

AGENDA

COUNTY SERVICES COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw MI 48602

Wednesday, January 13, 2021 - 4:00 p.m.

VIA TELECONFERENCE PER PA 228 & PA 254 of 2020

Members: Michael Webster – Chair, Dennis Krafft – Vice-Chair, Carol Ewing, Jack Tany, Carl Ruth

Others: Robert Belleman, Civil Counsel, Koren Thurston, Jennifer Broadfoot, Board Staff, *Media*

The County Services Committee meeting will be held via Zoom online meeting platform.

As the County Building is closed to the public except by appointment, the meeting is open remotely to the public to follow along and participate during the public portion of the meeting, as follows:

County of Saginaw is inviting you to a scheduled Zoom meeting.

Topic: [See Agenda below](#)

Date/Time: [January 13, 2021 04:00 PM EST](#)

Join Zoom Meeting: <https://zoom.us/j/8024441727>

Meeting ID: **802 444 1727**

INSTRUCTIONS using ZOOM audio conferencing:

Dial: 1 (877) 853-5257 or 1 (888) 475-4499 and enter Meeting ID: **802 444 1727**

- I. Call to order
- II. Welcome
- III. Public Comment (*Speakers limited to 3 minutes*)
- IV. Agenda
 1. **Approval of 2021 Committee and Board Session Calendar** (*Attached*)
 2. (*Held over from December 15, 2020 Special County Services Committee*)
Kelly Suppes, Purchasing/Risk Manager, re:
 - **12-15-22** Requesting approval of a recommendation from the Evaluation Committee that reviewed responses to a Request for Qualification (RFQ) for Construction Management Services for the Saginaw County Animal Care & Control Resource Center and award of the contract to Granger Construction
 - **1-19-14** Submitting additional information on the selection of Construction Manager for the SCACC Resource Center
 - **12-15-23** Requesting approval of a recommendation from the Evaluation Committee that reviewed responses to a Request for Qualification (RFQ) for Construction Management Services for the Dow Event Center Capital Projects and award of the contract to Spence Brothers; further, requesting approval of a proposed Resolution that assigns general oversight and management of the renovation of the Dow Event Center Capital Improvement Project to the Saginaw County Building Authority
 - **1-19-15** Submitting additional information on the selection of Construction Manager for the Dow Event Center
- V. Miscellaneous
- VI. Adjournment

2021 CALENDAR
Saginaw County Board of Commissioners
www.saginawcounty.com
PRIMARY STANDING COMMITTEES

Human Services Committee		Courts & Public Safety Committee		County Services Committee	
Monday 4:00 pm		Tuesday 4:00 pm		Wednesday 4:00 pm	
January	11	January	12	January	13
February	1	February	2	February	3
March	1	March	2	March	3
April	5	April	6	April	7
May	3	May	4	May	5
June	7	June	8	June	9
July	---	July	---	July	---
August	2	August	3	August	4
September	7 *(Tue)(4:00)	September	7 *(4:30)	September	8
October	4	October	5	October	6
November	1	November	2	November	3
December	6	December	7	December	8

REGULAR STANDING COMMITTEES

BOARD SESSION

Budget/Audit Committee		Labor Relations Committee		Executive Committee			
Thursday 4:00 pm		Monday 4:00 pm		Tuesday 4:00 pm		Tuesday 5:00 pm	
January	14 *(4:00)	January	14 *(Thu.)(4:30)	January	---	January	4, 6, 19
February	4	February	8	February	9	February	16
March	4	March	8	March	9	March	16
April	8	April	12	April	13	April	20
May	6	May	10	May	11	May	18
June	10	June	14	June	15	June	22
July	---	July	---	July	---	July	---
August	5	August	9	August	10	August	17
September	9	September	13	September	14	September	21
October	7	October	11	October	12	October	19
November	4	November	8	November	9	November	16
December	9 *(4:00)	December	9 *(Thu.)(4:30)	December	---	December	14

Budget Sessions are subject to the call of the Chair. There is no Board Session in July.

Legislative Committee & Intergovernmental Cooperation Committee meet as called and posted.

Schedule may be amended in the event of insufficient or additional agenda items. Please call (989) 790-5267 for confirmation of meeting dates or visit www.saginawcounty.com. All Committees meet at the Saginaw County Governmental Center, 111 S. Michigan Ave., Saginaw, MI, 2nd Floor, Room 200 - Board Chambers unless otherwise noted.



COUNTY OF SAGINAW

OFFICE OF COUNTY CONTROLLER

111 SOUTH MICHIGAN AVENUE
SAGINAW, MICHIGAN 48602

COUNTY SERVICES

ROBERT V. BELLEMAN

Controller/Chief Administrative Officer
rbelleman@saginawcounty.com

December 8, 2020

Michael Webster, Chairman
Saginaw County Board of Commissioners
111 S. Michigan Ave.
Saginaw, MI 48602

12-15-22

RECEIVED
SAGINAW COUNTY
BOARD OF COMMISSIONERS
2020 DEC 10 PM 4:08

RE: Selection of Construction Manager-SCACCRC

Dear Chairman Webster:

