

**REQUEST FOR QUALIFICATIONS
CONSTRUCTION MANAGEMENT AT RISK (CMAR) SERVICES
STATEMENT OF QUALIFICATIONS (SOQ)**

Project: West Hangar Renovation

**By
Southwest Wyoming Regional Airport**

**Submittals Due
September 9, 2019**

**REQUEST FOR QUALIFICATIONS
CONSTRUCTION MANAGER AT RISK (CMAR) SERVICES
STATEMENT OF QUALIFICATIONS (SOQ)
Southwest Wyoming Regional Airport – West Hangar Renovation**

PRECONSTRUCTION AND CONSTRUCTION PHASE SERVICES

TO: Prospective CMAR Candidates

FROM: Devon Brubaker, Airport Director
Southwest Wyoming Regional Airport

SUBJECT: The procurement of Construction Manager At Risk (CMAR) services by a qualified CMAR Firm to participate in a collaborative process to assist in the development and finalization of the design; to provide scheduling and budget input; to provide bidding services for potential sub-contractors; to influence the methods, phasing and sequencing of the construction phase; and participate in the construction delivery for renovations to the airport's West Hangar.

The project is located at the Southwest Wyoming Regional Airport, 382 HWY 370, Rock Springs, WY 82901.

DATE OF ISSUE: August 22, 2019

Responses to this Request for Qualifications/Proposals for CMAR services will be received at the Southwest Wyoming Regional Airport, 382 HWY 370, Rock Springs, WY 82901 until September 9, 2019 at 1:00 pm local time. **RESPONSES RECEIVED AFTER THAT TIME AND DATE WILL BE DEEMED NONCOMPLIANT WITH THIS RFQ/RFP AND WILL NOT BE ACCEPTED. FAX OR EMAIL RESPONSES WILL NOT BE ACCEPTED.**

Any questions which arise from this request shall be addressed to the Owner's Representative:

Devon Brubaker, Airport Director
382 HWY 370 / PO Box 1987
Rock Springs, WY 82901
T: (307) 352-6880
dbrubaker@FlyRKS.com

The Project Architect will be:

Mead & Hunt
1743 Wazee Street, Suite 400
Denver, CO 80202
T: (843) 872-9234
Geoff.Mohney@meadhunt.com

DESCRIPTION OF THE PROJECT:

The Rock Springs-Sweetwater County Airport Board ("Airport Board") will be administering this renovation project that is owned by the City of Rock Springs and operated by the Airport Board. The existing 12,500 sf hangar facility includes a 10,000 sf hangar and a two story 2,500 sf office space. Upon completion of this project the facility will be leased to an existing Medical Air Evacuation Service (Hangar & 1st Floor Office Space) and a new proposed tenant (2nd Floor Office Space).

The project involves the complete demolition of the interior buildout of the office space, reconstruction of the 2-story office space including tenant build-out, and replacement of the exterior metal siding, windows, doors, plumbing and HVAC systems. It is expected that the structure qualifies as a grandfathered non-conforming use facility allowing for minimal building code changes. The project funding is being developed, however due to the timeline of the project, it is imperative that design work begin on the project. Proceeding to bidding and construction is dependent on construction funding availability. The selected firm will help develop design and bidding packages to ensure the most cost-effective project delivery. Substantial completion of this project is desired by June 1, 2020 to allow ample time for tenant provided furnishing for a July 1, 2020 occupancy.

REQUIRED SERVICES:

The intent of this solicitation is to identify qualified CMAR candidates interested in participating in a collaborative process to renovate an existing facility in a timely and cost-efficient manner. The Airport Board may short-list responsive proposers and interview the top candidates. From the qualified CMAR candidates, the Airport Board will select the CMAR firm which is best qualified and best suits the needs and intent regarding the Project. It is anticipated that the selected CMAR will initially provide Preconstruction phase services and pending the Airport Board's financial conditions for the Project are met, will move forward with Construction Phase services.

FORM OF AGREEMENT / CONTRACT STRUCTURE:

The Airport Board will utilize a contract structure based on a modified American Institute of Architects (AIA) Document A133 (2009) - Standard Form of Agreement Between Owner and Construction Manager as Constructor and AIA A201-2007 - General Conditions of the Contract for Construction. The contract format will address both Preconstruction Phase and Construction Phase services and will contain structures and provisions specific to construction contracts for the Airport Board in accordance with Wyoming State Statute. The selected CMAR will participate in all Preconstruction Phase activities including, but not limited to, comment on design, value engineering, estimating, constructability review, subcontract procurement and bidding processes. At or near the completion of Preconstruction Phase, the CMAR will submit a Guaranteed Maximum Price (GMP) for all Construction phase services for the Airport Board and Architect's review and approval. Prior to any transition to Construction phase services, the CMAR will be required to provide the Airport Board with performance, payment and material bonding in the full amount of the proposed GMP.

