

Version: September 2022

REQUEST FOR QUALIFICATIONS  
For  
Construction Manager at Risk

CP221461  
Medical Science Building – Renovate  
Laboratories on Multiple Floors

For the Curators of the University of Missouri  
Campus Facilities  
Planning, Design and Construction  
Columbia, MO

Date November 18, 2022

CAMPUS FACILITIES  
Campus Facilities  
General Services Building  
Columbia, Missouri 65211  
Telephone: 573-882-6800

**ADVERTISEMENT FOR:**

**Qualifications for Construction Manager at Risk Services**

Project Number CP221461  
Medical Science Building-Renovate Laboratories on Multiple Floors  
UNIVERSITY OF MISSOURI - COLUMBIA  
COLUMBIA, MISSOURI

Qualifications will be received by the Curators of the University of Missouri, Owner, and received ELECTRONICALLY to Pam Eugster at [eugsterpj@missouri.edu](mailto:eugsterpj@missouri.edu) and a copy to Kim Durlam at [durlamk@missouri.edu](mailto:durlamk@missouri.edu) until **1:30 C.T., December 1, 2022**. No other information will be shared publicly until the step-one evaluation is complete.

Request for Qualifications (RFQ) information may be obtained at <http://operations-webapps.missouri.edu/pdc/adsite/ad.html> under the list of Construction Manager at Risk projects. Proposal documents may be viewed online at the same website. <http://operations-webapps.missouri.edu/pdc/adsite/ad.html>

Individuals with special needs as addressed by the Americans with Disabilities Act may contact 573-882-1133.

Advertisement Date: November 18, 2022

Beth Asbury  
Assistant Vice President-Facilities Planning & Development  
University of Missouri]

## **REQUEST FOR QUALIFICATIONS – Construction Manager at Risk with Guaranteed Maximum Price (GMP)**

Advertisement Date: November 18, 2022

Project No. CP221461

Medical Science Building-Renovate Laboratories on Multiple Floors

The University of Missouri is requesting qualifications from firms to provide Construction Manager at Risk (CMR) with guaranteed maximum price services to renovate multiple floors of the existing Medical Science Building adjacent to the University of Missouri-Hospitals and Clinics.

Qualifications will be received by the Curators of the University of Missouri, Owner, and received ELECTRONICALLY to Pam Eugster at [eugsterpj@missouri.edu](mailto:eugsterpj@missouri.edu) and a copy to Kim Durlam at [durlamk@missouri.edu](mailto:durlamk@missouri.edu) until **1:30 C.T., December 1, 2022**. No other information will be shared until the evaluation process is complete.

This project shall have a Supplier Diversity participation goal of 10% Minority Business Enterprise (MBE), 10% Women Business Enterprise (WBE)/Disadvantage Business Enterprise (DBE), and a 3% Veteran/Service-Disabled Veteran (SDVE) of the GMP. The Construction Manager at Risk is strongly encouraged to include minority and women owned firms. CMRs are also strongly encouraged to include Missouri-based firms on the team.

### **GENERAL PROJECT INFORMATION**

The Medical Science Building Phase 1 Research Laboratory Renovation project will renovate multiple floors and portions of floors for new BSL2 research laboratories and support spaces, as well as implement related master-planned infrastructure upgrades, all with the goal of creating modern medical science research hub within the School of Medicine, suitable for recruiting and retaining faculty and researchers as outlined in the Mizzou Forward Initiative. The renovation scope will be confirmed through the design process and adjusted to align with the available construction budget. Renovations will occur in three major phases, refer to the Initial Construction Schedule included here in.

Phase 1A is expected to include renovations throughout the majority of the fifth floor and the west wing of the sixth floor. Phase 1B is expected to include renovations throughout the east wing of fourth floor and the east wing of sixth floor. Phase 1C is expected to include renovations in the south wing of first floor and the south wing of second floor. Phases 1A and 1B are required to be completed sequentially, however Phase 1C may be completed concurrently with either Phase 1A or 1B, or both. In addition to these primary renovation areas, infrastructure improvements planned for Phase 1 will require construction access in other parts of the building which will require close coordination between the CMR, the design team, the School of Medicine, and the University to minimize disruptions to ongoing building operations.

The phasing concept is envisioned to include three 6 month +/- construction phases where clearly identified areas of the building must be vacated, and then immediately reoccupied, to complete a single continuously phased construction scope in various locations of a fully occupied teaching and research laboratory building.

The existing Medical Science building was constructed in three phased additions, the latest addition completed in approximately 1960. The original building is now joined to and closely surrounded by other buildings within the School of Medicine/MUHC Hospital complex, influencing site access and construction staging planning. On-site staging may be limited to the construction limits and consideration of temporary off-site storage and handling may be required.

