



RFQ Open Date – September 12, 2018
RFQ Close Date – October 5, 2018

Request for Qualifications for Construction Manager at Risk Services for Cleveland County

Cleveland County Construction Manager at Risk Opportunity

INTRODUCTION

The Cleveland County, Oklahoma, Board of Commissioners (“County”) is seeking Qualifications Proposals from experienced Construction Managers at Risk (“CMaR”) to deliver Phase I of the 2017 Cleveland County Master Plan, the Healthy Living Block.

The selected CMaR shall show or demonstrate extensive experience as a Construction Manager at Risk, a collaborative spirit and flexible leadership, an understanding of the client’s vision for the overall Master Plan and its phases, and a commitment to the communities that the client and the project serve.

Responding firms will be reviewed and selected based on responses and the most qualified firms may be asked to provide a more detailed proposal for the final CMaR selection. An architect for the Healthy Living Block has not yet been selected.

ADG is the County’s Program Manager and will be the initial and primary point of contact for all phases of the project. This includes, but is not limited to the following:

- CMaR selection process
- Architect selection process
- Contract negotiations
- All communications related to the project
- All communications between the design and CMaR team

Other opportunities for programming and/or construction, including additional phases of the Cleveland County Master Plan, may be considered by the County.

Master Plan

In November of 2017, the Cleveland County Board of Commissioners adopted the Cleveland County Master Plan after an extensive process led by EDSA. This innovative and visionary master plan for the County complex in downtown Norman includes an addition to the County courthouse office building complex, a parking garage, a Healthy Living Block, and beautification features throughout. The County

chose to create a master plan to address space needs for County officials and their staff; provide adequate parking for staff and visitors; and to create an iconic destination in Cleveland County to be a gateway to the rest of the community. The Master Plan encourages community, walkability, sustainability, and invites residents from all over Cleveland County to interact with their county government.

PROJECT DATA

Location

The Healthy Living Block site in downtown Norman is comprised of the former Food and Shelter for Friends site and surface parking previously owned by First Baptist Church. The property is owned by the County and bound to the north by W. Comanche Street, to the east by James Garner Avenue, to the south by W. Eufala Street, and to the west by property owned by Copelin's Office Furniture and S. Santa Fe Avenue.

Proposed Programming

The Cleveland County Master Plan proposes a total Healthy Living Block program area of 11,200 square feet, including indoor and outdoor (covered) space. Initial ideas included in the Master Plan show a main building with attached covered space, but this may change during the design process and the County now anticipates over 12,000 square feet of program area for the site.

The Healthy Living Block is funded in partnership with the Cleveland County Health Department. Like its partners, the Healthy Living Block's purpose and vision is to support and promote health for the citizens of Cleveland County and its programming and design shall reflect those goals.

Programming is part of the scope of architectural services; general programming discussions have been ongoing regarding the Healthy Living Block since the start of the master planning process. Proposed programs, services, and features could include, but are not limited to:

- Norman Farm Market, minimum 100 indoor/outdoor vendor spaces
- Farm market loading and receiving space
- Multi-purpose program space, multiple rooms
- Demonstration kitchen(s)
- Kitchen storage, refrigerated storage, possibly available for rent
- Rentable space(s) for retail and food vendor(s)
- Customer service point, if necessary
- Green roof
- Rooftop greenhouse
- Demonstration garden
- Indoor or covered children's play area
- Outdoor fitness equipment
- Food truck integration
- Shade areas for programming, eating, performances
- Restrooms
- Healthy Living Block Administrative space
- Veteran's Coordinator office
- Parking
- Amphitheatre / Stage

Initial Budget Estimate

In September 2017, the Cleveland County Master Plan estimated an ROM construction budget range of \$2,520,000.00 to \$3,360,000.00. The County anticipates a total project budget range of \$5MM - \$7MM.

Anticipated Project Schedule

Below is a tentative schedule of key events. Ability to complete construction as efficiently as possible is a factor for CMaR selection.

RFQ Due Date	October 5, 2018
Interviews (if required)	October 16-19, 2018
Selection	November 5, 2018
Contract Execution	November 25, 2018

FORM OF AGREEMENT (CONTRACT)

The contract form is anticipated to be an "AIA A133™ - 2009 (formerly A121CMc – 2003), Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis for payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price", modified to meet the particular requirements of the County.

Proposals should include copies of contracts intended for use if awarded for review by the District Attorney's office.

Failure to submit an agreeable contract to the District Attorney's office within 20 days of selection will be basis to rescind the selection and the County reserves the right to make an alternate selection.

SELECTION PROCESS

Qualifications Proposals shall provide the basic information necessary for the initial evaluation of each firm. Any or all firms submitting Qualifications Proposals may be asked to submit additional information.

A selection committee will review and rank each Proposal based on the strength of the response. The evaluation process may result in a short list of firms for interviews.

The Cleveland County Board of Commissioners will have final approval of the selected CMaR firm and reserves the right of final approval of all contractors and sub-contractors of the selected firm.

PROPOSAL REQUIREMENTS

Eight (8) hard copies and one digital copy on a flash drive must be submitted as a complete response.

- **Qualifications Statement** – A completed copy of A305 *Contractor's Qualification Statement* demonstrating CMaR experience emphasizing relevant experience
- **Key Personnel** – A list of key individuals who will be working on the project with a summary of their related CMaR experience
- **Bonding Capacity** – Statement certifying a minimum bonding capacity of \$7 million
- **References** – In addition to references required with the A305 form, please provide three (3) customer references, preferably for projects of similar size and scope
- **Other Documentation** – Any other documentation which you feel would be helpful in documenting your qualifications. Please note that proposals will be judged on the quality and not volume of information.

Qualifications Proposals are due on October 5, 2018 by 4:00 p.m. CDT at the address below. Responses not received by this time shall not be considered.

ADG
920 W. Main
Oklahoma City, OK 73106

All proposals are to be sealed and clearly marked "Construction Manager at Risk Qualifications Proposal – Attention: Cleveland County Program Manager".

This RFQ can be found online at Cleveland County's Official website, www.clevelandcountyoak.com - Purchasing Department Home Page - Bids. Cleveland County assumes no responsibility for failure to send the RFQ to all interested CMAr firms.

Questions/Contact Person

Questions concerning this Request for Qualifications may be directed by email to Leslie Tabor, ADG Program Management at ltabor@adgokc.com and Tony Terrell, Cleveland County Project Manager at tterrell@clevelandcountyoak.com. Please include "Cleveland County CMAr" as the subject line.