A Request for Qualification (RFQ) was advertised and submitted to local contractors for Construction Management (CM) Services for the Saginaw County Animal Care and Control Resource Center on October 29, 2020. The RFQ-CM consisted of two (2) components. The two components are Technical proposal and Cost proposal. A (5) member Evaluation Committee consisting of Robert Belleman, Controller/CAO; Bonnie Kanicki, SCACCRS Director; Tim Novak, County Treasurer and Building Authority representative; Annette Taylor, Interim Maintenance Manager; and Kelly Suppes, Purchasing/Risk Manager were assigned to review and evaluate the Technical proposals in five areas. The five areas include Firm Qualifications (15 points), Personnel Qualifications (10 Points), Project Management (15 points), Safety and Health Performance (10 Points), and Experience (25 points). Once the Technical Proposal scores were turned in and averaged, the Cost Proposals (25 points) were opened via Zoom. The process used is the same process being proposed under the Responsible Contractor Policy.

The top 2 scoring CM Firms Spence Brothers and Granger Construction were invited to a Presentation/Interview on Friday, December 4th via Zoom.

Based upon the final scores, the committee recommends the Construction Management contract be awarded to Granger Construction. The decisions is based upon their experience with constructing an animal shelter. Granger recently completed the Ingham County Animal Control facility and renovation to the MSU School of Veterinary Medicine. The Committee considered this direct experience with these projects that elevated Granger to the forefront. Other CM Firms that submitted proposals were R.C. Hendricks and Spence Brothers.

The finalized budget for the project will be presented to the Board of Commissioners in January.

I have attached a Spreadsheet that outlines the Qualifications, Cost Proposal and Interview scores.

If you should have any questions, please feel free to contact me.

Sincerely,

Kelly Suppes

Kelly M. Suppes, Purchasing/Risk Manager

SAGINAW COUNTY
CONSTRUCTION MANAGER-SAGINAW COUNTY ANIMAL CARE AND CONTROL RESOURCE CENTER
QUALIFICATIONS/COST PROPOSAL/INTERVIEW EVALUATION RESULTS
12/7/2020

QUALIFICATIONS & EXPERIENCE		Spence Brothers	RC Hendricks	Granger
Firm Qualifications	0-15	14.40	12.40	14.40
Personnel Qualifications	0-10	9.80	8.20	9.80
Project Management	0-15	13.80	13.60	14.20
Safety and Health Performance	0-10	9.40	3.40	9.80
Experience	0-25	21.80	17.80	24.00
SUBTOTAL	0-75	69.20	55.40	72.20
Fee Structure (low cost/your cost * 25)	0-25	20.65	25.00	18.86
Proposed Fee		\$641,250	\$529,800	\$702,301
Total Points before Interview	100	89.85	80.40	91.06
Interview Points (Average)	25	18.20	N/A	22.40
TOTAL POINTS	125	108.05		113.46

Evaluation Team:
Robert Belleman, Controller
Bonnie Kanicki, Director of Animal Control
Tim Novak, Building Authority
Annette Taylor, Interim Maintenance Dir
Kelly Suppes, Purchasing/Risk Mgr



COUNTY OF SAGINAW

OFFICE OF COUNTY CONTROLLER

111 SOUTH MICHIGAN AVENUE
SAGINAW, MICHIGAN 48602

COUNTY SERVICES

ROBERT V. BELLEMAN

Controller/Chief Administrative Officer
rbelleman@saginawcounty.com

January 8, 2021

Carl Ruth, Chairman
Saginaw County Board of Commissioners
111 S. Michigan Ave.
Saginaw, MI 48602

1-19-14

RECEIVED
SAGINAW COUNTY
BOARD OF COMMISSIONERS
2021 JAN -8 AM 11:59

RE: Selection of Construction Manager-SCACCRC (Additional Information)

Dear Chairman Ruth:

At the December 15, 2020 County Services Committee, a recommendation was made to award the Construction Management contract for the Animal Care and Control Resource Center to Granger Construction. The County Services Committee tabled the recommendation and requested additional information.

A Request for Qualification (RFQ) was advertised and submitted to local contractors for Construction Management (CM) Services for the Saginaw County Animal Care and Control Resource Center on October 29, 2020. The RFQ-CM consisted of two (2) components. The two components are Technical proposal and Cost proposal. A (5) member Evaluation Committee consisting of Robert Belleman, Controller/CAO; Bonnie Kanicki, SCACCRS Director; Tim Novak, County Treasurer and Building Authority representative; Annette Taylor, Interim Maintenance Manager; and Kelly Suppes, Purchasing/Risk Manager were assigned to review and evaluate the Technical proposals in five areas. The five areas include Firm Qualifications (15 points), Personnel Qualifications (10 Points), Project Management (15 points), Safety and Health Performance (10 Points), and Experience (25 points).

The entire evaluation process used was in compliance with the Responsible Contractor Policy as approved by the Board of Commissioners at its December 15, 2020 meeting.

Each team member was provided an original proposal submitted by the Construction Companies who submitted (Spence, Granger and RC Hendrick). The evaluation team was also provided an evaluation form which breaks out the following criteria as established in the attached RFQ document-Part II Evaluation Criteria.

