

NEWSPAPER ADVERTISEMENT

**Town of North Stonington
School Modernization Building Committee
Request for Qualifications/Proposals
Interested Construction Management Firms**

The North Stonington School Modernization Building Committee invites submittal of qualifications/proposals to provide CONSTRUCTION MANAGEMENT services for the following three projects: (1) the renovations and additions at Wheeler Middle and High School, (2) the renovations and additions at North Stonington Elementary, and (3) the roof replacement at the Board of Education, totaling \$38.55 Million. Interested individuals and firms can obtain the Request for Qualifications/Proposals and project details on the town's website at www.northstoningtonct.gov or in the Selectmen's Office, Old Town Hall at 40 Main Street, North Stonington, CT 06359

A mandatory pre-proposal walk through is scheduled at 2:30 PM starting at the Wheeler High School, 298 Norwich Westerly Road, on August 10, 2016. All questions regarding this solicitation package must be submitted to the Selectmen's Office via email at selectmen@northstoningtonct.gov by 3:00 PM on August 15, 2016.

Proposals must be submitted to Selectmen's Office, 40 Main Street, North Stonington, CT 06359, Attn: Mike Urgo, Building Committee Chairman no later than 12 noon on, August 22, 2016.

**EQUAL OPPORTUNITY EMPLOYER/AFFIRMATIVE ACTION
SBE/WBE/MBE FIRMS
ARE ENCOURAGED TO APPLY.**

LATE PROPOSALS WILL NOT BE ACCEPTED.

**Town of North Stonington
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Background

A proposed referendum on May 16, 2016 was approved to include the three projects (1) the renovations and additions at Wheeler Middle and High School, (2) the renovations and additions at North Stonington Elementary, and (3) the roof replacement at the Board of Education, with a total cost of \$38.55Million. Subsequently, the North Stonington Board of Selectmen appointed a School Modernization Building Committee (hereinafter “Committee”) charged with completing these projects. The Town has separately requested qualifications and proposals from architectural firms for professional services related to the three projects. Only one Construction Manager will be selected to perform all three projects.

The website attachments include the educational specifications and facilities study for the projects as well as copies of the ED049’s which were submitted in June of 2016.

NOTE: CONCEPTUAL TIMELINE USES A THREE YEAR SCHEDULE TO COMPLETION. THE COMMITTEE CONTEMPLATES A FAR MORE AGGRESSIVE SCHEDULE AND RESPONDENTS SHOULD ADDRESS THEIR IDEAS FOR EARLY COMPLETION OF ALL PROJECTS.

The Committee seeks to secure the services of a Construction Manager. The Committee encourages respondents to offer proposals which streamline and promote efficiencies within the process while protecting the interests of the Town of North Stonington (hereinafter “Owner”).

The Construction Management scope of services shall generally follow that described in AIA Document C132-2009, with deletions and additions as the Committee may see fit. To allow a baseline comparison, the respondent shall provide the following services as a minimum:

Pre Construction Phase

- Review of the program furnished by Owner, evaluation of the Owner’s program provided by the architect, ascertain the requirements of the projects and arrive at a mutual understanding of such requirements with owner and architect
- Preparation of a budget and cost estimate based upon progress drawings available at time of hiring, and such updates and refinements as may be required by the Owner
- Comparative cost analysis, in writing, at predetermined intervals
- Ongoing value engineering
- Analysis of constructability, materials, and methods consistent with the educational specifications
- “Snap shot” impression of the projects at the time of hiring
- Development of Construction Project Management (CPM) schedule for the projects, including phasing and temporary construction projects (Scheduling software required, eg. Microsoft Project)
- Support meetings with the Owner, Architect and others, as appropriate
 - During design development phase, minimum of monthly meetings
 - During pre-construction phase, a minimum of biweekly meetings

