

REQUEST FOR PROPOSALS

Nemaha Central Unified School District No. 115, Seneca, Kansas invites firms to submit a sealed proposal for:

CONSTRUCTION MANAGER AT RISK FOR A CLASSROOM ADDITION BETWEEN NEMAHA CENTRAL ELEMENTARY MIDDLE SCHOOL AND NEMAHA CENTRAL HIGH SCHOOL AND OTHER PROJECTS AT NEMAHA CENTRAL ELEMENTARY SCHOOL AND NEMAHA CENTRAL HIGH SCHOOL.

The request for Proposals may be obtained from the School District office beginning May 11, 2018, at 318 Main Street, Seneca, Kansas 66538, 785-336-6101 or by emailing Darrel Kohlman Superintendent, dkohlman@usd115.org

Sealed proposals will be received by Nemaha Central Unified School District No. 115 on or before 1:00 p.m., June 4, 2018, in the School District office, 318 Main Street, Seneca, Kansas 66538. Proposals will be opened publicly with the reading of only the names of the firms submitting proposals. Following a review process, a limited number of firms will be invited for interviews and a final selection at the Board of Education Meeting on June 11, 2018.

Proposals that are mailed should be done in sufficient time for proposals to arrive in the School District office prior to the time and date specified above. Only proposals meeting the deadline will be accepted and opened.

U.S.D. 115 reserves the right to reject any and all proposals.

Nemaha central Unified School District No. 115

Request for Proposals for Construction Manager at Risk Services (CM-AR)

Preconstruction and Construction Phase Services For

Classroom Addition between Nemaha Central Elementary/Middle School and
Nemaha Central High School and other projects at each school facility.

Nemaha Central Unified School District 115 of Seneca, Kansas is seeking a qualified Construction Manager at Risk to participate as a partner with Nemaha Central Unified School District No. 115 in the design and construction of a classroom addition between Nemaha Central Elementary/Middle School and Nemaha Central High School in Seneca, Kansas.

There are two phases of work—the Preconstruction Design Phase and the Construction Phase. Activities will include comment on design, value engineering, estimating, and influence of the methods and sequencing of the construction phase, and receiving subcontract and supplier bidding. Upon completion of preconstruction activities and division bidding, the CM-AR will submit a Guaranteed Maximum Price (GMP) to the School District’s Board of Education for review and approval. CM-AR will then be responsible for management and construction of the new facility as the Construction Manager/General Contractor.

Please direct questions and responses in writing to Nemaha Central Unified School District No. 115, Attention: Darrel Kohlman, Superintendent, at 318 Main Street, Seneca, Kansas 66538, Phone No. (785) 336-6101.

Sealed proposals will be received by School District on or before 1:00 p.m., June 4, 2018 at the School District office, 318 Main Street, Seneca, Kansas 66538. A Total of 9 (nine) printed copies of the proposal and one digital pdf copy shall be submitted for review by the School District Board of Education and Superintendent.

No FAX or e-mailed proposals will be accepted.

Nemaha Central Unified School District No. 115 reserves the right to reject any or all proposals submitted.

PROJECT DESCRIPTION: Project will consist of 4 potential bid package options:

1. Addition between Elementary/Middle School and High School.
2. High school bathroom renovations and floor finishes.
3. Green house and Vo-Ag Center
4. Lockerroom renovations

Reference attached concept design packet dated April 30, 2018. (Attachment A).

Nemaha Central Unified School District No. 115

INTENT OF RFP: From the list of interested and qualified CM-AR firms, the School District's Board of Education will select the CM-AR firm that is best qualified and best suits the School District's needs and intents regarding the project. It is the intention of the School District to enter into a contract with the selected CM-AR for the Preconstruction Phase and the Construction Phase of the project using AIA Document A133. Cost of Work for Construction Phase shall be determined by competitive bidding of all subcontracts and suppliers to meet Kansas Department of Education-Competitive Bidding Guidelines. Within one week of receiving subcontract and supplier bidding, the CM-AR will submit a Guaranteed Maximum Price (GMP) for the School District's Board of Education review and approval. CM-AR will be required to submit a 100% performance/payment bond for the completion of the project.

SELECTION PROCESS

PART ONE / Request for Qualifications. The Part One submittal is to assist the Owner in developing a short list of three (3) interviewees that will move to Part 2. Part One does not include items associated with Part Two. Part One shall be submitted in a blank envelope / box labeled: Nemaha Central USD 115 Construction Manager Submittal PART ONE, Contractor Name.

PART TWO / Request for Proposals. Part Two shall be submitted with Part One in a separate sealed envelope. Proposals from the three selected firms will be reviewed. Part Two proposal shall further develop schedules, scopes, fees and costs associated with the work. The successful three will interview with the selection committee. Part two shall be submitted in a blank envelope / box labeled: Nemaha Central USD 115 Construction Manager Submittal PART TWO, Contractor Name.

PART THREE / Interview

Up to three submitting firms will be requested an interview to present their qualifications and answer questions.

Phase 1 – Review of proposals/qualifications submitted by potential CM-AR firms by Nemaha Central Unified School District No. 115 Board of Education.

Phase 2 – Interviews. A maximum of three firms will receive a request to interview. The interviews are an opportunity to communicate to the selection committee the following:

1. Your firm's understanding of the project.
2. Your firm's methodology for meeting the stated criteria.
3. How your firm will interface with Horst, Terrill & Karst Architects (HTK) and the School District during the design phase.
4. How the bidding process will be conducted to adhere to the Kansas Department of Education—Competitive Bidding Guidelines.