Firms Qualifications (15 Points)

- ❖ Firms Overall CM Experience and Capability to perform the work.
- ❖ Demonstrated ability to manage construction to achieve the quality of work required by the construction management contract and expected by the Owner.
- ❖ An integrated approach including supply, demand, and sustainability.
- ❖ Specialized experience & dedicated resources in this market.
- ❖ The proximity of local resources.
- ❖ Financial stability as evidenced by payment and performance bonds and overall bonding capacity

Personnel Qualifications (10 Points)

- ❖ Quality of professional qualifications of key personnel assigned to this project through project closeout. The owner expects no change in key project personnel throughout the project.
- ❖ Quality of professional qualifications of supporting personnel assigned to this project.

Project Management (15 Points)

- ❖ A life-cycle approach to project management across planning, assessment, program implementation, services, measurement, and reporting.
- ❖ Quality of approach to project management: accredited professionals, corporate standards.
- ❖ Clear assignment of responsibility for various project tasks to specific individuals.
- ❖ Demonstrated ability to coordinate construction activities and to minimize construction impacts to the general public.
- ❖ Demonstrated ability to work with the various subcontractors in resolving construction conflicts and ensuring safety.
- ❖ Ability to effectively manage project construction including owner's costs and to manage the project on schedule.

Safety and Health Performance (10 Points)

- Provide your Workers Compensation Experience Modification Rate (EMR) Data for the past 3 years.
- Describe your Safety/Health program (Safety/Health Director, Incentive Program, Safety Training, Substance Abuse Testing)
- Describe your Company's plan of action with regards to the prevention of the spread of Covid19 while working on this project.

Experience (25 Points)

- ❖ Prior experience (preferable within the last five years) in managing similar public sector or municipality construction projects.
- ❖ Construction Management Firm's experience with constructing like facilities.
- ❖ Construction Management Firm's experience with building projects in the Great Lakes Bay Region, specifically Saginaw County.
- ❖ Construction Management Firm's experience with construction projects larger than \$10 million in value.

Below is a table of evaluation criteria points (Average of 5 Evaluation Team Points)

<i>Evaluation Criteria</i>	<i>Point Values</i>	<i>Spence Brothers</i>	<i>Granger Construction</i>	<i>RC Hendrick</i>
Firm Qualifications	0-15 Points	14.40	14.40	12.40
Personnel Qualifications	0-10 Points	9.80	9.80	8.20
Project Management	0-15 Points	13.80	14.20	13.60
Safety and Health	0-10 Points	9.40	9.80	3.40
Experience	0-25 Points	21.80	24.00	17.80
<i>Total Average Points</i>	<i>0-75 Points</i>	<i>69.20</i>	<i>72.20</i>	<i>55.40</i>

After the Evaluation Criteria Points were tallied, the Cost Proposals were opened via Zoom. Cost proposals are opened after the Evaluation criteria is scored to keep any bias out of the Technical scoring process.

Construction Management Fee/Reimbursable Cost Breakdown is as follows:

	Spence Brothers	Granger Construction	RC Hendrick
Included in Fee	\$398,000	\$212,500	\$212,500
Reimbursed Expenses	\$243,250	\$489,801	\$317,300
Total Cost	\$641,250	\$702,301	\$529,800
Points (0-25)	<i>20.65 Points</i>	<i>18.86 Points</i>	<i>25 Points</i>

The Reimbursed Expenses includes: Transportation Expenses, Field Office Personnel, Building Permits, Field Office Expenses, Change Order Processing, Clerical, Out of Town Trips, Payment Applications, Procuring Bids, CM General Liability, Payment and Performance Bonds, Telephone/Fax; Postage; Safety & Fire Protection, etc. The reason Spence Brothers "Included in Fee" is higher is because they included more of the Reimbursed Expenses in the Flat Fee.

The lowest cost proposal receives 25 points and the other cost proposals receive allocated points as follows: Low Score/CM Score * 25 Points.

Attached is the tally of Technical Proposal Points including the Cost Proposal Points:

	Spence Brothers	Granger Construction	RC Hendrick
Technical Points	69.20	72.20	55.40
Cost Points	20.65	18.86	25.00
Total (before interview)	89.85	91.06	80.40

The top two scoring CM firms were invited to an interview as identified on Page 3 under item C of the RFQ. Below is a list of questions that were asked of the CM firms as time allowed:

- How much experience does your company have in constructing specifically Animal Shelters?
- How do you ensure that the construction project progresses within the project budget and schedule?
- How would you ensure effective communication exists amongst all the members of the Project Execution Team including imperative County Departments (Animal Control, Maintenance, IT)?
- Tell us about a project that didn't go as planned. Explain how your team managed the process.
- How will you ensure that Locks, Cameras/Security, Building Automation Systems, etc. are consistent to systems and equipment already utilized in other County Buildings (Standardization)?
- What projects, if you could start again, would you begin differently and why?
- How do you resolve conflicts that come up between the various personnel involved in the Construction Project Implementation?
- What is the most important part of Construction Management?
- This project is publicly funded. How can we be assured the locally based workers are used on the project?

The interview points were averaged amongst the 5-member evaluation panel as follows:

	<i>Spence Brothers</i>	<i>Granger Construction</i>
<i>Points before Interview</i>	<i>89.85</i>	<i>91.06</i>
<i>Interview Points</i>	<i>18.20</i>	<i>22.40</i>
<i>TOTAL POINTS</i>	<i>108.05</i>	<i>113.46</i>

The evaluation process is now complete and a recommendation is made to the Board of Commissioners on behalf of the 5-member evaluation panel to award the Contract to the CM with the highest point value.

