



Farmersville

Unified School District

REQUEST FOR PROPOSALS

for

CONSTRUCTION MANAGEMENT SERVICES

Randy DeGraw, Superintendent
571 E. Citrus
Farmersville, CA 93223
559-592-2010

Request for Proposal

Construction Management Services

The Farmersville Unified School District is requesting proposals for Construction Manager services for Farmersville Unified School District Aquatic Center projects. For the purposes of this RFP, Construction Management Services shall consist of all customary services normally provided under the umbrella of construction management of school district public works projects utilizing multiple prime contractors and/or general contracting. The District invites proposals for any type of construction management services.

I. GENERAL INSTRUCTIONS

A. Submittal of Proposals

Proposals should be reviewed for accuracy before submission to the District. The District will not be responsible for errors in any proposal. The District reserves the right to reject any and all proposals, to waive any irregularities, or informalities in the proposals, or to request further information.

Proposals must be submitted to Randy DeGraw, Superintendent before 2:00 p.m. on October 31, 2017. If the District elects to conduct interviews, and if an organization is selected for an interview, interviews will be held on a date to be determined.

B. Signatures

All proposals must include a signature of an authorized officer of the organization submitting the proposal. The name and title of the person shall be included following the signature.

C. Disqualified Proposals

Any proposal received after 2:00 on October 31, 2017, shall be refused and returned to the organization unopened.

D. Withdrawal of Proposals

An organization may withdraw its proposal, either personally or by written request, at any time prior to 2:00p.m. on November 7, 2017.

E. Copies of Proposal

Each organization submitting a proposal must include the original plus six (6) copies of the original.

II. DESCRIPTION OF PROJECT

The District is seeking to retain a construction management organization to provide construction management services for the design and construction of the Farmersville Unified School District Aquatic Center project ("the Project"). The organization selected to provide construction management services (herein "CM") will be expected to work with the Architect and District during the design, bid and construction phases of the Projects. A description of the expected services by the CM can be found in the proposed Construction Management Agreement, attached hereto as Exhibit "A."

The CM must be licensed as a general contractor by the State of California for a minimum of _____ years. Experience with the construction of school facilities in California is preferred. The CM must also possess a current "B" license with the State of California. The CM may work with multiple prime contractors and/or general contractors as the method of project delivery.

III. SCOPE OF SERVICES

The CM will be a key member of the Project team from pre-construction through final Project close-out and warranty periods. The CM must provide all services as identified in the attached Proposed Construction Management Agreement.

IV. ITEMS FOR INCLUSION IN PROPOSAL

In order for proposals to be considered, organizations must submit proposals in the format described below and addressing all of the areas set forth below. Quality, not long responses or visual exhibits, is desired. The complete proposal should not exceed 20 pages.

All proposals shall address the following items as listed:

- a. Description of firm: This section shall provide the District with information regarding the size, location, and nature of work performed, years in business, and approach that will be used in meeting the needs of the District.
- b. Background of firm's personnel: Identify principal and supervisory personnel and provide a brief resume, including pertinent experience of personnel who will be participating in estimating bid package preparation and on-site project supervision. Also include any applicable licenses that your organization holds.
- c. Firm resources:
 - Technical capabilities
 - Cost estimating strengths, change order control methods, and history
 - Project approach including experience with multiple prime and general contracting delivery methods
 - Experience developing schedules and timelines
 - Relationships and experiences with State Architect and private Architectural firms
 - Experience with labor disputes

- Proposed consultants and technical assistance
- d. Proposal(s) of firm relative to various delivery methods including, but not limited to, multiple prime and/or general contracting.
- e. DVBE compliance or good faith effort documentation. Include copies of required advertisements.
- f. Related experience and client references. Provide a list of at least three educational client references for which your firm has performed similar construction management services.

References must include:

- School District name and address
 - Contact name and phone number
 - Architect name, address, contact, and phone number
 - Inspector name
 - Identify project(s) for referral
- g. Although the Construction Manager fee will be negotiated with the selected firm for each project, respondents should detail the methods by which their services will save, not add to project cost and should enumerate specific provisions as well as identify the proposed method of fee determination for services.
- h. List any disputes resolved through mediation, arbitration or litigation arising over the past five years from any public works or other construction project your firm or any related business entity has been involved in.

V. EVALUATION CRITERIA

The evaluation and selection of qualified organizations will be based on the demonstrated competency and professional qualifications of the organizations necessary for the satisfactory performance of the services required. Selection and evaluation will also be based on information submitted and obtained from references. The District reserves the right to request additional information/references and to interview qualified candidates.

In no particular order of preference, criteria for the evaluation of the organizations shall include, but not be limited to:

- Qualifications of the principals, consultants, and project team members, including primary responsibilities of each. These qualifications must be the qualifications of the proposed team that will actually perform services for the School District.
- Capabilities to perform all aspects of the subject project including organization capacity, resources, and other unique capabilities that might differentiate one organization from another.
- Demonstrated ability to manage similar projects on time and within budget.

- Recent experience in the project management and construction management of school construction projects for public school projects in California and experience with DSA, and other applicable state/local agencies.
- Letters of reference from school districts, architects, and other agencies.

Financial capability to obtain the necessary bonds and/or insurances as required.

VI. SELECTION PROCESS

The Superintendent or designee of the Farmersville Unified School District will maintain responsibility for the Request for Proposal process and will review all submittals, and subsequently submit one or more firms to the Board of Trustees of the Farmersville Unified School District for its consideration. Selection of a successful organization will be entirely at the discretion of the District and the District will reserve the right to reject any or all proposals. It is anticipated that the selection will be made in November.

This solicitation does not constitute an offer of employment or to contract services, nor does it commit the District to pay any costs incurred in the preparation, presentation, or return of submittal, including interview time, or to select any consultant who responds. The District reserves the right to award the contract to the firm that presents the proposal, which in the sole judgment of the District best represents the desired results.

Qualified firms should submit their proposal to:

Randy DeGraw, Superintendent
 571 E. Citrus
 Farmersville, CA 93223
 559-592-2010

Proposals must be received at the above address no later than 2:00 p.m. on October 31, 2017. Facsimile (FAX) copies of proposals **will not be accepted**. Interested parties must submit an original proposal and **six additional copies**.

**SCHEDULE OF EVENTS FOR THE FARMERSVILLE UNIFIED SCHOOL DISTRICT
 CONSTRUCTION MANAGEMENT SERVICES RFP**

EVENT	DATE
Release RFP Document	9-27-17
Receive Proposals	
Evaluate Proposals	

Interviews (if necessary)	TBD
Reference Checks	
Board Approves Construction Manager Firm(s)	TBD

The following services and responsibilities will be included in the construction management agreement with the District. Please address these items in your proposal.

VII. OFFER TO ENTER INTO CONTRACT

By submitting a proposal, the organization offers to enter into a contract with Farmersville Unified School District and to furnish services as described in this Request for Proposal and the attached Proposed Construction Management Agreement.

<u>Name and Address of Organization</u>	<u>Signature of Authorized Officer or Employee of Organization</u>
Randy DeGraw	
_____	_____
Name	Signature
571 East Citrus	
_____	_____
Address	Name
Farmersville, CA	
_____	_____
City and State	Title
(559) 592-2010	
_____	_____
Telephone Number	Date
(559) 592-2203	
_____	_____
FAX Number	General Contractor License Number