

July 24, 2012

Construction Manager/General Contractor Services:
Report and Recommendations for Proposed New Libraries

PCCLD issued a Request For Qualifications (RFQ) for Construction Manager/General Contractor (CM/GC) Services on May 1, 2012. The RFQ was an eight-page document seeking statements of qualifications from CM/GC firms for the construction of three new public library buildings in Pueblo County.

Six submittals were received in response to the RFQ. The submittals were from:

- Bassett Construction Company, Pueblo, CO
- Fransen-Pittman General Contractors, Englewood, CO
- Golden Triangle Construction, Inc., Colorado Springs, CO
- H. W. Houston Construction Co., Pueblo, CO
- Mass Service & Supply, LLC, Pueblo, CO
- M. W. Golden Constructors, Castle Rock, CO

A six-person committee reviewed the submittals. The members of this team were:

- Jim Bershof, Architect Principal-In-Charge, OZ Architecture
- Michael Cox, PCCLD Supervising Librarian, Youth Services
- Roy Miltner, PCCLD Board of Trustees member
- Al Perea, PCCLD Facilities Superintendent
- Teresa Valenti, PCCLD Director of Technical Services & Collection Development
- Jon Walker, PCCLD Executive Director

In the first round of consideration, the committee individually scored the submittals based upon the criteria established in the RFQ. Scoring was completed using a standardized weighted scoring tool, which also included an award of bonus points for firms local to the community. The individual scores of the evaluation team were compiled into a single result as follows:

1. H. W. Houston	542.53 RFQ response points
2. Fransen-Pittman	498.6 RFQ response points
3. Golden Triangle	449.7 RFQ response points
4. Bassett	440.68 RFQ response points
5. M. W. Golden	363.9 RFQ response points
6. Mass	344.95 RFQ response points.

The RFQ scoring included consideration for compensation to the CM/GC for their services. These costs to PCCLD were calculated as follows based on a \$4,000,000 project:

1. H. W. Houston	\$312,000
2. Fransen-Pittman	\$387,200
3. Basset	\$442,800
4. Golden Triangle	\$558,276
5. M. W. Golden	\$583,189
6. Mass	\$633,500.

The committee agreed to invite H. W. Houston and Fransen-Pittman for on-site interviews as a second round to the evaluation process. H. W. Houston and Fransen-Pittman were considered to be both the top-scoring and lowest-cost firms for the project. Each of these two firms was asked to respond to a standardized set of questions during interviews and, also, committee members were able to ask additional questions for clarification. The interviews were scored by each committee member individually using a weighted scoring tool. The individual scores from interviews were compiled into a single result as follows:

1. H. W. Houston 1390 compiled interview points
2. Fransen-Pittman 1380 compiled interview points.

Scoring from both rounds for the two firms was combined into a final overall result, as follows:

1. H. W. Houston 1932.53 total points
2. Fransen-Pittman 1878.6 total points.

H. W. Houston is the recommended firm for the following reasons:

- H. W. Houston provided the lowest-cost quote to PCCLD for the proposed project
- H. W. Houston scored at the top of each individual committee member scoring sheet
- H. W. Houston scored at the top of the combined scoring sheet for all entire committee members
- H. W. Houston is a local firm.

It is recommended that the Board of Trustees authorize the Executive Director to negotiate and execute a contract with H. W. Houston to provide Construction Management/General Contractor services to oversee construction of new libraries at an amount not to exceed price of \$375,000 to include estimated costs for CM/GC services (\$312,000) plus contingency.



REQUEST FOR QUALIFICATIONS

CONSTRUCTION MANAGER/GENERAL CONTRACTOR SERVICES

REQUEST FOR QUALIFICATIONS DATE: May 1, 2012

QUALIFICATIONS DUE NLT: June 22, 2012 by 3:00 PM

RFQ # CP050120122550

A formal presentation will be made to PCCLD at the end of each milestone together with a revised construction budget.

