



REQUEST FOR QUALIFICATIONS

RFQ# 2223-12

CONSTRUCTION SERVICES CONSTRUCTION MANAGER-AT-RISK (Two-Step Method)

For the

Baseball and Softball Replacement Fields

For the

**Gregory-Portland Independent School District
1200 Broadway Blvd,
Portland, TX 78374**

Issued: August 17, 2023

Qualifications will be received [until 2:00 pm] on Thursday, September 7, 2023.

to:

**Gregory-Portland ISD
ATTN: Chris Casarez,
Purchasing Coordinator
1200 Broadway Blvd.
Portland, TX 78374**

All responses must be annotated with the following:

RFQ #2223-12 CONSTRUCTION SERVICES CONSTRUCTION MANAGER AT-RISK- STEP ONE: STATEMENT OF QUALIFICATIONS

Proposers are to submit five (5) hard copies of their qualifications and one copy on a jump/flash drive in a sealed envelope with the appropriate annotation to the address above.

**GREGORY-PORTLAND INDEPENDENT SCHOOL
DISTRICT REQUEST FOR QUALIFICATIONS
FOR CONSTRUCTION MANAGER-AT-RISK SERVICES**

Pursuant to the provisions of Texas Government Code Section 2269.253, it is the intention of the Gregory-Portland Independent School District (the "District" or "Owner") to select via the two-step Request for Qualifications process a Construction Manager-at-Risk for the construction of the project described herein. Persons or entities submitting qualifications are referred to herein as "Offeror(s)".

Qualifications are to include the information requested in Section II of this Request for Qualifications in the sequence and format prescribed. In addition to and separate from the requested information, Offerors submitting qualifications may provide supplementary materials further describing their capabilities experience.

**QUALIFICATIONS MUST BE RECEIVED NO LATER
THAN 2:00 PM, SEPTEMBER 7, 2023
LATE RESPONSES WILL NOT BE CONSIDERED**

Any qualifications received after such time will not be opened or considered. Questions regarding this qualifications package should be directed to:

**Gregory Portland ISD
ATTN: Chris Casarez,
Purchasing Coordinator
1200 Broadway Blvd.
Portland, Texas 78374
Ph: (361) 777-1091 x-1039
Email: ccasarez@g-pisd.org**

Qualifications envelopes must be plainly marked on the outside with the Offeror's name and address and the corresponding RFQ #2223-12

Following the deadline for receipt, the District's staff will receive, publicly open, and read aloud the names of the Offerors. The Selection Committee, consisting of representatives of the District and advisors from the District's Architect, PBK Architects, Inc., will evaluate and rank- each qualification submitted in relation to the selection criteria set forth herein. Fees or prices will not be considered in the Step One ranking based on qualifications. The District may also request additional information from Offerors at any time prior to final ranking of Offerors. The District may select all, some, or none of the Offerors for interviews by the Selection Committee. The interview, if any, will not be scored separately from the qualifications, but may result in an adjustment in score.

Based on the Step One qualifications ranking the District will request five or fewer Offerors to submit Step 2 Proposals on a G-PISD Proposal Form specifying proposed CMAR fees, general conditions costs and pre-construction not-to-exceed costs. After receiving fee/cost proposals from selected offerors, the District will score and rank the selected offerors based on all criteria (including both qualitative and cost criteria):

Following the Committee’s ranking of the Offerors based on the published selection criteria, and recommendation to the Board of Trustees, the District will attempt to negotiate an agreement with the Offeror that offers the best value to the District. If the District is unable to negotiate an agreement with the selected Offeror, the District shall, formally and in writing, end negotiations with that Offeror and begin the negotiation process with the next ranked Offeror in the order of selection ranking until a contract is reached or negotiations with all ranked Offerors end.

Pursuant to the Texas Government Code Section 2269.254, the District will rank the qualifications based on the following criteria and relative weights:

If respondent did not meet the deadline, this will automatically disqualify them from further consideration.

WEIGHT CRITERIA

STEP ONE QUALIFICATIONS REVIEW (Maximum Points Possible: 65)

- 25/25 The reputation and experience of the Proposer and their services with similar school projects and conditions as a Construction Manager.
- 10/10 The Quality of the Construction Manager’s work and services.
- 5/5 The Construction Manager’s past relationship with the District. (Criteria will be graded with all proposers starting at 5 points.
- 10/10 The experience and reputation of the Construction Manager’s project team that would be assigned.
- 5/5 The Construction Manager’s financial capacity appropriate to the size and scope of the project. (Provide the last fiscal year’s financial report).
- 10/10 Safety Record. Provide information regarding EMR (Employee Modifier Rate) or OSHA incident rate.

