



ADV. No.: BI-CTC-455-CMR

**State of Connecticut**  
**Department of Construction Services**  
 Division of Design & Construction  
 Office of Process Management  
 165 Capitol Avenue  
 Hartford, CT 06106

**CMR Services Selection**  
**Request for Qualifications (RFQ)**  
**Web Advertisement**

<b>Adv. No.:</b>	<b>BI-CTC-455-CMR</b>	<b>Web Advertisement Date:</b>	<b>Wednesday May 1, 2013</b>
<b>Selection Type:</b>	<b>Major Capital Project CMR Services Selection Request for Qualifications</b>		
<b>General Statement:</b>	In accordance with the requirements of CGS §4b-103 the State of Connecticut, Department of Construction Services, Division of Design & Construction, Office of Process Management advertises for Requests for Qualifications for the Major Capital Project CMR Services as specified below.		
<b>Project Delivery Method:</b>	<p><b>Construction Manager At Risk (CMR)* - Guaranteed Maximum Price (GMP):</b> A Construction Manager at Risk shall be selected to publically bid the project elements and enter into a GMP contract with the State. After consultation with and approval by the commissioner, the CMR shall award subcontracts to responsible qualified subcontractors submitting the lowest bids to build the Project.</p> <p><b>*Construction Manager at Risk (CMR)</b> reviews and participates in design and the production of the construction documents with Owner and Architect. The CMR solicits trade bids on behalf of the Owner from trade subcontractors on a competitive basis. The CMR shall agree upon a Guaranteed Maximum Price to perform the work identified in the Bid Documents and enters into contracts with these trade subcontractors to perform their trade work.</p> <p><b>Important Note:</b> Projects that a firm has completed as "General Contractor" or a "Construction Manager as Agent" (i.e. Projects where the firm did not enter into contracts with these trade subcontractors to perform their trade work) shall not qualify as acceptable CMR Project Experience for this Selection.</p>		
<b>Contract Number:</b>	<b>BI-CTC-455-CMR</b>		
<b>Contract/Project Title:</b>	Master Plan Phase 2 – Renovations & New Additions to Lafayette Hall		
<b>Project Location(s):</b>	Housatonic Community College, Bridgeport, CT		
<b>Estimated Cost of the Work:</b>	\$29,838,772		
<b>Construction Phase:</b>	730	<b>Calendar Days</b> (From Construction Start Date to Substantial Completion Date.)	
<b>User Agency Name:</b>	Board of Regents for Higher Education		



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<b>Project Description:</b>	<p><b><u>This Project's Scope of Work shall include, but not be limited to, the following:</u></b></p> <p>Renovation of existing space in Lafayette Hall and the construction of new additions of approximately 55,000 gross square feet (gsf) to support the increased enrollment and related academic, student life and administrative needs and priorities of Housatonic Community College (HCC). A full campus space utilization and physical Master Plan was last completed on campus in 2002.</p> <p>The existing two story 183,000 gsf Lafayette Hall is home to a broad mix of campus functions including: administrative space; the library; main cafeteria; mechanical central plant; student enrollment services; a daycare center/preschool; a new Manufacturing Center; the Math, Science, Visual and Performing Arts Departments; Developmental Studies/student support spaces, plus the college's renowned art gallery. In general, the entire facility serves as public museum for the college's extensive collection.</p> <p>While a space program for the Master Plan Phase II project implementation needs to be defined, the scope shall include new (and renovated) science rooms, computer and general classrooms, plus expansion of the cafeteria and library spaces. Additional project requirements include the need for new chillers, new boilers, new hardware &amp; security system, and a new generator.</p> <p>The project will be a multi-phase project due to the continued occupancy of the building and campus. The project is required to achieve a LEED - Silver rating and meet State of CT High Performance Building Standards. The campus is located in a tight urban setting with limited access and outdoor space.</p>
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**Designated Scope of  
CMR Services:**
**1. Preconstruction Phase Scope of Services :**
**1.1 Summary of Examples of Design Phase Services:**

CMR Design Phase Services may include but are not limited to the following:

- .1 Constructability Reviews;
- .2 Blasting and Pile Driving Report;
- .3 Site Logistics Plan;
- .4 Building Excavation Plan.
- .5 Schedule and Phasing Coordination;
- .6 Cost Control Management;
- .7 Construction Documents Conversion Into Subcontractor Bid Packages:

**1.2 Summary of Examples of Bid Phase Services:**

- .1 Develop the Master Project Schedule;
- .2 Bid to DAS Prequalified Subcontractors for each Bid Package;
- .3 Advertise Bids;
- .4 Issue Subcontractor Bid Packages;
- .5 Conduct Preconstruction Conference(s) and Site Visit(s);
- .6 Process All Addenda;
- .7 Receive Bids from Subcontractors and conduct public bid opening;
- .8 Issue a Guaranteed Maximum Price (GMP);
- .9 Execute Subcontractor Agreements;