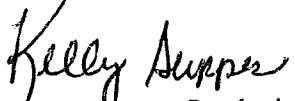
A couple additional points I would like to make to enhance the Evaluation Team position:

- The Responsible Contractor Policy was followed throughout the entire process evaluation process. Please remember the process is not to select the lowest proposal but to select the most qualified proposal utilizing the criteria set forth.

- The Construction Manager doesn't directly participate in any actual Construction contracts, their job is to provide oversight on the entire project from beginning until end.
- The proposed Granger Construction CM fees are approximately 8.2% of the total project budget.
- The CM will be providing outreach to local contractors to provide bids on the various trades.

If you should have any additional questions, please feel free to contact me at any time so I can explain the process.

Thank-you,


Kelly M. Suppes, Purchasing/Risk Manager

COUNTY OF SAGINAW
Request for Qualifications
Modified Construction Management Services
For new Saginaw County Animal Care and
Control Resource Center

Sealed Qualifications/Fee Proposal
Due: Thursday, November 12, 2020 @ 11:00am



Qualifications and Fee Proposal must be delivered to:

Saginaw County Controller's Office
Attn: Kelly Suppes, Purchasing/Risk Manager
111 S. Michigan Ave.
Saginaw, Michigan 48602
Phone: (989) 790-5505

REQUEST FOR QUALIFICATIONS

PART I. GENERAL INFORMATION

1.1 PROJECT

This Request for Qualifications (RFQ) contains the information and requirements for interested Construction Management Firms to manage the new Saginaw County Animal Care and Control Resource Center ("Project").

The County of Saginaw is requesting the qualifications and a cost proposal from construction management firms with substantial and recent experience in managing the construction of animal care facilities and/or similar projects.

The proposed project will be approximately 24,000 square feet which includes 1,000 square feet of space that is specially designed for Saginaw County IT services. The total construction budget is \$8,500,000.

The project will consist of a specially designed building to house animals of varying species in a safe and humane manner. There will be a state of the art veterinary clinic, holding kennels, feeding areas, laundry facilities, offices, and support spaces for the Saginaw County Animal Care & Control Staff.

The Construction Management Firm will not be allowed to participate directly in any Construction contracts that they are to manage as part of their project scope unless authorized by the Saginaw County Building Authority

The County of Saginaw has identified the firm of William A. Kibbe & Associates and Blue Sky Architecture as architect of record to design the facility. The successful construction manager will advise the Building Authority and assist in the completion of the construction documents to ensure adherence to the construction budget, contract negotiations, project bidding, and Construction Management.

1.2 ISSUING OFFICE

This RFQ is issued by the County of Saginaw and shall be administered by the County with Kelly M. Suppes, Purchasing/Risk Manager as the sole point of contact. All questions and requests for clarifications should be made no later than close of business on Wednesday, November 4, 2020, and directed to Kelly M. Suppes by email at ksuppes@saginawcounty.com.

1.3 DESCRIPTION OF SELECTION PROCESS

It is anticipated that the process for the selection of the Construction Management Firm will proceed as follows:

- a. **SUBMISSION OF QUALIFICATIONS.** A Project Review Team will evaluate all qualifications received and assign a point value as identified in Part II.
- b. **COST PROPOSAL/FEE FOR SERVICES.** Once the qualifications have been evaluated and assigned point values, the Cost Proposals will be opened by the Purchasing/Risk Manager and assigned a point value from 0-25 Points with the low-Cost

Proposal receiving the top 25 Points. The Point Value will be added to the Qualifications Point Value for a Final Value.

- c. **PRESENTATION/INTERVIEW.** The top two (2) Construction Management firms will be invited to present their qualifications to the Saginaw County Building Authority as specified in this RFQ. The Building Authority will assign a point value to each interview and the point value will be added to the previous total for a final point value.
- d. **SELECTION OF THE CONSTRUCTION MANAGER.** The Saginaw County Building Authority and/or its designee(s) will select the Construction Management Firm it deems to be best qualified and issue a Letter of Intent (LOI) to negotiate a final contract scope, specific financing arrangements as well as special conditions offered by the company.
- e. **ANTICIPATED TIMELINE.** The following is the published timeline that the Saginaw County Building Authority will attempt to adhere to.

Issuance of RFQ	October 29, 2020
Last day for submittal of formal questions	November 05, 2020
Sealed Qualifications/Cost Proposal Due	November 12, 2020
Evaluation Period	November 12-17, 2020
Interview of Top 2 Construction Manager's	November 18, 2020
Selection of Construction Manager	November 20, 2020
Submittal to the Board of Commissioners for Approval	December 15, 2020
Anticipated Construction Document Completion	December 15-31, 2020
Anticipated GMP contract in place with CM	January 18, 2021
Anticipated Construction Start	Spring, 2021

1.4 REJECTION OF QUALIFICATIONS

The County of Saginaw reserves the right to:

- Reject and disqualify from consideration any and all submissions that it may, in its sole discretion, deem unresponsive to the information requested.
- Reject and disqualify from consideration any submission that it determines, in its sole opinion, to be substantially inaccurate, misleading, exaggerated, or incorrect.
- To waive minor technicalities.
- To accept the firms that, in its sole judgment, are advantageous and best serve the overall interests of the County.

