

Alvord Independent School District

ALVORD INDEPENDENT SCHOOL DISTRICT

REQUEST FOR CONSTRUCTION MANAGER AT RISK
FOR:

**A New Administrative/Multi-Purpose
Facility for AISD**

DEADLINE:

April 22, 2021

2:00 P.M. (CST)

Alvord Independent School District

Legal Notice

**Request for Qualifications/Proposals
for a
Construction Manager at Risk
On the project
“New Administrative/Multi-Purpose Facility for AISD”**

The Alvord Independent School District will accept Sealed Qualifications/Proposals for Construction Manager at Risk services, in the Board Room located at:

Alvord ISD Administration Building
100 Mosley Lane.
Alvord, TX 76225

until 2:00 P.M. on April 22, 2021. The Construction Manager, selected in a one-step process, will provide construction services at a contracted fee and provide consultation to the school district during and after the design of the facility.

The project to be constructed is “A New Administrative Multi-Purpose Facility for AISD”.

The Request for Qualifications/Proposal (RFQ/RFP) packet may be obtained by contacting the following District office:

Alvord I.S.D.
100 Mosley Lane
Alvord, Texas 76225
(940) 427-5975

Alvord I.S.D. reserves the right to waive any informality and to reject any or all Proposals.

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PROJECT AND ANTICIPATED SCHEDULE

The following project narratives are to assist you in responding to the RFQ.

The project consists of restoring an existing District owned facility located in the City of Alvord. The facility is a 20,000 square foot pre-engineered metal building that will be modified for needed new functions in multiple phases. Work may include demolition, roofing, exterior finishes, interior finishes, painting, mechanical, plumbing, electrical, and equipment installation. The project will be completed in multiple Phases at a total estimated cost of \$1,300,000.

A. Phase I

Work in this Phase includes new exterior finishes and roofing, limited site work and parking, demolition of existing interior, and construction of 3,800 square foot of new office space.

Phase II Construction Budget:

Work in this Phase includes finishing out the balance of the facility for an indoor fitness and practice facility and limited site work.

Construction Start: June 2021
Construction Completion: January 2022

B. Construction Manager Selection Schedule

- Request for Sealed Qualifications
First Advertisement April 7, 2021
- Request for Sealed Qualifications
Second Advertisement April 14, 2021
- Receive Sealed
Qualifications/Proposals April 22, 2021 2:00 P.M.
- Interview (if deemed beneficial to
AISD) To Be Determined
- Negotiate cost. April 26, 2021
- Recommend Construction
Manager to Board of Trustees April 30, 2021

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REQUEST FOR QUALIFICATIONS

Pursuant to the provisions of the Texas Education Code Section 44.038, it is the intention of the Alvord Independent School District to select one or more Construction Manager at Risk in a one-step process for restoration construction of an existing PEMB facility, located in the City of Alvord. Sealed submittals are to include the information requested in this package in the sequence and format prescribed. In addition to and separate from the requested information, submitting organizations may provide supplementary materials further describing their capabilities and experience (under separate cover).

Two copies are to be submitted to:

Alvord I.S.D.
Administration Building
100 Mosley Lane
Alvord, Texas 76225

no later than: 2:00 P.M. on April 22, 2021.

Immediately thereafter, the District will review the information. The district will use a one-step selection process. At a time to be determined, the District will review and rank the qualification information.

Queries about the Project and Request for Qualification / Proposal Packages should be in writing to:

Canterbury Consulting Group, Inc.
Architects/Planners
mcanterbury@canterburycgi.com
(817) 210-6108 Office

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REQUEST FOR SEALED QUALIFICATIONS/PROPOSALS QUESTIONNAIRE

Please provide the following information in the sequence and format prescribed by this questionnaire. Supplemental materials providing additional information may be included under separate cover attached, but the information requested below is to be provided in this format.

1. Firm Information:

Name of firm:

Address of principal office:

Phone:

Fax:

Form of Business Organization (Corporation, Partnership, Individual, and Joint Venture, other?):

Year Founded:

Primary Individual to Contact:

2. Organization

2.1 How many years has your organization been in business in its current capacity?

2.2 How many years has your organization been in business under its present name? Under what other or former names has your organization operated?

2.3 If your organization is a corporation, please provide date of incorporation, State of incorporation and list all officers of the corporation.

