

PICKENS COUNTY SCHOOL SYSTEM  
JASPER, GEORGIA

**REQUEST FOR QUALIFICATIONS**  
FOR  
**CONSTRUCTION MANAGEMENT SERVICES**

**INTRODUCTION**

The Pickens County School System (PCSS) desires to retain the services of a Professional Construction Management -at -Risk (CM) firm for the management, under a construction management/contractor format, for the construction of certain facility projects. This request covers a term of 5 years, from 2017 through the end of 2022 and may include, but is not limited to, the projects described below. **The Pickens County School System shall have the right to terminate the relationship with the Construction Management firm at any time without cause.**

**Projects may include, but not limited to, those described below:**

- 1. Jasper Elementary School (old gym) renovations, modifications and additions**
- 2. Pickens High School renovations, modifications and additions**
- 3. Pickens Middle School renovations, modifications and additions**
- 4. JES, Hill City, Harmony, and Tate Schools renovations, modifications and additions**
- 5. Central Office renovations, modifications and additions**
- 6. Certain other projects in the Capital Improvement Program that may be identified in the five-year facility plan, SPLOST documentation or by the Board of Education.**

**All the foregoing at the sole discretion of the Pickens County Board of Education.**

To qualify for consideration, a firm must be prepared to provide the expertise, resources and personnel experience in project planning, cost management, project control, pre-construction and construction techniques, value-engineering analysis, scheduling and quality assurance throughout the planning and construction phases of the project.

The services to be performed by the CM will have as their objective the efficient, economical, and timely delivery of the project by managing the construction of the project within the time and cost limitations and within established quality requirements. The services will be performed during the pre-construction phase and construction phase including working with owner/or architect in project planning, arrangement of bid packages, bidding and award of the trade contracts and management of construction until occupancy is achieved. Also included will be monthly briefings with the Board of Education.

## **SCOPE AND STYLE OF SERVICES TO BE PERFORMED**

It is the intent of PCSS that the successful CM will provide a Guaranteed Maximum Price (GMP) for the cost of the construction of the projects to include a Guaranteed Delivery Date (GDD). PCSS also intends that the successful CM accept the following stipulations:

1. Provide Performance and Material and Labor Payment Bonds in the amount of 100% of the GMP.
2. Individual Trade Contracts will be between the CM and the Trade Contractors, subject to PCSS approval.
3. The CM will not perform any portion of the project with its own forces except as may be mutually agreed to by the owner and the CM.
4. The CM will be “at risk” in the proposed undertaking and will be responsible for completing the project within the GMP.
5. Should the final cost of the project be less than the GMP, ALL savings shall revert to PCSS.
6. An agreed percentage of pay applications will be held in retention.
7. PCSS shall have the authority to suspend or terminate performance of the project.
8. Construction Manager will share with PCSS the calculations and assumptions on which the CM’s proposed GMP is based.

## **LIST OF REPRESENTATIVE SERVICES TO BE PROVIDED BY THE CM**

### **Project Planning**

The CM is expected to work with the owner to plan the project to include:

1. Reviewing ideas and suggestions offered by the owner with regard to feasibility or constructability.
2. Evaluate designs with respect to constructability issues.
3. Evaluate value-engineering opportunities.

## **Bidding and Awarding Phase**

1. Arrange bid packages.
2. Develop requirements to assure time, cost and quality control during construction.
3. Provide a provisional construction schedule for issuance with the bid package.
4. Identify bidders and generate bidder interest with consideration being given to utilization of local tradesmen and materials.
5. Schedule and conduct pre bid conferences in conjunction with the architect and representatives from PCSS.
6. Advertise and distribute bidding documents.
7. Monitor bidder activity.
8. Review and analyze bids and recommend awards.
9. Update schedule.

## **Construction Phase**

1. Maintain on-site staff for construction management.
2. Establish and maintain coordinating procedures.
3. Develop and maintain a detailed schedule including delivery, approvals, inspection, testing, construction and occupancy.
4. Conduct and record job meetings.
5. Prepare and submit change order documentation for approval of the architect and PCSS.
6. Maintain a system for review and approval of shop drawings.
7. Maintain records and submit routine reports to architect and PCSS.
8. Maintain quality control and ensure conformity to contract documents.
9. Provide cost control through progress payment review and verification according to the approved schedule and contract amounts.