1.5 INCURRING COSTS

The County of Saginaw is not liable for any cost or expenses incurred by Construction Management Firms in the preparation of their written responses or for attendance at any meetings related to this RFQ.

1.6 AMENDMENT(s) TO THE RFQ

If it becomes necessary to revise any part of this document, an amendment will be issued to all proposers who received the RFQ.

1.7 RESPONSE DATE

Qualifications and Cost Proposals must be delivered to the location designated, no later than Thursday, November 12, 2020 at 11:00 a.m. Both Qualifications and Cost Proposals must be submitted in separate sealed envelopes and marked "RFQ-Construction Management" and "Cost Proposal-Construction Manager". Any qualifications or cost proposals delivered after that time will not be considered regardless of the reason.

1.8 OPINION OF PROBABLE COST

Part of the submission requirement will be that the Construction Management Firm submit a detailed estimate of probable cost based on the Design Development Drawings that have been included as part of this package. This estimate will be used by the County to assess and evaluate its project budget. The value of the estimate will not be used as part of the CM evaluation process. It is the county's preference that in-house estimating and take-offs be limited to those divisions where sub-contractor engagement is not possible in the timeframe given.

1.9 CONFIDENTIALITY

To the extent allowed by law, proposals will be held in confidence by the County of Saginaw.

1.10 RESTRICTION OF CONTACT

From the issue date of this RFQ until a determination has been made regarding the final selection of the Construction Management Firm, all contact pertaining to this RFQ, should be limited to Kelly Suppes, Saginaw County Purchasing/Risk Manager. Failure to observe this request may result in a respondent's disqualification.

1.11 QUALIFICATION SUBMITTALS - (5) COPIES

To be considered, qualifications must be a complete response to the RFQ. Qualifications should be prepared simply and economically, providing a straightforward, concise description of the Construction Management Firms' ability to meet the requirements of the RFQ and identification of the individual(s) assigned to the project. Elaborate presentation materials are not desired. Emphasis should be on completeness and clarity of content.

1.12 CONTRACT INFORMATION

The Construction Manager will be requested to provide all basic services for the Pre-construction and Construction phases as stated in the AIA Standard Form of Agreement between the Owner and Construction Manager, AIA Document A133-2019, as modified by Saginaw County Civil Counsel. This Contract Form has not been provided in this RFQ.

It is anticipated that the Construction Manager will be required to provide additional services, including but not limited to:

- Assisting with cost estimating throughout the remainder of the design process while finalizing the construction documents.
- Assisting with the scheduling, cost estimating, and logistics of relocating Animal Control Offices and staff.

- Providing suggestions for cost-cutting/reducing measures to stay within budget.
- Assisting with the scheduling, cost estimating, and logistics of relocating the animals currently being held at the existing facility.
- Assisting with the scheduling, cost estimating, and logistics of installing any owner purchased equipment or accessories for the facility.
- Providing a guaranteed maximum price for construction based on the final construction documents.

PART II. EVALUATION CRITERIA

EVALUATION OF QUALIFICATIONS

Applications will be evaluated based on the completeness of the information provided. Failure to provide any of the requested information may result in disqualification. The criteria listed below will be used in the evaluation of the qualifications submitted.

2.1. FIRMS QUALIFICATIONS (15 POINTS)

- Firms Overall Construction Management Experience and Capability to perform the work.
- Demonstrated ability to manage construction to achieve the quality of work required by the construction management contract and expected by the Owner.
- An integrated approach including supply, demand, and sustainability.
- Specialized experience & dedicated resources in this market.
- The proximity of local resources.
- Financial stability as evidenced by payment and performance bonds and overall bonding capacity

2.2. PERSONNEL QUALIFICATIONS (10 POINTS)

- Quality of professional qualifications of key personnel assigned to this project through project closeout. The owner expects no change in key project personnel throughout the project.
- Quality of professional qualifications of supporting personnel assigned to this project.

2.3. PROJECT MANAGEMENT (15 POINTS)

- A life-cycle approach to project management across planning, assessment, program implementation, services, measurement, and reporting.
- Quality of approach to project management: accredited professionals, corporate standards.
- Clear assignment of responsibility for various project tasks to specific individuals.
- Demonstrated ability to coordinate construction activities and to minimize construction impacts to the general public.
- Demonstrated ability to work with the various subcontractors in resolving construction conflicts and ensuring safety.
- Ability to effectively manage project construction including owner's costs and to manage the project on schedule.

2.4 SAFETY AND HEALTH PERFORMANCE (10 POINTS)

- Provide your Workers Compensation Experience Modification Rate (EMR) Data for the past 3 years.
- Describe your Safety/Health program (Safety/Health Director, Incentive Program, Safety Training, Substance Abuse Testing)
- Describe your Company's plan of action with regards to the prevention of the spread of Covid19 while working on this project.

