



Lynx Crossing Gym and Lounge Renovation Request for Proposals – CM/GC

Project Number 22_177348

Thursday, March 30, 2023

ADDENDUM 1 Rev 1

A updated RFP is being issued dated 3.30.2023 as part of this addendum.

Current Status of Design is 95% construction documents is scheduled to be completed by approximately 4.30.2023

Preconstruction services will included

1. Providing a GMP based on the 95% construction documents
2. Providing product submittals and ordering long lead items.

CMGC must base their general conditions on a 5 month field construction schedule and assume starting on 9.11.2023.

Hord Cplan Macht will provide a link to the Design Development documents.

CMGC submittals will be accepted from the firms that attend the mandatory presubmittal meeting on 10.14.2022(see included list)

We appreciate you continued interest in the important CU Denver project.

University of Colorado Denver | Anschutz Medical Campus

Mandatory Pre-Submittal Conference and Tour Attendance List

Lynx Crossing Gym and Lounge Renovation (PN 22-177348)

Project Name

10/14/2022

Date

<u>Name</u>	<u>Firm</u>	<u>Phone</u>	<u>E-mail Address</u>
Brent Traver	Logan Pass Construction	(303) 601-2963	brentt@lpc-us.com
Collin Frampton	Golden Triangle Construction	(303) 772-4051	Bidding@Gtc1.net
Josh Melton	Hunzinger Construction	(970) 702-1104	jmelton@hunzinger.com
Grant Brownback	Kiewit	(720) 469-1571	grant.brownback@kiewit.com
Brent Traver	Logan Pass Construction	(303) 601-2963	brentt@lpc-us.com
Shannon Rogers	PG Arnold Construction	(720) 766-2842	shannon.rogers@pgarnold.com
Holly Abma	GH Phipps Construction Companies	(303) 571-5377	holly.abma@ghhipps.com
Gwen Gilley	Hord Coplan Macht		ggilley@hcm2.com
Ben Bohmann	CU Denver	(303) 724-3956	ben.bohmann@cuanschutz.edu

STATE OF COLORADO
OFFICE OF THE STATE ARCHITECT
STATE BUILDINGS PROGRAM



COLORADO

**REQUEST FOR PROPOSALS
FOR AN
INTEGRATED PROJECT DELIVERY METHOD
UTILIZING
CONSTRUCTION MANAGEMENT/GENERAL CONTRACTING (CM/GC)
SERVICES**

For The

University of Colorado Denver (GFE)

For The

Lynx Crossing Gym and Lounge Renovation (PN 22-177348)

POSTED 10/7/2022 Updated 3/30/2023

**REQUEST FOR PROPOSALS FOR AN
INTEGRATED PROJECT DELIVERY METHOD UTILIZING
CONSTRUCTION MANAGEMENT/GENERAL CONTRACTING (CM/GC) SERVICES**

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**REQUEST FOR PROPOSALS FOR AN
INTEGRATED PROJECT DELIVERY METHOD UTILIZING
CONSTRUCTION MANAGEMENT/GENERAL CONTRACTING (CM/GC) SERVICES**
University of Colorado Denver

Settlement Notice

For all projects with a total dollar value above \$150,000 Notice of Final Settlement is required by C.R.S. §38-26-107(1). Final Settlement, if required, will be advertised in the same location as the original solicitation.

I. GENERAL INFORMATION

A. INTRODUCTION/DESCRIPTION OF PROJECT

The University of Colorado Denver is renovating approximately 5,700 square feet of public use space at the Lynx Crossing Residence Hall located at 318 Walnut Street, Denver, CO 80204. This project consists of renovations in multiple areas and will upgrade various systems to meet University construction/facility standards.

This project will be subject to the State mandated prevailing wage and apprenticeship requirements as outlined elsewhere in this document.

This residence hall is occupied and secured. NO UNSCHEDULED TOURS OR VISITS CAN BE ACCOMMODATED. VISITS TO THE PROJECT SITE WILL ONLY BE ALLOWED DURING THE MANDATORY PRE-SUBMITTAL CONFERENCE AND TOUR. The Pre-Submittal conference will allow those in attendance to view (including above ceilings) the areas of renovation, take photos, and other activities that may aid in preparing your submittal packages.

The Fixed Limit of Construction Cost (FLCC) for this project is \$1,200,000.

The first area consists of renovating an existing four-bedroom residence hall suite located on the first floor of the South wing into a new fitness (gym) area. The construction scope in this area will at a minimum consist of demolition scope, new finishes, mechanical/electrical/plumbing, fire alarm, fire suppression, access control, audio/visual rough-in, data cabling and possibly some under slab work.

The second area consists of renovating the existing "class room" and fitness room into a conference room and open lounge / public use space. This area is located near the lobby of the building and will consist of a significant demolition scope, new finishes, ceilings open the structure, new finishes, mechanical/engineering/plumbing, fire alarm, fire suppression, access control, audio/visual rough-in, and data cabling.

The third area is for a quiet lounge which will be converting from a coffee shop.

Due to budget constraints, it is anticipated that the final project scope will include a blend of existing and new materials and system. The building mechanical system consists of heat pumps tied to hydronic loops. The project will consist of multiple alternates should the project buyout allow for incorporation.

