



REQUEST FOR QUALIFICATIONS

General Contractor/Construction Manager (GC/CM)

Ferndale High School Replacement Project

Ferndale, WA

Submittal Deadline: August 30, 2019 3:00 pm

REQUEST FOR QUALIFICATIONS (RFQ)
General Contractor/Construction Manager Services

1. INTRODUCTION

Ferndale School District (FSD) is accepting Statements of Qualifications (SOQs) from General Contractors/Construction Managers (GC/CM) to:

- Join and embrace the role as an integrated team member of the FSD team that includes Dykeman Architects, specialty consultants, FSD staff, and ESD 112 owners’ representatives. As a team member, the GC/CM and key subcontractors must be focused entirely on ensuring the best interest of the project, FSD staff and students.
- Perform and provide top quality pre-construction services that include value engineering, constructability reviews, cost estimating, scheduling, collaboration with the design consultants, logistics and phasing, site investigation and destructive testing, and assisting with selection of building materials and systems.
- Utilize and provide integrated construction technology including BIM, Virtual Design and Construction.
- Aid in the establishment and in the achievement of high-performance construction and design goals.
- Manage and solicit subcontractor and supplier bidding in accordance with RCW 39.10
- Ensure the delivery of the highest quality project, through top-notch construction services that ensure safety is the highest priority.
- Provide a project that is on time and under budget.

FSD intends to award a contract for GC/CM services (GC/CM Contract) via a three-step competitive negotiation method to ensure the procurement of the highest qualified contractor based on the strongest management, and fees that are market competitive. The first step is the Submittal of Qualifications, as per section 6 of this RFQ and evaluated as per section 11. The firms with the highest rank after the evaluation of the SOQ’s will be requested to participate in an extended interview, that may include site and office visits to current projects along with a team interview. The highest evaluated teams after the interview will be invited to submit price proposals for specified general conditions and contractor’s fee.

- **There will be a mandatory pre-submittal conference on August 19, 2019 at 1:30 pm at Ferndale High School located at 5830 Golden Eagle Drive, Ferndale, WA 98248**
- All official documents and notification of all addenda for this process are on the District website (ferndalesd.org).
- All costs incurred by the firms who choose to participate in the RFQ process shall be the responsibility of the proposing/submitting firms.

Project Team Members:

| Ferndale School District | ESD 112 Construction Services Group | Dykeman Architects |
|---|--|--|
| Linda Quinn, Superintendent Mark Deebach, Assistant Sup’t. Scott Brittain, Assistant Sup’t. Jeremy Vincent, HS Principal | Heidi Hansen, Project Mgr. Tex Laddish, Construction Mgr. Kirk Pawlowski, Director | Tim Jewett, Principal Trish Sherman, Project Mgr. |

2. PROJECT DESCRIPTION:

The Ferndale High School Replacement is the key project for the Ferndale School District as part of its 2019 voter-approved bond program. The existing school includes multiple buildings constructed over several decades and serves approximately 1,200 students. School will remain in session on site during construction.

The replacement high school is expected to be around 190,000 - 200,000 GSF of new construction and will have a core capacity for up to 1,600 students. Based on a September 2023 completion date, the new school has an estimated maximum allowable construction cost (MACC) in the range of \$79M to \$81M. In addition, this project also includes upgrades to the existing 27,400 GSF Performing Arts Center (PAC). The estimated MACC for the PAC upgrades adds another \$1,500,000. *

FSD has selected Dykeman Architects to lead visioning, educational specifications and the design for the project. At this time, the full scope of the project is yet to be determined. Currently it is assumed that at a minimum, the work will include the following:

- Hazardous materials abatement
- Demolition and/or removal of existing buildings
- Construction of new high school
- Partial upgrades to the existing Performing Arts Center
- Replace, remodel and/or relocate Greenhouse & Aquaculture buildings
- Upgrade or replacement of existing stadium
- Installation of synthetic turf football/soccer field and track
- Site improvements including bus and parent drop off, parking/circulation, access driveways and green space
- Phased construction will likely be required due to occupied site

The project may include other scopes of work related to the Ferndale High School campus location, if agreed upon between the FSD and the selected GC/CM contractor.

** Note that this project is in the beginning of the educational specifications process and that the final size and scope of the new facility has yet to be determined. This RFQ is using preliminary estimates for cost and size, both of which will be refined during the design process.*

3. SCHEDULE

The following is the projected schedule for the project.

