

**RFQ Web Advertisement  
 For Construction Manager at Risk (CMR) Services**

ADV. No.: CF-RW-330-CMR

**Connecticut Department of Administrative Services (DAS)  
 Division of Construction Services (DCS)  
 Office of Design & Construction  
 Process Management Unit  
 165 Capitol Avenue – Room 437  
 Hartford, CT 06106**

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

<b>Adv. No.:</b>	<b>CF-RW-330-CMR</b>	<b>Web Advertisement Date:</b>	<b>Wednesday, March 12, 2014</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 Administrative Services, Division of Construction Services, Office of Design & Construction, Process Management Unit 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>CF-RW-330-CMR</b>		
<b>Contract/Project Title:</b>	Shafer Hall Renovation		
<b>Project Location(s):</b>	Eastern Connecticut State University 83 Windham Street Willimantic, CT		
<b>Estimated Cost of the Work:</b>	\$20,500,000		
<b>Construction Phase:</b>	375	<b>Calendar Days</b>	340 Days
<b>User Agency Name:</b>	Eastern Connecticut State University		

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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>The renovation of the existing Shafer Hall from academic spaces to a residence hall and includes all ancillary/support spaces. The structure is 1946, three story, (approx) 70,000 gsf brick veneer building at the south edge of campus. The structure is assumed to be exterior masonry bearing walls, with cast in place concrete rib slabs on steel framing (except at corridors). The building connects to Burr Hall to the north and is serviced by the adjacent power plant.</p> <p>This Renovation Project's Scope of Work shall include but not be limited to the following:</p> <ul style="list-style-type: none"> <li>• Hazardous Material(s) abatement;</li> <li>• Sitework modifications to slopes, retaining walls, parking areas, sidewalks, hardscape and landscape;</li> <li>• Utility connection to existing power plant (or other services) as required;</li> <li>• Complete and partial demolition of interior walls, floors, roofing, stairwells, exterior walls, doors, systems etc as required by new work;</li> <li>• Construction/ Renovation of walls, stairs, elevator(s), shafts, and rooms to support new program layout and infrastructure.</li> <li>• Whole building conditioning system and controls.</li> <li>• Telecom/IT and Equipment</li> <li>• Food Services</li> <li>• Auditorium Refurbishment</li> <li>• Storm water management system.</li> <li>• The site is at the south end of campus abutted by residential and commercial properties and city streets. The logistics of the project will be limited to the building site and adjacent parking. Off-site or remote storage/parking will not be available.</li> <li>• The program will based on the feasibility study (2013) and validation by the architect of record during the schematic and design development phases.</li> <li>• The project is funded through the Connecticut Higher Education Fund (CHEFA). Pre-construction services are anticipated to be provided during 2014 while construction start is anticipated for 2015 and is contingent upon the completion of the new fine arts facility and the relocation of the present users of Shafer hall.</li> </ul>
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<b>Designated Scope of CMR Services:</b>	<p>This project will require the following examples of CMR Pre-Construction Scope Services for the Design Development, Construction Document and Bid Phase;</p> <p><b>1. Preconstruction Phase Scope of Services :</b></p> <p><b>1.1 Summary of Examples of Design Phase Services:</b>          CMR Design Phase Services may include but are not limited to the following:</p> <ul style="list-style-type: none"> <li>.1 Constructability Reviews;</li> <li>.2 Blasting and Pile Driving Report;</li> <li>.3 Site Logistics Plan;</li> <li>.4 Building Excavation Plan.</li> <li>.5 Schedule and Phasing Coordination;</li> <li>.6 Cost Control Management;</li> <li>.7 Construction Documents Conversion Into Subcontractor Bid Packages;</li> </ul> <p><b>1.2 Summary of Examples of Bid Phase Services:</b></p> <ul style="list-style-type: none"> <li>.1 Develop the Master Project Schedule;</li> <li>.2 Bid to DAS Prequalified Subcontractors for each Bid Package;</li> <li>.3 Advertise Bids;</li> <li>.4 Issue Subcontractor Bid Packages;</li> <li>.5 Conduct Preconstruction Conference(s) and Site Visit(s);</li> <li>.6 Process All Addenda;</li> <li>.7 Receive Bids from Subcontractors and conduct public bid opening;</li> <li>.8 Issue a Guaranteed Maximum Price (GMP);</li> <li>.9 Execute Subcontractor Agreements;</li> </ul> <p>AND will require the following examples of CMR Construction Phase Scope Services;</p> <p><b>2. Construction Phase Scope Services:</b></p> <p><b>2.1 Summary of Examples of Construction Phase Services:</b>          CMR Construction Phase Services may include but are not limited to the following:</p> <ul style="list-style-type: none"> <li>.1 Comply with General Conditions - CMR;</li> <li>.2 Comply with General Requirements - CMR;</li> <li>.3 Conduct Pre-construction Conference;</li> <li>.4 Periodic update the Master CPM Schedule;</li> <li>.5 Monthly update of Schedule of values;</li> <li>.6 Review and Prepare Monthly Progress Payment Requests;</li> <li>.7 Periodic Update of Project Cash Flow Projections;</li> <li>.8 Act as the Project's Prime Liaison;</li> <li>.9 Coordinate subcontractors' Requests for Information (RFI's) and A/E RFI Responses;</li> <li>.10 Coordinate all change requests and responses;</li> <li>.11 Coordinate All Types of Submittals;</li> <li>.12 Coordinate All Types of Testing and Inspections;</li> <li>.13 Coordinate Sub-contractors;</li> <li>.15 Coordinate Sub-contractor's participation in Commissioning (Cx);</li> <li>.16 Provide construction trailers, storage, equipment, barriers, and etc.;</li> <li>.17 Provide all Necessary On-site Construction Management Personnel;</li> <li>.18 Coordinate Substantial Completion and Turn Over</li> <li>.19 Closeout Project.</li> <li>.20 Support Documentation Collection For LEED Submissions.</li> </ul>
