

Request for Proposal RFP 23-018

Request for Proposal Criteria and Selection Process for Early Contractor Involvement at Risk Builder for the Ogden School District (OSD or the District)

For the following Project:

1. **Odyssey Elementary School TEAMS (Technology, Engineering, Arts, Mathematics, Science) classroom remodel and Youth/Family Homeless Resource Center**

Read Instructions Carefully. Failure to submit the following documents shall be grounds for OSD to deem your proposal as Non-Responsive.

Please ensure you submit the following:

- All Proposals must be submitted electronically through SciQuest in a PDF format. Proposals must be received by 11:00 AM on February 6, 2023.
- All Proposals should acknowledge meeting Submittal Requirements
- All Proposals should include one technical proposal information as outlined below, in answering selection questions Section A through D:
- All Proposals should include **as a separate document**, a price proposal meeting all criteria listed below for Section E
- Additional Requirements as modified during solicitation.

Submittal Requirements

- 1) Review Schematic Plans and proposed scope of work.
- 2) Provide written technical proposal answering selection questions in the format requested.
- 3) Provide fee proposal in the worksheet separate from the technical proposal meeting requirements.
- 4) Project Team to be available to interview with the district if requested.
- 5) Attend **Mandatory Pre-bid Walk through Wednesday January 18, 2023 at 9:00 AM** on site at Odyssey Elementary, 375 Goddard St. in Ogden.

Project Description

Odyssey Elementary School TEAMS classroom remodel and Youth/Family Homeless Resource Center

Ogden School District is renovating the existing Odyssey Elementary school campus, 375 Goddard St. in Ogden, by removing the “Astro Space Camp” facilities and replacing with an array of TEAMS and other classroom facilities as well as a Youth/Family Resource Center. The renovations space is approximately 10,500 SF and will consist of 4 new classrooms, a seminar room, a 3D print lab, two gallery spaces, a Science/technology room and the Family Resource Center. There will be selective demolition of existing walls, ceilings, electrical and mechanical and structural scope. The project will require new exhaust systems as well as HVAC and plumbing modifications, including the fire sprinkling systems. New access controls, egress routs and other general construction items will also be part of the scope of work while in an occupied facility being operated during the k-12 school year.

Early Contractor Involvement at Risk Builder scope of work

OSD requests Contractor services for early involvement in the design phases for cost estimate, cost advisement, schedule advisement and preparation and procurement of material bid packages. This will also be in preparation for the execution of a Guaranteed Maximum Price to provide at-risk general contractor services during construction with a Cost of the Work, plus Contractor’s Fee.

Some of these services are delineated as follows:

- a. Review the Schematic Document Submittal and make suggestions for constructability, schedule savings and cost savings. Provide a Cost Estimate noting alternative material suggestions.
- b. Participate in the Design Development Process and make suggestions for constructability, schedule savings and cost savings. Provide a Cost Estimate and participate and provide suggestions for cost savings during the Value Engineering session.
- c. Review the documents, recommend, propose and prepare material bid packages for early procurement. Upon owner approval, procure the materials including storage in preparation for the start of the construction.
- d. Participate in the Construction Documents process and provide constructability advice, needed corrections, and recommend any potential cost savings.
- e. Prepare and provide a Guaranteed Maximum Price (GMP) for the scope of construction work including the negotiated fees, general conditions and appropriate marks and agreed schedule.

- f. Construct Project in accordance with the documents within the schedule.
- g. Complete the scope of work, obtain all needed clearances and approvals from authorities having jurisdiction, and obtain substantial completion.
- h. Complete all corrective work from punch walk and obtain final completion. Provide all required O&M documentation and training for the facility
- i. Provide warranty service including supervision of all trades and scopes of work for the warranty period.

It is anticipated the Selected Contractor will sign an AIA Document A132-2019 for a fee for Pre-Construction Services, a percentage for fee for material bid packages, a fee percentage number for a future GMP, established monthly negotiated general conditions, and with a GMP to be established at time of completion of documents.

Odyssey Elementary School TEAMS classroom remodel and Youth/Family Homeless Resource Center Proposed Timeline with Scope of Services

- a. Selection-
 - i. Advertisement-January 12, 2023
 - ii. **Mandatory Pre-bid Walk through Wednesday January 18, 2023 at 9:00 AM.**
 - iii. **All Questions must be submitted online through SciQuest (U3P) and received by noon on January 30, 2023.** Contact made with any other Ogden School District personnel during the RFP process concerning the RFP may be considered grounds for disqualification. Any addenda to this solicitation will be posted, up to 24 hours prior to the closing of the bid. It is the sole responsibility of all interested offerors to ensure submittals reflect all the details of the solicitation in its entirety.
 - iv. **Proposals due, February 6, 2023-at 11:00 AM and must be submitted on line through SciQuest (U3P).**
- b. Award- February 17, 2023
- c. Review the Schematic Document Submittal. Provide a Cost Estimate noting alternative material suggestions- February 2023.
- d. Participate in DD review, provide cost estimate- March 2023.
- e. Participate in CD design meetings, update estimate as needed May 2023
- f. Analyze market conditions and make recommendations for material procurement and bid packages. - March-May 2023
- g. Guaranteed Maximum Price-May 2023
- h. Award Construction start-June 2023
- i. Substantial Completion and Punch- October 1, 2023
- j. Occupancy- October 16,2023
- k. Warranty end- October 2024

