

REQUEST FOR QUALIFICATIONS
For
Construction Manager at Risk

Project Number: RC000582
Rolla Building Exterior Renovation

For the Curators of the University of Missouri

Missouri University of Science and Technology
Design and Construction Management
119 General Services Building
1701 Spruce Drive
Rolla, MO 65409

Date: February 20, 2024

Missouri University of Science and Technology
Design and Construction Management
1701 Spruce Drive
Rolla, MO 65409
Telephone: 573-341-4252

ADVERTISEMENT FOR:

Qualifications for Construction Manager at Risk Services

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Missouri University of Science and Technology
Rolla, MO. 65409

Qualifications will be received by the Curators of the University of Missouri, Owner, and submitted electronically to Sarah Frost at sfrost@mst.edu and a copy to Ami Willett at willettar@mst.edu until 2:00 PM Central Time, Friday, March 1, 2024. No other information will be shared publicly until the step-one evaluation is complete.

Proposal documents may be viewed online at <http://designconstruction.mst.edu> under Bids/RFQs/RFPs, Current Missouri S&T RFQ Advertisements. Questions should be directed to Sarah Frost at (573) 341-7005.

Individuals with special needs as addressed by the Americans with Disabilities Act may contact. (573) 341-4252.

Advertisement Date: February 20, 2024

Sarah Frost
Project Manager
Missouri University of Science and Technology

REQUEST FOR QUALIFICATIONS – Construction Manager at Risk with Guaranteed Maximum Price (GMP)

Advertisement Date: February 20, 2024

Project No. **RC000582**
Rolla Building Exterior Renovation

Missouri University of Science and Technology is requesting qualifications from firms to provide Construction Manager at Risk (CMR) with guaranteed maximum price services for a renovation of an existing facility on Missouri S&T's main campus. The Rolla Building is located north of Schrenk Hall West and south of Toomey Hall. The renovation requires major mechanical and exterior renovations.

This project shall have a Supplier Diversity participation goal of subcontracting with Minority Business Enterprise (MBE) of ten percent (10%), with Service-Disabled Veteran Owned Business (SDVE) of three percent (3%); and with Women Business Enterprise (WBE), Disadvantage Business Enterprise (DBE), and/or Veteran Owned Business of ten percent (10%) of the GMP. The Construction Manager at Risk is strongly encouraged to include minority and women owned firms. CMRs are also strongly encouraged to include Missouri-based firms on the team.

General Project Information

The Rolla Building Exterior Renovation is important for the historical integrity of our campus. Being the first and oldest building on campus it is the focal point of the Arrival District. Originally constructed in 1871, The Rolla Building is planned for an extensive exterior renovation, including removing of the 1995 addition, repointing exterior masonry, replacement of roof and upgrading the current mechanical system. The existing building is approximately 29,000 gsf. The primary project goal is to eliminate deferred maintenance and extend the life of the facility for another fifty plus years. In addition, the project seeks to connect the Rolla Building with the rest of the arrival court and solidify it as the focal point of the arrival district, by making exterior improvements, landscaping, adding architectural lighting. These improvements will contribute to the University's goal of embracing architectural heritage of the campus and highlighting that heritage for those visiting the university and the arrival district.

A Pre-Design study was completed in July of 2022 by Helix Architecture. The study identified and determined the scope of the required maintenance repairs to increase the lifespan of building for the next fifty plus years. Trivers Architects was selected by the university for design of the identified project scope. During schematic design the university saw a significant increase in the estimated cost for the scope of the project. During design development there was another significant increase in cost with little change in the project scope. The increases in cost are attributable to several factors including escalation, the development of the finer details of the renovation, and the complexity of renovating a historic stone and brick building. However, with the historic nature and complexity of the project, the University sees a significant advantage to engaging a construction manager throughout the balance of the design phase on the project to help the project team with cost certainty. In addition, the site of the Rolla Building is within the central campus and adjacent to multiple other construction sites. The site logistics, access, and construction strategy present another challenge for the project. The university sees a major advantage to hiring a well-qualified construction manager at risk and project partner to assist the university and project team with these unique challenges during preconstruction.

Construction amount available w/CMR fees is **\$3,883,535**.

Anticipated Design completion – Spring 2024

Anticipated Construction start – Summer 2024

Anticipated Substantial Completion – Summer 2025

Description of Selection Process

The construction manager at risk will be selected using a two-step process.

Step One - Request for Qualifications (RFQ) shall consist of the review and ranking of each respective firm's qualifications and responses to the university's selection criteria as stated herein. This is a competitive process with points awarded for each category of the selection criteria. The university will utilize a review panel to evaluate the offerings and establish a preliminary ranking of the firms. Three firms with the highest preliminary ranking based on the firm's responses to the selection criteria will be interviewed by the owner's panel. At a minimum, the proposed project director/executive, project manager, preconstruction manager, scheduling manager, and superintendent shall attend the interview. The interview will include introductions with each proposed staff member summarizing their responsibilities and experience, followed by a question-and-answer session conducted by the Owner. The questions will not be provided prior to the interview. The respondent will be allowed fifteen minutes to present information supporting their response to this RFQ, followed by a question-and-answer session for the balance of the interview.

