

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

ADV. No.: BI-RT-878-CMR

**Connecticut Department of Administrative Services  
 Division of Construction Services  
 Office of Design & Construction – Process Management & QBS Unit – Room 478  
 165 Capitol Avenue, Hartford, CT 06106**

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

**IMPORTANT NOTE:** This RFQ Web Advertisement contains new Quality Based Selection (QBS) Submittal Requirements and QBS Selection Procedures. Please read this RFQ Web Advertisement and all referenced documents carefully.

Adv. No.: BI-RT-878-CMR      Web Advertisement Date: Wednesday, Jan. 28, 2015

1 Selection Type: Major Capital Project CMR – GMP Services Selection

2 General Statement: In accordance with the requirements of CGS §4b-103, the State of Connecticut, Department of Administrative Services (DAS), Division of Construction Services (DCS), Process Management & QBS Unit advertises for Requests for Qualifications (RFQs) for the Major Capital Project Construction Manager at Risk (CMR) Services as specified below.

3 Project Delivery Method: **Construction Manager at Risk (CMR)\* - Guaranteed Maximum Price (GMP):**  
 A Construction Manager at Risk (CMR) shall be selected to publically bid the project elements and enter into a Guaranteed Maximum Price (GMP) contract with the State. After consultation with and approval by the DAS Commissioner, the CMR shall award subcontracts to responsible qualified subcontractors submitting the lowest bids to build the Project.  
 \*Construction Manager at Risk (CMR) 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.  
**Important Note:** 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.

4 User Agency Name: CT State Dept. of Education – Connecticut Technical High School System (CT SDE-CTHSS)

5 Project Planning Start Date: August 21, 2014

6 Contract Number: BI-RT-878-CMR

7 Project Title: Additions & Renovations to Platt Technical High School

8 Project Location(s): Platt Technical High School, 600 Orange Avenue, Milford, CT 06461

9 Estimated Cost Of The Work: \$77,939,000.00

10 Construction Phase: TBD      Calendar Days (From Construction Start Date to Substantial Completion Date.)

11 DAS Contractor Classification Name: Construction Manager At Risk:  Group A and DCP Major Contractor Registration  
 Group B and DCP Major Contractor Registration  
 Group C and DCP Major Contractor Registration

ADV. No.:	BI-RT-878-CMR
12	<p><b>Project Description:</b></p> <p><b><u>This Project's Scope of Work shall include, but not be limited to, the following:</u></b>            Based on the master plan report by Moser Pilon Nelson Architects dated 6/1/2001 and updated 8/9/2013, but not limited to, the renovation of approximately 208,299 sq. ft. existing one story (partial two story areas) vocational educational high school building (classrooms, shops, labs, offices) as well as the renovation and addition to the existing free standing one story (with drive out basement) 4000 sq. ft. service garage with proposed 2000 sq. ft addition.</p> <p>Approximately 25,847 total sq. ft. of various new additions. As well as site work &amp; landscaping (existing sports fields).</p> <p>The preferred consultant will evaluate a replacement building on the existing site as well as renovate as-new of the existing building with additions.</p> <p>Project delivery will be a Construction Manager at Risk (CMR).</p> <p>Site is within residential (suburban) area.</p> <p>Hazardous materials abatement (asbestos, lead, PCBs) will be required.</p> <p>Building will remain occupied during construction so phasing will be required. Alternative proposal for building new building will be required.</p> <p>Will meet CT High Performance Building requirements as well as LEED Silver or equivalent.</p> <p>Will meet FM Global standards as well as current CT State Building/Fire Safety Code and other state agency (DCS, DEEP, DPH) &amp; utility company requirements. AHJ will be CT OSBI / SFMO.</p>
13	<p><b>Designated Scope of CMR Services:</b></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> <li>.8 Attendance &amp; Participation at Design Meetings;</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>

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**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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**Requirements for Affidavits, Certifications, Professional Documents,  
 Business Credentials, and Insurance Documentation:**