STEP ONE SUB TOTAL POINTS_____

COMMENTS / RECOMMENDATIONS: _____

STEP TWO PROPOSAL REVIEW (Maximum Points Possible: 35)

This item will be formally requested from responsive contractors after the September 7th Qualifications Deadline. The due date for this item will be September 11, 2023.

35/35 The Construction Manager’s Fee and General Conditions.
GPISD Request for Qualifications

STEP ONE/TWO TOTAL POINTS _____

COMMENTS / RECOMMENDATIONS: _____

All responses in your qualifications and proposal may be used to rank construction managers based on the criteria. The District reserves the right to verify the accuracy and completeness of all responses by utilizing any information available to the District without regard to whether such information appears in your qualifications.

By submitting a Qualifications and a Proposal, each Offeror agrees to waive any claim it has or may have against the District, the Architect/Engineer, and their respective trustees, agents and employees, and any reference sources, arising out of or in connection with the administration, evaluation, or recommendation of any Qualifications; waiver of any requirements under the Qualifications Documents; acceptance or rejection of any Qualifications; and award of a Contract.

The District shall have no contractual obligation to any Offeror, nor will any Offeror have any property interest or other right in the contract or Work being proposed unless and until the contract is unconditionally executed and delivered by all parties, and all conditions to be fulfilled by the Construction Manager have been fulfilled by the Construction Manager.

A Pre-Qualifications Conference will be held on August 25 at 10:00 A.M. at the Gregory-Portland Independent School District WLC Building located at 1100 Lang Road, Portland, Texas 78734.

Schedule (As Currently Planned by the Owner):

First Advertisement	August 17, 2023
Second Advertisement	August 24, 2023
Pre-Qualifications Conference	August 25, 2023
Deadline to Submit Qualifications/Qualifications Review	September 7, 2023
Deadline to Submit Pricing Structure Form (If Requested)	September 11, 2023
Virtual Interview of Finalists and Final Scoring	September 14, 2023
Board Recommendation/Ranking	September 18, 2023

I. SCOPE OF WORK, FORM OF CONTRACT

- A. Scope of Work; Budget. The proposed Projects consist of the Baseball and Softball Replacement Fields. A description of these projects are as follows:

New Baseball & Softball Fields

The Guaranteed Maximum Price for this project shall not exceed \$18,350,000.00

- B. Form of Contract. The contract between the District and the Construction Manager shall be the “Standard Form of Agreement between Owner and Construction Manager as Contractor Where the Basis of Payment is the Cost of the Work plus a Fee with a “Guaranteed Maximum Price”, AIA Document A133-2019, as amended by the District for this Project (See Attached). An AIA Document 133-2019, Exhibit A, Guaranteed Maximum Price Amendment shall be executed by the District and Construction Manager At Risk at the same time as the execution of the AIA A133 Standard Form of Agreement.
- C. The Offerors, or any agent or representative of Offerors, shall not undertake any activities or actions to promote or advertise their qualifications or Qualifications to any member of the District’s Board of Trustees, the District’s Administration or their respective staff persons, except as specifically requested in writing by the District, at any time between the date of issuance of the RFP and the date of award of an Agreement by the District’s Board of Trustees. This restriction extends to “thank you” letters, phone calls, emails and any contact that results in the direct or indirect discussion of the RFP and/or qualifications submitted by the Offerors.

II. INFORMATION TO BE PROVIDED BY OFFERORS

Please provide the following information concerning your firm:

A. Offeror Information

1. Name of Firm
2. Business Address
3. Telephone Number
4. Fax Number
5. Type of Organization (Individual, Partnership, Corporation, Association)
6. Number of Permanent Employees. (Employees hired for the duration of a specific project or under a fixed-term contract are not considered permanent employees for purposes of this qualifications).
 - i. Home Office
 - ii. Field
7. Primary Contact Person for District inquiries.
8. Main Office Location (if different than above).
9. Describe any substantial changes in ownership of your firm during the past

five years.

10. How many years has your firm operated under its current form of business organization?
11. List all professional or industry organizations in which your firm or its principals are members.
12. In order to assist the District in determining whether there exist any conflicts of interest, please describe any business or family relationships between any member of the District Board of Trustees and:
 - i. your firm;
 - ii. any principal of your firm;
 - iii. any subcontractor you are considering using to perform any portion of the project work; or,
 - iv. any principal of such subcontractor.