Furniture and fitness equipment is anticipated to be provided by Owner and installed by Owner's vendor and is not included in the FLCC.

The CM/GC will be responsible for all parking fees in adjacent parking lots through May 21, 2023 and will need to include this as a reimbursable general condition in their Step 2 fee proposal submission. Starting on May 23, 2023, the university will provide free parking and lay down area to the CM/GC and other contractors in the fenced Lynx Crossing Residence Hall gravel parking lot. The University will not reimburse for parking fees after May 21, 2023.

The University of Colorado Denver anticipates using a Construction Manager/General Contractor (CM/GC) approach to project delivery. A Guaranteed Maximum Price (GMP) and an updated project duration schedule will be established by the Architect/Engineer and the Construction Manager/General Contractor in conjunction with the University of Colorado Denver. The CM/GC will evaluate, among other things, availability of materials and labor, project schedule, project costs as they relate to the established budget, constructability, and will work closely with the Architect/Engineer and the University of Colorado Denver throughout the planning, design and construction phases of the project.

Field Construction is estimated to commence September 11, 2023.

The process to be used in the selection of the CM/GC is comprised of two steps.

1. STEP I is the Submittal of Prequalification as described in Section II (D).
2. STEP II is the Oral Interview/Cost Proposal as described in detail in Section III.

A Jury Panel of individuals who will be involved in the project and/or understand the required services associated with Construction Management/General Contracting will evaluate responses to this RFP for both STEPS. Upon completion of the evaluation of the Submittals of Prequalification, a limited number of firms will be invited to the oral interviews. Sealed fee proposals will be required only from those firms who are interviewed and are to be submitted as indicated in this RFP. Both qualifications and cost will be considered in the final ranking of firms with qualifications given 60% of the value of the weighted criteria and fees for the Cost/ Proposal given 40%.

Selection and award of this project will be based on a combination of qualifications and costs that represents the best overall value to the State.

B. MINIMUM QUALIFICATIONS

Notice is hereby given to all interested parties that all firms will be required to meet ALL of the minimum qualifications to be considered for these projects. To be considered as qualified, interested firms shall have, as a minimum:

1. Provided Construction Management/General Contracting services within the last three (3) years for at least two (2) projects each in excess of \$750,000 (hard costs), utilizing the expertise present in their Colorado Office; and
2. Demonstrated specific Construction Management/General Contracting experience in projects of similar scope and complexity; and

3. Demonstrated bonding capability up to **\$1,200,000** for an individual project coincidentally with current and anticipated workloads; provide letter from surety that affirms this capacity.

4. Per C.R.S. §24-92-115 unless prohibited by applicable federal law, contract for any public project in the amount of one million dollars or more, that does not receive federal money, including shall require the general contractor to which the contract is awarded to submit, at the time the mechanical, electrical, or plumbing subcontractor is put under contract, documentation that identifies the contractors or subcontractors that will be used for all mechanical, sheet metal, fire suppression, sprinkler fitting, electrical, and plumbing work required on the project and certifies that all firms identified participate in apprenticeship programs registered with the United States department of labor's employment and training administration or state apprenticeship councils recognized by the United States department of labor and have a proven record of graduating a minimum of 15% of its apprentices for at least three of the past five years.

5. Per C.R.S. §24-92-Part 2, a public construction project in the amount of five hundred thousand dollars or more shall be subject to the State prevailing wage rate, of the regular, holiday, and overtime wages paid and the general prevailing payments on behalf of employees to lawful welfare, pension, vacation, apprentice training, and educational funds in the State, for each employee needed to execute the contract. Payments to the funds must constitute an ordinary business expense deduction for federal income tax purposes by contractors and subcontractors. Contractors are required to pay their employees at weekly intervals and shall comply with the enforcement provisions of C.R.S. §24-92-209. Contractors awarded a project of this size will be required to utilize the LCPTracker cloud-based labor compliance and certified payroll application.

Applicable Prevailing Wage Rates and Apprenticeship schedules and documents will be provided via addendum following the scoring of STEP 1 submittals.

C. SCOPE OF SERVICES

The scope of services will include assistance to the State during the process of assessment, design, construction, and warranty period. Specific tasks to be performed by the Construction Manager/General Contractor (CM/GC) include those generally performed by the CM/GC construction community where the Construction Manager is also the Contractor. A sample copy of the State's CM/GC contract is contained within the RFP. A Guaranteed Maximum Price (GMP) will be required at the completion of Design Development phase.

A public construction project in the amount of five hundred thousand dollars or more shall be subject to the State prevailing wage rate, of the regular, holiday, and overtime wages paid and the general prevailing payments on behalf of employees to lawful welfare, pension, vacation, apprentice training, and educational funds in the State, for each employee needed to execute the contract. Payments to the funds must constitute an ordinary business expense deduction for federal income tax purposes by contractors and subcontractors. Contractors are required to pay their employees at weekly intervals and shall comply with the enforcement provisions of C.R.S. §24-92-209. Contractors awarded a project of this size will be required to utilize LCPTracker cloud based labor compliance and certified payroll application

II. PREQUALIFICATION SUBMITTALS (STEP I)

A. SCHEDULE

- The schedule of events for the RFP process and an outline of the schedule for the balance of the project is as follows:

