



Delaware County Facilities Management

1405 US Highway 23 North, Delaware, Ohio 43015
PHONE: (740) 833-2280 FAX: (740) 833-2279

PUBLIC NOTICE

REQUEST FOR PROPOSALS

CONSTRUCTION MANAGER AT RISK

DELAWARE COUNTY BYXBE CAMPUS DACC REDEVELOPMENT

DELAWARE COUNTY, OHIO

The Delaware County Board of Commissioners, in accordance with Section 9.33, *et seq.*, of the Ohio Revised Code, hereby gives notice of its intent to employ a Construction Manager at Risk (CMAR) for the alteration of an existing building and new construction at the Byxbe Campus, located at 1610 State Route 521, Delaware, Ohio, for Delaware County, Ohio (the "Project") and invites interested parties to submit proposals for consideration.

The work is to involve the associated preconstruction services and at risk construction services for the Project. Firms are to be experienced in, but not limited to, CMAR services of scheduling, value engineering, "GMP" and open book pricing, and experience in public sector construction.

The complete Request for Proposals may be obtained at the County's web page, <http://www.co.delaware.oh.us> under the heading "Public Notices and Bids" or by contacting the Delaware County Facilities Management Office at (740) 833-2280, email jmelvin@co.delaware.oh.us, or in person at 1405 US 23 North, Delaware, Ohio during normal business hours.

Proposals will be received at the Delaware County Commissioners' Office, Attention: Mr. Jon Melvin, Director of Facilities, 91 North Sandusky Street, Delaware, Ohio 43015 until **4:00 PM on Thursday May 6, 2021**. Five (5) copies of all submittals are to be included. Submittals pursuant to this invitation will not be received after the hour and date stated above.

End of Advertisement

Delaware County Facilities Management RFP for Construction Manager at Risk

Project Name: Delaware County Byxbe Campus DACC Redevelopment
Project Number: 2017.272
Project Location: 1610 State Route 521, Delaware, Ohio 43015
Owner: Delaware County Board of Commissioners
Address: 91 North Sandusky St., Delaware, Ohio 43015
Project Manager: Jon Melvin, Director of Facilities
Prevailing Wages: State
Response Deadline: 5/6/2021 4:00 PM local time
No. of paper copies requested: One (1) original, four (4) copies, and one (1) electronic copy (PDF)

Submit the requested number of Proposals directly to:

Jon Melvin, Director of Facilities
Delaware County Commissioners
91 N Sandusky St.
Delaware, OH 43015.

See Section F of this RFP for additional submittal instructions.

Delaware County will release all communications regarding this RFP via e-mail and it will be posted to the County's website: <http://www.co.delaware.oh.us> under "Quick Links" - "Public Notices and Bids". Interested firms should submit a "Notice of Intent" via email to Jon Melvin at jmelvin@co.delaware.oh.us. Include in the notice the firm's name, address, telephone, and the contact name and email address of the individual to receive all communications. Delaware County is not responsible for missed communications due to incorrect e-mail addresses, mailboxes that have exceeded their limit, or other e-mail or Internet service provider problems. Those interested in submitting a response to this RFP are encouraged to monitor the web site for any addenda or clarifications to assure complete compliance with specifications, terms and conditions. Submitting a "Notice of Intent" is not a commitment to submit a proposal.

Submit all questions regarding this RFP in writing (no phone calls) to Jon Melvin at jmelvin@co.delaware.oh.us on or before April 22, 2021. Responses will be distributed and posted by April 27, 2021. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The Delaware County Board of Commissioners (the "Owner") is requesting interested firms to submit proposals to provide pre-construction and construction services as a Construction Manager at Risk ("CMAR") for the project referred to as the Delaware County Byxbe Campus DACC Redevelopment.

New Buildings and Alterations for Delaware County Byxbe Campus.

Work includes site work grading, drainage, walks, drives and pavement around Buildings B, C, D, E and F. Building B is alterations to the existing Former DACC North Campus Building. Building C is new construction for the County Sheriff's Offices. Building D is new construction of Truck Storage & Materials Canopy for the County Engineer's Office. Building E is new construction of a Fuel Station. Building F is new construction of Truck Wash Bays for the County Engineer's Office.

The Owner has contracted with M+A Architects to provide professional design services for the project.