<p>14 <b>Electronic Uploading Requirements for Affidavits / Certifications:</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, each Firm is required to open a BizNet Account on the DAS website and then electronically upload certain documents to their DAS BizNet Account. For a summary of the documents that must be electronically uploaded to DAS BizNet:</p> <ul style="list-style-type: none"> <li>• Go to the DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a></li> <li>• At the top of the DCS Home Page click on the <b>DCS Library</b> link.</li> <li>• Scroll down and click on the following DCS form:</li> <li>• <b>1769.1 - CT DCS Legal Services Unit: Contract Requirements for CMR Services.</b></li> </ul> <p>See <b>Division 5 – Affidavits &amp; Certifications Requirements</b> in "1712 QBS Submittal Booklet Requirements for CMR Services" for additional instructions.</p>
<p>15 <b>Conditional Selection Document Requirements:</b></p>	<p>In accordance with the requirements the DCS Legal Services Unit, the selection of a Firm is conditional upon completing and submitting, within <b>fourteen (14) calendar days</b> of being notified by email, certain documents as described in the <b>Conditional Selection Notification Letter</b>. Some documents are required to be <b>electronically uploaded</b> in accordance with Connecticut General Statutes Public Act No. 11-229, "Business Friendly Initiative". Others must be submitted as <b>hard copies</b> directly to the DCS Legal Services Unit.</p> <p>For a summary of the documents that must be either <b>electronically uploaded to DAS BizNet or submitted directly to the DCS Legal Services Unit</b> within <b>fourteen (14) days</b> of being Conditionally Selected:</p> <ul style="list-style-type: none"> <li>• Go to the DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a></li> <li>• At the top of the DCS Home Page click on the <b>DCS Library</b> link.</li> <li>• Scroll down and click on the following DCS forms:</li> <li>• <b>1150 - Credentials and Insurance Requirements; and</b></li> <li>• <b>1769.1 - CT DCS Legal Services Unit: Contract Requirements for CMR Services.</b></li> </ul>

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<b>16 Qualifications Based Selection (QBS) Procedures and Steps:</b>	<p>The CMR Firm must submit the following documents, as described below:</p> <ol style="list-style-type: none"> <li>1. <b>QBS Submittal Booklet for CMR Services</b>, which includes the following:</li> <li>2. <b>QBS Screening Shortlist Questionnaire for CMR Services</b>.</li> </ol> <p>The QBS process 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 QBS 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>. The manual can be accessed and downloaded from the <b>DCS Library</b> as follows:</p>						
	<table border="1" style="width: 100%;"> <tr> <td style="width: 5%; text-align: center;"><b>1</b></td> <td>Go to the DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a></td> </tr> <tr> <td style="text-align: center;"><b>2</b></td> <td>At the top of the DCS Home Page click on the <b>DCS Library</b> link.</td> </tr> <tr> <td style="text-align: center;"><b>3</b></td> <td>Scroll down and click on the <b>CMR GMP Best Value Selection Procedure Manual (0370)</b> link.</td> </tr> </table>	<b>1</b>	Go to the DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a>	<b>2</b>	At the top of the DCS Home Page click on the <b>DCS Library</b> link.	<b>3</b>	Scroll down and click on the <b>CMR GMP Best Value Selection Procedure Manual (0370)</b> link.
	<b>1</b>	Go to the DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a>					
	<b>2</b>	At the top of the DCS Home Page click on the <b>DCS Library</b> link.					
	<b>3</b>	Scroll down and click on the <b>CMR GMP Best Value Selection Procedure Manual (0370)</b> link.					
	<b>Step</b>	<b>QBS Selection Procedures for CMR Services</b>					
	<b>1</b>	<p><b>RFQ Web Advertisement:</b></p> <p>Prospective CMR Firms shall submit their <b>QBS Submittal Booklets for CMR Services</b> in response to this <b>RFQ Web Advertisement</b> by the <b>QBS Submittal Deadline</b> stated in this RFQ Web Advertisement.</p>					
	<b>2</b>	<p><b>Longlist Procedure (Pre-Screening):</b></p> <p>The <b>QBS Selection Panel Chair Person</b> shall review all prospective CMR Firm's <b>QBS Submittal Booklets for CMR Services</b> for compliance with this <b>RFQ Web Advertisement</b> and <b>1712 QBS Submittal Booklet Requirements for CMR Services</b>.</p> <p>The <b>QBS Unit</b> shall (1) determine if the prospective CMR Firm meets or exceeds contract limitations as specified in <b>1210 QBS - Guidelines for Selection and Contract Limits</b>; and (2) create a "<b>Longlist</b>" of CMR Firms that shall be Screened and Shortlisted.</p> <p><b>NOTE:</b> If a prospective CMR Firm <b>exceeds</b> the contract limitations as specified in <b>1210 QBS - Guidelines for Selection and Contract Limits</b>, they shall not be considered any further for the specific "Project".</p>					
	<b>3</b>	<p><b>Shortlist Procedure (Screening):</b></p> <p>The <b>QBS Selection Panel</b> shall evaluate and "rate" each of the CMR Firms on the <b>Longlist</b> in accordance with the "<b>Screening Shortlist Criteria Categories for CMR Services</b>" and the <b>1736 Screening Shortlist Evaluation Guide for CMR Services</b>.</p> <p>The <b>QBS Unit</b> shall create a "<b>Screening Approval Memorandum</b>" of the recommended <b>Shortlisted</b> CMR Firms rated "most highly qualified" that shall be furnished for to the DCS Director of Project Management for approval.</p>					
	<b>4</b>	<p><b>CMR Request for Proposals (RFP):</b></p> <p>The Shortlisted CMR Firms shall be required to reply to a <b>CMR Request for Proposal (RFP)</b>. The RFP shall be comprised of <b>Project Information, Qualitative Criteria Components Submittal Requirements</b>, and <b>Sealed Cost Components Proposal Submittal Requirements</b> and must be submitted by the due date by each of Shortlisted CMR Firms.</p>					
<b>5</b>	<p><b>CMR Best Value Based Selection Procedure:</b></p> <p>The <b>CMR Selection Procedure</b> utilizes a <b>three (3) step "Best Value Based Selection"</b> Procedure: <b>Step 1: Selection Presentations</b> and evaluation of <b>Qualitative Criteria Components Submittals</b> from the RFP; <b>Step 2:</b> Public Opening of the <b>Sealed Cost Components Proposal Submittals</b> from the RFP; and <b>Step 3: Best Value Calculation</b> of the Qualitative Criteria Components Submittals and Sealed Cost Components Proposal Submittals.</p>						
<b>6</b>	<p><b>Selection:</b></p> <p>The <b>QBS Unit</b> shall create a "<b>Selection Approval Memorandum</b>" of the CMR Firms that shall be furnished with the "<b>rating point scores</b>" to the DAS Commissioner, who shall indicate his approval to enter into a contract with the "most highly qualified" CMR Firm.</p> <p>The <b>QBS Unit</b> shall send the <b>Selected CMR Firm</b> a "<b>Conditional Selection Notification Letter</b>" which shall provide instructions regarding additional certificates, affidavits, and other information that must be submitted for the processing of its contract by the DCS Legal Services Unit.</p>						