2.4 If your organization is a partnership, answer the following: Date of organization, type of partnership (if applicable), names of managing partner(s).

2.5 If your organization is individually owned, answer the following:

Date of organization:

name of owner:

2.6 If the form of your organization is other than those listed above, describe it and name the principals.

3. Licensing

3.1 List jurisdictions and trade categories in which your organization is legally qualified to do business and indicate registration or license numbers, if applicable.

3.2 List jurisdictions in which your organization's partnership or trade name is filed.

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4. Experience

4.1 List the categories of work that your organization normally performs with its own forces. Would you propose to do any work with your own forces or to bid all work to subcontractors?

4.2 List any subcontractors in which your organization has some ownership and list the categories of work those subcontractors normally perform.

4.3 Claims and suits (If the answer to any of the questions below is yes, please attach details).

4.3.1 Has your organization ever failed to complete any work awarded to it?

4.3.2 Are there any judgments, claims, arbitration proceedings or suits filed or outstanding against your organization or its officers for the last 5 years?

4.3.3 Has your organization filed any lawsuits or requested arbitration with regards to construction contracts within the last five years?

4.4 Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract? (If the answer is yes, please attach details.)

4.5 Current work:

List the major construction projects your organization has in progress (noting method of selection, i.e.: CM at Agent, Bid, Proposal or other), giving the name and location of project, owner, architect, contract amount, percent complete and scheduled completion date.

4.6 Work over last 3 years:

List major projects (particularly educational facilities) constructed by your firm including major renovations and additions while the facility remained in service. For each project, provide the name, nature of the project/function of the building, size (SF), location, cost, completion date, owner, architect, and method of selection, i.e.: CM at risk, bid, proposal or other.

5. Financial Information:

5.1 Attach a financial statement, preferably audited, including your organization's latest balance sheet and income statement showing the following items:

- Current assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials inventory, and prepaid expenses).
- Non-current assets (e.g., net fixed assets, other assets).
- Current liabilities (e.g., accounts payable, notes payable (current), accrued expenses, provision for income taxes, advances, accrued salaries and accrued payroll taxes).
- Non-current liabilities (e.g., notes payable).
- Capital accounts and retained earnings (e.g., capital, capital stock, authorized and outstanding shares par value, earned surplus and retained earnings).

5.2 Name and address of firm preparing attached financial statement and date thereof.

5.3 Is the attached financial statement for the identical organization named under item 1 above? If not, explain the relationship and financial responsibility of the organization whose financial

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statement is provided (e.g., parent - subsidiary).

5.4 Will the organization whose financial statement is attached act as guarantor of the contract for construction?

5.5 Provide name, address, and phone for bank reference.

5.6 Surety:

Provide the name of your bonding company, name and address of agent, and a letter from your agent stating your current standing. Performance and Payment Bonds for 100% of the construction cost will be required upon submission of the GMP. Is your surety listed as an acceptable surety in the Department of the Treasury Circular 570 and licensed to issue such bonds in the State of Texas?

6. Experience with concepts for working as a Construction Manager at Risk.

6.1 Describe your organization's concepts for working in a team relationship with the Owner and Architect during the design and construction of major projects. Describe your organization's methods for estimating costs, and for scheduling during the design/document phases. Describe how your company will benefit this project using Construction Manager at risk.

6.2 Cost Estimates:

Attach a sample conceptual cost estimate prepared during the design phase of a project and a sample of the final cost estimate/breakdown used to fix the contract amount for the construction of the same project. (The identity of the project may be concealed. The intent is to see the nature and format of the cost information provided).

6.3 Fees:

Pre-construction Phase Service Fee

Describe your organization's ideology as it pertains to the pre-construction phase fee, i.e., items and services to be included in the fee.

Construction Phase Services Fee including overhead and profit

Describe your organization's ideology as it pertains to the construction phase fee, i.e., fixed fee, percentage fee, and items to be included and/or excluded from the fee.

6.4 Savings:

Describe your organization's concept for the disposition of savings realized during construction. Is the full amount or a percentage thereof returned to the Owner?

6.5 Contingencies:

Describe your organization's concept for cost contingencies during design? During construction? What is your organization's concept for the disposition of contingency funds after the completion of the project? Give a history of project cost based on bid cost versus final cost noting reasons and amounts of change orders.

