

## REQUEST FOR QUALIFICATIONS (RFQ) – Construction Management at Risk Services

From: Iowa Central Community College

- Project:
1. Storm Lake Learning Center
  2. Biofuels Testing Lab Facility
  3. Crimmins Building Exterior Envelope Improvements
  4. Athletic Field Improvements

Release Date: Thursday, August 25, 2022

Iowa Central Community College (“the College”) is soliciting statements of qualifications (“SOQs”) for Construction Manager at Risk (CMaR) services to provide construction services for its projects described in this RFQ (the “Projects”). This request invites qualified firms to submit SOQ for accomplishment of the items of work described below under the Project Description and Scope of Work. SOQs shall be prepared and submitted in accordance with the requirements described in this RFQ.

After evaluation and scoring of the SOQs, the College will release a Request for Proposals (RFP) to the top three scoring qualified firms. After the College selects the successful proposer, the College will negotiate a Guaranteed Maximum Price (GMP) contract with the successful proposer.

### **Project Description and Scope of Services**

- **Project #1 – Storm Lake Learning Center, 323 W 20<sup>th</sup> Street, Storm Lake, Iowa 50588**
  - The new Iowa Central Community College Learning Center on the Storm Lake Campus will be a 24,000 square foot facility, primarily housing classroom and laboratory spaces as well as administrative offices. The main level will consist of 13,000 square feet of finished space, while the 11,000 square feet upper-level space will be designed as a shell space to house additional classroom and lab spaces. This project is currently in the 90%+ design development phase with a projected one (1) year construction schedule and tentative completion date of December 2023.
- **Project #2 - Biofuels Laboratory, 1320 A Street W, Fort Dodge, Iowa 50501**
  - Iowa Central Community College continues to be a leader in the biofuel testing industry. The new Iowa Central Biofuels Laboratory will be a 9,300 square foot building, housing office and laboratory space for biofuel testing. This laboratory will be used to conduct biofuel testing utilizing state of the art equipment. This project is currently in the 90%+ design development phase with a projected one (1) year construction schedule and tentative completion date of December 2023.
- **Project #3 – Crimmins Building Exterior Envelope Improvements, 1142 14<sup>th</sup> Street SW, Fort Dodge, Iowa 50501**
  - The Crimmins Building is an existing 93,000 square foot facility consisting of mainly sheet steel roofing and siding exterior. This project will be focused on exterior material upgrades to the existing facility to include roof replacement and repairs, replacement of exterior siding, windows, and doors, along with improving insulation quality throughout the facility. This project is currently in the design development phase with a projected one (1) year construction schedule and tentative completion date of December 2023.
- **Project #4 – Athletic Field Turf Upgrade, One Triton Circle, Fort Dodge, Iowa 50501**
  - Iowa Central Community College currently utilizes approximately 200,000 square feet of green space located on the southeast portion of campus for athletic practices and other activities. This area is currently a grass field. This project is focused on improving the green space by overlaying a synthetic turf field on the existing grass area. This project is currently in the design development phase with a projected four to six (4-6) month construction schedule.

The College invites you to submit your firm's qualifications for provide Construction Management at Risk (CMaR) services to support the following areas on the above-described College projects:

1. Pre-construction Phase
2. Bidding Phase
3. Construction Phase
4. Close-out Phase

\*\*\*Please see Exhibit A for more information on listed services\*\*\*

Iowa Central Community College was founded in 1966 and has been lauded as one of the top Iowa colleges. Now, with over 100 programs to choose from and an array of student activities, Iowa Central provides an affordable and enriching alternative to four-year universities. Student can attend classes at one of five campus locations in Fort Dodge, Storm Lake, or Webster City for exceptional hands-on learning, while Iowa Central online classes offer a flexible distance-learning opportunity for many of our students.

The College is seeking responses from firms that specialize in all phases of construction including those listed within as well as experience in the construction of higher educational facilities.

### **Objectives and Expectations**

The purpose of this request is to obtain statements of qualifications from firms offering construction management services. The CM will work directly with its selected architectural firm to provide input and analysis on total project cost, sequencing, and constructability issues during the planning phase of each project. The selected Construction Management firm should be prepared to provide additional services to support the College's public information effort prior to any public meeting.

For additional description of the anticipated scope of construction management services see Exhibit A.