Advertisement	10/7/2022 completed
Mandatory Pre-submittal Conference and Tour	10/14/2022 11:00 AM Completed
Date Email Questions Due	4/17/2023 11:00 AM
Date Email Answers Issued	4/18/2023
Submittals Due (Prequalification: Step I)	4/25/2023 11:00 AM
Interview Short List Announced	5/2/2023
Sealed Proposal Due (Evaluation and Award: Step II)	5/8/2023 11:00 AM
Oral Interviews	5/8/2023 or 5/9/2023
Selection Announced	Anticipated 5/15/2023
Negotiation of CM/GC Contract	5/15/2023 – 5/22/2023
Contract Approval (projected)	5/29/2022
Anticipated Design Start	In Progress
Anticipated CM/GC Start	6/2/2023
GMP Submission	Monday 6/26/2023
Construction Start (Field Construction)	Monday 9/11/2023
Anticipated Substantial Completion	Monday 1/8/2024
Construction Finish	Monday 1/29/2024

- Submittal (in PDF format) are due **TUESDAY 4/25/2022** and shall be received no later than **11:00AM (MD/ST)**, at the following address:

https://ucdenverdata.formstack.com/forms/rfp_rfq_submission

- The above schedule is tentative. Responding firms shall be notified of revisions in a timely manner by email. Respondents may elect to verify times and dates by email, but no earlier than 36 hours before the schedule date and time.

B. MANDATORY PRE-SUBMITTAL CONFERENCE

- To ensure sufficient information is available to firms preparing submittals, a mandatory pre-submittal conference has been scheduled. The intent of this conference is to tour the site and to have university staff able to discuss the project. Firms preparing submittals must attend and sign-in in order to have their submittals accepted. The pre-submittal conference will be held at:

Address: **CU Denver Lynx Crossing, 318 Walnut Street, Denver, CO 80204**

Room: **Building Lobby**

Date/Time: **Friday 10/14/2022 11:00 AM (completed)**

Contact: **Mike Barden, michael.barden@cuanschutz.edu**

C. CLARIFICATIONS

- Owner initiated changes to this RFP will be issued under numerically sequenced email addenda. Addenda generally consist of the following items:
 - Clarifications
 - Scope Changes

- c. Time and/or Date Changes

Respondents must acknowledge all issued addenda in their submittal and proposal.

2. Respondent initiated email requests for clarification will be received any time on or before **Monday 4/17/2023 at 11:00AM**. All State responses will be issued by email addenda on or before **Tuesday 4/18/2023**.

Send all requests for clarifications to: michael.barden@cuanschutz.edu

D. GENERAL INFORMATION

1. All respondents accept the conditions of this RFP, including, but not limited to, the following:
 - a. All submittals shall become the property of the State of Colorado and will not be returned.
 - b. Late submittals shall not be evaluated. Facsimile submittals shall not be accepted.
 - c. Any restriction as to the use of submitted materials must be clearly indicated as proprietary. The requested limitation or prohibition of use or release shall be identified in writing on a cover sheet. Blanket claims of proprietary submittals will not be honored. Fee proposals will be considered proprietary.
 - d. The State reserves the right to reject any or all proposals on the basis of being unresponsive to this RFP or for failure to disclose requested information.
 - e. The State shall not be liable for any costs incurred by respondents in the preparation of submittals and proposals nor in costs related to any element of the selection and contract negotiation process.
 - f. The respondent has reviewed Appendix B and by responding has agreed that the terms and conditions of the sample Construction Management/General Contracting Agreement are expressly workable without reservation.

E. PREQUALIFICATION SUBMITTALS (STEP I)

1. Respondent must comply with the following items, a through f. The State retains the right to waive any minor irregularity or requirement should it be judged to be in the best interest of the State. **(Note that the primary focus of the Prequalification evaluation will be the firm(s)' capabilities).**
 - a. Submit **ONE (1) PDF** of all material.
 - b. Submittals shall be formatted and tabbed in the exact form and numeric sequence of the Evaluation Form (1 through 5) in Appendix A. A one page cover letter addressed to the University of Colorado Denver Attn: Mike Barden outlining the firm(s) ability to meet the minimum qualifications is required at the front of the submittal. *Not counting the required cover letter, Acknowledgement and Attestation form, staff resumes, and bonding/surety letters, the entire submittal is to be no more than **SEVEN (7)** doubled*

sided 8 ½' x 11" sized pages in portrait format, at least 10 font. Only electronic PDFs will be accepted. No hard copy, loose leaf notebooks or hard bound submittals will be accepted.

- c. Submittals shall be evaluated in accordance with criteria as indicated in SECTION IV. A. PREQUALIFICATION SUBMITTAL CRITERIA and ranked on the corresponding Evaluation Form in Appendix A.
- d. Response to all items shall be complete.
- e. All references shall be current and relevant.
- f. Complete and execute the appropriate Acknowledgment and Attestation Form as provided in Section VI and submit at the back of the Prequalification Submittal.

III. ORAL INTERVIEWS/COST PROPOSALS (STEP II)

A. SHORT LIST

From the submittals received, a short list of qualified respondents shall be identified using the scoring indicated on the enclosed Evaluation Form, Appendix A.