GC/CM Selection:

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|---|--|
| PRC Approval | July 25, 2019 |
| First Advertisement for GC/CM | August 8 |
| Second Advertisement for GC/CM | August 15 |
| Pre-Submittal Meeting | August 19 @ 1:30 |
| Receive GC/CM SOQs | August 30 |
| Review and Notify GC/CM Short listed Finalists | September 9 |
| Interviews | Sept 23/24 |
| Notify Submitters of Most Highly Qualified Firms & Invite to Submit Final Proposals | By September 25 |
| Potential Site & Office Visits | TBD Sept 30-Oct 3 |
| Deadline Sealed Proposals (GC's & Fee) | October 9 |
| Public Opening and Notify Submitters of Scoring and Most Qualified GC / CM | October 9 @ 11 AM, FSD District Office |
| Preconstruction Work Plan Due | October 23 |
| Tentative Approval by School Board of Selected Firm | October 29, 2019 |

Design and Construction:

| | |
|---|-----------------------|
| Visioning/Ed Specs/Programming | August -November 2019 |
| Schematic Design Begins | December 2019 |
| Design Development Begins | March 2020 |
| Construction Documents Begin | September 2020 |
| Anticipated Construction Start | June 2021 |
| Anticipated School Opening | September 2023 |
| Anticipated Final Construction Completion | December 2023 |

4. SCOPE OF GC/CM SERVICES

The Ferndale School District is seeking a highly qualified GC/CM firm to become an integrated team member. The firm must be led by a creative and strong manager throughout design and construction. In addition to the traditional pre-construction consulting services, FSD desires to have a GC/CM that has proven skills of working closely with designers to integrate the best in current technology. This technology includes BIM and Virtual Design and Construction, along with life cycle cost analysis and total cost of ownership. The GC/CM must also be proficient in all aspects typical to a GC/CM including, but not limited to:

- Understanding current/modern construction methods and techniques
- Developing Critical Path Method schedules
- Performing and participating in value engineering, life cycle cost studies, and constructability reviews
- Estimating
- Recommending and analyzing alternative design options
- Accurately knowing and studying the current labor market and conditions
- Ability to work with subcontractors to develop viable pricing alternatives
- Innovation and creative approaches
- Planning of work – logistics and phasing
- Coordinating and communicating with all members of the project delivery team.

5. SELECTION AND AWARD PROCESS

Ferndale School District will select the GC/CM for contracted services based on the evaluated combination of qualifications and fees.

- a) Received SOQ's will be evaluated and ranked based on the evaluation criteria in section 12 of these instructions. The top ranked firms will be invited to participate in an extended interview process that may also include site visits/office visits so that the District can observe how the proposing GC/CMs perform as a cohesive unit on an actual job site. FSD hopes to be inviting two to four firms to participate in the interview process, but the number shall be at FSD's discretion.
- b) After the interviewed GC/CMs have been ranked, FSD may further short-list the competition, and send an RFP detailing the contract terms and specified general conditions and fee terms.
- c) The GC/CM achieving the combined highest ranking/score based on the interview and SOQ will be selected for preconstruction services and negotiations of the GMP.
- d) Guaranteed Maximum Price (GMP) negotiations will follow RCW 39.10 requirements and will occur when the project scope is adequately defined at the 90% complete construction documents as determined by the GC/CM and the Ferndale School District. Once the GMP has been successfully negotiated, the GC/CM and the Ferndale School District will execute the GMP amendment to the GC/CM contract.

- e) GMP negotiations will be part of the preconstruction services, prior to the GMP amendment. If FSD determines that a satisfactory, fair, reasonable and funded GMP cannot be achieved, FSD may cancel the negotiations prior to entering into a GMP agreement, and may begin to negotiate with the next highest ranked firm, and/or pursue fixed price bids.

6. SOQ SUBMITTAL FORMAT

Respond to each of the items as stated below in a clear and concise manner. All responses must be in the order as listed, clearly separated and labeled by response. Ensure attention to specific requests for information. The submittals shall be organized in a manner that will enable the GC/CM selections committee to quickly and easily access and assess the information. The submittal must be bound in 8-1/2" X 11" format; three (3) signed hard copies, and one (1) pdf copy supplied via flash/usb drive or email to TAMMY.LONGSTAFF@ferndalesd.org are required. Please limit submittals to a maximum of 20 double sided pages including cover pages/letters, table of contents, and resumes. Contractor Verification Form may be added as an attachment in addition to the 20 pages.

Any questions regarding the RFQ should be directed to Heidi Hansen, Project Manager with CSG, on behalf of the Ferndale School District via email at Heidi.Hansen@esd112.org. Please do not contact the District directly.

All Submittal of Qualifications must be received by 3:00 PM PST August 30, 2019, to: Mark Deebach, Assistant Superintendent, Ferndale School District, 6041 Vista Drive, PO Box 698, Ferndale, WA 98248.

