

**REQUEST FOR STATEMENT
OF
QUALIFICATIONS**

The Pickaway Commissioners intend to contract for Construction Management at Risk (CMR) services in connection with the Pickaway County Fairgrounds Revitalization Project located at 415 Lancaster Pike, Circleville, OH 43113. Construction Management firms interested in being considered for a contract to provide the required services should reply with a statement of qualifications no later than 4 P.M. on April 13, 2018. Statements received after this deadline will not be considered.

In addition to the attached statement of qualifications, letters of interest should include information regarding the firm's history, education, and experience of owners and key technical personnel, the technical expertise of the firm's current staff, the firm's experience in managing similar size projects, availability of staff, and the firm's references.

All proposals should be clearly marked "CONSTRUCTION MANAGEMENT AT RISK PROPOSAL – PICKAWAY COUNTY FAIRGROUNDS REVITALIZATION PROJECT" on the outside and must be received no later than 4:00 P.M., local time, April 13, 2018.

Statements of qualifications should be transmitted to:

Brad Lutz
Pickaway County Administrator
139 West Franklin Street
Circleville, OH 43113

Following the evaluation period, subsequent short list and interview process, the Pickaway County Commissioners will enter into contract negotiations with the most highly qualified firm. The firm that is selected will be required to provide a Guaranteed Maximum Price and develop a contract that will be approved by the Pickaway County Commissioners and the County Prosecutor.

The preliminary project description is as follows:

Name of Project: Pickaway County Fairgrounds Revitalization Project

Address Location: 415 Lancaster Pike, Circleville, OH 43113

Description: Construction Manager at Risk. See attached Scope of Services for additional information. You may contact this office and we will arrange to accompany your representative on a site review and answer any questions that you may have.

Source of Funding: Pickaway County Commissioners

Projected Schedule:

Anticipated dates for construction startup/completion: June, 2018/June, 2019

Submission Requirements:

- Completed Statement of Qualifications Form (Attached Below)
- Draft Construction Schedule and Demonstrated track record of performance of managing projects to the original schedule.
- Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project.
- Provide evidence of capacity to provide bonding in the amount of the construction budget (e.g. a letter from your Surety agent stating that one or more Sureties will issue Bonds in the amount of the construction budget if your team is selected) 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 insurance.
- Describe the scheduling and cost control systems the firm would propose to use for the Project
- 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 and capability to self-perform.
- Demonstrated track record of performance of in-house estimating on projects comparable to the Project.

Design Development level drawings are available for review during business hours, 8am – 4pm, at the Pickaway County Commissioners Office, 139 West Franklin Street Circleville, Ohio 43113. Copies can be printed at cost.

PICKAWAY COUNTY FAIRGROUNDS REVITALIZATION PROJECT

PROPOSAL FOR SCOPE OF SERVICES

PROJECT DESCRIPTION:

The Pickaway Commissioners' Office plan to revitalize the existing Fairgrounds facilities and site. This includes demolishing existing outdated and failing structures and utilities, constructing five new animal barns, indoor multi-purpose arena, outdoor show arena, amphitheater and midway area. Full scope of work can be seen on the Engineer/Architect's Design Development set of plans.

SCOPE OF SERVICES:

The selected Construction Manager at Risk ("CM"), as a portion of its required Scope of Services and prior to submitting its proposal, will discuss and clarify with the Contracting Authority and/or Owner, the breakdown of the Agreement detailed cost components, to address the Owner's project requirements and refine the project schedule.

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

The preconstruction and construction services are generally described below. Subcontracts including but not limited to Structural Steel, Foundation, Site Civil, Utility, Plumbing, Fire Protection, HVAC, Electrical and AV/Technology will be awarded by the CM to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority and/or Owner, the A/E and the CM. The Contracting Authority and/or Owner shall have access to all books, records, documents and other data in the CM's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

Preconstruction Services: The CM will work cooperatively with the Contracting Authority and/or Owner, A/E, and Project Team, and will provide, among other services, schedule development, estimate development, Guaranteed Maximum Price (GMP) proposal, subcontractor prequalification and bidding, constructability review, permits, budgeting, value engineering, and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at the stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be

provided to the CM, together with the A/E's detailed listing of any incomplete design elements and the A/E's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). Contingent upon the Contracting Authority's approval of the GMP, the parties will enter into an amendment to the Agreement establishing the Contract Sum ("GMP Amendment"). If the proposed Contract Sum exceeds the Project Budget established for construction, then the Contracting Authority may terminate the agreement with the CM and seek proposals from other firms for completion of the Project.

Construction Services: The CM shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The CM shall hold all subcontracts and shall 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, and prevailing wage requirements, and submitting monthly reports of these activities to the Contracting Authority. The Contracting Authority reserves the right to approve the CM's selection of subcontractors and any supplemental terms to the form subcontract.

SCHEDULING:

The Pickaway County Commissioners desire to move this project to construction phase immediately following completion of the 2018 County Fair. Proposals should include a draft construction schedule showing milestone dates between June of 2018 to June of 2019.

PICKAWAY COUNTY FAIRGROUNDS REVITALIZATION PROJECT

STATEMENT OF QUALIFICATIONS

PROJECT: Pickaway County Fairgrounds Revitalization Project

Firm Name: _____

Address: _____

Phone No. Fax No. _____

Contact Person: _____

A. Distance from your office to project site: _____ miles

B. What year was your firm established?

C. How many employees do you have in each category?

- Construction Manager _____
- Foreman _____
- Field Inspector _____
- Administrative _____
- Laborer _____
- Other _____

Note: If affiliated with parent company or having multiple offices please provide numbers for the location that will provide service for this project.

D. Please list what services will be performed by sub-contractors:

Construction Manager Evaluation Criteria

Selection Criteria: The CM will be selected using (i) qualifications-based process during the Request for Qualifications (RFQ) stage to develop a short list and (ii) best value process during the Request for Proposal stage. The qualifications-based criteria for the RFQ is included in this announcement. The best value criteria used in evaluating proposals from short listed firms will include such factors that are determined to derive or offer the greatest value to the State and Owner, combining both qualifications and fee.

Short List: 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 this RFQ, the Contracting Authority will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Contracting Authority determines that fewer than three firms are qualified, it will only select the qualified firms.

Request for Proposal: The short-listed firms shall be sent a Request for Proposal ("RFP") that will invite the firms to submit pricing proposals containing their proposed preconstruction stage compensation, construction stage personnel costs, itemized construction stage general conditions costs, construction stage contingency percentage, and construction stage fee percentage. The short-listed candidates will also receive (i) form of Agreement with the Contracting Authority containing the contract terms and conditions, (ii) set of the most recent design documents and (iii) proposed Project schedule.

Pre-Proposal Meeting: Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Contracting Authority and/or Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms an opportunity to ask the Contracting Authority and/or Owner questions in an individual setting to help the firms prepare their responses to the RFP. The Contracting Authority will notify each short-listed firm to schedule individual times for the pre-proposal meetings.

Interview: After submitting responses to the RFP, the short-listed firms will be interviewed by the Contracting Authority and Owner. The purpose of the interview will be to meet the proposed Project 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, budget and EDGE expectations. The Contracting Authority will notify each short-listed firm to schedule individual times for the interviews.

Cancellation and Rejection: The Contracting Authority 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 Contracting Authority shall have no liability to any proposer arising out of such cancellation or rejection. The Contracting Authority reserves the right to waive minor variations in the selection process.