Firms failing to meet the minimum required qualifications will not receive further consideration.

B. ORAL INTERVIEW

1. Mandatory oral interviews shall be conducted for the short listed firm(s) only. Interview times and location, will be arranged by the university and all short listed firms will be notified in advance. At the option of the State, a visit to the short listed firm(s) managing home office and/or representative field office may be required. **(Note that the primary focus of the Oral Interview evaluation in addition to the Cost Proposal will be the proposed Project Management Team members' capabilities).**

C. COST PROPOSALS

1. Only those firms short listed for interview are required to submit their sealed proposals. (Only one copy is required on the scheduled submission date.) Cost Proposals will remain sealed until after the qualitative scoring and will then be opened. The Cost Proposal will then be considered (equivalent to 30 percent of the weighted criteria) in conjunction with the qualitative score from the response and interview (equivalent to 70 percent of the weighted criteria).
2. Cost Proposals shall be submitted on the form provided in Section VII, without modification. A Cost Proposal shall be accompanied with sufficient detail to clearly identify the fee for service and include a detailed schedule of estimated (not-to-exceed) reimbursable and non-reimbursable costs. Percentage of the cost of work is not an acceptable value. The Cost Proposal should be prepared independently in accordance with the following:
 - a. Any specific services requested in the RFP and its appendices that are not included should be clearly identified. Exclusion of any required service may result in the proposal being found non-responsive.

- b. Provide a CM/GC staff schedule with staff by name, position and man-hours (assume 8 hour days) per month estimated on the project.
 - c. Provide a detailed estimate of reimbursable costs including breakdown of direct salaries and payroll fringes (DPE) for on-site CM/GC personnel associated with the services. Not-to-exceed reimbursable expenses shall be provided at direct cost.
 - d. Provide a detailed estimate of non-reimbursable expenses (included in fee).
 - e. The State reserves the right to reject any Cost Proposal not prepared in the above manner. Proposals that exceed the available funds may be rejected outright but the State reserves the right to negotiate a reasonable fee for service within the available funds. The CM/GC contract will be a bonded lump sum contract including not-to-exceed reimbursables with a Guaranteed Maximum Price to encompass all construction work; some not-to-exceed allowances may be included as directed by the State.
3. This Fee Proposal is a binding offer to perform the services associated with the Scope of Services described in this RFP and the Designated Services and Method of Payment Matrix in Appendix B. The State reserves the right to negotiate a cost adjustment based on scope clarification subsequent to selection and prior to contract execution.

D. METHOD OF SELECTION AND AWARD

The Jury Panel shall complete a combined evaluation of qualifications and fee in accordance with the criteria as indicated in SECTION IV, B. ORAL INTERVIEWS/COST PROPOSALS/EVALUATION CRITERIA. Numerical ranking and selection of the most qualified firm (including fee) will then occur on the corresponding evaluation forms in Appendix A1.

The final fee amount and scope of services may be negotiated at the State's discretion. Award and contract will be contingent on availability of key proposed Project Management Team staff.

IV. EVALUATION CRITERIA

A. PREQUALIFICATION SUBMITTAL CRITERIA

(Note that the primary focus of the Prequalification evaluation will be the Firm(s) capabilities).

1. QUALIFICATIONS OF THE FIRM(s) (3 Page Limit)

- Provide a brief description of the composition and management structure of your firm. Identify the firm's roles and responsibilities and relevant experience with projects of similar scope and complexity and similar fast track project delivery methods. Describe how the firm's experience will relate to the success of this project.
- Provide a description and separate graphic organizational chart complete with working titles identifying the lines of authority, responsibility and coordination.
- Provide a detailed description of the process of how your firm selects qualified sub-contractors and manages them effectively on complex multi-phased projects.

- Provide your firm's capability in establishing project GMPs. Describe the internal resources your firm has to develop a project GMP.
- Provide a description of how your firm will maximize the Colorado construction work force on this project.
- Provide your firms' safety record over the last ten years and describe your firms' efforts to retain and support employees.

2. QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS (2 Page Limit)

- Describe the qualifications and relevant experience of the project manager and superintendent including demonstrated experience working on projects of similar scope and complexity and time commitment for this project.
- Describe the qualifications and relevant experience of other key in-house staff and time commitments for this project.
- Identify all current office locations of the assigned staff and any other resident expertise intended to be provided under this RFP.
- TEAM RESUMES. Please provide a resume for each preconstruction and construction team member that will be working on this project. Resumes should be limited to 1 page for primary team members and ½ page for others. *The individual resumes do not count toward the submittal page limit restrictions.*

3. PROJECT MANAGEMENT APPROACH (2 Page Limit)

- Provide a strategic project approach summary: Include discussion of your firm's approach in providing successful Construction Management/General Contracting services based on prior experience in cost, schedule and quality effectiveness.
- Provide a description of construction work the Project Management Team has capability to competitively bid. We will not be evaluating self-perform capabilities. It is the perception of the University of Colorado Denver that subcontracting CM/GC construction work is in the State's best interest in terms of price competition. The University may, at its discretion, limit the types and amount of work Project Management Team bids and self-performs.

