

ANNOUNCEMENT OF CONTRACT FOR CONSTRUCTION MANAGER AT RISK
AND REQUEST FOR STATEMENTS OF QUALIFICATION AND PROPOSALS

Project Name: Claymont Stadium Project
Project Location: 301 East 11th Street, Uhrichsville, Ohio 44683
Owner: Claymont City School District Board of Education
Project Manager: Brian Rentsch, Superintendent
Response Deadline: August 3, 2020 at 12:00 p.m.
Number of paper copies requested: One original and four copies
Number of electronic copies requested (PDF): One to brentsch@claymontschools.org

Submit the requested number of proposals directly to:

Brian Rentsch, Superintendent
Claymont City School District
201 North Third Street
Dennison, OH 44621

See Section G of this RFQ for additional submittal instructions

As required by Ohio Revised Code Section 9.33, et seq., the Board requests qualifications from experienced CMR firms to provide CMR services for the Project. The complete RFQ, and all communications pertaining thereto, may be obtained at the Claymont City School District web page, <https://www.claymontschools.org/rfq.pdf>. Firms interested in submitting a proposal should submit a "Notice of Intent" by email to Superintendent Brian Rentsch at brentsch@claymontschools.org or Director of Operations Beth Lint at blint@claymontschools.org. Please include in the notice the firm's name, address, telephone, and the contact name and email address of the individual to receive all communications. The Board is not responsible for missed communications due to incorrect e-mail addresses, mailboxes that have exceeded their limit, or other e-mail or Internet service provider problems. Those interested in submitting a response to this RFQ are encouraged to monitor the web site for any addenda or clarifications to assure complete compliance with specifications, terms and conditions. Submitting a "Notice of Intent" is not a commitment to submit a proposal.

A pre-submittal meeting will be held for all interested Construction Management firms to meet the owner's representatives, answer questions about the project and to tour the facilities. This meeting will be: July 20, 2020 at 10 a.m. at 301 E. 11th St., Uhrichsville, OH 44683.

Please submit all questions regarding this RFQ in writing (no phone calls please) to Superintendent Brian Rentsch via email at brentsch@claymontschools.org on or before July 24, 2020 at 12:00 p.m. Responses will be distributed and posted on the Board's web page at the address above by July 27, 2020 at 5:00 p.m. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The Board of Education (the “Board”) of the Claymont City School District (“District”) hereby announces the availability of a contract for construction manager at risk services for the renovation of Claymont Stadium (the “Project”). The Project will entail a renovation of Claymont Stadium, which is a post-World War II project, with much of the original construction still in existence today. The Board has continued to upkeep the stadium by replacing brick facade, block foundations, seating, dealing with water damage and just general maintenance. The timeline for the Project is a potential completion date of July 31, 2021. The total Project cost has not yet been determined, but it is estimated to be approximately \$4,600,000. The Project is not part of an OFCC program; funds are available for the Project. The design professional (DP or A/E) for the Project is Diversified Engineering, Inc. The Program of Requirements (POR) will be developed by the A/E. All aspects of the Project and related issues will be implemented and operated consistent with the Board’s policies and procedures.

B. Scope of Work

As required by the Agreement between the Board and the CMR selected, and as properly authorized, the CMR will provide the following categories of services for the Project: provide constructability review comments on documents produced by the A/E during the Schematic Design, Design Development, and Construction Document stages; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules during both the preconstruction stage and construction stage; lead and manage the Subcontractor Prequalification and Bidding process, Construction and Closeout Stage.

The preconstruction and construction services are generally described below. Subcontracts will be awarded by the CMR, after approval by the Board, to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work will be based upon competitive pricing that will be reviewed by the Board, the A/E and the CMR. The Board will be given 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 Board and the A/E and will provide, among other services, cost estimating, budgeting, value engineering, constructability review, scheduling and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at a stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") will be provided to the CMR, together with the A/E's detailed listing of any material incomplete design elements and the A/E's statement of intended scope with respect to such incomplete elements (the Design Intent Statement). The CMR will submit to the Board and the A/E its proposed Guaranteed Maximum Price or GMP (the Contract Sum) and any qualifications and assumptions based upon the Basis Documents and the Design Intent Statement. The CMR, the Board and the A/E (along with selected engineers and consultants) will meet to reconcile any questions, discrepancies or disagreements relating to the