B. Personnel Information

Provide brief resumes (2-page limit) for the persons listed below:

1. Principals/Corporate Officers:
 - i. President
 - ii. Vice President
 - iii. Partners
2. Project Management Candidates
 - i. Project Manager
 - ii. Superintendent

For the Project Manager and Superintendent candidates, please list up to three persons you consider qualified for the positions. Please also provide a list of the principal duties and responsibilities you anticipate assigning to the Project Manager and to the Superintendent.

C. School Projects

List all school projects, including athletic fields your firm has completed within the past ten (10) years. Also indicate which projects you were designated as the Construction Manager-at-Risk. For each project list:

1. Project Owner
2. Brief description of the project
3. Client, client contact person, and telephone number
4. Date construction completed
5. Managing Principal
6. Project Architect or Engineer

For the ten (10) largest projects please also provide the following information:

7. Original contract amount
8. Final contract amount
9. Number of change orders

D. Organization

1. Describe the most common problem or challenge which you have encountered in school construction and your method for addressing the issue. (Maximum 2 pages).
2. Describe your firm's concepts for working in a team relationship with the Owner and the Architect during the design and construction of major projects. (Maximum 2 pages).
3. Explain in detail how your firm will handle warranty issues.
4. List the classifications of work or trades which you anticipate performing with in-house forces.

E. Claims and Litigation

1. Identify any claims or suits, if any, brought against your firm within the last five (5) years.
2. Describe all instances in which your firm was unable to complete the work under a contract.
3. Identify any judgments, claims arbitration proceedings or suits pending or outstanding against your firm or its officers.
4. Identify any lawsuits filed or arbitration requested by your firm with respect to construction contracts of your firm.

F. Current Work Load

Provide the following information for the five (5) largest projects you currently have under contract:

1. Project name
2. Location
3. Owner
4. Architect
5. Current contract amount
6. Percent complete
7. Specified contract completion date

G. Financial Information

1. Total amount of work performed as general contractor for each of the past five (5) years.
2. Bonding capacity
 - i. Per project
 - ii. Aggregate
3. Bank reference(s)
 - i. Individual, Title

- ii. Name of Bank
 - iii. Address
 - iv. Telephone
- 4. Bonding Company reference(s)
 - i. Individual, Title
 - ii. Name of Bank
 - iii. Address
 - iv. Telephone
- 5. Dunn & Bradstreet rating, if available, or latest financial report.

H. Safety

- 1. Provide information regarding your OSHA rating.

QUALIFICATIONS FORM

A. ADDENDA

Undersigned acknowledges receipt of Addenda Number(s):

B. CONSTRUCTIONMANAGER'S PERSONNEL

The Offeror agrees to employ the following individuals for the entire duration of the Work at the positions indicated, and agrees not to remove them from the Work nor replace them with others except as otherwise allowed in the Contract Documents or approved in writing by the Owner:

Project Manager(s): _____

Superintendent(s): _____

C. REPRESENTATIONS

By execution and submission of this Qualifications, the Offeror hereby agrees, represents and warrants to the Owner as follows:

1. Offeror will hold Qualifications open for acceptance for ninety (90) days.
2. Offer accepts the Owner's right to reject any or all Qualifications, to waive formalities and to accept the Qualifications which the Owner considers most advantageous.
3. By signing this Qualifications Form, the undersigned on behalf of the Offeror affirms that, to the best of his knowledge, the information concerning this Qualifications has been arrived at independently and is being submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other respondents in the award of this Qualifications.
4. All contingencies and savings shall be returned one hundred percent (100%) to the Owner.
5. Offeror has read and understands the Qualifications Documents and the Contract Documents, and this Qualifications is made in accordance with the Qualifications Documents.
6. Offeror has carefully inspected the Project site, and that from the Offeror's own investigation, the Offeror has satisfied itself as to the nature and location of the Work within the scope of the Project and the character, quality, quantities, materials, and difficulties to be encountered; the kind and extent of equipment

and other facilities needed for the performance of the Work; the general and local conditions and other items which may in any way affect the Work or its performance; and the Offeror has correlated the Offeror's site observations with the requirements of the Contract Documents. The Offeror understands and accepts the difficulties and costs associated with the Work and the Project site and the potential delays, disruptions in work and costs associated therewith and has included such considerations in its construction schedule and the Qualifications amount.