4. PRIOR PROJECT EXPERIENCE/SUCCESS (5 Page Limit)

Select your three (3) most relevant projects and provide, at a minimum, the following:

- The project/contract name
- Description of services provided
- Overall construction cost of project, as applicable, including initial contract value and change orders including reasons for change orders
- Organizational structure of service delivery under the contract (include the owner's organization as it interfaced with the respondent's contract)
- Key assigned in-house staff (name and title)
- Subcontracts (service) used in the performance of the contract
- Schedule history
- Reference(s) for Owner and Architect with contact information as described in IV.E
- Continuing services, if any

a. Timeliness

In general, Construction Management/General Contracting work is seen as successful if it is on time, on budget, and of high quality of workmanship. Timeliness is generally based

on completion by the originally scheduled date and is indicated by a Certificate of Occupancy. Please demonstrate for each of the above projects how timely delivery occurred.

b. Budget Considerations

Similar to timeliness, being on budget historically means the work was completed within the originally identified available budget. For purposes of this RFP, the State is interested not only in being within budget but also in the respondent's ability to address and implement the following issues as well:

1. Conceptual estimating
2. Value analysis
3. Alternate solutions
4. Scope reduction that maintains project function
5. Cost/benefit analysis

Demonstrate for the above projects examples of how you accomplished the above cost control services.

c. Quality

Construction quality has the obvious traditional connotations (workmanlike, in compliance with the specifications, normal standard of care, etc.). Demonstrate for the above project examples how a high quality of workmanship was achieved.

d. Services Disruption

Demonstrate how your services on the above project examples dealt with issues of disruption at existing facilities, etc. if applicable.

e. Project Acceptability

Please discuss how your Construction Management/General Contracting services helped achieve owner satisfaction with regard to project quality and acceptability on your project examples.

f. Compliance

Provide information on how compliance with industry standards of care, campus standards, building codes, etc. was achieved.

5. MISCELLANEOUS CONSIDERATIONS (2 Page Limit)

a. Claims/Litigation History of Firm

Provide information on any past, current or anticipated claims (i.e., knowledge of pending claims) on respondent contracts; explain the litigation, the issue, and its outcome or anticipated outcome.

b. Apprenticeship Training Program

Where an Apprentice Training Program certified by the Office of Apprenticeship located in the Employment and Training Administration in the United States Department of Labor exists in the State, or a comparable program for the training of apprentices is available in the State:

1. Each submitter shall demonstrate access to the certified program or a comparable alternative (Note that it is the responsibility of the submitter to demonstrate the comparability of a non-certified program) and,
2. Each submitter's subcontractor at any tier with a contract value of two hundred fifty thousand dollars or more shall demonstrate access to the certified program or a comparable alternative.

This category is included for other items provided by the submitter. Inclusions may include standard firm promotional literature, testimonials, awards, corporate memberships in professional organizations or sponsorships, additional project/contract histories, etc., intended to demonstrate why your firm is uniquely qualified for this project.

B. ORAL INTERVIEWS/COST PROPOSALS EVALUATION CRITERIA

(Note that the primary focus of the Oral Interview evaluation in addition to the Cost Proposal will be the proposed project management team members' capabilities).

1. QUALIFICATIONS OF THE FIRM

- Explain the composition and structure of your project management team and how the firm will support their efforts in the field throughout this project.
- Are the lines of authority, responsibility and coordination clearly identified?

2. QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS

- Explain the prior experience with projects of similar scope and complexity and similar fast track project delivery methods of the superintendent and all other project management team members. Explain their roles and responsibilities and authority and why they are the right team members for this project.
- Explain anticipated project management team staff current and projected workload.
- Identify all current office locations and the resident expertise intended to be provided under this RFP. Identify the location of the staff for the performance of this contract, their expertise, and generic equipment that will be located in Colorado and act in support of the anticipated contract.

3. PROJECT MANAGEMENT APPROACH

- Explain the strategic project approach for this project in summary: Include discussion of your team's approach in providing successful CM/GC services based on the needs of this specific project utilizing the team's prior past experience including cost, schedule, and quality control.
- Explain the construction work the project management team has the capability to competitively bid and self-perform including qualifications to do such work.
- Provide a detailed description of how your project management team will select qualified sub-contractors and manage them effectively on this project.

4. PRIOR PROJECT EXPERIENCE/SUCCESS

- Explain the most relevant projects the superintendent and the team members have completed together and/or separately and what their role was. CU Denver at its discretion contact references and/or conduct independent performance analysis on projects on which the team member has worked).
- Provide descriptions of other related experience of superintendent and other project management team members.

5. MISCELLANEOUS CONSIDERATIONS

- Craft Labor Capabilities
Describe the availability of resources that will be utilized to successfully complete the project.
- Apprenticeship Training Program (Mandatory for Step II)
Describe access to federal or state-approved apprenticeship programs, as available.
- Other
This category is included for other items provided by the presenter. Inclusions may include testimonials, awards, corporate memberships in professional organizations or sponsorships, additional project/contract histories, etc., intended to demonstrate why this management team is uniquely qualified for this project.

