

**March 21<sup>st</sup>, 2018**

**REQUEST FOR QUALIFICATIONS  
(PHASE I)**

**And**

**REQUEST FOR PROPOSAL  
(PHASE II)**

**To Provide**

**CONSTRUCTION MANAGEMENT AT-RISK SERVICES**

**For**

**The Hospital Authority of Colquitt County**

**At**

**Colquitt Regional Medical Center**

**Project Name: Infrastructure Upgrades**

## **REQUEST FOR QUALIFICATIONS Phase I**

### **INTRODUCTION**

The Hospital Authority of Colquitt County is seeking a qualified firm for providing construction management at-risk services for a significant mechanical, electrical, and plumbing infrastructure upgrade project to take place within the existing patient care tower of Colquitt Regional Medical Center (CRMC). As described in the Georgia “Guidebook to Local Government Construction Projects”, CRMC will use the “Qualification Based Selection (QBS) on Public Works Construction Contracts” which allows for a bifurcated proposal process that consists of two phases:

1. Statement of Qualification Phase (Request for Qualifications)
2. Technical Proposal Phase (Request for Proposal)

**This advertisement and RFQ shall serve as the Statement of Qualification Phase of this proposal process.**

Following receipt of CM RFQ responses, the Hospital Authority will select a short list of contractors that will then be invited to participate in the Technical Proposal Phase. This will be in the form of a Request for Proposal (RFP). It is within this process that the owner will ask for project specific information such as fee, general conditions costs, proposed GMP, proposed project team and project schedule. The RFP will then be followed up by on-site interviews where CM selection/award will be made shortly after.

### **PROJECT DESCRIPTION**

The project consists of various mechanical, electrical, and plumbing infrastructure upgrades and replacements in the main patient care tower of the Colquitt Regional Medical Center facility in Moultrie, GA. There will be significant renovations of finishes and fixtures included in impacted areas as a result of the extensive MEP upgrades.

The work is better illustrated in the project documents dated February 28<sup>th</sup>, 2018.

The project design documents, prepared by TM Partners (TMP), are included within this RFQ via hyperlink to direct download. The documents included are an Agency Checkset and not yet 100% completed. This link is as follows:

[Download all associated files](#)

*Note: All work is required to be phased as laid out in the phasing plan contained within these documents (or as approved by the Hospital at a later date). The responding construction manager understands fully that they will be working inside an operational facility and will take all measures necessary to maintain the function of the Hospital's services during construction of this project.*

## **REQUEST FOR QUALIFICATIONS CRITERIA REQUIREMENTS**

Firms responding to this Request for Qualifications will be evaluated on the following criteria:

1. The firm or its principals are not currently ineligible, debarred, suspended, or otherwise excluded from bidding or contracting by any state or federal agency, department, or authority
2. The firm or its principals have not been terminated for cause or currently in default on any public works contract
3. At least 10 years of significant healthcare renovation experience
4. At least \$50M infrastructure experience with healthcare facilities
5. Primary team members shall have a current ASHE HCC (Healthcare Construction Certificate)

Offerors submitting RFQ responses shall be notified whether they are pre-qualified or disqualified. Only qualified and approved offerors may submit proposals at the technical proposal phase. The disqualified offeror may submit a letter to the Hospital responding to the disqualification within seven (7) days of receiving notice of their disqualification. This does not mean that the disqualified offeror gets to “appeal” his or her disqualification. It is simply an opportunity for the disqualified offeror to respond and state their case.

## **CONSTRUCTION MANAGER REQUEST FOR QUALIFICATIONS RESPONSE FORMAT**

1. Firm and Response Introduction letter
2. Completed AIA A305 Contractor’s Qualification Statement
3. Written confirmation that the above minimum criteria for qualification are met and/or exceeded

*Firms are welcome to submit additional data they feel is relevant or helpful however additional information shall be submitted in a separate submittal from the one noted above.*

## **ADDITIONAL INFORMATION AND INSTRUCTIONS**

The Hospital may contact each and every reference provided, as well as any entity referenced in the response. The construction manager, by completing this RFQ, expressly agrees that any information concerning the CM in possession of other entities and references may be made available to the Owner.

The CM warrants that, to the best of its knowledge and belief, the responses contained herein are true, accurate and complete. The CM also acknowledges that the Hospital Authority is relying on the truth and accuracy of the responses contained herein.