### **CMaR Selection Schedule**

Notice of Intent to engage CMaR:	Thursday, August 11, 2022
Request for Qualification Release:	Thursday, August 25, 2022
RFQ Responses Due:	Thursday, September 8, 2022, before 2:00 P.M. (CST)
<ul style="list-style-type: none"><li>• Request for Qualifications will be publicly opened, and names of firms read aloud shortly after 2:00 P.M. (CST)</li></ul>	
RFQ Responses Evaluation:	September 8 – September 13
Request for Proposal:	Tentatively released to pre-qualified firms Thursday, September 15, 2022
RFP Responses Due:	Monday, October 3, 2022, before 2:00 P.M. (CST) (Dependent on RFQ review)
<ul style="list-style-type: none"><li>• Request for Proposals will be publicly opened, and names of firms read aloud shortly after 2:00 P.M. (CST)</li></ul>	
Award:	Tentatively October 2022.

### **Owner Contact and Due Date**

Please submit an **electronic PDF copy on a flash drive or by email, along with a physical mailed copy.**

Date Qualifications Due: Before 2:00 P.M. (CST) on Thursday, September 8

Location: Ryan Gruenberg, Vice President of Operations  
Iowa Central Community College  
One Triton Circle  
Greehey Family Student Success Center  
Fort Dodge, Iowa 50501  
[gruenberg@iowacentral.edu](mailto:gruenberg@iowacentral.edu)

RFQ responses that are incomplete or are received after 2:00 P.M. (CST) on Thursday, September 8, 2022, will not be considered and will be returned unopened. Sealed envelope, email subject, or electronic file shall be clearly marked "ICCC CMAr RFQ RESPONSE".

A College representative will publicly open and read aloud the names of the firms who submit Statements of Qualification.

The College reserves the right to waive any deficiencies or irregularities in any RFQ responses and to decide which three top scoring qualified firms should be asked to submit a proposal in the best interest and value of the College.

Please direct all project-specific questions to:

- **Storm Lake Learning Center and Crimmins Building Exterior Envelope Improvements**
  - ISG, Inc.  
Attn: Art Baumgartner  
217 East 2<sup>nd</sup> Street, Suite 110  
Des Moines, IA 50309  
Office: 515-243-9143  
Email: [Art.Baumgartner@ISGInc.com](mailto:Art.Baumgartner@ISGInc.com)
- **Biofuels Testing Lab Facility**
  - CRB Group  
Attn: Eric Danielson  
1251 N.W. Briarcliff Parkway, Suite 500  
Kansas City, MO 64116  
Office: 816-891-3693  
Email: [Eric.Danielson@crbgroup.com](mailto:Eric.Danielson@crbgroup.com)
- **Athletic Fields Improvements**
  - OPN Architects  
Attn: Brett Mendenhall  
100 Court Ave, Suite 100  
Des Moines, IA 50309  
Office: 515-309-0722  
Email: [bmendenhall@opnarchitects.com](mailto:bmendenhall@opnarchitects.com)

## **QUALIFICATION STATEMENT REQUIREMENTS**

### **Response Format**

- Statements of qualifications shall be provided in a letter size (8 1/2" x 11") with sections addressing the specific elements below.
- Limit the length of qualification statements to 8 single-sided (4 double sided) pages including cover letter and title sheet if provided.

### **Section 1.0 – Company Description (10 points)**

- A. **Firm** -- Identify the firm's name and the address of its principal office and any branch offices, and a brief history of the firm. If the firm has more than one office, specify which office will be responsible for the contemplated projects (the "Contact Office").
- B. **Organization** -- Specify the type of organization (partnership, corporation or other) and the year established. State the number of years the firm has been involved in ongoing work in the locality or the vicinity of the Project.
- C. **Volume** -- Provide a statement indicating the annual volume of completed construction in the last five years, and present and projected work. Indicate the specific extent of the Contact Office's involvement (prime contractor, joint venture partner, subcontractor, other).
- D. **Litigation** - Provide a list of any litigation filed by or against the company in the last ten years and state the nature and outcome of the litigation.

## **Section 2.0 – Proposed Project Team (10 points)**

- A. List specific personnel proposed for the project team. If the team would vary for each project, outline those to be assigned to which projects. Provide narrative or organizational chart to indicate the project assignment, role, or area of responsibility of each individual.
- B. For each team member, list relevant project experience and qualifications. Also state the current assignments for personnel proposed for the Projects.
- C. Provide a resume for each propose team member, specifically stating the project of projects they would be working on. Include references for each team member if possible.