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<p><b>Summary of Electronic On-Line Filing Requirements and Affirmation of Receipt of State Ethics Laws:</b></p>	<p>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:</p> <p><b>1. Electronic Uploading Requirements for Affidavits/Certifications</b></p> <p>The State of Connecticut has revised its affidavit/certification procedures. Each firm is required to open a BizNet account on the DAS website (<a href="http://das.ct.gov">http://das.ct.gov</a>) and then upload certain affidavits/certifications.</p> <p><b>Instructions for opening a BizNet account</b> can be found on the DAS website by clicking on "State Procurement Marketplace" and then clicking on "NEW* BizNet Connection".</p> <p><b>Instructions for uploading the affidavits/certifications</b> 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)".</p> <p>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.</p> <p><b>2. Electronic "Guide to the Code of Ethics For Current or Potential State Contractors"</b></p> <p>When the Department of Administrative Services, Division 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 <b>"Guide to the Code of Ethics For Current or Potential State Contractors"</b>. The <i>"Guide to the Code of Ethics For Current or Potential State Contractors"</i> can be downloaded from the website of the Office of State Ethics, Quick Links, Plain Language Guides (<a href="http://www.ct.gov/ethics">http://www.ct.gov/ethics</a>). Questions concerning the <i>"Guide to the Code of Ethics For Current or Potential State Contractors"</i> can be directed to the OSE at 860-263-2400.</p> <p>CT DCS is also required to notify all potential consultant and contractor firms for a large state construction or procurement contract that they must <b>electronically upload</b> an <b>"Affirmation of Receipt of State Ethics Laws Summary"</b> affirming that their key employees have read and understand the summary and agree to comply with the provisions of state ethics laws. The <i>"Affirmation of Receipt of State Ethics Laws Summary"</i> must be electronically uploaded to the "State Procurement Marketplace" as described above. Questions concerning the electronic filing of the <i>"Affirmation of Receipt of State Ethics Laws Summary"</i> can be directed to DAS Procurement Services at (860) 713-5095.</p> <p><b>NOTE: Do not electronically submit an "Affirmation of Receipt of State Ethics Laws Summary" to CT DCS.</b></p> <p><b>3. Additional Affidavits &amp; Certifications Requirements:</b></p> <p>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 DCS Legal Services.</p>
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<b>Date CT DCS Began Planning This Project:</b>	June 17, 2013																		
<b>Qualifications Based Selection (QBS) Requirements for CMR Services:</b>	The CMR must submit the following documents: 1) <b>QBS Submittal Booklet for CMR Services</b> as described below; and 2) <b>QBS Screening Shortlist Questionnaire for CMR Services</b> as described below.  The QBS Screening Shortlist process for CMR Services is based on comparing and evaluating weighted criteria of qualifications and performance of CMR Firms in relation to work of similar scope and complexity that is required for this specific contract. The Screening Shortlist Criteria Categories for CMR Services for this project are as follows:																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Criteria Number</th> <th style="width: 70%;">Screening Shortlist Criteria Categories for CMR Services</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 Screening Shortlist Panel Member</b></td> <td style="text-align: center;"><b>100</b></td> </tr> </tbody> </table>	Criteria Number	Screening Shortlist Criteria Categories for CMR Services	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 Screening Shortlist Panel Member</b>		<b>100</b>
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All submitters will receive notification of their short listed status. Shortlisted CMRs will be given notice of the Request for Proposals process and schedule. The evaluation of qualifications will be conducted after the receipt date of the CMR RFQ's noted above.																			
<p><b>Note:</b>          The CMR Screening Shortlist and CMR Selection for this Project shall be conducted in accordance with the procedures described 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>DCS Library</b> link;</li> <li>3. Scroll down and 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>QBS - Guidelines for Selection and Contract Limits (1210)</b> link.</li> </ol>																			
<b>QBS Email Registration for CMR Services:</b>	The CMR must submit a <b>QBS Email Registration for CMR Services (1711)</b> in the <b>QBS Submittal Booklet for CMR Services</b> . To access the <b>QBS Email Registration for CMR Services (1711)</b> for this Project:  <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>DCS Library</b> link.</li> <li>3. Scroll down and click on the <b>QBS Email Registration for CMR Services (1711)</b> link.</li> </ol>																		
<b>QBS Submittal Booklet Requirements for CMR Services:</b>	The requirements for the <b>QBS Submittal Booklet for CMR Services</b> are described in the <b>QBS Submittal Booklet Requirements for CMR Services (1712)</b> . To access the <b>QBS Submittal Booklet Requirements for CMR Services (1712)</b> for this Project:  <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>DCS Library</b> link.</li> <li>3. Scroll down and click on the <b>QBS Submittal Booklet Requirements for CMR Services (1712)</b> link.</li> <li>4. For reference, also click on the <b>Selection &amp; Bidding Manual</b> link.</li> </ol>																		