Step Two - Request for Proposals (RFP): Following the establishment and ranking of the short-listed firms, the RFP documents will be issued to the short-listed firms. The short-listed firms shall submit their cost proposal in a sealed envelope, including their construction phase fee, pre-construction services fee, lump sum cost for fulfilling the general conditions, cost of insurance and cost of performance and payment bonds, all in accordance with the step two provisions. The Preconstruction Services scope shall be included in provision D.2. and the Preconstruction Fee shall be included in provision D.5., both within the Agreement Between Owner and Construction Manager as Constructor.

In addition to the information provided herein, a matrix detailing services to be included in each category will be issued in the RFP documents. All information submitted in Step One with respect to project specific organizational structure, staffing, and other selection criteria, in addition to the Step Two documents, shall establish the basis for Step Two pricing. Following contract award, the successful firm shall be required to provide, at a minimum, all staffing and services detailed in the firm's responses to selection criteria in step one and as otherwise required by the contract documents.

The final selection of the construction manager at risk will be based on a 25,000 - point system. Fifty percent (50%) (12,500 points) will be awarded as established by the review panel based on qualifications, responses to the university's selection criteria, references, the Owner's prior experience with the respondent, and the interviews, all under a competitive process. Three hundred (300) bonus points will be awarded to an SDVE proposer. The 300 bonus points will be added to the SDVE's qualifications score as established by the Owner's review panel. The 300 bonus points are available only to an SDVE firm submitting a proposal directly to the Owner.

The remaining fifty percent (50%) (12,500 points) will be awarded based on the sum total of, the construction phase fee, preconstruction services fee, the lump sum for fulfilling the general conditions, the cost of insurance and performance and payment bonds. For evaluation purposes, the construction phase percentage fee will be multiplied by the anticipated construction budget to establish the overhead and profit component of the price. The lowest total price submission will receive 12,500 points. Ascending price submission totals from other firms will be awarded price points on a pro rata basis.

The firm with the highest point total (qualifications/selection criteria + price points) will be deemed to provide the best value and will be the apparent successful firm. The university will then vet the apparent successful firm's proposal to ensure that it meets all the RFP requirements and work with the firm to establish final contract terms. If the university is unable to execute a satisfactory contract with the apparent successful firm, negotiations will cease, and the university will negotiate with the next highest ranked firm and so on until an

acceptable contract is reached or negotiations end. The university will make the determination as to when negotiations are at a stalemate and are no longer productive.

CMR SELECTION SCHEDULE

The following schedule is tentative but represents the University's intent.

February 20	RFQ CMR advertisement
March 1	Receive qualifications
March 1 – March 5	Owner panel's review of qualifications
March 5	Announce firms to interview
March 12/13	Interview firms (<i>meeting minutes will be jointly reviewed and incorporated as a contract document</i>)
March 14	Issue Step Two (RFP) documents to short-listed firms.
March 19	Pre-Proposal Meeting with short listed firms
March 26	Receipt of proposals
March 27-April 5	Notice of apparent successful firm and Contract award

RFQ SELECTION CRITERIA

Mandatory requirements for inclusion on the shortlist are as follows:

- A proven track record of successfully delivering project(s) similar in value and complexity by both the firm and the proposed preconstruction manager, lead project manager and superintendent.
- Experience modification rate of less than 1.0.
- No work-related fatalities in the last three years.
- Adequate financial stability as determined by the Owner
- Licensed to conduct business in the State of Missouri
- A minimum preliminary qualifications score of 10,625 points as determined by the review panel (85% of the available 12,500 points)

The above stated criteria shall apply to the firm's office that will be actively managing this project. Firms not meeting these mandatory requirements will not be short listed.

The owner reserves the right to seek clarifications.

Description of the Qualification Process

Qualifications of respondents to this RFQ will be evaluated based upon the financial responsibility, safety record, ability to adhere to schedules, experience the firm and the firm's proposed project team has had with projects of similar size, construction type, schedule and complexity, the Owner's experience with the firm on prior projects regardless of delivery type, and other information included in the qualification packet. The Owner will assign an evaluation team comprised of representatives from the design team and the Owner's staff to evaluate and score the respondent's qualifications material. A point total of 12,500 points has been assigned to the qualification criteria enclosed herein.

