

ADDENDUM #1 09/14/2020; Page 6, Qualifications Conditions 1. a.

Page 2, Paragraph 4, Construction commences Spring 2021

**STILLWATER COUNTY
COLUMBUS, MONTANA**

**REQUEST FOR QUALIFICATIONS FOR
GENERAL CONTRACTOR/CONSTRUCTION MANAGER SERVICES FOR
ALTERNATIVE PROJECT DELIVERY
FOR THE CONSTRUCTION OF IMPROVEMENTS TO THE STILLWATER COUNTY
FACILITIES FCIP PROJECTS**

SEPTEMBER 2020

**Request for Qualifications for General Contractor/Construction Manager Services
Stillwater County FCIP
Columbus, Montana**

The Board of County Commissioners (the Board) of Stillwater County, Montana, approved funding for the design and construction of multiple facilities detailed in their FCIP Master Plan. The Board requires the services of a competent General Contractor/Construction Manager(s) (GC/CM), normally engaged in this profession, and duly registered as a Construction Contractor in the State of Montana, to provide GC/CM services as an alternative delivery process, specifically for the following Projects:

Site development, construction of a new events center, and construction of a new arena, all located on property north of I-90 at Exit 408, and adjacent to Sheep Dip Lane, Columbus, MT. Multiple phases to potentially include additional FCIP Projects.

It is the Board's desire to engage a qualified GC/CM firm to work with the Board and the selected Architectural firm for the performance of this project. The architectural firm of Arete Design Group of Sheridan, WY, has been hired by the Board to perform comprehensive design services. The County has prepared a preliminary programming study, posted at <https://www.stillwatercountymt.gov>

Time is of the essence. Site construction will need to commence the **Spring of 2021** and facilities shall be complete and ready to occupy by June 2022.

The final form of the contract shall be an amended AIA A-133™ - 2017 "Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of Work Plus A Fee with a Guaranteed Maximum Price", in conjunction with AIA A201™ - 2017 "General Conditions of the Contract for Construction."

It is the intent of the County to make a single award for these services specific to the Stillwater County FCIP projects.

The entire context of this RFQ for GC/CM services can be found on the County Website at the following link <https://www.stillwatercountymt.gov> and are also available at the office of the County Commissioners located at 400 East 3rd Avenue North, Columbus, MT 59019.

SUBMISSION OF INFORMATION

Eight (8) hard copies and one (1) USB Flash Drive of the response to this RFQ must be received at:

Stillwater County Commissioners
Attn: Finance Office
PO Box 795
400 East 3rd Avenue North
Columbus, MT 59019.

ALL QUESTIONS AND CONTACTS REGARDING THIS RFQ MUST BE SUBMITTED IN WRITING (email or facsimile is acceptable) TO:

Stillwater County Commission
Attn: Ms. Stephanie Ray, Community Planning / Economic Development Director
17 N. 4th Street
PO Box 881
Columbus, MT 59019
E-Mail: sray@stillwatercountymt.gov
Facsimile: (406) 322-1118

INSTRUCTIONS TO PROPOSERS:

Statements of Qualification must:

1. Follow the format outlined in the Selection Procedure.
2. Be signed by an officer or principal of your firm.
3. Be contained in a document not to exceed a total of Twenty-five (25) single side, 8.5" x 11" pages, and consecutively numbered. This page limit is inclusive of all information, pictures, charts, graphs, tables, and text the proposer deems appropriate to be part of the review of the firm's qualifications. Unique sections shall be tabbed. A transmittal letter, tab pages and front and back cover pages are exempted from the page limit. Page size is limited to 8-1/2 x 11 inches, with basic text of all information reasonably legible.

TIMELINE FOR REVIEW AND SELECTION AS FOLLOWS:

Advertising RFQ Dates (Stillwater County):	September 3, 10, 17, 2020
Submission of Firms Qualification's Due:	September 23, 2020 at 3:00PM at the Courthouse
Review/shortlist RFQ's by the County:	September 24, 2020
Invite qualified firms to submit an RFP:	September 25, 2020
Submit RFP proposals:	October 7, 2020 at 3:00PM at the Courthouse
Review RFP Proposals:	October 8, 2020
Interviews:	October 15, 2020
Selection and Negotiation:	Upon completion of RFP and possible interview process
Award:	Upon completion of selection, negotiations, approval

GENERAL REQUIREMENTS FOR GC/CM SERVICES:

SCOPE OF PRECONSTRUCTION SERVICES

Following the RFQ phase, each GC/CM firm invited to respond to the RFP shall propose a maximum pre-construction services fee and propose a Construction Managers Fee for Construction Phase Services. The specific scope of pre-construction services will be negotiated prior to signing the Contract. In general, pre-construction services are anticipated to include the following:

1. Participation in all design, coordination, and building committee meetings;
2. Review of all designs for constructability;
3. Work with the County and design team on phasing, scheduling, and other strategies to complete construction of this magnitude of project in the time period initially noted above;
4. Coordination and gathering of input from subcontractors regarding constructability;
5. Review and cost evaluation at each phase of design taking into consideration schedule, phasing and market conditions;
6. Consult with, advise, assist, and provide recommendations to the County and design team on all aspects of the planning and design of the work;
7. Provide information, estimates, schemes, and participate in decisions regarding construction materials, methods, systems, phasing, sustainability, and costs to assist in determinations which are aimed at providing the highest quality building, constructed using the most sustainable construction materials and practices, within the budget and schedule;
8. Review in-progress design and construction documents and provide input and advice on construction feasibility, alternative materials, costs and availability;
9. Review completed design and construction documents prior to subcontractor/supplier bidding/selection and suggest modifications to improve completeness and clarity and to eliminate construction change requests due to inconsistencies or omissions in the construction documents;
10. Provide input to the County and the design team regarding construction market bidding climate, status of key subcontract markets, and other relevant economic conditions;
11. Recommend and actively source labor and material resources necessary to complete the project construction;
12. Provide input to the County and the design team regarding long lead time materials and equipment, impact on the construction schedule and strategies for mitigating the impact;
13. Prepare construction cost estimates for the Project at the design development and construction document design phases, and, if appropriate, at other times throughout of the work;
14. Notify the County and design team immediately if construction cost estimates appear to be exceeding the construction budget, and reconcile each cost estimate with the Architect's cost estimate, if required;
15. Furnish a final construction cost estimate for the County's review and approval;
16. Develop a preliminary construction schedule;

17. Develop all subcontractor/supplier bid packages and perform all advertising and receipt of subcontractor and supplier bids;
18. Obtain bids per trade for the County's review, unless otherwise approved by County in order to meet resourcing requirements, per the GC/CM Contract. Self-performed work must be bid against at least two subcontractors, if readily available;
19. Upon execution of any Early Work Amendment prior to a GMP agreement, undertake early material procurement, site preparation, and advance construction work.

SCOPE OF CONSTRUCTION PHASE SERVICES

In general, Construction Phase Services are anticipated to include the following:

It is anticipated that a GMP for the entire project will be requested near the completion of the Construction Documents phase provided the cost estimate is within the County's budget. The established GMP will be the maximum amount paid for the entire work, unless scope changes are requested by the County. Acceptance of the GMP by contract will constitute completion of preconstruction services, and the GMP Agreement/Amendment will initiate the construction period services for the Project. For any work conducted on site prior to the establishment of the GMP, the GC/CM will provide appropriate levels of performance and payment bonds for any work in progress. At the time of execution of the GMP, the GC/CM will be required to submit a 100% performance and 100% payment bond for the amount of the GMP. The County retains the option to cancel the construction phase services, or to start a new process for the construction of the project, or terminate the contract and negotiate a replacement contract with the next highest rated Proposer from this solicitation; or, to conclude the GC/CM's services at pre-construction and issue the Project on a lowest, responsible bidder method.

Reference to The State of Montana Wage Rates/Schedule incorporated in this RFQ is provided for informational purposes only. Full text for rates and compliance can be found on the State of Montana, Department of Labor website at:

<http://erd.dli.mt.gov/Portals/54/Documents/Labor-Standards/BC%20Final%202020.pdf?ver=2020-01-02-081507-847>

The selected GC/CM(s) will be required to comply (as a minimum allowable rate schedule) with those rates adopted and effective at the time of signing the GMP Agreement/Amendment or any time work is awarded on the project for construction.

SELECTION PROCEDURE

This RFQ is the first of a multi-part selection process. In order to qualify for further consideration, Proposers must comply with the mandatory requirements provided below. Statements of Qualifications that do not contain the required documentation will be deemed nonresponsive to this RFQ requirement and will be rejected on that basis. Only firms that satisfy the required qualifications detailed below and adjudged as qualified by the County committee will be invited to provide a Request for Proposals by the County. Proposer must meet certain minimum Qualification Conditions in order to be eligible to submit a proposal. The County has identified the following pass/fail Qualification Conditions and specific project

requirements in order to establish eligibility (qualified) to propose further as part of this RFQ. The scoring questions that follow the Qualification Conditions will establish the qualified firms and said firms will be invited to provide a Proposal.