**ADV. No.:** BI-RT-878-CMR

17	QBS Selection Panels:	Number of QBS Selection Panel Members Per Cost of Work:			
		Cost of the Work	QBS Selection Panel Members		
			DAS Employees (Appointed By DAS Commissioner)	Agency Employees (Appointed By Agency Commissioner)	Total
<input checked="" type="checkbox"/>	\$5,000,000 or Greater (Major Capital Project)	4	1	5	
<input type="checkbox"/>	\$5,000,000 or Less (Minor Capital Project)	2	1	3	
<input type="checkbox"/>	CHEFA Projects	3	2	5	

18	QBS Screening Shortlist Requirements for CMR Services:	The QBS Selection Panel shall evaluate and "rate" the QBS Submittal Booklets for CMR Services for each of the CMR Firms on the Longlist in accordance with "Screening Shortlist Criteria Categories for CMR Services" described below:		
		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 For This Contract	30
		3	Past Performance Data	20
		4	Partnering Experience	15
		-	Available Rating Points per Screening Panel Member per CMR Firm	100
		-	<b>Available Rating Points for three (3) Panel Members per CMR Firm</b>	<b>300</b>
		-	<b>Available Rating Points for five (5) Panel Members per CMR Firm</b>	<b>500</b>

19	QBS Selection Presentations for CMR Services:	The QBS Selection Panel shall conduct Selection Presentations with the Shortlisted CMR Firms. At the end of each Presentation, the Selection Panel shall evaluate and "rate" each of the CMR Firms in accordance with the "CMR Selection Presentation - Qualitative Criteria Components" described below.		
		Criteria Number	CMR Selection Presentation - Qualitative Criteria Components:	Rating Points
		1	Experience	10
		2	Project Organization, Personnel Experience and Qualifications	30
		3	Project Approach and Preliminary Project Plan	15
		4	Past Performance on CMR Projects, GC projects, or Other Relevant Performance Data	15
		5	Schedule Performance	20
		6	Safety Record	10
		-	Available Rating Points per Selection Panel Member per CMR Firm	100
		-	<b>Available Rating Points for three (3) Panel Members per CMR Firm</b>	<b>300</b>
-	<b>Available Rating Points for five (5) Panel Members per CMR Firm</b>	<b>500</b>		

20	QBS Contract Limitations:	It is highly recommended that prospective CMR Firms review "1210 QBS - Guidelines for Selection and Contract Limits" prior to completing a QBS Submittal Booklet for CMR Services to determine if they meet or exceed Contracts Limitations for this specific Project. If a CMR Firm exceeds the number of allowable Contracts as described in "1210 QBS - Guidelines for Selection and Contract Limits" and still submits a QBS Submittal Booklet for CMR Services, then the CMR Firm shall not be considered any further for this specific Project. The form can be accessed and downloaded from the DCS Library as follows:	
		1	Go to the DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a>
		2	At the top of the DCS Home Page click on the DCS Library link.
		3	Scroll down and click on the 1210 QBS - Guidelines for Selection and Contract Limits link.

