



## IOWA CENTRAL COMMUNITY COLLEGE

Request for Qualifications for

# IOWA CENTRAL COMMUNITY COLLEGE

Fort Dodge, Iowa

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Qualifications Due:

2:00 PM, CST, Monday, February 17, 2024

Mail or Personal Delivery Submissions to:

Greehey Family Student Success Center, Attn: Ryan Gruenberg

Triton Cir,

Fort Dodge, Iowa 50501

Email Electronic Submissions to:

Ryan Gruenberg

*Vice President of Operations*

[gruenberg@iowacentral.edu](mailto:gruenberg@iowacentral.edu)

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Architecture  
Engineering  
Environmental  
Planning

[ISGinc.com](http://ISGinc.com)

Statement of Qualifications (SOQ): Iowa Central Community College (ICCC) is currently in the Pre-Design phase for several projects. First being the renovation of approximately 5,135 SF in the Hanson Center to accommodate the addition of a restaurant and restrooms. The next project will be a renovation of the courtyard to the west of the Hanson Center adding new walkways, seating, and lighting. The final project will be a new Athletic Science building approximately 28,500 SF to include, locker rooms, restrooms, offices, learning spaces, and common areas.

I&S Group, Inc. (ISG) has been selected as the Design Professional for the design of the culinary arts renovation and the design of the athletic science building. ISG will participate in the selection process for the CMaR. The successful Construction Management firm will be expected to work in a highly collaborative manner with the Owner and the Design Professional's collaborative design team.

Snyder and Associates has been selected as the Design Professional for the design of the courtyard project. The successful Construction Management firm will be expected to work in a highly collaborative manner with the Owner and the Design Professional's collaborative design team. ISG will not be involved in any way with the Hanson Courtyard renovation.

Construction Manager at Risk (CMaR) on a Guaranteed Maximum Price Contract

The estimated total budget for all three projects: \$10,000,000 - \$12,000,000

Athletic Science - \$8,000,000 - \$10,000,000

Culinary Arts - \$1,550,000

Hanson Courtyard \$455,000

**From:** Iowa Central Community College

**Project:** Culinary Arts Renovation, Hanson Courtyard Renovation, and Athletic Science Building

**Release Date:** Monday, January 27, 2025

Iowa Central Community College (ICCC) is soliciting statements of qualification (SOQ) for Construction Manager at Risk (CMaR) services to provide construction services for the previously mentioned projects, concluding with supervision/construction services to implement the approved project scope. The request invites qualified firms to submit an SOQ for accomplishment of the items of work described below under the Project Description and Scope of Work.

After evaluation of the SOQ, ICCC will release a Request for Proposals (RFP) to qualified firms. After ICCC selects the successful proposer, ICCC will negotiate a contract with the successful proposer.

## Proposal Timeline

- Notice of Intent to engage CMAr: Friday, January 10, 2025
- Request for Qualifications (RFQ) Released: Monday, January 27, 2025
- RFQ Final Questions Due by 4 p.m.: Thursday, February 06, 2025
- RFQ Addendum Issued: Monday, February 10, 2025
- RFQ Responses Due by 2 p.m.: Monday, February 17, 2025
- Request for Proposal (RFP) released to qualified firms: Tuesday, February 25, 2025
- RFP Final Questions Due by 4 p.m.: Friday, March 07, 2025
- RFP Addendum Issued: Monday, March 10, 2025
- RFP Due by 2 p.m.: Tuesday, March 18, 2025
- Ranking Evaluation Complete: Tuesday, April 01, 2025
- Tentative Contract Award: Wednesday, April 02, 2025

## Owner Contact and Due Date

Please submit an electronic PDF copy on a flash drive or by email by Monday, March 24, 2025, 2:00 PM.

Contact: Ryan Gruenberg - [gruenberg@iowacentral.edu](mailto:gruenberg@iowacentral.edu)

SOQ responses that are incomplete or are received after Monday, March 24, 2025, 2:00 PM will not be considered and will be returned unopened. Sealed envelope, email subject, or electronic file shall be clearly marked "ICCC CMAr Culinary Arts renovation, Hanson Center Courtyard renovation, and Athletic Science building".

ICCC will open and read aloud the names of the firms who submit Statements of Qualification. ICCC reserves the right to waive any deficiencies in any SOQ responses and to decide which firms are qualified to submit a proposal in the best interest of ICCC.