The weighting of the points for the qualifications packet will be as follows:

- TAB 1 - 2500 points
- TAB 2 - 3000 points
- TAB 3 - 3000 points
- TAB 4 - 2000 points
- TAB 5 - 2000 points

QUALIFICATION PACKET: Each respondent shall submit one electronic copy of the Qualifications to the project manager listed on the advertisement sheet of this RFQ. Qualifications shall be a maximum of ten one-sided 8 ½ x 11 pages, not including the organizational chart and bar chart, personnel resumes/qualifications, project lists, examples of preconstruction reports, table of contents for the safety and quality assurance manuals, and financial statements.

TAB 1 – ORGANIZATIONAL QUESTIONS (2500 points)

1. Furnish a brief history of when and how your company was founded, how it evolved and a list of the company's primary officers and their duties.
2. Provide your firm's EMR, TRIR and DART for each of the last three (3) years.
3. Provide total annual volume of construction work completed for each of the past five years.
4. Provide projected volume for the upcoming year. Provide a project listing and contract amounts.
5. Provide a list of projects of similar scope and/or complexity completed within the last five years and specify the delivery method used. Include the contract amount or GMP value. Include architect and owner contact information. Clearly indicate which proposed project staff were directly involved in example projects listed and what their role on the project was at the time.
6. Provide your firm's total and available bonding capacity.

TAB 2 - Staffing (3000 points)

Furnish an organizational chart showing all people who will be involved with this project and their roles and responsibilities. Furnish a resume for all staff on the organizational chart, including education and time with the company. Include a paragraph for each individual detailing their experience in a similar role on projects with similar scope or complexity that qualifies them for this project. Include the staff member(s) who will be responsible for developing and updating the construction schedule.

Provide a bar chart (timeline) illustrating percentage FTE (including hours per week), involvement during both preconstruction and construction for each team member. For the construction phase, indicate who will be onsite full time. Include their arrival and duration onsite.

Identify key project leadership staff who will be involved both in the preconstruction and construction phases, their level of authority and how they will interact with the Owner and Architect.

No change in the proposed staff members will be considered unless such changes are directed by the Owner or extenuating circumstances exist that merit such consideration. Under any circumstance, no changes will be allowed without the consent of the Owner. The Construction Manager shall provide a minimum of twenty-one (21) calendar days-notice to allow consideration of the proposed change by the Owner. Personnel proposed as a replacement for any staff member submitted with the response to the RFQ shall have similar qualifications and experience as that staff member proposed for replacement. The supporting documentation included in paragraph 1. above shall be submitted with the 21-day notice. Failure of the Construction Manager to comply with this requirement may result in the suspension of the Construction Manager from participation on future University of Missouri projects for a period of one year.

The Owner, Architect and Construction Manager will jointly review staffing and team performance approximately three months following the onset of preconstruction, and at an appropriate point following the

start of construction. The purpose of the review will be to ensure staffing levels are adequate and all entities are performing as required.

TAB 3 – Preconstruction (3000 points)

Describe how your staff will collaborate with the design team and Owner and provide feedback during the preconstruction phase.

List the services your firm will provide during the preconstruction phase. Describe how your firm will utilize value engineering, constructability analysis and market analysis in recommending alternative design concepts, cost savings opportunities, and equipment and material applications.

Furnish a two-page example of each of the reports the CMR will provide during the preconstruction phase

Provide a summary of your firm’s in-house capabilities regarding MEP systems to be implemented during preconstruction. Describe how your firm will utilize third party expertise in reviewing and estimating the mechanical, plumbing, and electrical design, (if applicable).

Describe how your firm will reconcile your estimates against estimates provided by the design team.

Provide a list of proposed preconstruction services to use as a basis for negotiation of the preconstruction scope and fee.

TAB 4 – CMR Staff Continuity (2,000 points)

Describe how your firm will ensure continuity and information exchange between the preconstruction and construction phase staff members.

Describe how your firm’s staff who will manage the construction phase will be involved in preconstruction with an emphasis on your proposed project manager and superintendent.

TAB 5 - OPERATIONAL METHODS (2000 points)

1. Describe how your firm will solicit Supplier Diversity participation.
2. Describe your firm’s safety program. Provide a copy of the table of contents from the manual.
3. Describe strategies to be utilized to ensure open bidding and equal opportunity for subcontractors and sub-subcontractors regardless of labor affiliation.
4. Describe the firm’s quality assurance program. Provide a copy of the table of contents from the manual.
5. Describe the scheduling programs and strategies to be utilized to maintain each phase of the project schedule including how the CMR’s field personnel will provide input to the scheduler, how subcontractor input will be incorporated, how scheduled versus completed will be monitored and updated, and how weather will be managed.

Financial Statement (Separate document in sealed envelope delivered physically)

1. Provide your organization’s most recent **audited** financial statements. The financial statements will be kept confidential and only reviewed by the individual(s) responsible for evaluating them.



Rolla Building Site Location



View of the Rolla Building from the southeast