<b>ADV. No.:</b>	<b>BI-RT-878-CMR</b>	
<b>21</b>	<b>“1712 QBS Submittal Booklet Requirements for CMR Services”:</b>	All prospective CMR Firms must submit a <b>QBS Submittal Booklet for CMR Services</b> in accordance with the <b>“1712 QBS Submittal Booklet Requirements for CMR Services”</b> , which can be accessed and downloaded from the <b>DCS Library</b> as follows:
		<b>1</b> Go to the DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a>
		<b>2</b> At the top of the DCS Home Page click on the <b>DCS Library</b> link.
		<b>3</b> Scroll down and click on the <b>1712 QBS Submittal Booklet Requirements for CMR Services</b> link.
		<b>4</b> For reference, also click on the <b>Selection &amp; Bidding Manual</b> link.
<b>22</b>	<b>“1711 QBS Email Registration for CMR Services”:</b>	The CMR must email an edited version of the <b>“1711 QBS Email Registration for CMR Services”</b> to Rose Mitchell, DCS QBS Secretary, at: <a href="mailto:rose.mitchell@ct.gov">rose.mitchell@ct.gov</a> . The CMR must <i>also</i> submit an edited version of the <b>“1711 QBS Email Registration for CMR Services”</b> behind the <b>Division 3 Tab</b> of the <b>QBS Submittal Booklet for CMR Services</b> . To access and download the <b>QBS Screening Shortlist Questionnaire for CMR Services</b> for this Project:
		<b>1</b> Go to the DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a>
		<b>2</b> At the top of the DCS Home Page click on the <b>DCS Library</b> link.
		<b>3</b> Scroll down and click on the <b>1711 QBS Email Registration for CMR Services</b> link.
<b>23</b>	<b>“1713 QBS Screening Shortlist Questionnaire for CMR Services”:</b>	The CMR must submit a completed <b>“1713 QBS Screening Shortlist Questionnaire for CMR Services”</b> behind the <b>Division 6 Tab</b> of the <b>QBS Submittal Booklet for CMR Services</b> . To access and download the <b>QBS Screening Shortlist Questionnaire for CMR Services</b> for this Project:
		<b>1</b> Go to the DCS Website: <a href="http://www.ct.gov/dcs">www.ct.gov/dcs</a>
		<b>2</b> Under <b>Doing Business with DCS / Requests for Qualifications</b> , click on the <b>Construction Manager At-Risk</b> link.
		<b>3</b> Locate the Contract Number for this Project. Click on the <b>QBS Screening Shortlist Questionnaire for CMR Services</b> link to download the <b>1713 QBS Screening Shortlist Questionnaire for CMR Services</b> for this specific Project.
<b>24</b>	<b>QBS Submittal Deadline:</b>	Deadline for the receipt of the <b>QBS Submittal Booklets for CMR Services</b> is: <b>3 p.m. Tuesday, March 3, 2015</b>
<b>25</b>	<b>QBS Submittal Location:</b>	<b>QBS Submittal Booklets for CMR Services shall be submitted to the following address:</b> Randy Daigle, DCS Process Management Department of Administrative Services (DAS) - Division of Construction Services (DCS) Office of Design & Construction QBS Unit - Room 478 165 Capitol Avenue, Hartford, Connecticut 06106  <b>IMPORTANT NOTE:</b> Failure to submit properly formatted <b>QBS Submittal Booklets for CMR Services</b> 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.
<b>26</b>	<b>QBS Contacts:</b>	<b>For General QBS Submittal Questions:</b>
		<b>DCS Process Management/QBS Unit:</b>  <b>Randy Daigle</b> DCS Process Management Room 478, 165 Capitol Avenue Hartford, Connecticut 06106 Email: <a href="mailto:randy.daigle@ct.gov">randy.daigle@ct.gov</a>
		<b>For Specific Project Questions:</b>  <b>DCS Project Management Unit:</b>  <b>Steven Longo</b> DCS Project Manager Room 460, 165 Capitol Avenue Hartford, Connecticut 06106 Email: <a href="mailto:steven.longo@ct.gov">steven.longo@ct.gov</a>
<b>IMPORTANT NOTE:</b> Responses to requests for more specific Project information than is contained in this Advertisement shall be limited to information that is available to all Firms and that is necessary to complete this QBS process. <b>All requests for more specific Project information must be sent in writing (email acceptable).</b>		

END

RFQ Web Advertisement For CMR Services