If there are any questions concerning the completion of this form, the CM is encouraged to contact Julius Smith at 615-674-6739.

If the construction manager is a corporation, this qualification packet/response must be signed by either the president or vice-president of the corporation and attested by either the secretary or assistant secretary. If the CM is a partnership, then at least one of the partners must provide a notarized signature. If the CM is an individual, then he or she must have his or her signature notarized.

This RFQ and response, its completion by the CM and its use by the Hospital shall not give rise to any liability on the part of the Hospital to the CM or any third party or person.

No guarantee is made or implied that the project will be constructed in whole or in part. The CM accepts all risk and costs associated with the completion of the RFQ packet.

#### **ANTICIPATED RFQ and RFP SELECTION SCHEDULE**

- ❖ March 21: Request for Qualifications advertised
- ❖ April 18: Request for Qualifications responses due and submitted to Julius Smith by 2 pm (Central Time). Electronic copies via email are accepted and preferred. Email: [RFQ@colquittregional.com](mailto:RFQ@colquittregional.com)
- ❖ April 25: Technical Proposal Phase: RFP distributed to shortlisted group of construction managers
- ❖ April 30 (week of; date to be announced within technical proposal phase RFP) : On-site pre-proposal meeting and site walkthrough
- ❖ May 23: CM proposals submitted to Julius Smith by 2 pm (Central Time). Electronic copies via email are preferred. Email: [RFQ@colquittregional.com](mailto:RFQ@colquittregional.com).
- ❖ Date TBD: CM interviews TBD
- ❖ June 4 (on or before): CM selection made and awarded firm notified

## **REQUEST FOR PROPOSAL Phase II**

***Note: The information in this Section, Request for Proposals is provided for the firms who have been issued notification as having been deemed eligible and are shortlisted for the project***

To firms who have been issued notification as having been deemed eligible, the Hospital Authority of Colquitt County, as “Owner” on behalf of Colquitt Regional Medical Center, issues this Request for Proposal (RFP) for those firms to offer proposals for construction management at-risk services for this project.

The Hospital Authority of Colquitt County is seeking proposals from qualified firms for providing construction management at-risk services for a significant mechanical, electrical, and plumbing infrastructure upgrade project to take place within the existing patient care tower at Colquitt Regional Medical Center (CRMC). Firms responding to this RFP will be evaluated on the basis of overall experience (firm and proposed team members), strength and depth of team, reference checks, proposed schedule, costs and fees, proposed construction cost/GMP, and the execution plan for completing the procurement and construction of the work. Proposals should be complete and contain responses to all of the information requested. At this time, all firms are requested to present proposals for a Guaranteed Maximum Price.

Please refer to the attached Exhibit A for further details of specific information to provide.

Following receipt of CM proposals, the Hospital Authority will select a short list of contractors that will then be invited to prepare and provide presentations for the facility and design team.

Following receipt of technical proposals, and when an award has been made, the awarded CM and the Hospital Authority will negotiate a guaranteed maximum price (GMP) for construction. The awarded firm will be required to exhibit maximum effort to include quality, cost effective, local contractors and suppliers in the procurement effort. The Hospital Authority, at its sole discretion, reserves the right to or not to contract with the selected firm for construction management services to complete the project.

The Hospital Authority reserves the right to reject any proposal from a firm that is non-responsive or not responsible.

The NoliWhite Group is the Program Manager for this project and will be coordinating the CM proposals. The architect for the project is TM Partners. Firms are instructed to direct ALL correspondence through The NoliWhite Group and TMP, and not the Hospital Authority.

Note that all subcontractor and supplier questions should be submitted via the Construction Managers to the Program Manager and/or the Architect and their consultants. Construction Managers are requested to handle the subcontractor questions and concerns.

## **PROJECT DOCUMENTS**

As described in the above Request for Qualifications, the project design documents are currently completed to an Agency Checkset level and the final 100% documents are not yet available. However, the 100% construction documents will be completed prior to the Request for Proposal phase and thus will be included via hyperlink within the RFP at that time.

Following completion of the project documents, the Hospital Authority may issue change orders altering the scope of the project to address changes or unforeseen circumstances.