Qualification Conditions (pass/fail)

1. General Contractor/Construction Manager Firm Information:

a. Proposer must demonstrate successful experience and capacity to act as a GC/CM on projects of similar size, type and complexity. Specifically, the County will be looking for successful **experience constructing event centers and similar facilities as outlined in the Facilities Master Plan.**

b. Firm Background: Describe your firm's history. Include information identifying the firm's annual volume of business, financial/bonding capacities, and speak to the firm's stability in the marketplace. Information identifying the firm's strengths and weaknesses, along with special capabilities that may be appropriate to this Project, will assist in the evaluation.

c. Provide complete information on your bonding company and agent.

i. Provide contact name, phone, and email information for this project.

ii. If less than 5 years, or not your exclusive surety source, list others used in the last 5 years

d. In the last five (5) years, have you (for each "yes" response provide an explanation):

i. had a settled or pending claim against your payment or performance bond?

ii. had a contract terminated for default on a project?

iii. been assessed liquidated damages for late delivery of a project?

iv. taken legal action or dispute resolution proceedings against an Owner other than for an Owner's failure to pay?

2. Bonding Capacity:

Provide a letter from your surety or agent stating your firm's single project and aggregate capacity. The proposer must be capable of providing a 100% performance and payment bond for this project. The project's current estimate is \$16.0 million and the proposers' ability to bond this type of program is part of the qualification process. Provide the following from your surety: AM Best rating, financial size category, and US Treasury limit.

3. Construction Contractor Registration:

Proposer must include evidence of a valid current Montana construction contractor registration submitted with the RFQ response.

4. Safety:

a) Provide incidence rate, experience modification rate, AND loss ratio. An incidence rate greater than the latest average for non-residential building construction as established by the federal Bureau of Labor Statistics (BLS) for the prior year or an experience modification rating (EMR) greater than 1.0 or a loss ratio of more than 100% may result in immediate disqualification on this item.

- b) Provide your firm's number of employees for BLS's most recent reporting period and your firm's applicable NAICS code.

Proposer may submit an explanation for incident rate, EMR, and/or loss ratio greater than those listed here for further consideration by the Owner. The Owner reserves the sole right to waive the pass/fail requirement if, in the Owner's sole judgment, sufficient justification exists for any explanation provided. The Owner also reserves the right to request additional information and/or clarification on this item but is not obligated to do so prior to making its determination on whether or not to waive the requirement.

The following will be evaluated and assessed by a committee selected by the County, to determine reasonableness of meeting a minimum qualification standard specific to this type of project.

1. Specific Project Requirements:

- a. Proposer should provide evidence of successful experience and capacity to act as a GC/CM on similar projects (i.e. alternative delivery methodology, pre-construction services, greenfield site and critical timelines). Include contact information for the owners and designers familiar with your work on each project.
- b. Proposers' project manager and superintendent should demonstrate that they have:
 - i. Successfully completed projects of this type individually; and,
 - ii. Successfully completed projects of this type together.
- c. Proposer should provide evidence of their success in maintaining project schedules for projects specific to educational facilities.
- d. Proposer should provide their current and projected workload, specifically projects under construction and projects under contract, and should provide a total dollar value for projects under contract.
- e. Proposer should provide a general description of their experience in the preparation and execution of a Subcontracting Plan as pertains to public bidding requirements.
- f. Proposer should provide evidence and knowledge of common cost estimating practices, and ability to maintain established budgets for projects of similar size and scope.

In addition to the above, proposers are asked to provide the following:

1. Cover letter / Statement of interest.
2. List the firm's name and complete address. List both street and mailing address.
3. Provide the address of the specific office which will have responsibility for performing this work.
4. Provide résumé's of proposed staff and relevant experience.

This RFQ shall not commit the County to enter into any agreement, to pay any expenses incurred in preparation of any response to this request, or to procure or contract for any supplies, goods, or services. The County reserves the right to accept or reject any and all responses received as a result of this RFQ if it is in the County's best interest to do so. By offering to perform services under this

procurement, proposer agrees to be bound by the laws of the State of Montana, including but not limited to: applicable wage rates, gross receipts taxes, building codes, Equal Opportunity Employment practices, safety, etc.

- END OF THIS RFQ -