7. All information submitted by the Offeror to the Owner in response to this Request for Qualifications is true and correct. The District, or any authorized representative of the District, is authorized by the undersigned to contact any firm, institution, or person to obtain information about our firm's services, financial condition, and any other information which the District might determine as being desirable.
8. To the fullest extent permitted by applicable law, the Offeror waives any claim it has or may have against the Owner, the Architect, and their respective trustees, officers, shareholders, directors, partners, agents, contractors, consultants and employees arising out of or in connection with the administration, evaluation or recommendation of any offers; waiver of any requirements under the Qualifications Documents or the Contract Documents; acceptance or rejection of any qualifications; and the award of a Contract.
9. The Project will be undertaken in accordance with the applicable provisions of Chapter 2269, Subchapter F of the Texas Government Code.

By:

(Signature)

(Printed Name)

(Title)

SCHEDULE "A"

GENERAL CONDITIONS

In our experience, general conditions consist of all materials, personnel, and services needed to equip the Construction Manager with the best resources to oversee the timely completion of the project. General conditions usually include everything that is not directly used in the construction project, as is listed below:

Project Manager	Vehicle Expenses
Project Superintendent	Gas, Oil, Grease
Payroll / Taxes / Insurance	Vehicle Repairs
Safety Equipment	Postage / Delivery
Safety Training and Programs	Mobilization / Demobilization
Project Dues / Safety Fees to AGC	Survey Supplies and Equipment
Fire Protection	Weekly Cleanup
First Aid Supplies	Trash Dumpster
Office Cleanup	Security of Building
Job Telephone, Cell Phones, DSL Data Line	Plan Reproduction Allowance
Ice, Cups and Water	Small Tools and Equipment
CPM Schedule and Project Controls	Small Equipment Rental
Job Sign	Final Building Cleanup
Job Photos	Close-Out Documents
Temporary Toilets	Builders Risk Insurance
Temporary Plumbing	OCP / GL Insurance
Office Trailer	Permit Fees
Fax Machine	Performance and Payment Bonds
Job Office Equipment	
Job Office Supplies	
Job Office Expenses	
Job Office Furniture	
Contractor's Computers / Software	
Field Office Utilities	

Any other items required for the Construction Manger to perform the work.

SCHEDULE "B"

**EXAMPLE OF INSURANCE
COVERAGE**

<u>'B. Comprehensive General Liability</u>	<u>Minimum Limits</u>
Bodily Injury	\$2,000,000/occurrence \$2,000,000/aggregate, products & completed operations \$1,000,000/occurrence \$1,000,000/aggregate or \$2,000,000 combined single limit for BI & PD Coverage shall include
1. Premises - Operations;	
2. Contractor's Protective Liability (if any work sublet);	
3. Contractual Liability to cover indemnity agreement of "Hold Harmless" clause in contract;	
4. Property Damage Liability insurance shall include coverage for the following hazards:	
a. Damage to completed or partially completed work.	
5. Personal Injury Liability in a minimum limit of \$500,000 with employment exclusion deleted;	
6. Broad Form C G L Endorsement shall be included:	
7. Waiver of Subrogation Endorsement shall be included in favor of Gregory-Portland Independent School District/Agents;	
8. Thirty-day notice of cancellation or material change endorsement in favor of, Gregory-Portland Independent School District/Agents.	
9. The Owner to be named as additional insured on Contractor's policy.	
10. The Owner shall be named additional insured on the Contractor's policy as to the subject job.	

C.	<u>Comprehensive Automobile Liability</u>	<u>Minimum</u>
	Bodily Injury	\$500,000/person
		\$1,000,000/occurrence
	Property Damage	\$1,000,000/occurrence

or

\$1,000,000 combined single limit for BI & PH.

Coverage Shall Include

1. All owned, hired and non-owned autos of the Contractor;
2. Waiver of subrogation Endorsement in favor of Gregory-Portland Independent School District/Agents;
3. Thirty-day notice of cancellation of material change endorsement in favor of Gregory-Portland Independent School District/Agents;
4. Gregory-Portland Independent School District/Agents to be named as additional insured on Contractor's policy.

D.	<u>Umbrella Liability</u>	<u>Minimum Limits</u>
		\$25,000,000/occurrence
		\$25,000,000/aggregate

Coverage Shall Include:

1. Waiver of Subrogation Endorsement in favor of Gregory-Portland Independent School District/Agents;
2. Thirty-day notice of cancellation or material change endorsement in favor of Gregory-Portland Independent School District/Agents;
3. Gregory-Portland Independent School District/Agents to be named as additional insured on Contractor's policy

SCHEDULE "C"

PROPOSED CONSTRUCTION SCHEDULES

The schedules shown below are preliminary and may change. They are to be used for reference only.

Phasing of the project will be developed with the help of the CMar.

SCHEDULE "D"
Scope of Work

Refer to attached drawings for scope of work.

Included is the following:

1. Baseball Fields
2. Softball Fields