qualifications and assumptions, the Basis Documents or the Design Intent Statement. The reconciliation will be documented by an addendum to the qualifications and assumptions that must be approved in writing by the Board, the A/E and the CMR. The CMR will then submit to the Board, for approval, the CMR's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the Board's approval of the final Contract Sum, the parties will enter into an amendment to the Agreement establishing the Contract Sum (the GMP Amendment). The final negotiated Contract Sum will not exceed the Project Budget established for construction. If the proposed Contract Sum exceeds such budget, then the Board may terminate the agreement with the CMR and seek proposals from other firms for completion of the Project.

Construction Services: The CMR will construct the Project based upon the construction documents and in accordance with the schedule requirements. The CMR will hold all subcontracts and will 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 equal employment requirements and submitting monthly reports of these activities to the Board. All subcontracts must be on the subcontract form prescribed by OAC Section 153:1-03-02. The Board reserves the right to approve the CMR's selection of subcontractors and any supplemental terms to the form subcontract.

CMR services will begin immediately after selection of the CMR firm by the Board and execution of the agreement with the CMR.

C. Funding / Estimated Budget

Total Project Cost:	\$4,600,000
Construction Cost:	\$4,388,000
State Funding:	\$0
Local Funding:	\$4,600,000

D. Anticipated Schedule

CM Services Start:	August 18, 2020
GMP Approval:	September 21, 2020
Construction Start:	November 1, 2020
Construction Complete:	July 31, 2021
CM Services Completed:	August 31, 2021

E. Non-Discrimination/Equal Opportunity

The contract will contain provisions as required by the Board non-discrimination policies and by Section 153.59 of the Ohio Revised Code, which state in part:

1. That, in the hiring of employees for the performance of work under the contract or any subcontract, no contractor, subcontractor, or any person acting on a contractor's

or subcontractor's behalf, by reason of race, creed, sex, disability or military status as defined in section 4112.01 of the Revised Code, or color, shall discriminate against any citizen of the state in the employment of labor or workers who is qualified and available to perform the work to which the employment relates.

2. That no contractor, subcontractor, or any person on a contractor's or subcontractor's behalf, in any manner, shall discriminate against or intimidate any employee hired for the performance of work under the contract on account of race, creed, sex, disability or military status as defined in section 4112.01 of the Revised Code, or color.

F. Selection Process and Evaluation Criteria

As defined in the Ohio Revised Code and Ohio Administrative Code, the selection process will be conducted in phases.

1. Phase One. The CMR will be selected using a qualification-based selection process during the initial Request for Qualifications (RFQ) stage. This first phase includes review and evaluation of qualifications submitted by firms interested in providing the required CMR services. An evaluation committee will review and evaluate the qualifications received. The evaluation committee will select a short-list of firms that are determined to be qualified to provide the best value CMR services. 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 the RFQ, the evaluation committee will select a short list of no fewer than three candidates that it considers to be the most qualified. If the evaluation committee determines that fewer than three firms are qualified, it will only select the qualified firms.
2. Phase Two. Technical and Pricing proposals will be requested from the short-listed CMR firms, using a request for proposal (RFP) for that purpose. The Technical and Pricing proposals must contain, at a minimum, a list of key personnel for the Project, a statement of the general conditions and contingency requirements, a fee proposal divided into a preconstruction fee, a construction fee, and the portion of the construction fee to be at risk in a GMP. The Technical and Pricing proposals received will be reviewed and evaluated and, considering both qualifications and technical/pricing information, the CMR firm determined to provide the best value for the Project will be selected.
3. Interview. After submitting pricing proposals, the short-listed firms may be interviewed by representatives of the Board. The purpose of the interview will be to meet the proposed CMR 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 and budget expectations. The Board will notify each

short-listed firm to schedule individual times for the interviews.