6.6 Cost Information:

Your firm would be required to make all cost information during design and construction available

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to owner and architect. Describe how this information would be furnished and how the owner and architect would be assured that it is complete and accurate.

7. Safety

Provide information as pertains to your firm's accident frequency rate and modifier for the last five years. List any OSHA citations in the last five years. List any deaths that have occurred on your projects in the last five years.

8. Schedules

Provide samples of schedules that will be used to control various project phases. Give a history of your ability to deliver projects on time for the past 3 years. Describe methods employed to keep projects on schedule and methods of corrective action to overcome schedule deficiencies.

9. References

For the projects listed above (re: item 4.6), identify a representative of the owner and a representative of the architect (provide name, phone/fax numbers) whom we could contact as references regarding your organization's services. Ideally, some of the references should be for educational projects of comparable scope.

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CRITERIA FOR SELECTION

Per the Texas Education Code 44.031 and 44.038. Alvord I.S.D. may consider the following in determining to whom to award the contract for Construction Manager at Risk services.

- 1) the price.
- 2) the reputation of the vendor and of the vendor's goods or services.
- 3) the relevant experience of the vendor.
- 4) the quality of the vendor's services.
- 5) past performance of the vendor.
- 6) the extent to which the services meet the District's needs.
- 7) the vendor's past relationship with the District.
- 8) vendors safety record.
- 9) proposed personnel for the project.
- 10) vendors methodology for the project.
- 11) the impact on the ability of the District to comply with laws and rules relating to historically underutilized businesses.
- 12) the total long-term cost to the District to acquire the vendor's goods or services; and
- 13) any other relevant factor that a private business entity would consider in selecting a vendor.

The following criteria will be considered in selecting the construction manager.

EXPERIENCE – (30% of scoring)

- 2) the reputation of the vendor and of the vendor's services;**
 - 3) the relevant experience of the vendor;**
 - 4) the quality of the vendor's goods or services;**
 - 5) past performance of the vendor;**
 - 7) the vendor's past relationship with the District;**
- How substantial is the firm's recent experience in the construction of projects of comparable size and complexity?
 - How substantial is the firm's experience in providing construction services for educational facilities of comparable size and complexity?
 - Is the firm knowledgeable about or experienced in the North Texas construction market?
 - How substantial is the firm's recent experience in providing pre-construction services for projects of comparable size and complexity?
 - Has the firm worked for Alvord ISD in the past? If so, was that work satisfactory to the District? Was the project finished on time? Was the project finished in budget?

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DISTRICT'S NEEDS – (30% of scoring)

6) the extent to which the goods or services meet the District's needs;

- Does the description provided by the firm of its pre-construction services evidence both understanding and capabilities of the process in general and as it applies to these projects for the District.
- Does the construction manager appear to have the capability to meet the District's schedule objectives?

COST ISSUES – (20% of scoring)

1) the price;

12) the total long-term cost to the District to acquire the vendor's services.

- Is the format/nature of cost estimates prepared by the firm during the design phases informative/useful for the District/Architect? Are the initial and final estimates consistent in nature and format?
- If savings are realized during construction, what percentage of those savings is returned to the District? 100? Less?
- What is the firm's concept for the disposition of any unused contingency included in the project cost? 100% to the District? Less?

ORGANIZATION, LICENSING, FINANCIAL INFORMATION, PERSONNEL, REFERENCES, SAMPLE CONTACT – (20% of scoring)

8) vendor's safety record.

9) proposed personnel for the project.

13) any other relevant factor that a private business entity would consider in selecting a vendor.

- Does the vendor have a good safety record and active safety program?
- How long has the firm been in business providing the type of services sought by the District?
- Does the firm's organizational structure, licensing and financial information indicate that the firm is capable of undertaking these projects?
- Do the personnel proposed for the project appear to have the appropriate experience, capabilities?
- Did the reference list (both owners and architects) have a favorable experience with the organization? Would they work with them again? How comparable was their project to these projects?
- Is AIA Document A121/CMc-AGC Document 565, 1991 Edition acceptable as modified by the District?

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44.034. NOTIFICATION OF CRIMINAL HISTORY OF CONTRACTOR

- a)** A person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony.
- b)** A school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business for work or materials provided or accomplished.
- c)** This section does not apply to a publicly held corporation.

Added by Acts 1995, 74th Leg., ch. 260, ss.1, eff. May 30, 1995