A. Letter of interest: (0 points)

The letter of interest must be under two (2) pages and may contain any information not shown elsewhere in the submittals. Also, submit an executed Contractor Verification Form. The Contractor Verification Form is a requirement for consideration of the Statement of Qualifications. See Attachment A.

B. Staff Qualifications (10 points)

1. Provide an organizational chart and a staffing plan showing proposed staff, reporting relationships and key roles for each staff member. Describe roles and responsibilities for pre-construction and construction phase services. At a minimum, include information for the following staff members: the principal in charge, or corporate executive dedicated to the project, project manager, project engineers, superintendents, estimator, scheduler, and the safety officer. The proposer will provide, for the duration of the project, the full complement of staff, including the key individuals identified in this proposal.
2. Clearly identify the key individuals who will be providing the leadership role for the project and provide the day to day contact for FSD. Demonstrate proven success and how these individuals have accomplished that success in a similar role on other projects.
3. Provide detailed resumes for each proposed staff member including the last five relevant projects, employment history, education, and personal references.

C. Past Performance on Similar Projects (8 points)

1. Provide a description of the history and capabilities of your firm. Describe the types of projects or services the firm normally performs and the relative dollar value of each. Provide the firms bonding capacity and state the ability of the firm to bond these projects. List the name, contact person, and the contact information for the firms bonding agent, and include a statement from

the bonding agent committing the ability to bond these projects.

2. Provide the profiles of a minimum of three (3) completed K12 projects where the basis of compensation was a negotiated price. Profiles should include new construction projects of similar size, scope, and the complexity regardless of the delivery method. Provide the initial negotiated price, the final negotiated price, and also the duration of the project. Provide the references for both the Owner and Architect (include the manager who is familiar with your firm's performance) for the projects profiled. Also note if any of the individuals named in your project team participated as members of the projects team for the listed project.

D. Self-performed Work, Location, and Current Workload (6 points)

1. Describe the work your firm typically self performs and your capability to do so on these projects. How will you assure price competition on these scopes of work?
2. Describe the typical geographic range of your firm's work. If Ferndale is outside of that typical geographic range, how do you plan on managing this work to the benefit of FSD, including pre-construction meeting attendance and management during construction?
3. Provide a summary and overview of your firm's current, recent, and projected workload in addition to this project. Include a summary of the proposed team's current and projected work through the duration of the project. What has been your annual volume of work over the last five (5) years (in dollars)? What is your anticipated volume for the current year and what is your plan for the next three (3) years?

E. Accident Prevention, Safety and Claims (4 points)

1. Provide a summary of your team's accident prevention program and submit your team's EMR and OSHA (WISHA) Lost Time Accident Rate for the past five (5) years.
2. Provide a record of claims, litigation, or arbitration matters initiated by your firm or against your firm (in which you were a named party), for the last five years. List the name of the project, the date of litigation, the amount of the settlement, and identify your involvement, i.e. plaintiff or defendant.
3. Provide a record of complaints or findings filed against your firm by regulatory agencies (e.g., OSHA, L&I, WISHA, WDFW, WDOE, City or County regulators, etc.) for the last five years. List the name of the project, the date of the complaint, and the amount of the settlement. Identify your involvement, i.e. plaintiff or defendant.

F. Project Approach: (10 points)

1. Explain your team's approach to this project. What is your plan for completing the project, and how will you support FSD design and integrated team delivery goals?
2. Describe your firm's estimating capabilities, along with its cost tracking and cost control approach when working as a project team member during the design. Describe the submitted team's experience in actively interfacing with the design team to provide continuous, real-time cost feedback and estimating services.
3. Describe your firm's approach to determining and assessing constructability issues and proposing value engineering as well as assessing alternative construction options, projects and engineering systems for cost savings and life cycle cost design considerations.
4. Inform us of your firm's approach to quality control during design and construction including the coordination of subcontract work and commissioning building systems. Include a description of

the quality control organization you plan to employ and the levels and authority of the individual's assigned responsibility.

G. DBE/MWBE Approach (2 points)

Provide your firm's plan related to the DBE/MWBE outreach during design and construction including coordination of materials procurement and subcontract work.

7. INTERVIEWS (50 points)

The highest ranked firms after the evaluations of the SOQ's will be invited to interview with the Ferndale School District to determine the strongest teams, including their leadership and communication skills/abilities. FSD may visit jobsites and the offices of the firms selected for interviews to gain an idea of how the GC/CM actually performs in the field. The formal interview will be held at the Ferndale School District.