## **Section 3.0 – Similar Project Experience in Public or Private Sector (10 points)**

- A. Specific Project List -- Provide the following information for a **minimum of five public-sector or private-sector projects completed by the Contact Office** that are similar in size and scope to the proposed Projects. Please complete the following information for each project separately.

Include the following information to the extent possible:

1. Building name and address. Contractor's project name if different.
  2. Building Owner and Architect, address, contact name and telephone number.
  3. Type of project, size of building(s), site, and construction area.
  4. Scope of service performed on the project, including any pre-construction services.
  5. List final project cost. Describe key cost management challenges and how you dealt with these issues.
  6. Construction duration and date of completion. Indicate key scheduling challenges and how they were overcome.
  7. Indicate the names of your Project Manager and Superintendent on each project.
  8. Indicate what percentage of the work was accomplished with your own forces and in what trades. Note that retention of all trades will follow qualification and bidding requirements under Iowa Code Ch. 26A. Self-performance of work by the CM is allowable under Iowa law in certain circumstances.
- B. Evaluation will heavily consider how similar example projects are to the type, size, and construction cost of the College's project, but will not consider whether the example projects were performed in the public-sector or private-sector and will also not consider the project delivery method.
  - C. Scoring will favor more recent project experience.

## **Section 4.0 – Responsiveness to Owner (20 points)**

- A. Student success and experience is essential to this institution. How will your team ensure that projects remain on schedule without interfering with daily learning operations? Please provide a detailed plan.
- B. At times, due to the environment in which this institution operates, the Owner may have special requests to better accommodate the learning environment. How will your firm ensure a timely response to any special requests from the Owner?
- C. Indicate how you will assure the Owner that the proposed team members will dedicate the proper amount of time to this project and will not be reassigned to another project.
- D. Indicate a response plan and timeline for response in emergency and/or urgent College project situations.

## **Section 5.0 - Differentiation (10 points)**

- A. Specifically indicate how your firm's experience, approach, or process differentiates your firm from other construction management firms.
- B. Indicate why you are interested in these projects and have the motivation to provide exceptional service.
- C. How will your firm encourage participation by local subcontractors and suppliers?
- D. Explain your firm's commitment to and plan for job site safety & security, especially where adjacent to owner-occupied areas.

## **EVALUATION CRITERIA**

The responses will be opened publicly starting at 2:00 P.M. (CST) on Thursday, September 8, 2022 and the submitting firm names will be read aloud.

Submissions will be reviewed by a member of the Iowa Central Community College Board of Trustees, the College President, the Vice President of Finance and the Vice President of Operations. The evaluation will be completed within 45 days of the date the College opens the RFQ responses. Qualification statements will be evaluated based on point values associated with the above sections during the RFQ process. The college will look collectively at experience and qualifications which align to the needs of the various projects which shall be included under the final CM Contract. These same scores will be carried forward into the evaluation of subsequent RFP responses.

Average score for sections 1.0, 2.0, 3.0, and 5.0 will be five (5) points. Higher or reduced scores are based on how well the information submitted relates to the various identified Projects, section descriptions and overall best value for the College.

The average score for sections 4.0 will be ten (10) points. Higher or reduced scores are based on how well the information submitted relates to the various identified Projects, section descriptions and overall best value for the College.

Grounds for disqualification are as follows:

- A score of 0 in any one section / category.

Following evaluation, the College will notify all respondents of the results. The top three scores of qualified firms will be asked to submit a response to an RFP for the Projects, which will include its qualifications as outlined in the SOQs and proposed fees.

## **OTHER INFORMATION**

Responding firms will bear all costs for preparation & delivery of the response to this RFQ.

The College reserves certain rights, including, but not limited to, the following:

1. Cancel the entire RFQ
2. Reject all proposals
3. Cancel the entire RFQ process and restart with modified criteria
4. Remedy technical errors in the RFQ process
5. Appoint evaluation committees to review qualifications and proposals
6. Seek assistance of outside technical experts in evaluation
7. Issue subsequent requests for proposals
8. Waive informalities and irregularities in the RFQ or subsequent RFP process

This RFQ shall not, in any manner, be construed to be an obligation on the College to enter into a contract or result in any claim for reimbursement of cost for any effort expended in responding to the RFQ or in anticipation of any contract.

This RFQ shall be subject to the requirements of Iowa Code section 73A.28. In addition, the College shall not by ordinance, rule, or any other action relating to this request for qualifications stipulate criteria that would directly or indirectly restrict the selection of a construction manager-at-risk to any predetermined class of providers based on labor organization affiliation or any other criteria other than that allowed by law.

**END**