Please direct all questions via email to:

Kalob Hays – ISG

[Kalob.hays@isginc.com](mailto:Kalob.hays@isginc.com)

## Description of Project

ICCC invites you to submit your firm's qualifications for provide Construction Management at Risk (CMAr) services to support the following district activities:

1. Pricing, phasing, and constructability reviews for the Culinary Arts renovation, Hanson Center Courtyard renovation, and Athletic Science building.
2. Pre-construction services
3. Construction Manager of approved scope of work

Iowa Central Community College serves over 5,000 students, as well as a number of working professionals providing spaces for night courses for things such as language courses. ICCC has engaged an architectural team to assist with the design of the previously mentioned projects. ICCC and design team are reviewing a sequence of phased projects. To provide ICCC with

timely and appropriate information related to the preliminary solutions, engaging the services of a qualified construction management team is desired. ICCC is seeking responses from firms that specialize in Construction Management and constructability support, pre-construction, and construction of numerous facilities and project types.

### **Objectives and Expectations**

The purpose of this request is to obtain SOQs from construction management firms to rank and qualify CMs. All scoring information shall be provided before the release of the RFQ. The CM and design team will work collaboratively to provide input and analysis on total project cost, sequencing, and constructability.

### **Scope of Services**

The Scope of Work shall be as outlined above. The Scope of the Work will involve both pre-construction and construction phase services, with the intended form of contract for the project being AIA Document A133-2019 (GMP), with AIA Document A201–2019, General Conditions of the Contract for Construction. The Scope of the Work shall include all necessary site work required by the owner for occupancy. Any objections to such a basis for the form of agreement should be articulated in submission made in response to the RFQ.

## **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. Qualifications shall be submitted electronically as a PDF and shall not be more than 25 pages.

### **Section 1.0 – Company Description (20 points)**

- A. Firm Background: Provide a comprehensive overview of your firm, including its history, mission statement, core values, and areas of specialization.
- B. Organizational Structure: Describe the organizational structure of your firm, including the hierarchy of leadership, management, and key personnel. Outline the roles and responsibilities of each organizational unit and highlight any specialized divisions or departments dedicated to serving educational clients.
- C. Geographic Coverage: Identify the geographic regions and markets served by your firm, including the locations of principal offices and branch offices responsible for the proposed projects. Highlight any regional expertise or local knowledge that enhances your firm's ability to deliver tailored solutions to clients.
- D. Client Portfolio: Provide an overview of your firm's client portfolio, emphasizing your experience in serving educational clients within the higher education sector. Repeat business, or client testimonials that attest to the quality of your firm's services and client satisfaction.
- E. Financial Stability: Discuss your firm's bonding capabilities and current backlog of work. Financial statement may be required for qualified firms.

## **Section 2.0 – Proposed Project Team (15 points)**

- A. Key Personnel: List specific personnel proposed for the project team, including project managers, superintendents, estimators, schedulers, and other key positions.
- B. Provide a narrative or organizational chart indicating the structure of the proposed project team. Indicate which team member will serve as the main point of contact during the various project phases, facilitating communication, coordination, and collaboration between your firm, the District, and other project stakeholders.
- C. Team Qualifications: Provide resumes for each team member indicating the project assignment or role, and highlighting their qualifications, relevant experience, and credentials that will contribute to the project's successful execution.
- D. Continuity of Team: Discuss your firm's approach to ensuring continuity of the project team throughout the duration of the project, minimizing turnover, and maintaining consistency in personnel to promote efficiency, effectiveness, and accountability.

## **Section 3.0 – Similar Project Experience (30 points)**

- A. Specific Project List: Provide the following information for five projects completed that are similar to the proposed projects.  
Include the following information to the extent possible:
  - 1. Building name and address.
  - 2. Building Owner, contact name and telephone number.
  - 3. Scope of service performed on the project, including any project specific detail.
  - 4. List final project cost.
  - 5. Construction duration and date of completion.
  - 6. Indicate what percentage of the work was accomplished with your own forces and in what trades. Note that retention of all trades will follow requirements for public bidding. However, self-performance is allowable under the new legislation.
- B. Evaluation will heavily consider how similar example projects are to the type, size, and process of ICC's projects.
- C. Scoring will favor more recent project experience (within the last 10 years).