Phase 3 – Selection of CM-AR by the Nemaha Central Unified School District No. 115 Board of Education. The School Board reserves the right to set the selection process based on information received in the proposals/qualifications and the interviews. The School Board also reserves the right to reject any or all firms based on the proposals and/or interview process.

Required Services, Pre-Construction Phase Services:

In general, services are anticipated to include:

1. Consult with, advise, assist and provide recommendations on all aspects of the planning and design of the work.
2. Provide information, estimates, and participate in decisions regarding construction materials, methods, systems, phasing, and costs to assist in determinations that are aimed at providing the highest quality building within the budget and schedule.
3. Review in-progress design documents and provide input and advice on construction feasibility, alternative materials, and availability of materials and equipment.
4. Provide division of work and develop bid packages to facilitate bidding and award of trade contracts, considering such factors as bidding climate, improving or accelerating construction completion, minimizing trade jurisdictional disputes, and related issues.
5. Develop and continuously monitor the project critical path method schedule and recommend adjustments in the design documents to ensure completion of the project in the most expeditious manner possible, while addressing and meeting schedule requirements.
6. Prepare construction cost estimates for the project at appropriate times throughout the design phases of the work. Notify the School District Board of Education and design team immediately if the construction cost estimates appear to be exceeding the construction budget.
7. Within one week of receiving subcontract bidding, furnish a Guaranteed Maximum Price (GMP) in accordance with the contract for review and approval.

In the event that the CM-AR is unable to furnish a GMP within the School District’s budget, the School District Board of Education retains the sole option to cancel the solicitation and start a new process for the construction of the project, or cancel the preconstruction contract and award a contract for preconstruction activities to another firm.

Required Services, Construction Phase Services: Construction period services will be provided under terms of a standard form American Institute of Architecture (AIA) contract AIA/133.

PROPOSAL CONTENT AND INSTRUCTIONS TO FIRMS: The proposal submitted in response to this RFP shall be in the format outlined below and shall be signed by an officer of the CM-AR firm with proper authority to commit the firm.

Proposals should be clear and concise and will be evaluated in accordance with the criteria listed below. Emphasis should be placed on the specific qualifications of the people who will actually perform the work of this contract and the specific approach to the execution of the work.

1. Experience with management of complex, multiple-contract projects. Should be able to show a minimum of three (3) successful projects in excess of \$3 million in the past five (5)

years. Also, indicate for each project whether your firm acted as General Contractor or Construction Manager.

2. Financial solidarity. Ability to bond up to a five million dollar project as evidenced by a letter from the bonding company. Provide documentation of insurance liability levels in accordance with the Contracting Requirements as determined by HTK Architects for this project and as required by state law. The estimated construction cost for the addition is \$1,650,000.

3. Ability to work cooperatively with the School District, HTK Architects, and anticipated subcontractors as demonstrated by references and successful projects.

4. List experience and capabilities of key personnel, including Project Manager and Superintendent. Include resumes.

5. State of the art computerized scheduling tools and a working knowledge of their operation.

6. Capability to meet time and project budget requirements.

7. Location of firm.

8. Present and projected workloads.

9. Past and current work in the local area.

10. Experience and understanding regarding local subcontractors and bidding conditions. Clearly, state in writing the firm's understanding of the State of Kansas bidding laws.

11. Special Qualifications: Describe what unique or extraordinary skills or qualifications your firm brings to this specific project. How would the selection of your firm add value to the project?

12. Past Performance: Submit a list of a minimum of six (6) references with addresses and current phone numbers. Two (2) of the references shall be subcontractors, two (2) shall be A/E firms and two (2) shall be owner's representatives of projects that have relevance to this project.

13. A contract will be executed for the CM-AR after a firm is selected and approved by the U.S.D. 115 Board of Education. CM-AR work and fees will not be allowable until such a contract is executed.

14. Contractors will NOT be compensated nor bill the School District for preparing and submitting information required by this RFP.

15. CM (Preconstruction Phase) Fee: Provide your firm's Preconstruction Services Fee as a lump sum for this project. This fee is to include, at a minimum, the management and construction elements specified in the "Required Services, Preconstruction Phase Services" section herein/before. Provide detailed breakdown of the components of the Preconstruction

Services Fee. THIS SHALL BE SUBMITTED IN A SEPARATE SEALED ENVELOPE. AS PART TWO SUBMITTAL REQUIREMENTS.

16. CM (Construction Phase) Fee: Provide your firm's Construction Management Fee as a percentage of the "Cost of Work for Construction Phase", Article 6 of the AIA/133. This fee is to include home office overhead and profit. List any other cost not included in the percentage, which may be billed to the school district as part of your firm's CM package. THIS SHALL BE SUBMITTED IN A SEPARATE SEALED ENVELOPE. AS PART TWO SUBMITTAL REQUIREMENTS.

17. FORMS OR CONTRACTORS WHO DO NOT ADDRESS IN WRITING EACH AND EVERY REQUIREMENT OF THIS RFP WILL BE ELIMINATED FROM CONSIDERATION BY THE BOARD OF EDUCATION.

U.S.D. 115

NEMAHA CENTRAL SCHOOLS

DARREL KOHLMAN, SUPERINTENDENT OF SCHOOLS

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U.S.D. 115 IS AN EQUAL EMPLOYMENT ORGANIZATION AND DOES NOT DISCRIMINATE IN AWARDING THIS RFP ON THE BASIS OF FEDERALLY PROTECTED PERSONS, CLASSES, AND GROUPS