

ADVERTISEMENT:

**REQUEST FOR PROPOSAL  
FOR  
CONSTRUCTION MANAGEMENT SERVICES  
FOR GAINESVILLE HIGH SCHOOL PROJECTS  
FOR THE  
GAINESVILLE CITY SCHOOL SYSTEM**

The Gainesville City School System will receive proposals until October 2, 2019 at 2:00 p.m. for the Construction Management (CM) services for certain facilities. Copies of the RFP are available by contacting Chief Operations Officer Adrian Niles by telephone at 770-536-5275 ext. 5114.

**The Gainesville City Board of Education reserves the right to reject any and all proposals and to waive technicalities.**

**GAINESVILLE CITY SCHOOL SYSTEM  
GAINESVILLE, GEORGIA**

# **REQUEST FOR PROPOSAL FOR CONSTRUCTION MANAGEMENT SERVICES**

## **INTRODUCTION**

The Gainesville City School System (GCSS) desires to retain the services of a professional Construction Management (CM) firm to perform under a construction management/contractor format, for the construction projects below.

- 1. Gainesville High School**
  - a. Phase I**
    - i. Advanced Studies Building**
  - b. Phase II**
    - i. New Cafeteria/Media Center**
    - ii. New Multipurpose Building for Athletics, Band, and NJROTC**
  - c. Phase III**
    - i. New Instructional Building**

The Gainesville City School System shall have the right to terminate the relationship with the successful Construction Management firm at any time without cause.

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 and architect in project planning, arrangement of bid packages, bidding and award of the trade contracts, and management of construction until occupancy is achieved.

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

In issuing the RFP, it is the intent of the GCSS that the successful CM will provide the required services for a fixed fee to be mutually agreed upon by the parties. It is further the intent of the GCSS 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). GCSS 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 GCSS 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 GCSS.
6. An agreed percentage of pay applications will be held in retention.
7. The GCSS shall have the authority to suspend or terminate performance of the project.
8. Construction Manager will share with the GCSS the calculations and assumptions on which the CM's proposed GMP is based.
9. Construction Manager will comply with E-Verify and must submit construction affidavit with proposal.
10. Any contract awarded will include the required provision of O.C.G.A. §20-2-506. In addition, a termination for convenience provision will be included.
11. The requirements of this RFP and proposals submitted in response, as agreed to by the Board, shall be incorporated into the contract for services.
12. Respondents agree to waive any claims they have or may have against the Owner, its employees, agents, members, representatives or legal counsel, arising out of or in connection with the: (1) administration, evaluation, recommendation or selection of any proposal or qualifications; (2) waiver of any representations under the proposal or documents; (3) approval or rejection of any proposal or qualifications; and (4) award of a contract.

## **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.
5. Schedule and conduct pre-bid conferences in conjunction with the architect and representatives from the GCSS.
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 GCSS.
6. Maintain a system for review and approval of shop drawings.
7. Maintain records and submit routine reports to architect and GCSS.
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.

## **SELECTION OF CM**

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

Factors to be considered in the evaluation include:

1. The capability of the proposer to deliver the services in an efficient and timely manner. (15 pts.)
2. Local Consideration (5 pts.)
3. Composition and proposal of the persons designated to form the proposer's staff for the services required under the RFP. (10 pts.)
4. Cost and related intangibles which best demonstrate the proposer's ability to provide valued services. (40 pts.)
5. The proposer's response to the items listed in the Presentation section below. (30 pts.)

Evaluations will be performed by a committee of no less than (5) persons. 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 gained in the proposal, reference analysis and interviews, if required. Fees, general conditions and reimbursable will be negotiated with the selected firm on a project by project basis. If negotiations fail, the second ranked firm will be considered. GCSS reserves the right to accept or reject any and all proposals in response to this RFP.

## **RECEIPT AND CONTENT OF PROPOSALS**

Proposals will be received until October 2, 2019 by 2:00 p.m. To be accepted, all proposals are to be submitted in sealed packages marked "Response to CM-RFP". 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. Six (6) copies of each proposal should be sent or delivered to:

CM- RFP  
Attention: Adrian Niles  
Gainesville City School System  
508 Oak Street  
Gainesville, GA 30501

Questions regarding the RFP should be emailed or mailed to Adrian Niles at [adrian.niles@gcssk12.net](mailto:adrian.niles@gcssk12.net).

### **Presentation:**

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 and Information**

Briefly describe your firm, its officers and executive management. Furnish an organizational chart for your firm specifically indicating those who will be involved in this program.

#### **2. Project Approach**

Provide a brief outline and description of your firm's approach for a program of this nature.

#### **3. 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.

#### **4. Financial Information**

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

**5. Claims History**

List all litigations, arbitrations, and mediations in which the firm has been involved in the past five (5) years involving 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.

**6. 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).

**7. References**

Responses from at least three, (3) references for which the proposer has performed these or, similar services.

## **SEQUENCE OF EVENTS**

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

- |                    |   |
|--------------------|---|
| August 30, 2019    | Advertise and at <a href="http://www.gcssk12.net">www.gcssk12.net</a>             |
| October 2, 2019    | Receipt of Proposals by Gainesville City Schools                                  |
| October 4, 2019    | Opening and Evaluation of Proposals   |
| October 7-17, 2019 | If deemed desirable by GCSS, interviews will be held of the highest ranked firms. |
| October 21, 2019   | Recommendation of selected firm to Gainesville City Board of Education            |

The Gainesville City School's Board of Education reserves the right to reject any and all proposals and to waive technicalities.

**End of RFP for CM**