V. CM/GC CONTRACT INFORMATION

- A. Carefully review the CM/GC Contract sample (Appendix B) before initiating your response submittal. Any exceptions to the contract must be communicated formally in accordance with the written questions schedule in II.A.
- B. Appendix E and F of this RFP includes mandatory State apprenticeship and prevailing wage requirements based on the construction value of the project.
- C. The State reserves the right to make non-material changes to the appended model agreement, including additions and /or modifications that may be necessary to more completely describe the services defined or implied herein.
- D. Any approved reimbursable expenses made under the terms of the final agreement shall be a direct pass-on cost with no adjustment to the fee described therein.
- E. Any and all products, systems, methods, and procedures developed, as a result of this agreement shall remain the exclusive property of the State.

VI. ACKNOWLEDGEMENT AND ATTESTATION FORM

- A. Several versions of the Acknowledgment and Attestation Form follow this section. Proper completion of the appropriate form is a mandatory requirement for a respondent to be considered responsive to this RFP Prequalification Submittal.
- B. Qualifications made by a respondent in executing this form may render a submittal non-responsive as determined by the State.

VII. COST PROPOSAL FORM

- A. Immediately following the Acknowledgment and Attestation Form is a Cost Proposal Form to be utilized to summarize the fee proposal for the services. Only those firms short-listed will be required to submit fee proposals as directed by CU Denver.

- B.** This RFP document, its appendices, and any written addenda issued prior to the submittal of proposals, and written clarifications prior to the interview shall serve as the only basis for proposals.
- C.** The respondent, by submitting this proposal, does hereby accept that minor changes by the State to the exhibited contract and its exhibits, which do not adversely affect the respondent, shall not be cause for withdrawal or modification of the amounts submitted herein. Exceptions to the RFP documents and/or modification of the proposal may render the proposal non-responsive.
- D.** Upon due consideration and review of this document along with its appendices, written addenda, and written clarifications prior to the interview, the respondent does hereby submit the following proposal for Construction Management/General Contracting fees, consistent with the schedules provided in the Scope of Services. Respondents are hereby advised that it is the State's desire to accelerate design and construction schedules where reasonably possible, without adverse cost impact.
- E.** Respondent should complete the Cost Proposal Form by filling in all blanks on the form that follows.
- F.** Respondents should include a separate detailed not-to-exceed reimbursable estimate

End of RFP

**ACKNOWLEDGEMENT AND ATTESTATION FORM
(Partnership Format)**

Date: _____

Page 1 of 1

By responding to this RFP, the respondent(s) certify that he/she has reviewed the Construction Management/General Contracting sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and finds them expressly workable without change or modification.

We certify and declare that the foregoing is true and correct.

Subscribed on _____ at _____
Date City

_____, State of _____
County State

1) _____
Partner Signature

Typed Name: _____

2) _____
Partner Signature

Typed Name: _____

Notary: _____ Date _____

Commission Expires: _____

Note: Add additional signatures if there are more than two partners.

**ACKNOWLEDGEMENT AND ATTESTATION FORM
(Joint Venture Format)**

Date: _____

Page 1 of 1

By responding to this RFP, the respondent(s) certify that he/she has reviewed the Construction Manager/General Contractor sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and finds them expressly workable without change or modification.

We certify and declare that the foregoing is true and correct.

Subscribed on _____ at _____,
Date City

_____, State of _____
County State

1) _____
Venture Partner Binding Signature Date

Type of Business Typed Name: _____
Title: _____

Witness Date

Typed Name: _____

2) _____
Venture Partner Binding Signature Date

Type of Business Typed Name: _____
Title: _____

Witness Date

Typed Name: _____

Note:

1. Add additional venture partners as necessary.
2. Witnesses of venture partners shall be corporate secretary for corporations, partners for partnerships, and notaries for sole proprietorships.
3. Attach venture agreement
4. Type of business shall identify the venture partner as a corporation, venture, partnership, sole proprietorship, or other legal entity.

**ACKNOWLEDGEMENT AND ATTESTATION FORM
(CORPORATE FORMAT)**

Date: _____

Page 1 of 1

By responding to this RFP, the respondent(s) certify that he/she has reviewed the Construction Management/General Contracting sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and finds them expressly workable without change or modification.

We certify and declare that the foregoing is true and correct.

Subscribed on _____ at _____,
Date City

_____, State of _____
County State

Corporate Officer Signature Date

Secretary Date

Note: Use full corporate name and attach corporate seal here.

(SEAL)

ACKNOWLEDGEMENT AND ATTESTATION FORM
(Sole Proprietorship Format)

Date: _____

Page 1 of 1

By responding to this RFP, the respondent(s) certify that he/she has reviewed the Construction Management/General Contracting sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and finds them expressly workable without change or modification.

We certify and declare that the foregoing is true and correct.

Subscribed on _____ at _____,
Date City

_____, State of _____
County State

Respondent Date

Typed Name: _____

Notary: _____
Date

Commission Expires: _____

COST PROPOSAL FORM
CONSTRUCTION MANAGER/GENERAL CONTRACTING (CM/GC) SERVICES

Date: _____

Project Title

- | | | |
|----|---|----------|
| 1. | CM/GC Preconstruction Fee | \$ _____ |
| 2. | CM/GC Construction Fee | \$ _____ |
| 3. | General Conditions On-Site CM/GC Staff | \$ _____ |
| 4. | Other Reimbursable General Conditions (NTE) | \$ _____ |
| | Total CM/GC Fee | \$ _____ |

Fees are to be calculated per Exhibit A (SC-6.5), CM/GC Designated Services and Method of Payment.

