsibility (maximum score 34 points)			
a. Bonding capacity.	Able to provide required bond	1	
	Unable to provide required bond	DQ	
b. Workers Compensation Insurance.	Carries per applicable law	1	
	Does not carry per applicable law	DQ	
c. Employer's Liability Insurance.	Less than \$1,000,000	0	
	\$1,000,000 or more	2	
d. Commercial General Liability Insurance including Umbrella/Excess – general aggregate.	Less than \$2,000,000	0	
	\$2,000,000 to \$5,000,000	5	
	More than \$5,000,000	10	
e. Business Automobile Liability Insurance including Umbrella/Excess – each accident.	Less than \$1,000,000	0	
	\$1,000,000 to \$5,000,000	5	
	More than \$5,000,000	10	
f. Pollution Liability Insurance.	Less than \$1,000,000	0	
	\$1,000,000 or more	5	
g. Professional Liability Insurance.	Less than \$1,000,000	0	
	\$1,000,000 or more	5	
6. Diversity and Inclusion Programs (maximum score 5 points)			
EDGE Affirmative Action Program Verification Letter.	Not Submitted	0	
	Submitted	5	
7. Firm Location (maximum score 10 points)			
Proximity of the firm to the Project site.	Less than 20 miles	10	
	20 to 50 miles	5	
	More than 50 miles	2	
Total			

Evaluator: _____
Printed Name, Title Signature Date