If your firm is invited to be interviewed, questions will be directed to the proposed key project staff. At a minimum, the corporate executive, the project manager, project engineers and project superintendents dedicated to the project, project estimator, and the key individuals responsible for preconstruction shall be in attendance. In addition to presenting qualifications, experience, and the project team's approach to the project, the interviewees will be expected to respond to questions from the panel regarding the firm's proposal as well as answering any written questions that might be directed to the most qualified proposers after this solicitation is closed. The length and format for the interview will be provided to the short-listed firms.

8. FEE PROPOSALS (10 points)

Following the interviews, FSD may at its sole discretion invite selected firms to submit fee proposals. If a fee proposal is requested, the firm will be required to submit two (2) amounts on a form to be provided by FSD. The first number shall be for the "GC/CM Fee", and the second shall be for the "Specified General Conditions Work" will be specifically defined in the GC/CM Contract to be provided to those firms selected to submit final proposals.

1. State your fee as a percentage and multiply it by the estimated contract sum to determine a single lump sum number for the dollar amount of the fee. The dollar amount of the fee will be added to the dollar amount for the Specified General Conditions Work to determine a single number, the proposer's total proposal.
2. No other entries, modifications, or qualifications should be made to the proposal. FSD reserves the right to reject any or all proposals, and waive informalities or non-material irregularities in the proposals received.
3. The name, address, and contractor registration number of proposer shall be typed or printed on the bid in the space provided. The name must match the name on the proposal guarantee.
4. Proposals must be submitted on the forms furnished by FSD, or on copies of those forms, and signed. Proposers shall submit proposals in the format provided in the proposal form. Only the amounts and information asked for in the proposal form will be considered as the proposal. All blanks must be completed.

9. CONTRACTOR REGISTRATION

All proposers must be registered by the Washington State Department of Labor and Industries in accordance with RCW 18.27.020.

10. DBE/MWBE PARTICIPATION

FSD encourages proposals from disadvantaged and women and minority business enterprises and outreach to these organizations as part of the subcontractor bid packages on this project.

11. EVALUATION CRITERIA

| | |
|--|-------------------|
| Statement of Qualifications | 40 points |
| Staff qualifications | 10 points |
| Past performance on relevant projects..... | 8 points |
| Self-performed work, firm location, workload | 6 points |
| Accident prevention program, safety record | 4 points |
| Project Approach | 10 points |
| DB/MWBE Approach..... | 2 points |
| Interview | 50 points |
| Fee Proposal | 10 points |
| Total Possible Score..... | 100 points |

Interview

The Selection Committee will review all conforming proposals received in response to this RFQ, and based upon the results of their scoring/ranking, develop a short-list of firms to interview. Presentation topics will be identified in a request for proposal that will be transmitted to appropriate firms.

Fee Proposal

The most qualified firms based on evaluations committee ranking after the interviews will be requested to submit sealed proposals for fee and specified general conditions. The lowest conforming Fee Proposal will receive 10 points. All other fee proposals shall be evaluated as follows:

$$(Low\ Conforming\ Fee^*/Fee\ Submitted) \times 10\ points = Points\ Awarded$$

*Low Conforming Fee = GC fee + Specified General Conditions; conforming fee is defined as a fee that conforms to the requirements in the forthcoming RFP.

The firm with highest number of total points scored will be retained to provide preconstruction services and negotiation of the GMP. **The Ferndale School District reserves the right to reject any GC/CM whose combined Fee Proposal amount exceeds the combined Fee Proposal of another finalist by 20% or more.**

The Ferndale School District reserves the right to waive any informalities or irregularities in any submittal.

ATTACHMENT A – CONTRACTOR VERIFICATION FORM

Please include completed form with your SOQ

Attachment A

CONTRACTOR VERIFICATION

The party who submits the statement of qualification and to whom the contract may be awarded is, and notice of acceptance should be mailed or delivered to:

NAME:

Legal name of person, firm or corporation submitting bid/proposal/qualifications

Corporation Individual Partnership Sole Proprietor

State of Washington, UBI Number

Data Universal Numbering System, DUNS Number

ADDRESS:

Street Address

City, State and Zip Code

PHONE NUMBER: _____

FAX NUMBER: _____

(initial) Not disqualified from proposing on any public works contract under RCW 39.306.010 or 39.12.065(3) and Common Rule 68 FR 66533.

(initial) Can provide proof of Industrial Insurance (worker's compensation) coverage for firm's employees working in Washington per RCW Title 51.

(initial) Can provide current Washington certification of registration as a contractor in compliance with RCW 18.27.

SIGNATURE:

Authorized Signature

Name Printed or Typed

Date

Title

Contractor Verification Form