## **Section 4.0 – Local Market Experience (20 points)**

- A. Describe your understanding, knowledge, and experience in local construction markets and how you will engage contractors and subcontractors in the local market and manage their participation in the project effectively.
- B. Non-resident corporations submitting proposals must be in compliance with Section 490.1501 of the Code of Iowa and legally authorized thereby to carry on such business in the State of Iowa.

### **Section 5.0 – CMAr Project Understanding & Approach (20 points)**

- A. Describe your firm's understanding of the project and your understanding of the CMAr delivery method. Also describe how your team handles GMPs versus Bid Build projects.
- B. Describe methods and experience collaborating effectively with the Owner, Architect, consultants, contractors, and other project partners in a team environment to achieve project objectives.
- C. Identify your strategies for packaging the Work, identifying subcontractors and generating interest in the project. Describe how your firm is currently managing the health, safety, labor shortages, and material delays on projects.
- D. Describe your philosophy on when the project GMP(s) should be set and on the management of contingency during the design and construction phases of the project.
- E. Describe innovative strategies to achieve project budget and schedule requirements that you have successfully implemented on previous projects.
- F. Describe your understanding of open book accounting principles and how you would apply them on this project.
- G. Describe the work you anticipate self-performing, and the work you anticipate being performed by subcontractors. Describe the work you have self-performed in a CMAr delivery process within the past five (5) years.

### **Section 6.0 - Proposed Delivery Method & Management Processes (20 points)**

- A. How will your firm ensure that the projects will remain within the project budget while maintaining the design goals for the job?
- B. What area of work does your firm self-perform? Explain the benefits to the owner.
- C. How will your firm approach quality control of the subcontractor's workmanship?
- D. How will your firm communicate with the owner during the process?
- E. How will your firm ensure that the projects will remain on schedule?

### **Section 7.0 – Safety Program (10 points)**

- A. Provide an overview of your firm's safety program, including its core principles, policies, and procedures. Describe your organization's risk management staffing and capabilities.
- B. Describe the specific measures your firm implements to ensure the safety of personnel, subcontractors, students, faculty, and other building occupants during all project phases.
- C. Highlight any specialized training programs, safety certifications, or initiatives designed to promote a culture of safety within your organization and on project sites.
- D. Detail your firm's approach to conducting risk assessments and hazard analyses, particularly as they relate to construction activities within campuses. Discuss how

potential safety risks are identified, evaluated, and mitigated throughout the project lifecycle.

- E. Explain how your firm collaborates with project stakeholders, including the owner, design team, subcontractors, and regulatory agencies, to proactively address safety concerns and ensure compliance with relevant health and safety regulations.
- F. Highlight any notable achievements or recognition received for your firm's commitment to safety excellence.
- G. Describe your firm's incident reporting and investigation procedures, including how incidents are documented, reviewed, and remediated to prevent recurrence.
- H. Discuss your firm's emergency preparedness and response protocols, including evacuation procedures, emergency communications, and coordination with local emergency responders. Highlight training or drills conducted to ensure readiness in the event of an emergency.
- I. Provide statistics or metrics that demonstrate your firm's safety performance record, such as EMR (experience modification rate) or OSHA partnerships. Compare your safety performance against industry benchmarks and trends to showcase your firm's commitment to continuous improvement in safety management.

#### **Timely Completion of Recent Projects (15 points)**

- A. Provide evidence of timely completion of similar projects over the past three years.
- B. Provide explanation of reason for projects not finished by agreed upon completion date over the past three years.
- C. Describe steps to be taken to ensure this project will be delivered on time.

#### **Evaluation Criteria**

The responses will be opened publicly Monday, March 24, 2025, 2:30 PM and the submitting firm names will be read aloud. Submissions will be reviewed, and evaluation will be completed within 45 days of the date the College opens the SOQ responses. Qualification statements will be evaluated based on point values associated with the above sections during the SOQ process. These same scores will be carried forward into the evaluation of subsequent RFP responses. Scores are based on how well the information submitted relates to the project and section descriptions.

Following evaluation, the owner will notify all respondents of the results. All firms will be asked to submit a proposal for the Project, which will include its qualifications and proposed fees. Responding firms will bear all costs for preparation & delivery of this RFQ.

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

1. Cancel the entire Request for Qualifications
2. Reject all proposals
3. Cancel the entire Request for Qualifications 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 SOQ shall not, in any manner, be construed to be an obligation on the owner to enter into a contract or result in any claim for reimbursement of cost for any effort expended in responding to the SOQ or in anticipation of any contract.

**END**