2.5 EXPERIENCE (25 POINTS)

- Prior experience (preferable within the last five years) in managing similar public sector or municipality construction projects.
- Construction Management Firm's experience with constructing like facilities.
- Construction Management Firm's experience with building projects in the Great Lakes Bay Region, specifically Saginaw County.
- Construction Management Firm's experience with construction projects larger than \$10 million in value.

2.5. ESTIMATE OF PROBABLE COST (0 POINTS)

All Construction Management Firms will be required to submit a detailed estimate of probable cost based on the Design Development documents that have been included with this package. The estimate will be used by the County to assess the budget for the facility. The estimate must be included as part of the RFQ but its' value will not be given any points as part of the selection criteria.

2.6. FEE FOR SERVICES/COST PROPOSAL (25 POINTS)

All Construction Management Firms will be required to submit a separate Cost Proposal with your qualifications in a Separate Sealed Envelope titled "COST PROPOSAL-CONSTRUCTION MANAGEMENT".

The Cost Proposal will not be opened until all Qualifications have been evaluated and assigned a point value. Please Complete "Attachment 1" as part of your Cost Proposal. Construction phase services will be a fixed fee plus reimbursable costs. All office staff shall be covered by the fixed fee. All general Condition items (ex. Field staff, job trailer, portable toilets, dumpsters, temporary power, permits, etc.) are a direct cost to the County with no mark-up.

The Construction Management Firm awarded the contract will be required to provide a Payment and Performance Bond for the entire project. All costs for the Bond must be included in your Cost Proposal.



**REQUEST FOR QUALIFICATIONS
CONSTRUCTION MANAGEMENT SERVICES
FOR A NEW SAGINAW COUNTY ANIMAL CARE
AND CONTROL RESOURCE CENTER**

DECLARATION OF SUBMITTER

Ladies and Gentlemen:

In response to your invitation, the undersigned, as Submitter, hereby declares that the qualifications presented are made in good faith without fraud or collusion with any other parties submitting qualifications, and that the Submitter has had the opportunity to ask questions and receive clarifications regarding the request for qualifications prior to the submission date.

In considering proposals of qualifications, it is understood the **COUNTY** reserves the right to accept or reject any or all qualifications submitted, to waive irregularities and/or formalities and, in general, to make the award in any manner deemed by it, in its sole discretion, to be in its best interest. By signing below you acknowledge that you understand and agree with the County's prerogatives described in this paragraph and, confirm that you are authorized to commit your firm by signing this and all future documents related to this project on behalf of your firm.

Signature

Name and Title (Please print or type)

Name of Firm

Date



REQUEST FOR QUALIFICATIONS SUBMITTAL REQUIREMENTS

NAME OF FIRM _____

CONTACT PERSON _____

ADDRESS _____

TELEPHONE NUMBER _____

FAX NUMBER _____

EMAIL ADDRESS _____

Submittals should be as complete and concise as possible, and include the following information in the order and format outlined below:

Firm Organization:

A. General Information:

- Firm ownership structure and principals of the firm.
- Brief description of the firm history, size, and growth including the number of year's firm has been in operation and the number of year's firm has been in operation under its current ownership.
- Number of permanent employees.
- Number of employees with jail construction experience.

B. Features distinguishing your firm from your competitors.

C. Contact information for authorized negotiator(s).

D. Provide an explanation and information regarding any project you worked on or were not selected to work on, that resulted in litigation.

Project Experience of Firm:

Using Attachment #2, provide the information requested for public sector projects, especially animal care facility projects on which this team is serving, or has served, as Construction Manager. In the Project Name/Description, provide information about the firm's specific responsibilities for each project and any relevant information about the firm's role vis-à-vis the variances in construction cost estimates, construction delays, unusual circumstances, etc.

Staff Qualifications:

- A. Identify the key management staff for the project. Provide an Organizational Chart identifying all your key staff members and showing how each interacts with other staff members assigned to this project. For each key staff member, please include a detailed resume, which at a minimum summarizes the following:
- Education, including the name of institution, the field of study, degree(s) earned, and year(s) received.
 - Professional registrations and/or professional society membership(s).
 - The number of years of experience and number of years with the firm.
 - Project experience including size (cost/area), start/completion dates, and description of the project (type, complexity, new, renovation, addition, on-going occupancy, etc.).
 - Availability for this project

Work Plan:

Include a narrative description of your plan for accomplishing the work of this project. Indicate the various tasks, labor hours allocated for various tasks, major benchmarks, and decision points in your work plan.

Concurrent Work Load:

Provide a listing and description including size, cost, and duration of anticipated concurrent projects of the firm. Indicate how this anticipated workload compares to your firm's previous workload levels. Provide a brief explanation of the impact these projects will have on this project.

Project Budget/Schedule:

Include an example of a project budget and schedule.

Estimate of Probable Cost:

Include a detailed Estimate of Probable Cost based on the Design Development Drawings.