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<p><b>QBS Screening Shortlist Questionnaire for CMR Services:</b></p>	<p>The CMR must submit a <b>QBS Screening Shortlist Questionnaire for CMR Services (1713)</b> behind the <b>Division 6 Tab</b> of the <b>QBS Submittal Booklet for CMR Services</b>. To access the <b>QBS Screening Shortlist Questionnaire for CMR Services (1713)</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>QBS Screening Shortlist Questionnaire for CMR Services</b> link to obtain the <b>QBS Screening Shortlist Questionnaire for CMR Services (1713)</b> for this specific Project.</li> </ol>			
<p><b>QBS Submittal Booklets for CMR Services - Deadline and Location:</b></p>	<p>Deadline for the receipt of the <b>QBS Submittal Booklets for CMR Services</b> is:  <b>3 p.m. Wednesday, April 16, 2014</b></p> <p><b>QBS Submittal Booklets shall be submitted to the following address:</b></p> <p><b>Randy Daigle</b>        State Office Building        Department of Administrative Services (DAS)        Division of Construction Services (DCS)        Office of Design &amp; Construction        Process Management &amp; QBW Unit -Room 478        165 Capitol Avenue        Hartford, Connecticut 06106</p> <p><b>IMPORTANT NOTE:</b>        Failure to submit properly formatted QBS Submittal Booklets for CMR Services with all of the required contents by the designated deadline and location may result in the Firm's submittal being deemed deficient for consideration for this Contract.</p>			
<p><b>RFQ Contacts:</b></p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><i>For General RFQ Requirements:</i></p> <p><b>CT DCS Selection Administrator:</b>            Randy Daigle, CT DCS Process Management Unit Supervisor            Room 478            165, Capitol Avenue            Hartford, Connecticut 06106            Email: <a href="mailto:randy.daigle@ct.gov">randy.daigle@ct.gov</a></p> </td> <td style="width: 10%; text-align: center; vertical-align: middle;"> <p><b>OR</b></p> </td> <td style="width: 40%; vertical-align: top;"> <p><i>For this CMR Services Contract:</i></p> <p><b>CT DCS Project Manager</b>            Todd S. Lukas            CT DCS Project Management Unit            Room 460            165 Capitol Avenue            Hartford, Connecticut 06106            Email: <a href="mailto:todd.lukas@ct.gov">todd.lukas@ct.gov</a></p> </td> </tr> </table> <p><b>IMPORTANT NOTE:</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>	<p><i>For General RFQ Requirements:</i></p> <p><b>CT DCS Selection Administrator:</b>            Randy Daigle, CT DCS Process Management Unit Supervisor            Room 478            165, Capitol Avenue            Hartford, Connecticut 06106            Email: <a href="mailto:randy.daigle@ct.gov">randy.daigle@ct.gov</a></p>	<p><b>OR</b></p>	<p><i>For this CMR Services Contract:</i></p> <p><b>CT DCS Project Manager</b>            Todd S. Lukas            CT DCS Project Management Unit            Room 460            165 Capitol Avenue            Hartford, Connecticut 06106            Email: <a href="mailto:todd.lukas@ct.gov">todd.lukas@ct.gov</a></p>
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**END  
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