PRECONSTRUCTION PHASE SERVICES:

The specific scope of Preconstruction Phase services will be negotiated as part of the contract structure referred to above, based on the selected CMAR's input as well as the Airport Board's requirements. In general, however, those Preconstruction services are expected to include;

1. Consult with, advise, assist, and provide recommendation on all aspects of the planning and design.
2. Provide information, estimates, and participate in decisions regarding construction materials, material sourcing, methods, systems, phasing, and costs to assist in determinations that are aimed at providing the highest quality facility within the budget, schedule, and energy requirements.
3. Review in-progress design documents and provide input and advice on construction feasibility, alternative materials, and availability of materials and equipment.
4. Review completed design documents and suggest modifications to improve completeness and clarity.
5. Provide input regarding the current construction market bidding climate, status of key subcontract markets, etc.
6. Recommend division of work to facilitate procurement and award of qualified trade contracts,

- considering such factors as bidding climate, improving or accelerating construction completion, minimizing trade jurisdictional disputes, and related issues.
7. Develop and continuously monitor the Project critical path schedule and recommend adjustments in the design documents or construction bid packaging to ensure completion of the project in the most expeditious manner possible, while addressing and meeting schedule requirements.
 8. In conjunction with the Project Architect, prepare construction cost estimates for the Project at appropriate times throughout the design phases of the work. Notify the Airport Board and design team immediately if the CMAR's construction cost estimates appear to be exceeding the Airport Board's construction budget and/or the Guaranteed Maximum Price (GMP).
 9. Develop and furnish a Guaranteed Maximum Price (GMP) in accordance with the contract requirements for review and approval.
 10. In the event that the CMAR is unable to furnish a satisfactory GMP, the Airport Board retains the right to terminate the contract and initiate a new process for the construction of the project.

BIDDING AND CONSTRUCTION PHASE SERVICES:

In addition to the receipt and approval of a satisfactory GMP, the movement of the Project into the Bidding and Construction Phase with the CMAR is also contingent upon Project financing determinations. In the event that all conditions are met and the Project moves into the Bidding and Construction Phases: Bidding Phase Services are expected to include developing front-end specifications, soliciting bidders for the different construction trades needed for the project, putting together contractor bid packages, bidding the project to the various sub-contractors, submitting bid results along with recommendations to the Owner and Architect for review, and providing sub-contracts for awarded sub-contractors. Construction Phase Services are anticipated to include general oversight and management of the Project, overall responsibility for the timely completion of the Project, and delivery of the Project in accordance with the requirements of all Contract Documents, including but not limited to the Drawings, Specifications and General and Supplemental Conditions.

PROPOSAL CONTENT AND INSTRUCTIONS TO PROPOSERS:

The proposal submitted in response to this RFQ must be in the format outlined below and must be signed by an officer of the CMAR firm with proper authority to commit the firm. All proposals should be clear and concise, and emphasis should be placed on the specific qualifications of the people who will actually perform the work under this contract on behalf of the CMAR and the specific approach to be taken by the CMAR to the execution of the work.

Provide 2 copies of the proposal and a digital copy on thumb drive.

The Proposal is limited to 12 pages and should – in clear and concise fashion – address each of the criteria listed below:

1. **Basic Qualifications:** Provide basic data relative to the firm's size, history, personnel, special expertise and general credits. Information shall include, as a minimum, firm name, office address, phone number, organizational status (corporation, partnership, etc.), and names of officers and the names and license numbers of all construction managers employed by the firm.

The Airport reserves the right to investigate and confirm the proposer's financial responsibility. This may include financial statements, bank references and interviews with past clients, employees, and creditors. As a minimum, include a letter from proposer's bonding agent and a letter from proposer's banker, giving an opinion of financial stability. Unfavorable responses to these investigations are grounds for rejection of proposal.

The Construction Manager or firm will be required to provide payment and performance bond or

bonds in the amount of the total construction management contract.

2. **Specific Qualifications:** List the team expected to accomplish this work. Describe who will perform the various tasks, the amount of their involvement and responsibilities, and give their qualifications. In addition, provide the following:
 - a. List five recently completed projects by this proposer. Name the project, the Owner, the Architect and cost of construction.
 - b. List all current projects including the name of the Owner, Architect and total expected construction costs.
 - c. List recent CM or Design-Build Projects. Name the project, the Owner, the Architect and cost of construction.
 - d. Discuss your experience with construction management delivery methods in accordance with the requirements of Wyoming Statutes 16-6-101 through 16-6-708. <http://legisweb.state.wy.us/statutes/statutes.aspx?file=titles/Title16/T16CH6AR1.htm>
3. **Other Information:** In addition to the above, provide any other information that will persuade the selection committee that proposer is the best qualified to the construction manager for this project.
4. **Format:** To assist evaluation, it is desirable to format the proposal similar to the headings listed above. The proposals should be clear and to the point. Emphasis should be placed on the specific qualifications of the people to actually perform the project and the approach to this specific project.

EVALUATION PROCESS AND TIMELINE:

Selection of the interview shortlist will be based on the evaluation criteria set forth below. The firms submitting proposals will be ranked, and the committee will then recommend a shortlist of most qualified firms. The shortlist will be provided without any ranking whatsoever. The Airport Board reserves the right to reject all proposals, or select a firm with or without an interview.

The following selection criteria will be the basis of the shortlist and/or selection:

1. Qualifications of the firm in construction and similar project construction;
2. Qualifications of the key personnel: Principal, Project Manager and Superintendent;
3. Understanding of the concept of this proposal and the anticipated role of the pre-construction manager;
4. Ability to succeed on contracts in terms of quality control and schedule;
5. Safety management and accident prevention
6. Project experience in Wyoming and plan for marketing to and recruiting resident subcontractors and suppliers;
7. Current and prospective workload; capacity to accomplish the work on time;
8. CMAR's ability to manage the coordination process throughout the project;
9. Ability to perform collaboratively within the Project Team.