Technical Evaluation: Selection questions sections A through D:

- A. Identify at least three comparable projects in which the Contractor Team served as either Construction Manager or General Contractor, or member of a Design-Build team. For each project identified, provide the following:
 - a. Description of the project
 - b. Role of the firm (specify whether Design-Builder, Construction Manager or General Contractor. Identify the percent of work self-performed. Also specify services provided during design phase, i.e. cost estimating, scheduling, value engineering, etc.)
 - c. Project's original contracted construction cost and final construction cost
 - d. Construction dates, including any extensions or failure to meet schedule
 - e. Project Owner
 - f. Reference information (a current name with telephone number per project)

- B. Provide a concise description of the Contractor Team and their roles proposed for this project, team structure, and include information relevant to this project. Provide resumes with experience and background as it pertains to this project. Please include the following personnel as needed:
 - a. Principal in Charge
 - b. Project Manager(s) and roles
 - c. Other Proposed staff members and roles
 - d. Professional Experience relevant to this Proposed Project Scope
 - e. Any proposed Consultants and roles

- C. Project Approach- Demonstrate your understanding of the Odyssey project, and the significance to Ogden School District and how that understanding will translate to a Project that meet requirements.
 - a. Provide specific methodology related to this project for completing the Pre-Construction and Construction work in a timely and quality manner.
 - b. Demonstrate innovative and/or cost-effective potential solutions for issues related in the provided documents in order to meet OSD needs.
 - c. Describe the inputs and coordination needed with the District, Design teams, and BDJ Joint Venture (district's third-party construction manager partner).

- D. Cost Control and Schedule: Provide a schedule and a description on how the Contractor Team will meet or exceed the preliminary timeline. Provide a plan or strategy specific to this proposed project outlining the Team's methodology for assisting in controlling costs during Design and Construction.
 - a. Include activities and descriptions of tasks and events needed to meet the scope.
 - b. Describe what processes will be used internally to meet the schedule.
 - c. Describe what inputs and activities are needed from the District, Design Teams, to meet the schedule.
 - d. Describe the design processes before during and after working with the District to incorporate cost savings with such discreet events such as the required value engineering session, estimate reviews, and scope reviews.

Fee Proposal Evaluation: Selection questions section E: (must be submitted as a separate document from the technical proposal).

- E. Price: Provide a document separate from the technical proposal with the following pricing for services for the project. Provide an explanation for the reasoning for each element, and how the proposed fee will provide the required services and potentially save the owner time and money overall.
- a. Lump Sum for Pre-construction services for the project and duration as described above.
 - b. A percentage service fee proposed for material procurement packages.
 - c. A proposed monthly contractor general condition itemized cost for each month of construction for each of the projects to include all general contractor costs, utilities, internet and labor associated with the project onsite only.
 - d. Propose alternate solutions to the above items as part of the list.
 - e. Provide typical insurance modifiers and bonds rates.
 - f. A proposed fee percentage for the GMP to be executed at time of acceptance of the GMP. This fee amount will be calculated using the proposed fee percentage on the cost of the work not including the GMP fee itself or the costs of required insurances and bonds.

Additional Requirements

Additional information as required, as such, and must accompany the proposals at the time of submission in order to be deemed responsive.

RATING SYSTEM ON EVALUATION CRITERIA

1. Evaluation Criteria: The manner in which the responsive proposal will be evaluated is based on the following point system where 100 points is the maximum points possible to select the proposal that is most advantageous to OSD.

A. Relevant Experience of Contractor Firm (10 Points) _____

- Comparable Projects
- Reference

B. Project Team(s) Proposed for this Project (15 Points) _____

- Project Team Proposed
- Relevance to projects

C. Project Approach (25 Points) _____

- Understanding
- Methodologies
- Innovative Solutions including systems recommendations
- Coordination

D. Cost Control and Schedule (20 Points) _____

- Scheduled activities meeting timelines
- Internal processes to meet schedules
- Identified early procurements needed and timeline

E. Price Component (include in separate document) (30 Points) _____

- Provide Pre-Construction Fee Amount
- Provide Percentage Fee for Procurement Bid packages
- Provide Required fee percentage to be executed at time of GMP
- Provide General conditions estimated for each month of Construction
- Provide breakdown for estimated General Conditions
- Insurance percentages for General Liability, Bonds

Total Points (100 points possible) _____