<u>Construction Management Fee/Reimbursable Cost Breakdown</u>		
	Included in Fee	Reimbursed Expenses
Accounting and Payroll		
Transportation Exp.		
Field Office Personnel		
Building Permits – Secure		
Expediting Expenses		
Field Office & Furnishings		
Change Orders		
Clerk / Clerical		
Labor Relations		
Main Office Expenses and Personnel		
Out of Town trips w/Prior Approval by Owner		
Overhead & Profit		
Payment Applications and Approvals		
Procuring Bids		
Program and Plan Review w/Owner – A/E		
Project Insurance (Builders risk by Owner)		
CM General Liability		
Receiving of Pre-Purchased Materials		
Safety & Fire Protection		
Scheduling		
Shop Drawing Review		
Transportation Cost of Project Manager		
Utilities Related to Field Office		
Writing Contracts		
On-Site Vehicle		
Reproduction Expenses (except construction Documents)		
Telephone Expenses / Fax Machine Expenses		
Postage/UPS		
	\$	\$

Project Experiences
Required format-Use one for each project

Firm Name: _____

Project Name/Description	
Start/Completion Date	
Architect's Name	
General Contractor	
Delivery Method	
Architect's Estimated Cost	
Original Construction Cost	
Final Construction Cost	
Total Square Footage	
Owner Information: Contact Name Title Entity Name Address Phone Email Address	



COUNTY OF SAGINAW
OFFICE OF COUNTY CONTROLLER

111 SOUTH MICHIGAN AVENUE
SAGINAW, MICHIGAN 48602

**COUNTY
SERVICES**

December 8, 2020

ROBERT V. BELLEMAN
Controller/Chief Administrative Officer
rbelleman@saginawcounty.com

Michael Webster, Chairman
Saginaw County Board of Commissioners
111 S. Michigan Ave.
Saginaw, MI 48602

12-15-23

RECEIVED
SAGINAW COUNTY
BOARD OF COMMISSIONERS
2020 DEC 10 PM 4:08

RE: Selection of Construction Manager-Dow Event Center Capital Projects

Dear Chairman Webster:

A Request for Qualification (RFQ) was advertised and submitted to local contractors for Construction Management (CM) Services for the Dow Event Center Capital Projects on October 29, 2020. The RFQ-CM consisted of two (2) components. The two components are Technical proposal and Cost proposal. A (5) member Evaluation Committee consisting of Robert Belleman, Controller/CAO; Jon Block, General Manager-the Dow Event Center and Huntington Bank Park; Tim Novak, County Treasurer and Building Authority representative; Annette Taylor, Interim Maintenance Manager and Kelly Suppes, Purchasing/Risk Manager were assigned to review and evaluate the Technical proposal in five areas. The five areas include Firm Qualifications (15 points), Personnel Qualifications (10 points), Project Management (15 points), Safety and Health Performance (10 points), and Experience (25 points). Once the Technical Proposal scores were turned in and averaged, the Cost Proposals (25 points) were opened via Zoom. The process used is the same process being proposed under the Responsible Contractor Policy approved by the Board of Commissioners.

The committee recommends the Construction Management contract be awarded to Spence Brothers. The recommendation is due to their vast experience with prior renovations and construction projects at the Dow, their experience with constructing parking structures and ice facilities. Other CM Firms that submitted proposals were R.C. Hendricks and Three Rivers Construction. Upon approval of the contract by the Board of Commissioners, the project will be turned over to the Saginaw County Building Authority for project management.

I have attached a Spreadsheet that outlines the Qualifications and Cost Proposal scores.

If you should have any questions, please feel free to contact me.

Sincerely,

Kelly M. Suppes, Purchasing/Risk Manager

SAGINAW COUNTY
CONSTRUCTION MANAGER-DOW EVENT CENTER CAPITAL PROJECTS
QUALIFICATIONS/COST PROPOSAL EVALUATION RESULTS (AVERAGES)
11/25/2020

QUALIFICATIONS & EXPERIENCE		Spence Brothers	RC Hendricks	Three Rivers
Firm Qualifications	0-15	14.40	12.80	12.40
Personnel Qualifications	0-10	9.60	8.40	8.20
Project Management	0-15	13.40	13.80	13.60
Safety and Health Performance	0-10	9.40	4.00	9.60
Experience	0-25	24.40	22.00	22.60
SUBTOTAL	0-75	71.20	61.00	66.40
Fee Structure (low cost/your cost * 25)	0-25	20.55	25.00	18.53
Proposed Fee (Zoom 11/24/2020)		\$950,000	\$780,800	\$1,052,270
Total Points	100	91.75	86.00	84.93

Evaluation Team:
Robert Belleman, Controller
Jon Block, GM of Dow Event Center
Tim Novak, Building Authority
Annette Taylor, Interim Maintenance Dir
Kelly Suppes, Purchasing/Risk Mgr



COUNTY OF SAGINAW COUNTY

OFFICE OF COUNTY CONTROLLER SERVICES

111 SOUTH MICHIGAN AVENUE
SAGINAW, MICHIGAN 48602

ROBERT V. BELLEMAN
Controller/Chief Administrative Officer
rbelleman@saginawcounty.com

January 8, 2021

Carl Ruth, Chairman
Saginaw County Board of Commissioners
111 S. Michigan Ave.
Saginaw, MI 48602

1-19-15

RECEIVED
SAGINAW COUNTY
BOARD OF COMMISSIONERS
2021 JAN -8 PM 2:08

RE: Selection of Construction Manager-The Dow Event Center (Additional Information)

Dear Chairman Ruth:

At the December 15, 2020 County Services Committee, a recommendation was made to award the Construction Management contract for the Dow Event Center Capital Projects to Spence Brothers. The County Services Committee tabled the recommendation and requested additional information.