Please provide a detailed breakdown to adequately describe the CM/GC staff provided, term of their services, and associated anticipated reimbursable costs so as to demonstrate as complete an understanding as possible of the services provided.

Reimbursable general condition expenses are generally confined to the on-site CM/GC construction phase staff reimbursed at direct personnel expense, plus those on-site materials, equipment and facilities to support the work of the CM/GC staff and construction subcontractors.

Acknowledge receipt of Addendum Nos. _____

Anticipates Services outside the United States or Colorado* Yes No

If the respondent anticipates services under the contract or any subcontracts will be performed outside the United States or Colorado, the respondent shall provide in a written statement which must include, but need not be limited to the type of services that will be performed at a location outside the United States or Colorado and the reason why it is necessary or advantageous to go outside the United States or Colorado to perform such services. (Does not apply to any project that receives federal moneys)

Will comply with 80% Colorado Labor Yes No

For State Public Works Project per C.R.S 8-17-10, Colorado labor shall be employed to perform at least 80% of the work. "Colorado Labor" means any person who is a resident of the state of Colorado at the time of the Public Works project. Respondents indicating that their bid proposal will not comply with the 80% Colorado Labor requirement are required to submit written justification along with the bid submission. A governmental body that allows a waiver shall post notice and justification for the waiver on its web site. (Does not apply to any project that receives federal moneys)

Bidder is a Service-Disabled Veteran Owned Small Business* Yes No

A Service-Disabled Veteran Owned Small Business (SDVOSB) per C.R.S. 24-103-905, means a business that is incorporated or organized in Colorado or maintains a place of business or has an office in Colorado and is officially registered and verified by the Center for Veteran Enterprise within the U.S. Department of Veteran Affairs. Attach proof of certification along with the proposal submission.

**Does not apply to projects for Institutions of Higher Education that have opted out of the State Procurement Code.*

Applicant or Corporate Officer Signature

Title

Appendix A

STATE BUILDINGS PROGRAM PREQUALIFICATION SUBMITTAL/EVALUATION FORM CONSTRUCTION MANAGEMENT/GENERAL CONTRACTING (CM/GC) SERVICES

Name of Firm: _____

Name of Project: _____

Evaluator No: _____ Date: _____

RFP REFERENCE

MINIMUM REQUIREMENTS

Y ____ N ____

If the minimum requirements (including letter from surety) have not been met, specify the reason(s):

Acknowledgement and Attestation included:

Y ____ N ____

SCORE

Weight² x Rating³ = Score

1. QUALIFICATIONS OF THE FIRM(S)¹

<input type="checkbox"/> Qualifications of the firm	5	x	_____	=	_____
<input type="checkbox"/> Organizational structure/lines of authority	3	x	_____	=	_____
<input type="checkbox"/> Subcontractor selection and management	4	x	_____	=	_____
<input type="checkbox"/> Colorado workforce	4	x	_____	=	_____
<input type="checkbox"/> Safety/employee support	4	x	_____	=	_____

2. QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS¹

<input type="checkbox"/> Qualifications and relevant experience of superintendent and project manager	5				
<input type="checkbox"/> Qualifications and relevant experience of preconstruction and in-house staff	5	x	_____	=	_____
<input type="checkbox"/> Location/Access	3	x	_____	=	_____

3. PROJECT MANAGEMENT APPROACH¹

<input type="checkbox"/> Approach to successful CM/GC Services					
a. Cost effectiveness	5	x	_____	=	_____
b. Schedule effectiveness	3	x	_____	=	_____
c. Quality effectiveness	3	x	_____	=	_____
<input type="checkbox"/> Competitively Bid/ Self Performed Work	4	x	_____	=	_____

4. PRIOR PROJECT EXPERIENCE/SUCCESS¹

- | | | |
|--|--|--|
| <input type="checkbox"/> Project #1
a. Timeliness
b. Budget Considerations
c. Quality | d. Disruption
e. Acceptability
f. Compliance | $\frac{4}{\quad} \times \frac{\quad}{\quad} = \frac{\quad}{\quad}$ |
| <input type="checkbox"/> Project #2
a. Timeliness
b. Budget Considerations
c. Quality | d. Disruption
e. Acceptability
f. Compliance | $\frac{4}{\quad} \times \frac{\quad}{\quad} = \frac{\quad}{\quad}$ |
| <input type="checkbox"/> Project #3
a. Timeliness
b. Budget Considerations
c. Quality | d. Disruption
e. Acceptability
f. Compliance | $\frac{4}{\quad} \times \frac{\quad}{\quad} = \frac{\quad}{\quad}$ |
| <input type="checkbox"/> Related experience of the firm | | $\frac{3}{\quad} \times \frac{\quad}{\quad} = \frac{\quad}{\quad}$ |

5. MISCELLANEOUS¹

- | | |
|--|--|
| <input type="checkbox"/> Claims/litigation history | $\frac{5}{\quad} \times \frac{\quad}{\quad} = \frac{\quad}{\quad}$ |
| <input type="checkbox"/> Apprenticeship Training Program | $\frac{5}{\quad} \times \frac{\quad}{\quad} = \frac{\quad}{\quad}$ |

TOTAL SCORE: _____ ⁴

NOTES:

1. **Criteria:** Agencies/Institutions are encouraged to include additional criteria that reflect unique characteristics of the project under each category to help determine the submitter's overall qualifications.
2. **Weights:** Agency/Institutions to assign weights, using whole numbers, to all criteria on evaluation forms for inclusion into RFQ document and prior to evaluations.
3. **Ratings:** Evaluator to assess the strength of each firms qualifications and assign a numerical rating of 1 to 5 with 5 being the highest rating, 0 is missing information. (Use whole numbers)
4. **Total Score:** Includes the sum of all criteria. Note: a passing score (as a percentage of the total points available) is optional and should be assigned by the agency/institution prior to evaluation.