4. Selection Schedule: Tentative schedule is subject to change.

RFQ Posted and Advertised: July 3, 2020

Initial Proposals Due: August 3, 2020

Short List and Pricing Proposals Requested: August 4, 2020

Proposals Due: August 11, 2020

Interviews: August 12, 2020

Selection of CMR (Board approval): August 17, 2020

5. Cancellation and Rejection: The Board 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 Board has no liability to any proposer arising out of such cancellation or rejection. The Board reserves the right to waive minor variations in the selection process. Acceptance of a proposal does not constitute an agreement between the proposer and the Board.

G. Submittal Instructions

Proposers are requested to submit the following information in response to this RFQ:

1. Firm Contact: The name, address, telephone number, fax, and email address of the individual who will serve as the firm's contact for any questions or correspondence regarding the submittal and the RFQ process.
2. Summary: Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project.
3. Profile and Organization: Information describing the firm's current organization, date of incorporation, ownership, corporate office, number of years in business, services offered, operating philosophy, number of employees, and employee demographics. Provide a description of the firm's proposed organization for the project. Identify key team members and describe the services, roles, and responsibilities of each. Discuss the relationship of key team members to each other, the prime firm and other member firms. Indicate the availability of key members throughout the project.
4. Resumes of Key Individuals: Provide professional resumes and job descriptions of the key individuals that will be assigned to this project; describing each member's education, technical training, qualifications, and experience with similar projects.
5. Bonding/Insurance: Provide evidence of capacity to provide bonding in the amount of the project budget 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.

6. Experience: Provide brief descriptions of relevant projects that the firm has participated in during the past five years that are similar in size, scope, and type to the project referenced in this RFQ and/or include the following scope of work:
 - a. CMR – preconstruction and construction services experience
 - b. CMR – contract sum (GMP) pricing and “open book” pricing experience
 - c. Constructability review experience
 - d. Project CPM scheduling, phased bid packaging and associated schedule and cost tracking
 - e. Experience with the renovation and construction of stadium and athletic facilities for public school districts in Ohio
 - f. Experience with the construction of parking facilities
 - g. Experience with the installation of turf fields, running tracks, bleachers, concession stands, locker rooms, and weight rooms as part of athletic facilities for public school districts.

The firm’s role in each project should be clearly identified as well as the role of the team members for this project. Information should include a description of services provided, completion date, project cost and examples of how the firm controlled costs, resolved disputes, administered subcontractors, and met deadlines. The firm should include references from the past five public owners for which the firm has performed work that is substantially similar to the proposed Project or that is relevant to the Board’s consideration, including the name of the owner’s representative and the telephone number at which the representative can be contacted, a description of the project and any other relevant information. In addition, the firm should list references from up to five current public owners for which the firm has provided design services, including a brief description of the project, indicating how it is comparable to the proposed Project, and the firm’s experience on the project, discussing how that experience is relevant to the services required for this Project. For each reference please provide the name of the contact person, address, phone number, and email. References should be prepared to be contacted by the RFQ evaluation committee.

7. 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, capability to self-perform, and experience with that type of work.
8. Management Systems: Describe the scheduling and cost control systems the firm would propose to use for the Project.
9. Estimating: Demonstrated track record of performance of in-house estimating on projects comparable to the Project.
10. Scheduling: Demonstrated track record of performance of managing projects to the original schedule.
11. Claims/Litigation: Provide information on whether the firm is currently or has in the past five years, been involved in any claims, litigation, and/or arbitration.

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, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individuals.

Please submit one original, four copies, and one electronic copy of the RFQ delivered to the following addressee on or before August 3, 2020 at 12:00 p.m. local time to:

Brian Rentsch, Superintendent
Claymont City School District
201 North Third Street
Dennison, OH 44621

To enable efficient evaluation of the submittals, respondents should prepare their submittal on 8.5 x 11 paper utilizing the general format guidelines described below. Please feel free to include other materials, such as covers, table of contents, transmittal letter, appendices, brochures, etc. at your discretion. Electronic submittals should be combined into one PDF file named Claymont Stadium Renovation Project 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.

Facsimile or e-mailed copies of the response to this RFQ will not be accepted.

Unless otherwise noted or exempt, all documents submitted to the Board in response to this RFQ are public and will be available for inspection at the conclusion of the selection process. Subject to the applicable Ohio public records law, the following information will 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.