Delaware County Facilities Management RFP for Construction Manager at Risk

The Architect/Engineer (A/E) has completed construction documents for the project which will be the Program of Requirements (POR). Due to the size and complexity of the project, necessary phasing to complete the project, and current market conditions the owner wishes to utilize a CMAR to reduce cost through value engineering and more effective financial management of the project in through development of materials and subcontractor packages and project phasing. Therefore the construction documents will be considered 90% complete at the start of this project.

All aspects of the project and related issues will be implemented and operated consistent with the Owner's policies and procedures.

The construction budget is currently estimated at \$30,000,000

B. Scope of Services

As required by the Agreement, and as properly authorized, the CMAR will provide the following general categories of services: provide constructability review comments on Construction Document documents produced by the A/E, review and maintain estimates of probable construction cost, provide value engineering/analysis, prepare the construction schedules, develop construction phasing, lead and manage the subcontractor prequalification and bidding process, construction, and project closeout stages.

The preconstruction and construction services are generally described below. Subcontracts including but not limited to Plumbing, Fire Protection, HVAC, Electrical and AV/Technology will be awarded by the CMAR 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 Owner, the A/E and the CMAR. The Owner shall have access to all books, records, documents and other data in the CMAR's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

Preconstruction Services: The CMAR will work cooperatively with the Owner, A/E and Project Team, and will provide, among other services based on the current construction documents, an opinion of probable construction cost, constructability review, value engineering analysis and workshops, scheduling and preconstruction planning, and strategy for material purchasing and subcontractor packaging. After the drawings and specifications have been updated per the Value Engineering workshop and are at a stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the CMAR, together with the A/E's detailed listing of any material incomplete design elements and the A/E's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). The CMAR shall submit to the Owner and the A/E their proposed Guaranteed Maximum Price (the "Contract Sum") and its qualifications and assumptions based upon the Basis Documents and the Design Intent Statement. The CMAR, the Owner and the A/E (along with selected engineers and consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the qualifications and assumptions, the Basis Documents or the Design Intent Statement. The reconciliation shall be documented by an addendum to the qualifications and assumptions that shall be approved in writing by the Owner, the A/E and the CMAR. The CMAR shall then submit to the Owner, for approval, the CMAR's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the Owner's approval of the final Contract Sum, the parties will enter into an amendment to the Agreement establishing the Contract Sum ("GMP Amendment"). The final negotiated Contract Sum shall not exceed the Project Budget established for construction. If the proposed Contract Sum exceeds such budget, then the Contracting Authority may terminate the agreement with the CMAR and seek from other firms, proposals for completion of the Project.

Construction Services: The CMAR shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The CMAR shall either self-perform or hold all

Delaware County Facilities Management RFP for Construction Manager at Risk

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. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-3-02. The Contracting Authority reserves the right to approve the CMAR's selection of subcontractors and any supplemental terms to the form subcontract.

C. Anticipated Schedule (mm/yy)

CM Services Start:	07/21
GMP Approval:	09/21
Construction Stage Start:	10/21
Construction Stage Completed:	03/23
CM Services Completed:	06/23

D. Non Discrimination/Equal Opportunity

The contract shall contain provisions as required by the Delaware County discrimination policies and by Section 153.59 of the Ohio Revised Code which state in part:

- A. That, in the hiring of employees for the performance of work under the contract or any subcontract, no contractor, subcontractor, or any person acting on a contractor's or subcontractor's behalf, by reason of race, creed, sex, disability or military status as defined in section 4112.01 of the Revised Code, or color, shall discriminate against any citizen of the state in the employment of labor or workers who is qualified and available to perform the work to which the employment relates.
- B. That no contractor, subcontractor, or any person on a contractor's or subcontractor's behalf, in any manner, shall discriminate against or intimidate any employee hired for the performance of work under the contract on account of race, creed, sex, disability or military status as defined in section 4112.01 of the Revised Code, or color.

E. Selection Process and Evaluation Criteria

Selection Criteria:

The CMAR will be selected using (i) a qualification based selection process during the initial Request for Proposal (RFP) stage to develop a short list and (ii) a best value selection process during the final Pricing Proposal stage for the final CMAR selection. The qualifications-based selection criteria for the RFP is included in this announcement. The best value criteria used in evaluating proposals from the short listed firms will include such factors that are determined to derive or offer the greatest value to the Owner, combining both qualifications and fee.