The schedule for the CM/GC selection process is as follows:

1. Qualifications requested	<u>Deadline</u> May 1, 2012
2. Prequalification questions can be addressed to: Jon Walker, Executive Director 100 E. Abriendo Avenue Pueblo CO 81004 719-562-5625 Jon.walker@pueblolibrary.org	May 22, 2012
3. Responses to questions	May 29, 2012
4. Qualification statements due	June 22, 2012
5. Evaluation period	June 25-July 6, 2012
6. Prequalified contractors notified	July 9, 2012
7. Interviews and Selection (tentative)	July 11-17, 2012
8. CM/GC selected	July 27, 2012

Submittal Requirements

Respondents should provide all information requested below in the same order as it appears in this RFQ. Submittals should be complete and provide enough information to make an informed decision of best qualified CM/GC.

Submittals are to be in sealed envelopes, clearly identified with the Request for Qualifications number and title, with all attachments, not later than 3:00 p.m. (MST), June 22, 2012, to:

Ms. Chris Brogan, CFO
Pueblo City-County Library District
100 E. Abriendo Avenue, Room 317
Pueblo, CO 81004

Questions and requests for clarification may be sent via email, provided that the RFP number, Title, and the words "question" and/or "clarification" are identified in the subject area of the email. Questions and requests without this subject identification may be considered routine emails, and may not be properly addressed.

Responses to all questions and requests for clarification will be posted to PCCLD's web site <http://www.pueblolibrary.org/> (under "About the Library" click on "Request for Bids") by May 29, 2012. Any responses by PCCLD that are considered to be a change in the terms, conditions, and specifications of this RFQ will be sent by written addendum. No communications of any kind may be considered a change to the terms, conditions, and specifications of this RFQ unless received by the proposers via formal written addendum.

Item 2: Experience

Provide a brief description of three projects of a similar size, scope, and use completed within the last five years. Similar size means new construction of about 7,500 square feet in size. Similar scope means a single project of multiple commercial-grade buildings for a single owner at multiple sites. Similar use means construction was completed to function as public libraries with majority of systems cast in place concrete and steel with masonry walls, glass and pre-finished metal panels. Projects should be Type II-1 hour construction or greater. List references of Owners and Architects with names and contact information.

Project descriptions should include:

1. Building type
2. Gross square footage
3. Owner and architect reference information
4. Type of bid and bid amount
5. Change order amount
6. Project Manager and Superintendent

Responses to this section of the RFQ should not exceed three pages total.

Item 3: Qualifications

Please address the following items:

- A. Describe your firm's approach to completing PCCLD's project, including services provided for the design and construction phases of the work. Address your control capabilities of cost estimating, scheduling, quality control, change order management, and project closeout and warranty services.
- B. Provide the resumes for the following personnel who would be assigned to this project: Project Manager, Project Superintendent(s), and Project Engineer. Experience in projects of similar size, type and systems should be included along with references and contact information to verify experience. List any other projects for which the Project Manager would have concurrent responsibility, assuming a June 1, 2013, construction start date.
- C. Include evidence that your firm will have the bonding capacity for performance and payment bonds totaling \$4 million if added to your present book of business.
- D. Furnish evidence of adequate liability insurance for a project of this magnitude providing for thirty days notice of cancellation to PCCLD.
- E. Describe your firm's work on projects with significant architectural and aesthetic constraints. How does your firm work with Owners and Architects during the design process to maintain the highest standards of architectural excellence?
- F. Describe cost savings and efficiencies for the Owner to be realized by constructing three buildings simultaneously.
- G. Provide a proposed construction schedule bar chart (one page maximum) showing milestones like construction start, underground complete, dried-in date, substantial completion, final completion.

ADDENDUM A. ITEMS TO INCLUDE IN PRE-CONSTRUCTION SERVICES FEE

Review Design Concepts & Constructability Review
Site Use Recommendations
Material & Building Systems Selection Recommendations
Building Equipment Recommendations
Coordinate Owner-Supplied Equipment
Construction Feasibility Recommendations
Construction Scheduling Recommendations
Life Cycle Costing Analysis
Value Engineering
Labor, Material & Subcontractor Availability Review
Construction Logistics Plan
Design Development (GMP) Cost Estimate
GMP Proposal
Preconstruction Activity Schedule (Bar Chart)
Construction Activity Schedule (CPM Set-Up)
Review For Inclusion of All Work
Review For Adequately Phased Construction
Identify Long-Lead Items & Commodity Shortages
Recommendations for pre-ordering systems and materials for all three projects together to take advantage of possible savings for larger quantity ordering