- Development of a site plan to show placement of temporary drives, power locations, water outlets, site drainage, trailer placement, materials, storage, etc. for each project
- Development of a safety program for the projects
- Development of bid packages, including the division of work into packages for bidding so as to achieve completion of the project
- Identification and securing of long lead time items
- Development of bidders list for each of the trades and bid packages
- Development of bidding schedules
- Assistance in the review of bids received
- Assistance in preparation of recommendations concerning bids

General Conditions

- A. The Town of North Stonington reserves the right to accept or reject any or all Proposals. The Town of North Stonington shall be under no obligation to accept a Proposal if it is deemed to be in the best interest of the Town of North Stonington not to do so.
- B. The Town of North Stonington is an equal opportunity employer and does not condone discrimination in its policies, practices and procedures on the basis of race, creed, color, national origin, age, sex, or handicap. We advise all Firms of our intent to negotiate business only with other equal opportunity employers.
- C. The Town of North Stonington reserves the right to terminate the Contract between the Town and the Firm for any reason so as long as the Town gives the Firm at least 30 days written notice. The Town of North Stonington will pay for actual cost to date of termination; however, the Firm shall not be entitled to any profit on unfinished or unearned work.
- D. The Town will only contract with one firm for all projects.
- E. Costs and fees contained in the proposal will remain valid for a period of ninety (90) days after the closing date for submission of proposals and may be extended beyond that time by mutual agreement between the Town and the respondent.
- F. The Town of North Stonington is not liable for any cost incurred for any purpose prior to the execution of a signed contract. Any oral agreement or arrangement made by any respondent with the Town or any employee shall be superseded by the written agreement. The Town reserves the right to amend, extend, curtail or otherwise change the terms of the resultant contract prior to execution, upon determination that such action will be to the advantage of the project effort. No cost chargeable to the proposed contract may be incurred before receipt of either a fully executed contract or a specific written authorization from the Building Committee.
- G. Submission of a proposal constitutes admission on the part of the respondent that the proposal submitted is not made in connection with any competing individual or firm submitting a separate response, and is in all respects fair and without collusion or fraud. It further constitutes admittance that the respondent did not participate in the Request for

Proposals development process and had no knowledge of the specific contents of the Request for Proposals prior to its issuance, and that no employee of the Town participated directly or indirectly in the respondent's proposal preparation.

- H. The Construction Management Firm shall agree and warrant that it will not discriminate or permit discrimination against any person or group of persons on the grounds of sex, race, color, religion, age, marital status, ancestry, national origin, past history of mental disorder, mental retardation or physical disability or other basis in any manner prohibited by the laws of the United States, the State of Connecticut, or the Town of North Stonington.

Construction Phase

- Administration, management, scheduling, and related services including but not limited to inspections/testing, to coordinate the construction on site
- Schedule and coordinate job-site meetings involving all contractors with contractual interest in the project
- Attendance at weekly administrative meetings involving the Owner, Architect, and others as appropriate
- Receipt and processing of payment requisitions and maintenance of payment and certified payroll records
- Evaluation of claims from contractors, including initial evaluation of claim and preparation of written response complete with suggested action
- Completion of punch list and project close-out
- Firm knowledge of testing procedures and oversight
- Understanding and implementing specifications
- Implementation of proper safety procedures

Proposals

The respondent shall submit the following information, in the order given below, with each section not to exceed the maximum number of pages given. Each section must be addressed, and the Committee reserves the right to reject responses which do not follow the format given.

- **Executive Summary:** Briefly describe the respondent, including but not limited to type of organization/business entity and whether legally qualified to do work in the State of Connecticut, the approach to the project, the staffing available and envisioned for use on each project, and the capability of the respondent to operate to the given schedule while providing the services required. Also include how many years your entity has operated under its current name, as well as any previous names and/or predecessor entities as a result of merger, reorganization or otherwise (1 page).
- **History of the Respondent:** Give an overview of the history of the respondent with emphasis upon recent projects of a similar nature. Also provide a list of your experience with similarly funded projects. For all projects noted, please include project name, price and an owner reference. Highlight significant projects, accomplishments, and awards, as well as alliances or partnerships with other contractors, professionals, and owners. Also include information as to any subcontractor in which respondent holds a majority interest and/or any entity affiliated with respondent who may bid on the projects and/or be considered for work on the projects (2 pages).
- **Synopsis of the Respondent:** Describe the Respondent's organization. Specify the personnel and equipment available for assignment to the projects. Specify the bonding capability of the Respondent.