## **CONSTRUCTION MANAGER REQUEST FOR PROPOSAL RESPONSE FORMAT**

1. Proposal introduction letter
2. Proposed team and organizational structure, resumes, and references. Indicate clearly the anticipated duration of each team member's involvement (by phase if applicable), and whether the team member will be located on site or at the home office.
3. Proposed schedule (clearly broken down by phase)
4. Proposed GMP amount
5. Project fee summary (see exhibit A for required format). PROVIDE NARRATIVE OF ANY WORK ANTICIPATED TO BE SELF PERFORMED.
6. General conditions estimate (see exhibit B for required format)
7. Execution plan (Site Utilization) including contractor and subcontractor parking.
8. Assumptions and clarifications
9. Provide information on subcontractor bonding and/or sub-guard approach to the project. Provide cost information for amounts anticipated for sub bonds/sub-guard.
10. Submit a Contractor E-Verify Affidavit. This form is included in Part V of the Guidebook to Local Government Construction Projects

***Firms are welcome to submit additional data they feel is relevant or helpful however additional information shall be submitted in a separate submittal from the one noted above.***

Other requirements and relevant information regarding the CM/GC RFP responses:

- The proposing CM shall honor their proposal for no less than 60 calendar days from the date of submission
- The proposing CM is required to procure a bid bond, performance bond, and payment bond for the project. The forms that are to be used are provided in Part V of the Guidebook to Local Government Construction Projects

- Agreement with CM shall contain a term that requires the CM to only hire subcontractors who are registered for an participate in the E-Verify program
- The CM must sign an affidavit attesting that he or she is either a U.S. citizen or is legally qualified to sign a government contract. Anyone who signs the affidavit who is not a U.S. citizen must be run through the federal Systematic Alien Verification for Entitlements (SAVE) Program

### **PROPOSED PROJECT PERSONNEL**

1. Please list the name, qualifications and background of the contractor's proposed project manager for this project. Include the names and addresses of companies with which he or she has been affiliated in the past five years. Indicate whether the contractor commits to making the proposed project manager available for the duration of the project.
2. Please list at least three projects, by size, type and duration that the proposed project manager has managed in the past five years for the contractor or for any other company.
3. Please list the qualifications and background of contractor's proposed job superintendent (if different from the project manager). Include the names and addresses of any companies with which he or she has been affiliated in the past five years. Indicate whether the proposed job superintendent will be made available for the duration of the project.
4. Please list at least three projects, by size, type and duration that the proposed job superintendent has supervised in the past five years, for the contractor or for any other company.

### **CRITERIA FOR EVALUATION OF REQUEST FOR PROPOSAL RESPONSES AND INTERVIEWS**

- 25% Factor: Proposed Team and Past / Relevant Project Experience
- 30% Factor: Proposed Construction Schedule and Understanding of Project Phasing
- 30% Factor: Proposed Construction Cost / Guaranteed Maximum Price
- 15% Factor: Proposed Fee and General Conditions Costs

### **IMMIGRATION REFORM COMPLIANCE REQUIREMENT**

The successful CM will be required to certify compliance with all applicable federal and state immigration laws, including the Immigration Reform and Control Act of 1986 (IRCA), D.L. 99-603 and the Georgia Security and Immigration Compliance Act OCGA 13-10-90 et. seq The CM will be required to make certifications of such compliance, including meeting one of the (2) following provisions and by executing any affidavits required by the rules and regulations issued by the Georgia Department of Labor set forth at Rule 300-10-1-.01:

- 1) The Contractor warrants that Contractor has complied with the Immigration Reform and Control Act of 1986 and the Georgia Security and Immigration Compliance Act by registering at <https://www.vis-dhs.com/EmployerRegistration> and verifying information of all new employees;
- 2) The successful proposer shall comply with the stipulations cited in Security and Immigration Compliance Act OCGA 13-10-91.with respect to the proper federal authorizations regarding the right to work for subcontractors and contractors.

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- ❖ Date TBD: CM interviews TBD
- ❖ June 4 (on or before): CM selection made and awarded firm notified

#### **ANTICIPATED CONSTRUCTION MANAGER CONTRACT FORMAT**

Upon completion of the construction documents and provided a GMP agreement has been reached, the Owner will have the option to contract with the Construction Manager for construction management services. The Owner reserves the right to select a different CM if an agreeable GMP amount is not reached. **It is anticipated that the Owner will utilize the AIA 102, Standard Form of Agreement between Owner and Contractor where the basis of payment is the cost of the Work plus Fee with a Guaranteed Maximum Price.**