ADDENDUM B. ITEMS TO INCLUDE IN CONSTRUCTION SERVICES FEE

Construction Cash Flow Projections (Monthly)
Prepare Change Order Cost Estimates
CPM Schedule Updates
Shop Drawing & Submittal Schedule / Procedure
Short-Interval & Occupancy Schedules
Set Subcontractor Prequalification Criteria
Recommend Subcontractor Selection Methods
Coordinate Owner-Supplied Fixed Equipment
Apply For & Pickup Building Permits
General Contractor Off-Site Staff & Services
Project Manager
Project Engineer
Secretarial
Home Office Operating Expenses
General Contractor On-Site Staff & Services
Project Superintendent
Field Engineer
Engineering & Layout
Registered Surveyor (As Required)
Quality Control Inspection Responsibility
Project Progress Photographs

May 14, 2012

Responses to Questions regarding RFQ # CP050120122550

**Requests for Qualifications: CONSTRUCTION MANAGER/GENERAL
CONTRACTOR SERVICES (May 1, 2012)**

The Pueblo City-County Library District (PCCLD) has received questions concerning the recently published Request for Qualifications (RFQ) for Construction Manager/General Contractor Services. Here are the responses to those questions:

Questions regarding "Item 2: Experience" found on page 5 of the RFQ.

1. QUESTION:

PCCLD asks firms for a brief description of three projects of a similar use completed within the last five years. Similar use meaning construction that was completed to function as public libraries. To a general contractor, a commercial building is a commercial building, is an office, is a school, is a library, and a nursing home, and so on..... Unless the project is a specialty building such as a hospital, security facility, or something that will require specialty items built in that are not of typical commercial construction, then again a building is a building. I would like to see this modified to allow more contractors to qualify.

RESPONSE:

PCCLD is interested in vendors with experience building public libraries. This experience is applicable to this project. The project delivery method will be an integrated approach. The construction manager/general contractor, architect, owner, and others are expected to work collaboratively in the design and construction of these libraries. In this integrated project delivery method there is some intermingling of design and construction, and, as such, experience with public library buildings does have value for this project. If firms can effectively demonstrate knowledge of modern public library building design and function in other ways, then they are encouraged to do so.

Regarding the contemplated new library construction, PCCLD is interested in responses as delineated in the RFQ. As such, it is anticipated that various criteria may be met to some greater or lesser extent by various potential vendors. The criteria expressed in the RFQ in this regard are not minimum qualifications to successfully submit for the job, but are those criteria that will be used during the evaluation process to help determine the vendors best qualified for this job. This is true for the criteria specified not only in Item 2 of the RFQ, but also throughout the document.

2. QUESTION:

PCCLD asks for a brief description of three projects of a similar scope completed within the last five years. Similar scope meaning a single project of multiple commercial-grade buildings for a single owner at multiple sites. I really don't know who has completed

May 29, 2012

Responses to Questions regarding RFQ # CP050120122550
Requests for Qualifications: CONSTRUCTION MANAGER/GENERAL
CONTRACTOR SERVICES (May 1, 2012)

The Pueblo City-County Library District (PCCLD) has received the following question concerning the recently published Request for Qualifications (RFQ) for Construction Manager/General Contractor Services. Here is the question and the response to the question:

QUESTION: Could you please advise if the preconstruction and construction fees are to be a "lump sum" amount or a percentage of the project?

RESPONSE: Assuming a project construction budget of \$4 million for three buildings, proposers should state preconstruction services fees as a lump sum dollar amount and construction services fees as a percentage of the project costs. In addition, the library district requests that change order fees be stated as a percentage of the cost of the proposed change order amounts.