10. Coordination of post completion activities, including the assembly of guarantees, manuals and the owner's final acceptance.
11. Periodically brief the board of education concerning scheduling and costs.

### **SELECTION OF CM**

The services being sought under the RFQ are considered professional in nature. Consequently, the evaluation of the proposals will be based upon consideration of the demonstrated qualifications and capabilities of the proposers which will result in an award that is in the best interest of PCSS.

Factors to be considered in the evaluation include:

1. The capability of the proposer to deliver the services in an efficient and timely manner;
2. Responses from at least three (3) references for whom the proposer has performed services;
3. Composition and qualifications of the persons designated to form the proposer's staff for the services required under the RFQ;
4. Previous record of the proposer while performing in the role of a CM-at-Risk providing services with a GMP and GDD; and,
5. Intangibles which best demonstrate the proposer's ability to provide services to PCSS.

Evaluations will be performed by a committee. Following completion of the initial evaluations, if deemed necessary by the committee, up to three firms best qualified may be granted an opportunity to appear before the Evaluation Committee to make an oral presentation and submit to an interview. Information on the presentation will be provided to the firms selected.

After evaluations, the committee will identify the CM firm it will recommend based on information contained in the proposal, reference analysis and interviews, if required. Fees, general conditions and reimbursables will be negotiated with the selected firm on a project by project basis. If negotiations fail the second ranked firm will be considered. PCSS reserves the right to accept or reject any and all proposals in response to this RFQ.

## RECEIPT AND CONTENT OF PROPOSALS

Proposals will be received until 2:00 PM on December 8, 2017. To be accepted, all proposals are to be submitted, in sealed packages marked "Response to CM RFQ". Proposals must be sent by U.S. Mail, courier service such as Federal Express or United Parcel Service or hand delivered. No proposals will be accepted via fax transmission regardless of time of delivery. **Five (5)** copies of the proposal should be sent or delivered to:

CM RFQ  
Attention: Mr. Stacy Gilleland  
Pickens County School System  
100 D. B. Carroll Street  
Jasper, Georgia 30143

Questions concerning the RFQ must be submitted in writing by mail, FAXED or EMAILED to Mr. Stacy Gilleland at 706-253-1705 or [stacygilleland@pickenscountyschools.org](mailto:stacygilleland@pickenscountyschools.org)

To be considered for acceptance, the proposals shall contain the following minimum information to be presented as set out in the format and sequence shown.

1. **Firm History & Information**  
Briefly describe your firm, its officers and executive management. Furnish an organizational chart for you firm specifically indicating those who will be involved in this program.
2. **Related Experience**  
Provide a list of all projects completed in the past (5) years within 50 miles of Pickens County and specifically identify the four (4) most recent completed Construction Management at Risk projects on the list.
3. **Project Approach**  
Provide a brief outline and description of your firm's approach for a program of this nature.
4. **Bonding Information**
  - Provide the name, address, telephone number and contact for your surety and bonding agent.
  - List your total bonding capacity and the total value of all projects currently under construction.
5. **Financial Information**

Provide information about the company in sufficient detail to allow its financial strength and creditworthiness to be evaluated.

6. **Claims History**

List all litigations, arbitrations and mediations in which the firm has been involved in the past five (5) years. This involves claims for more than \$50,000 made by an owner against the firm or by the firm against the owner and indicate the disposition of each such claim, the name of the owner and the nature of the claim.

7. **Current Projects**

List all major projects with which the firm is currently involved and identify the firm's role on the project (e.g. contractor, construction manager).

**SEQUENCE OF EVENTS**

A tentative schedule and sequence of events to be followed with respect to this RFQ is shown below:

November 9, 2017	Advertise
December 8, 2017	Receipt of Proposals by Pickens County School System
December 11, 2017	Evaluation by Pickens County School System committee completed
December 13, 2017	If deemed desirable by PCSS, interviews of the highest ranked firms will be held
December 14, 2017	Recommendation of selected firm to Pickens County Board of Education

**End of RFQ for CM-at-Risk**