



# **ROBERTSON COUNTY SCHOOLS**

## **REQUEST FOR PROPOSALS FOR CONSTRUCTION MANAGEMENT**

**PROPOSALS MUST BE RECEIVED BY  
MONDAY, APRIL 01, 2024 AT 10:00 A.M. CST**

Incomplete proposals or proposals received  
after the above date & time  
stated above will not be considered

Hand Deliver or mail ten (10) sealed copies of the proposal to:

Mr. Steve Sorrells  
Assistant Director of Schools  
Robertson County Board of Schools  
800 MS Coutts Blvd.  
Springfield, TN 37172  
615-384-5588  
Steve.Sorrells@rcstn.net

## **I. SCOPE OF SERVICES**

The Construction Manager (CM) will provide all services necessary to complete projects designated at a future date and meet a schedule as set forth by the Robertson County Board of Education (Owner) in a subsequent agreed upon contract. Services will include review of the project design and budget working closely with the Architect and Owner, bidding for subcontractors and recommendation of awards to the Owner, materials testing for quality control, and supervision of construction from start to finish. A Guaranteed Maximum Price for the project will be established after bids are taken. The CM will also be responsible for regularly scheduled progress meetings with the Architect and Owner throughout the duration of the project.

The CM will be required to competitively bid, in accordance with all Tennessee laws and regulations for public schools, all elements of work. Contracts with the subcontractors shall be executed between the CM and each of the trade contractors. The CM will ensure all subcontractors provide the required documentation, drug free affidavit, background checks, performance and payment bonds and insurance.

All CM proposals will be reviewed by a Committee and a recommendation will be submitted to the Robertson County Board of Education for approval. The CM will be chosen using the following criteria and should be included with your proposal:

- a. Provide general construction experience involving K-12 educational facilities with Robertson County, Tennessee Public Schools, or other government agencies, including a detailed list of those projects, adherence to schedule, final costs versus amount budgeted for the projects and any other pertinent information.
- b. Provide an organizational structure of the firm, including location, staff size, key personnel and experience as a Construction Manager.
- c. Provide the number of years the firm has been in business.
- d. Provide a list, including company names and relationship of General Construction firms used or associated with in the past five (5) years.
- e. Provide a financial overview of the firm including a current financial statement, bonding capacity and name of the bonding company.
- f. Provide a safety record on projects dating back five (5) years and the firm's current safety ratings.
- g. Describe any litigation involving the firm in the last five (5) years.
- h. Describe the firm's approach to projects that guarantees a successful completion.
- i. Describe the firm's concept of and willingness to be part of the "Construction Team" with the Owner and Architect.

- j. Provide the base fee for preconstruction and what is included.
- k. Provide the base fee for construction with a Guaranteed Maximum Price and what is included. List any other costs or fees not mentioned here.
- l. Provide the anticipated costs for General Conditions.
- m. Include Proof of insurance and current license information.

## **II. PROPOSAL SUBMITTAL INFORMATION**

All proposals must be received in the office of the Robertson County Board of Education Director of Finance no later than Monday, April 01, 2024 at 10:00 a.m. CST. Proposals received after the stated date and time will not be considered. Respondents are to submit ten (10) sealed copies of the proposal clearly marked “Construction Management Proposal” on the outside of the envelope or box. Facsimile or electronically mailed responses will not be considered. The Robertson County Board of Education reserves the right to accept or reject any and/or all responses in whole or in part, and to waive informalities therein.

## **III. EVALUATION CRITERIA**

The CM’s qualifications and experience on similar educational facilities projects as well as the qualifications of assigned field personnel, fees and cost will all be considered in the selection process. Cost will not be the sole criterion for evaluation.

## **IV. FORM OF THE CONTRACT**

The exact form of the contract between the Owner and the CM has not been determined and is subject to negotiation. The most likely choices are AIA forms, Standard Form of Agreement between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work plus a fee with a Guaranteed Maximum Price. If these forms are used they are likely to contain modifications. The contract will conform to all requirements of TCA 49-2-203 (C) (i) and all other applicable Tennessee law, including Construction Management and/or design-build services for the construction of such projects through a Public Building Authority as provided in Tennessee Code Annotated section 12-10-101 et seq.

## **V. NON-DISCRIMINATION**

It is the policy of the Robertson County Board of Education not to discriminate on the basis of sex, race, national origin, creed, age, marital status or disability in its educational programs, activities or employment policies as required by Title VI and VII of the 1964 Civil Rights Act, Title IX of the 1972 Education Amendments and Section 504 of the Federal Rehabilitation Act of 1973.

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