PCCLD CONSTRUCTION MANAGER / GENERAL CONTRACTOR SERVICES *Distributed at 07-26-2012 Regular Session*
PROPOSAL EVALUATION FORM

FIRM NAME: _____

RATER INITIALS: _____

Criteria		Max. Points Available	Criteria	Points Awarded
1	Description of firm	5	Provide a simple, concise description of your firm and its history, not to exceed two pages. Additional information or brochures can be included under separate cover	
2	Experience	20	Provide a brief description of three projects of a similar size, scope, and use completed within the last five years. Similar size means new construction of about 7,500 square feet in size. Similar scope means a single project of multiple commercial-grade building for a single owner at multiple sites. Similar use means construction was completed to function as public libraries with majority of systems cast in place concrete and steel with masonry walls, glass and pe-finished metal panels. Projects should be Type II-1 hour construction or greater. List references of Owners and Architects with names and contact information.	
3	Qualifications	15	<p>Please address the following items:</p> <p>a. Describe your firm's approach to completing PCCLD's project, including services provided for the design and construction phases of the work. Address your control capabilities of cost estimating, scheduling, quality control, change order management, and project closeout and warranty services.</p> <p>b. Provide the resumes for the following personnel who would be assigned to this project: Project Manager, Project Superintendent(s), and Project Engineer. Experience in projects of similar size, type and systems should be included along with references and contact information to verify experience. List any other projects for which the Project Manager would have concurrent responsibility, assuming a June 1, 2013, construction start date.</p> <p>c. Include evidence that your firm will have the bonding capacity for performance and payment bonds totaling \$4 million if added to your present book of business.</p> <p>d. Furnish evidence of adequate liability insurance for a project of this magnitude providing for thirty days notice of cancellation to PCCLD.</p> <p>e. Describe your firm's work on projects with significant architectural and aesthetic constraints. How does your firm work with Owners and Architects during the design process to maintain the highest standards of architectural excellence?</p> <p>f. Describe cost savings and efficiencies for the Owner to be realized by constructing three buildings simultaneously.</p> <p>g. Provide a proposed construction schedule bar chart (one page maximum) showing milestones like construction start, underground complete, dried-in date, substantial completion, final completion.</p>	
4	Project Completions	20	<p>For all projects completed within the last five years, identify separately:</p> <p>a. Dollar amounts of liquidated damages paid and project involved.</p> <p>b. Dollar amount of bonus received for early completion and project involved.</p> <p>c. If there was litigation involving your firm.</p> <p>d. Has your firm failed to complete a project or been terminated from a contract?</p> <p>e. Has your firm ever filed for bankruptcy protection?</p>	

**PCCLD CONSTRUCTION MANAGER / GENERAL CONTRACTOR SERVICES
PROPOSAL EVALUATION FORM**

FIRM NAME: _____

RATER INITIALS: _____

Criteria		Max. Points Available	Criteria	Points Awarded
5	Compensation	40	<p>Please address the following items:</p> <p>a. Proposed Pre-Construction Services Fixed Fee for project (inclusive of all items in Addendum A entitled "Items to Include in Pre-Construction Services Fee").</p> <p>b. Proposed Construction Services Fixed Fee for all overhead and profit for project <i>and</i> for all General Requirements/General Conditions/Division One costs (inclusive of all items in Addendum B entitled "Items to Include in Construction Services Fee").</p> <p>c. Proposed Fee for change orders that either increase or decrease the Guaranteed Maximum Price (percentage of Cost of Work and at what dollar value the fee starts to be applied)</p> <p>d. Proposed cost of Umbrella and General Liability insurance</p> <p>e. Proposed cost of Builder's Risk insurance.</p> <p>f. Proposed cost of Payment and Performance Bonds</p> <p>g. Proposed administrative markup for self-performed work</p> <p>h. Proposed percentage of GMP contingency savings returned to Owner at completion.</p>	
	Local	0.6		
	TOTAL	100.6	GRAND TOTAL	

CM/GC INTERVIEW GRADING

Firm name:

Evaluator name: _____

Date: 7-18-12

- Presentation (50 points possible): _____
- Response to my questions (50 points possible): _____
- Response to questions from others (50 points possible): _____
- Overall impression of firm's ability to handle to provide PCCLD greatest benefit for contemplated project in terms of technical complexity, schedule constraints, requirements for complex phasing, meeting construction cost guarantees, and ability to deliver best cost savings from value-engineering analyses. (100 points possible): _____

Total interview score: _____

Prior composite score: _____

Grand total score: _____