Project Funding requirements indicated on the Initial Construction Schedule will influence the construction phasing and completion dates. Early purchase, storage and/or just in time delivery of materials will require early planning and coordination for each phase of construction.

The total project budget is \$51,000,000 with an anticipated Guaranteed Maximum Price of \$31,000,000 for construction. The GMP is anticipated at 90% construction documents are issued around November 2023.

## **DESCRIPTION OF THE PROCESS**

The construction manager at risk will be selected using a two-step process.

Step One - Request for Qualifications (RFQ) shall consist of the review and ranking of each respective firm's qualifications and responses to the university's selection criteria as stated herein. This is a competitive process with points awarded for each category of the selection criteria. The university will utilize a review panel to evaluate the offerings and establish a preliminary ranking of the firms. Five or fewer firms with the highest preliminary ranking based on the firm's responses to the selection criteria will be interviewed by the owner's panel.

Step Two - Request for Proposals (RFP): Following the establishment and ranking of the short-listed firms, the RFP documents will be issued to the short-listed firms. The short-listed firms shall submit their cost proposal in a sealed envelope, including their construction phase fee, lump sum cost for fulfilling the general conditions, cost of insurance and cost of performance and payment bonds, all in accordance with the step two provisions. The Preconstruction Services scope and fee will be negotiated following receipt of proposals, but prior to contract award. Upon the successful conclusion of the negotiation, the Preconstruction Services scope shall be included in provision D.2. and the Preconstruction Fee shall be included in provision D.5., both within the Agreement Between Owner and Construction Manager as Constructor.

In addition to the information provided herein, a matrix detailing services to be included in each category will be issued in the RFP documents. All information submitted in Step One with respect to project specific organizational structure, staffing, and other selection criteria, in addition to the Step Two documents, shall establish the basis for Step Two pricing. Following contract award, the successful firm shall be required to provide, at a minimum, all staffing and services detailed in the firm's responses to selection criteria in step one and as otherwise required by the contract documents.

The final selection of the construction manager at risk will be based on a 2500-point system. Forty percent (40%) (1000 points) will be awarded as established by the review panel based on qualifications, responses to the university's selection criteria, references, and the interviews, under a competitive process. Thirty (30) bonus points will be awarded to an SDVE proposer. The 30 bonus points will be added to the SDVE's qualifications score as established by the Owner's evaluation committee. The 30 bonus points are available only to an SDVE firm submitting a proposal directly to the Owner.

The remaining sixty percent (60%) (1500 points) will be awarded based on the sum total of, the construction phase fee, the lump sum for fulfilling the general conditions, the cost of insurance and performance and payment bonds. For evaluation purposes, the construction phase percentage fee will be multiplied by the anticipated construction budget to establish the overhead and profit component of the price. The lowest total price submission will receive 1500 points. Ascending price submission totals from other firms will be awarded price points on a pro rata basis.

The firm with the highest point total (qualifications/selection criteria + price points) will be deemed to provide the best value and will be the apparent successful firm. The university will then engage in negotiations with the apparent successful firm to establish final contract terms, including Preconstruction Services scope and

cost. If the university is unable to negotiate a satisfactory contract with the apparent successful firm, negotiations will cease and the university will negotiate with the next highest ranked firm and so on until an acceptable contract is reached or negotiations end. The university will make the determination as to when negotiations are at a stalemate and are no longer productive.

### **CMR SELECTION SCHEDULE**

The following schedule is subject to change but represents the University's intent.

November 18, 2022	RFQ CMR Advertisement
December 1, 2022	Receive Qualifications
TBD	Owner panel's review of qualifications and CM interview meetings NOTE: Expected attendees: Pre-construction staff, Project Director/Executive, Project Manager(s), Superintendent(s) Meeting minutes will be jointly reviewed and incorporated as a contract document
December 12, 2022	Notice to shortlisted firms – issue Step Two (RFP) documents.
December 15, 2022	Pre-Proposal Meeting with short listed firms
December 22, 2022	Receipt of proposals
TBD	Agreement terms and preconstruction scope and cost negotiation meeting with apparent successful firm
January 5, 2022	Agreement award

### **RFQ SELECTION CRITERIA**

Irrespective of any point totals, mandatory requirements for pre-qualification include:

- Successful completion of project(s) similar in value and scope by both the firm and the firm's proposed team.
- Experience modification rate of less than 1.0.
- No work-related fatalities in the last three years.
- Adequate financial stability as determined by the Owner
- Licensed to conduct business in the State of Missouri

The above stated criteria shall apply to the firm's office that will be actively managing this project. Firms not meeting these mandatory requirements will not be short listed.

The owner reserves the right to seek clarifications.