Short List:

Each firm responding to this RFP 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 RFP, the Owner will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Owner determines that fewer than three firms are qualified, it will only select the qualified firms.

Pricing Proposal:

The Owner shall provide each short-listed firm with a description of the project, including a statement of available design detail, a description of how the guaranteed maximum price (GMP) for the project shall be determined, including the estimated level of design detail upon which the GMP shall be based, the form of the construction management contract, and a request for a pricing proposal. The pricing proposals shall contain, at a minimum, a list of key personnel for the Project, a statement of the general

Delaware County Facilities Management RFP for Construction Manager at Risk

conditions and contingency requirements, a fee proposal divided into a preconstruction fee, a construction fee, and the portion of the construction fee to be at risk in a GMP.

Interview:

After submitting pricing proposals, the short-listed firms may be interviewed by representatives of the 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 and budget expectations. The Owner will notify each short-listed firm to schedule individual times for the interviews.

Value Ranking:

After evaluating the proposals, and conducting any interviews, the Owner will rank the short-listed CMAR candidates based on the Owner's evaluation of the value of each pricing proposal, including proposed cost and qualifications. Negotiations will be conducted with the CMAR whose pricing proposal is determined to be the best value. If negotiations fail with the CMAR ranked as the best value, the Owner will inform the candidate of the termination of negotiations and may enter into negotiations with CMAR ranked next highest.

Selection Schedule:

Tentative schedule is subject to change.

RFP Posted and Advertised	April 6, 2021
Initial Proposals Due	May 6, 2021
Short List and Pricing Proposals Requested (Board approval)	May 20, 2021
Proposals Due	June 14, 2021
Interviews	Week of June 21st
Selection of CMAR (Board approval)	June 28, 2021

Cancellation and Rejection:

The Owner 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 Owner shall have no liability to any proposer arising out of such cancellation or rejection. The Owner reserves the right to waive minor variations in the selection process. Acceptance of a proposal shall not constitute an agreement between the submitter and the Owner.

F. Submittal Instructions

One original, four copies, and one electronic copy of submittals shall be delivered to the following addressee on or before **May 6, 2021 at 4:00 PM** local time.

Jon Melvin, Director of Facilities
Delaware County Commissioners
91 N Sandusky St.
Delaware, OH 43015.

To enable efficient evaluation of the submittals, respondents should prepare their submittal on 8.5 x 11 paper utilizing the general format guidelines described below. Please feel free to include other materials, such as covers, table of contents, transmittal letter, appendices, brochures, etc. at your discretion.

Electronic submittals should be combined into one PDF file named with the project number listed on the RFP and your firm's name. Use the "print" feature of Adobe Acrobat Professional or similar software

Delaware County Facilities Management RFP for Construction Manager at Risk

for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer.

Facsimile or e-mailed copies of the Proposals will not be accepted.

Unless otherwise noted or exempt, all documents submitted to the Owner in response to this RFP are public and will be available for inspection at the conclusion of the selection process. Subject to the applicable Ohio public records law, the following information will remain confidential and will not be released: (1) Proposal Form(s), except for cost category subtotals which will be transferred to the Best Value Rating Form; (2) Financial Capacity; and (3) Bonding/Insurance.

Under no circumstance will the Owner be responsible for any costs incurred by anyone in (a) the submittal of qualifications, (b) in any subsequent follow up to the submittal, (c) in any subsequent negotiations of a contract, or (d) in any other aspect of the effort to select the construction manager team.

Proposers are requested to submit the following information in response to this RFP:

1. Firm Contact: The name, address, telephone number, and email address of the individual who will serve as the firm's contact for any questions or correspondence regarding the submittal and the RFP process.
2. Summary: Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project.
3. Profile and Organization: Information describing the firm's current organization, date of incorporation, ownership, corporate office, number of years in business, services offered, operating philosophy, number of employees, and employee demographics. If applicable, provide the same information for any other participating. Provide a description of the firm's proposed organization for the project. Identify key team members and describe the services, roles, and responsibilities of each. Discuss the relationship of key team members to each other, the prime firm and other member firms. Indicate the availability of key members throughout the project.
4. Resumes of Key Individuals: Provide professional resumes and job descriptions of the key individuals that will be assigned to this project; describing each member's education, technical training, qualifications, and experience with similar projects.
5. Bonding/Insurance: Provide evidence of capacity to provide bonding in the amount of the project budget 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.
6. Experience: Provide brief descriptions of relevant projects that the firm has participated in during the past five years that are similar in size, scope, and type to the project referenced in this RFP and/or include the following scope of work:
 - a. CMAR – preconstruction and construction services experience
 - b. CMAR – contract sum (GMP) pricing and “open book” pricing experience
 - c. Constructability review experience
 - d. Project CPM scheduling, phased bid packaging and associated schedule and cost tracking
 - e. Experience with renovation construction.
 - f. Experience with the construction of public buildings and pre-engineered metal buildings.
 - g. Experience with ORC 153, State of Ohio standard requirements and public sector construction.

The firm's role in each project should be clearly identified as well as the role of the team members for this project. Information should include a description of services provided, completion date, project cost and examples of how the firm controlled costs, resolved disputes, administered

Delaware County Facilities Management RFP for Construction Manager at Risk

subcontractors, and met deadlines. Include references for each which include a contact person, address, phone number, and email. References should be prepared to be contacted by the RFP evaluation committee.

7. Self-Performed Work: 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.
8. Management Systems: Describe the scheduling and cost control systems the firm would propose to use for the Project
9. Estimating: Demonstrated track record of performance of in-house estimating on projects comparable to the Project.
10. Scheduling: Demonstrated track record of performance of managing projects to the original schedule.
11. Project Approach: Outline strategies that would be used on phasing of the project and development of work packages and material procurement to address the current market conditions.
12. Value Engineering: Outline strategy used to work with 90% documents to make sure owner receives maximum value of this process and preliminary value engineering considerations based on the current documents.
13. Claims/Litigation: Provide information on whether the firm is currently or has in the past five years, been involved in any claims, litigation, and/or arbitration.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individuals.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)
GA: Green Associate
AP: LEED AP (Legacy LEED Accredited Professional without specialty)
AP +: (see below):
LEED AP BD+C (Building Design and Construction specialty)
LEED AP ID+C (Interior Design and Construction specialty)

LEED AP O+M (Operations and Maintenance specialty)
LEED AP ND (Neighborhood Development specialty)
LEED AP Homes (Specialty for residential LEED construction)
Other Industry Credentials
CCCA: Certified Construction Contract Administrator (CS)
CCM: Certified Construction Manager (CMAA)
CCS: Certified Construction Specifier (CSI)
CDT: Construction Document Technologist (CSI)
DBIA: Design-Build Institute of America

Delaware County Facilities Management RFP for Construction Manager at Risk

Project Name Byxbe Campus DACC Redevelopment Project Number _____

Proposer Firm _____

City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location and Workload (Maximum 10 points)			
a. Proximity of firm to project site	Less than 100 miles	4 - 5	
	100 miles to 150 miles	2 - 3	
	More than 150 miles	0 - 1	
b. Workload	Availability of qualified personnel, equipment, and facilities.	0 - 5	
2. Qualifications of Firm/ Key Personnel (Maximum 25 points)			
a. Project Management Lead (e.g., education, experience, credentials)	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Administration Lead (e.g., awards, publications, appropriateness, innovation)	Experience / creativity of project admin staff to achieve owner's vision and requirements	0 - 5	
c. Technical Staff (e.g., BIM/CAD capabilities / scheduling / estimating, education, experience, CDT or CCS* credentials)	Experience / ability of technical staff to fully coordinate construction documents	0 - 5	
d. Construction Administration Staff (e.g., education, experience, CDT or CCCA* credentials)	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Past Performance and Approach to this Project (Maximum 55 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 5 projects	0 - 3	
	5 to 9 projects	4 - 6	
	More than 9 projects	7 - 10	
c. Project Approach	Approach to project tailored specifically to the needs of this project	0 - 15	
d. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
e. Value Engineering Strategy	Process to complete Value Engineering on 90% complete documents	0-15	
4. Financial Responsibility (Maximum 10 points)			
a. Financial Responsibility	Evidenced by the capability to provide documentation as required in ORC 9.33(E)(4) & 9.333	0 - 10	
Subtotal			

Notes:

Evaluator:

Name

Signature/Date