Appendix A1

STATE BUILDINGS PROGRAM ORAL INTERVIEWS/COST PROPOSALS EVALUATION FORM CONSTRUCTION MANAGEMENT/GENERAL CONTRACTING (CM/GC) SERVICES

Name of Firm: _____
Name of Project: _____
Evaluator No: _____ Date: _____

SCORE

Score	Weight ²	x	Rating ³	=
1. <u>QUALIFICATIONS OF THE TEAM</u> ¹	5	x	_____	= _____
2. <u>QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS</u> ¹	4	x	_____	= _____
3. <u>PROJECT MANAGEMENT APPROACH</u> ¹	4	x	_____	= _____
4. <u>PRIOR PROJECT EXPERIENCE/SUCCESS</u> ¹	5	x	_____	= _____
5. <u>MISCELLANEOUS</u> ¹				
<input type="checkbox"/> Craft Labor Capabilities	3	x	_____	= _____
<input type="checkbox"/> Apprenticeship Training Program	3	x	_____	= _____
<input type="checkbox"/> Other	3	x	_____	= _____
TOTAL SCORE:				_____ ⁴

NOTES:

- Criteria:** Agencies/Institutions are encouraged to include additional criteria that reflect unique characteristics of the project under each category to help determine the submitter's overall qualifications.
- Weights:** Agency/Institutions to assign weights, using whole numbers, to all criteria on evaluation forms for inclusion into RFQ document and prior to evaluations.
- Ratings:** Evaluator to assess the strength of each firms qualifications and assign a numerical rating of 1 to 5 with 5 being the highest rating, 0 is missing information. (Use whole numbers)
- Total Score:** Includes the sum of all criteria. Note: a passing score (as a percentage of the total points available) is optional and should be assigned by the agency/institution prior to evaluation.

Appendix A2

**STATE BUILDINGS PROGRAM
SUBMITTAL AND ORAL INTERVIEW RANKING MATRIX**

QUALIFICATIONS 60% / FEE 40%

FIRM	QUALIFICATIONS ¹						AVERAGE QUALS ²	QUALS SCORE ³	FEE SCORE ⁴	QUALS & FEE SCORE ⁵	RANK ⁶
	EVAL #1	EVAL #2	EVAL #3	EVAL #4	EVAL #5	EVAL #6					

NOTES:

1. Insert total score from each evaluator's PREQUALIFICATION SUBMITTAL or ORAL INTERVIEW/ COST PROPOSALS/EVALUATION FORMS. (Note that the use of the Matrix for the PREQUALIFICATION SUBMITTAL EVALUATION does not consider cost proposals only qualifications). DO NOT combine the scores of the two evaluation forms.
2. Add all evaluators' total scores and divide by the number of evaluators to determine the average score for each firm's qualifications.
3. The highest score for qualifications on the evaluation form is to receive 70 points and the other team scores are to be determined as a percentage of the 70 points. To score each average qualification score, use the example formula.

Assume the highest score is 700.

SCORING OF QUALIFICATIONS

FIRM B: $\frac{700}{700} \times 70 \text{ points} = 70 \text{ points}$

FIRM C: $\frac{600}{700} \times 70 \text{ points} = 60 \text{ points}$

FIRM A: $\frac{500}{700} \times 70 \text{ points} = 50 \text{ points}$

4. Determine score for each firm's sealed cost proposal with the lowest fee being equivalent to a score of 30 points. To score each fee, use the example formula.

Assume the lowest fee was \$100,000.

SCORING OF FEES

FIRM A: $\frac{\$100,000}{\$100,000} \times 30 \text{ points} = 30 \text{ points}$

FIRM B: $\frac{\$100,000}{\$125,000} \times 30 \text{ points} = 24 \text{ points}$

FIRM C: $\frac{\$100,000}{\$150,000} \times 30 \text{ points} = 20 \text{ points}$

5. Add the average qualification score to the fee score to determine cumulative qualifications and fee score.
6. Numerically rank all firms with the highest scoring firm being the most qualified.

Appendix B

**CONSTRUCTION MANAGER/GENERAL CONTRACTOR (CM/GC) AGREEMENT
(FORM SC-6.5)
(Sample)**

Appendix D

DIRECT LABOR BURDEN (SBP-6.18)

Appendix E

APPLICABLE PREVAILING WAGE RATES

Appendix F

APPRENTICESHIP CERTIFICATION (SBP-6.17)

Appendix G

PROGRAM PLAN ETC *(Optional)*