Supply organizational/team chart and structure, as well as resumes of principal personnel as an appendix. Indicate contact person for the proposal phase, telephone number, fax number, and email address. (Synopsis: 2 pages, Appendix: As required).

- **Approach to Project:** Describe, in whatever manner the Respondent deems appropriate, the Respondent's approach to the Project commencing with your appointment as Construction Manager and ending with completion of punch list items and closeout of paperwork (2 pages).
- **Past Projects & References:** Provide a listing of all projects over 25 million dollars undertaken (include all applicable projects whether completed or not) within the last five (5) years, including number of change orders initiated by respondent with respect to each project listed. Provide a list of contacts complete with phone and fax numbers for all projects listed (as required). Regardless of project amount, provide a list of all contracts, if any, where respondent has been defaulted and/or failed to complete work, and/or has failed to complete the project within the time or budget requirements thereof. Provide a list of all judgments, arbitration and/or litigation awards or lawsuits commenced by or against your organization in the last five (5) years.
- **Current/Anticipated Projects.** Provide a list of all current projects being performed by respondent, along with anticipated dates of completion.
- The submittal shall have each of these sections clearly delineated. **The Respondent shall submit an original and fifteen (15) copies of the Proposal. The Proposal should contain a fee proposal for the services contemplated.**

Information

All questions regarding this solicitation package must be submitted to the Selectmen's Office via email at selectmen@northstoningtonct.gov by 3:00 PM on August 15, 2016.

Proposals must be submitted to Selectmen's Office, 40 Main Street, North Stonington, CT 06359, Attn: Mike Uργο, Building Committee Chairman no later than 12 noon on August 22, 2016.

LATE PROPOSALS WILL NOT BE ACCEPTED

Basis of Award

Selection will be based upon the proposals and the interview process. Submittals will be reviewed by the Committee with selected respondents to be notified on or about August 30, 2016.

The Committee may choose to conduct interviews of a pool of up to four most responsible qualified finalists who will participate in an interview process. Respondents selected for interviews should allow thirty (30) minutes for the oral interview to present their qualifications and proposal and fifteen (15) minutes for a question and answer session. This time shall be strictly enforced. Selection of interview times will rest solely with the Committee. All interviews will be conducted in Executive Session of the Committee.

Following the interviews, the Committee shall rank the proposals and the firm with the most responsible and highest qualifications for the project will be asked to meet with the Committee to determine the scope of services and a contract will be negotiated. If an agreement cannot be reached the negotiations with that firm shall be terminated and the next highest candidate will be contacted for the same process.

The Owner will give consideration to the following aspects of the Submittal and Presentation:

- Pricing for the project
- Experience and documented successful past performance of similar size, scope and undertakings
- Construction management philosophy and approach
- Manpower planning, including but not limited to organizational and team structure
- Automated cost control and project tracking systems and capability
- Construction management and administration procedures, project oversight and capabilities
- Consideration of alternative construction methods
- Willingness to embrace creative cost savings approaches such as reverse auctioning
- Success building high efficiency and eco-friendly structures
- A track record of success with project completion at and/or under the given budget, as well as past performance, including but not limited to adherence to project schedules, project budgets and number of change orders initiated by respondent
- Financial strength of the respondent

The Committee reserves the right to accept any proposal or to reject any or all proposals and to waive informalities in proposals when such actions are deemed to be in the best interests of the Owner.