**2. Construction Phase Scope Services:**
**2.1 Summary of Examples of Construction Phase Services:**

CMR Construction Phase Services may include but are not limited to the following:

- .1 Comply with General Conditions - CMR;
- .2 Comply with General Requirements - CMR;
- .3 Conduct Pre-construction Conference;
- .4 Periodic update the Master CPM Schedule;
- .5 Monthly update of Schedule of values;
- .6 Review and Prepare Monthly Progress Payment Requests;
- .7 Periodic Update of Project Cash Flow Projections;
- .8 Act as the Project's Prime Liaison;
- .9 Coordinate subcontractors' Requests for Information (RFI's) and A/E RFI Responses;
- .10 Coordinate all change requests and responses;
- .11 Coordinate All Types of Submittals;
- .12 Coordinate All Types of Testing and Inspections;
- .13 Coordinate Sub-contractors;
- .15 Coordinate Sub-contractor's participation in Commissioning (Cx);
- .16 Provide construction trailers, storage, equipment, barriers, and etc.;
- .17 Provide all Necessary On-site Construction Management Personnel;
- .18 Coordinate Substantial Completion and Turn Over
- .19 Closeout Project.
- .20 Support Documentation Collection For LEED Submissions.



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**Affirmation of Receipt  
of State Ethics Laws  
Summary of Electronic  
Filing Requirements:**

In accordance with the Connecticut General Statutes and Governor Dannel P. Malloy's "Business Friendly Initiative," found in Public Act No. 11-229, the following must be adhered to:

**1. Electronic Uploading Requirements for Affidavits/Certifications**

The State of Connecticut has revised its affidavit/certification procedures. Each selected firm is required to open a BizNet account on the DAS website ([www.das.state.ct.us](http://www.das.state.ct.us)) and then upload certain affidavits/certifications.

**Instructions for opening a BizNet account** can be found on the DAS website by clicking on "State Procurement Marketplace" and then clicking on "NEW\* BizNet Connection".

**Instructions for uploading the affidavits/certifications** can be found on the DAS website by clicking on "State Procurement Marketplace" and then clicking on "DAS Business Friendly Initiatives". Follow the instructions in the "Vendor Guide to Uploading Affidavits and Nondiscrimination Forms Online (PDF)".

The specific affidavits and certifications requiring uploading are found on the DAS website by clicking on "State Procurement Marketplace", then click on the "BizNet" link under the Quick Links feature. Firms should use the affidavit/certification forms found under the BizNet link. Once uploaded, Affidavits shall be updated and submitted annually and Affidavits and Nondiscrimination Forms shall be updated within 30 days of any changes to the submitted information.

**2. Electronic "Guide to the Code of Ethics For Current or Potential State Contractors"**

When the Department of Construction Services (CT DCS) is seeking a contract for a large state construction or procurement contract having a cost of more than five hundred thousand dollars (\$500,000), CT DCS shall provide all potential consultant and contractor firms with the "**Guide to the Code of Ethics For Current or Potential State Contractors**" that is available for **electronic download** from the website of the Office of State Ethics (OSE). **Questions concerning the "Guide to the Code of Ethics For Current or Potential State Contractors" can be directed to the OSE at 860-263-2400.**

CT DCS is also required to notify all potential consultant and contractor firms for a large state construction or procurement contract that they must **electronically upload** an "**Affirmation of Receipt of State Ethics Laws Summary**" affirming that their key employees have read and understand the summary and agree to comply with the provisions of state ethics laws. Instructions on how to electronically upload an "**Affirmation of Receipt of State Ethics Laws Summary**" can be accessed as noted above. **Questions concerning the electronic filing of the "Affirmation of Receipt of State Ethics Laws Summary" can be directed to DAS Procurement Services at (860) 713-5095.**

**NOTE: Do not electronically submit an "Affirmation of Receipt of State Ethics Laws Summary" to CT DCS.**

**3. Additional Affidavits & Certifications Requirements:**

At the time a Firm is notified of its "Conditional Selection" by CT DCS, it will be given instructions regarding additional certificates, affidavits, and other information that must be submitted for the processing of its contract by CT DAS Legal Services.