#### **Description of the Qualification Process**

Qualifications of respondents to this RFQ will be evaluated based upon the financial responsibility, safety record, ability to adhere to schedules, experience the firm and the firm's proposed project team has had with projects of similar size, construction type, schedule and scope and other information included in the qualification packet. The Owner will assign an evaluation team comprised of representatives from the design team and the Owner's staff to evaluate and score the respondent's qualifications material. A point total of 1000 points has been assigned to the qualification criteria enclosed herein.

The weighting of the points for the qualifications packet will be as follows:

- TAB 1 - 350 points
- TAB 2 - 200 points

TAB 3 - 100 points

TAB 4 - 350 points

Firms not meeting these mandatory requirements will not be short listed.

The owner reserves the right to seek clarifications.

**QUALIFICATION PACKET:** Each respondent shall submit one electronic copy of the Qualifications to **PROJECT MANAGER's NAME and EMAIL ADDRESS**. Qualifications shall be a maximum of ten one-sided 8 ½ x 11 pages, not including the organizational chart and bar chart, personnel resumes/qualifications, and financial statements.

### **TAB 1 – ORGANIZATIONAL QUESTIONS**

1. Furnish a brief history of how your company was founded and how it evolved, how long the company has been in business, a list of the company's primary officers and their duties.

The contractor will be required to have qualified key personnel in the office and at the construction site who have served in similar project team roles and had previous experience with projects of a similar scope and complexity. Furnish an organizational chart showing all persons who will be involved with this project and their roles and responsibilities. Include a short narrative for each individual detailing their experience in a similar role that qualifies them for this project. Include a graphic illustrating the timing, duration and percent FTE of each individual clarifying on-site presence versus working remotely. Include preconstruction staffing. Furnish a resume for all staff listed on the organizational chart listing his/her name, education, experience, time with the company and experience with projects of similar scope and complexity. Resumes submitted in this qualification shall be for the actual individuals that will directly supervise the work. These individuals are to be maintained in their respective roles for the durations indicated in the organizational chart.

No change in the proposed staff members will be considered unless such changes are directed by the Owner or extenuating circumstances exist that merit such consideration. Under any circumstance, no changes will be allowed without the consent of the Owner. The Construction Manager shall provide a minimum of twenty-one (21) calendar days-notice to allow consideration of the proposed change by the Owner. Personnel proposed as a replacement for any staff member submitted with the response to the RFQ shall have similar qualifications and experience as that staff member proposed for replacement. The supporting documentation included in paragraph 1. above shall be submitted with the 21-day notice. Failure of the Construction Manager to comply with this requirement may result in the suspension of the Construction Manager from participation on future University of Missouri projects for a period of one year.

### **TAB 2 - RELEVANT EXPERIENCE**

Provide a list of five recent construction manager at risk projects of a similar scope and complexity completed by your firm. Include the location, description of the work scope and GMP amount. Provide references with contact information for each project listed. Do not include projects on this list that are not similar in scope and complexity to this project or that the proposed staff did not work on.

### **TAB 3 - ANNUAL VOLUME:**

1. Provide total annual volume of construction work completed for the past five years.
2. Provide projected volume for the upcoming year. Provide a project listing and tabulation.

3. Provide your firm's bonding capacity with a letter from your surety confirming capacity.

**TAB 4 - OPERATIONAL METHODS:**

1. Describe how your firm will collaborate with the design team and Owner during the Preconstruction phase. Provide a list of proposed Preconstruction Services to use as a basis for negotiation of the preconstruction scope and fee.
2. Describe your firm's cost estimating capabilities and processes
3. Describe techniques/strategies/experience in managing construction within occupied on-going building/laboratory space and a congested site with limited access.
4. Describe how your firm will solicit Supplier Diversity participation
5. Describe your firm's safety program. Provide a copy of the table of contents from the manual.
6. Provide your firm's EMR for each of the last three (3) years
7. Describe your firm's subcontractor prequalification process (if applicable) and strategies to be utilized to ensure open bidding and equal opportunity for subcontractors, regardless of labor affiliations, including for the procurement of sub-subcontractors.
8. Describe the firm's quality assurance program. Provide a copy of the table of contents from the manual.
9. Describe the scheduling programs and strategies to be utilized to maintain each phase of the project schedule including how weather will be managed.
10. Describe your firm's software programs within preconstruction, construction, and close-out services including integration with Owner and Design Team programs.
11. Describe your approach to preconstruction services including estimating strategies and schedule development method. Describe how you will provide project continuity from preconstruction through the construction phase highlighting three projects with this continuity.

**Financial Statement (Separate document in sealed envelope or email)**

1. Provide your organization's most recent **audited** financial statements.