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<b>Date CT DCS Began Planning This Project:</b>	August 18, 2011 (Master Plan adopted in 2002)																		
<b>Qualifications Based Selection (QBS) CMR Screening Shortlist Requirements:</b>	<p>The CMR Screening Criteria Categories for this project are as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Criteria Number</th> <th style="width: 70%;">Construction Manager at Risk Screening Criteria Categories</th> <th style="width: 20%;">Rating Points</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">Experience with Work of Similar Size and Scope as Required for this Contract</td> <td style="text-align: center;">35</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">Organizational / Team Structure</td> <td style="text-align: center;">30</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">Past Performance Data</td> <td style="text-align: center;">20</td> </tr> <tr> <td style="text-align: center;">4</td> <td style="text-align: center;">Partnering Experience</td> <td style="text-align: center;">15</td> </tr> <tr> <td colspan="2" style="text-align: center;"><b>Points per Interview Panel Member Points</b></td> <td style="text-align: center;"><b>100</b></td> </tr> </tbody> </table> <p><b>Note:</b> The QBS CMR Screening Shortlist and CMR Selection for this Project shall be conducted in accordance with requirements stated in the <b>CMR GMP Best Value Selection Procedure Manual (0370)</b>:</p> <ol style="list-style-type: none"> <li>1. Go to the CT DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a>;</li> <li>2. At the top of the CT DCS Home Page click on the <b>Publications</b> link;</li> <li>3. Click on the <b>CMR GMP Best Value Selection Procedure Manual (0370)</b> link.</li> <li>4. For the number of active and inactive CMR Selections and Contracts that are allowed to be held by a firm by at one time see the <b>Capital Project Selection &amp; Contract Limitation Guidelines (1221)</b> link.</li> </ol>	Criteria Number	Construction Manager at Risk Screening Criteria Categories	Rating Points	1	Experience with Work of Similar Size and Scope as Required for this Contract	35	2	Organizational / Team Structure	30	3	Past Performance Data	20	4	Partnering Experience	15	<b>Points per Interview Panel Member Points</b>		<b>100</b>
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<b>CMR QBS Email Registration:</b>	<p>To access the <b>CMR - QBS Email Registration</b> for this Project:</p> <ol style="list-style-type: none"> <li>1. Go to the CT DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a>;</li> <li>2. At the top of the CT DCS Home Page click on the <b>Forms</b> link.</li> <li>3. Click on the <b>CMR - QBS Email Registration (1725)</b> link.</li> </ol>																		
<b>CMR QBS Submittal Booklet Requirements:</b>	<p>To access the <b>CMR QBS Submittal Booklet Requirements</b> for this Project:</p> <ol style="list-style-type: none"> <li>1. Go to the CT DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a>;</li> <li>2. At the top of the CT DCS Home Page click on the <b>Publications</b> link.</li> <li>3. Click on the <b>CMR QBS Submittal Booklet Requirements (1730)</b> link.</li> <li>4. For reference, also click on the <b>Selection &amp; Bidding Manual</b> link.</li> </ol>																		
<b>CMR QBS Screening Shortlist Questionnaire:</b>	<p>To access the <b>CMR QBS Screening Shortlist Questionnaire</b> for this Project:</p> <ol style="list-style-type: none"> <li>1. Go to the CT DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a>;</li> <li>2. Under <b>Doing Business with DCS/Requests for Qualifications</b>, click on the <b>Construction Manager At-Risk</b> link;</li> <li>3. Locate the Contract Number for this Project. Click on the <b>CMR - QBS Screening Shortlist Questionnaire</b> link to obtain the CMR QBS Screening Shortlist Screening Questionnaire for this specific Project.</li> </ol>																		



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<b>Qualification Submittal Deadline and Location:</b>	<p>Deadline for the receipt of the QBS Submittal Booklets is: <b>3 p.m. Friday, May 24, 2013</b></p> <p>State Office Building Department of Construction Services Division of Design &amp; Construction Office of Process Management - Room 437 165 Capitol Avenue Hartford, Connecticut 06106</p> <p><b><u>IMPORTANT NOTE:</u></b> Failure to the submit properly formatted QBS Submittal Booklets with all of the required contents by the designated deadline and location will result in the Firm's submittal being deemed deficient for consideration for this Contract.</p>	
<b>RFQ Contacts:</b>	<p><i>For General QBS Requirements:</i></p> <p><b>CT DCS QBS Selection Unit:</b> Randy Daigle, QBS Unit Supervisor Room 437 165, Capitol Avenue Hartford, Connecticut 06106 Email: <a href="mailto:randy.daigle@ct.gov">randy.daigle@ct.gov</a></p>	<p><i>For this CMR Services Contract:</i></p> <p><b>OR CT DCS Project Manager</b> Peter McCann Room 460 165 Capitol Avenue Hartford, Connecticut 06106 Email: <a href="mailto:peter.mccann@ct.gov">peter.mccann@ct.gov</a></p>
	<p><b><u>IMPORTANT NOTE:</u></b> Responses to requests for more specific contract information than is contained in this Advertisement shall be limited information that is available to all Firms and that is necessary to complete this QBS process.</p> <p><b>All requests for more specific contract information must be sent in <u>writing</u> (email acceptable).</b></p>	

**END**  
**CMR Services Selection**  
**RFQ Web Advertisement**