A Request for Qualification (RFQ) was advertised and submitted to local contractors for Construction Management (CM) Services for the Dow Event Center Capital Projects on October 29, 2020. The RFQ-CM consisted of two (2) components. The two components are Technical proposal and Cost proposal. A (5) member Evaluation Committee consisting of Robert Belleman, Controller/CAO; Jon Block, General Manager-the Dow Event Center and Huntington Bank Park; Tim Novak, County Treasurer and Building Authority representative; Annette Taylor, Interim Maintenance Manager; and Kelly Suppes, Purchasing/Risk Manager were assigned to review and evaluate the Technical proposals in five areas. The five areas include Firm Qualifications (15 points), Personnel Qualifications (10 Points), Project Management (15 points), Safety and Health Performance (10 Points), and Experience (25 points).

The entire evaluation process used was in compliance with the Responsible Contractor Policy as approved by the Board of Commissioners at its December 15, 2020 meeting.

Each team member was provided an original proposal submitted by the Construction Companies who submitted (Spence, RC Hendrick and Three Rivers). The evaluation team was also provided an evaluation form which breaks out the following criteria as established in the attached RFQ document-Part II Evaluation Criteria.

Firms Qualifications (15 Points)

- Firms Overall CM Experience and Capability to perform the work.
- Demonstrated ability to manage construction to achieve the quality of work required by the construction management contract and expected by the Owner.
- An integrated approach including supply, demand, and sustainability.
- Specialized experience & dedicated resources in this market.
- The proximity of local resources.
- Financial stability as evidenced by payment and performance bonds and overall bonding capacity

Personnel Qualifications (10 Points)

- Quality of professional qualifications of key personnel assigned to this project through project closeout. The owner expects no change in key project personnel throughout the project.
- Quality of professional qualifications of supporting personnel assigned to this project.

Project Management (15 Points)

- A life-cycle approach to project management across planning, assessment, program implementation, services, measurement, and reporting.
- Quality of approach to project management: accredited professionals, corporate standards.
- Clear assignment of responsibility for various project tasks to specific individuals.
- Demonstrated ability to coordinate construction activities and to minimize construction impacts to the general public and customers of the facility.
- Demonstrated ability to work with the various subcontractors in resolving construction conflicts and ensuring safety.
- Ability to effectively manage project construction including owner's costs and to manage the project on schedule.

Safety and Health Performance (10 Points)

- Provide your Workers Compensation Experience Modification Rate (EMR) Data for the past 3 years.
- Describe your Safety/Health program (Safety/Health Director, Incentive Program, Safety Training, Substance Abuse Testing)
- Describe your Company's plan of action with regards to the prevention of the spread of Covid19 while working on the Dow Venter Center Capital Improvement projects.

Experience (25 Points)

- Prior experience (preferable within the last five years) in managing similar public sector or municipality construction projects.
- Construction Management Firm's experience with renovations of like facilities.
- Construction Management Firm's experience with building projects in the Great Lakes Bay Region, specifically Saginaw County.
- Construction Management Firm's experience with construction projects larger than \$14 million in value.

Below is a table of evaluation criteria points (Average of 5 Evaluation Team Points)

<i>Evaluation Criteria</i>	<i>Point Values</i>	<i>Spence Brothers</i>	<i>RC Hendrick</i>	<i>Three Rivers</i>
Firm Qualifications	0-15 Points	14.40	12.80	12.40
Personnel Qualifications	0-10 Points	9.60	8.40	8.20
Project Management	0-15 Points	13.40	13.80	13.60
Safety and Health	0-10 Points	9.40	4.00	9.60
Experience	0-25 Points	24.40	22.00	22.60
<i>Total Average Points</i>	<i>0-75 Points</i>	<i>71.20</i>	<i>61.00</i>	<i>66.40</i>

After the Evaluation Criteria Points were tallied, the Cost Proposals were opened via Zoom. Cost proposals are opened after the Evaluation criteria is scored to keep any bias out of the Technical scoring process.

Construction Management Fee/Reimbursable Cost Breakdown is as follows:

	Spence Brothers	RC Hendrick	Three Rivers
Included in Fee	\$760,000	\$341,500	\$896,300
Reimbursed Expenses	\$190,000	\$439,300	\$155,940
Total Cost	\$950,000	\$780,800	\$1,052,270
Points (0-25)	<i>20.55 Points</i>	<i>25 Points</i>	<i>18.53 Points</i>

The Reimbursed Expenses includes: Transportation Expenses, Field Office Personnel, Building Permits, Field Office Expenses, Change Order Processing, Clerical, Out of Town Trips, Payment Applications, Procuring Bids, CM General Liability, Payment and Performance Bonds, Telephone/Fax; Postage; Safety & Fire Protection, etc.

The lowest cost proposal receives 25 points and the other cost proposals receive allocated points as follows: Low Score/CM Score * 25 Points.

Attached is the tally of Technical Proposal Points including the Cost Proposal Points:

	Spence Brothers	RC Hendrick	Three Rivers
Technical Points	71.20	61.00	66.40
Cost Points	20.55	25.00	18.53
Total (before interview)	91.75	86.00	84.93

The Interview as optional depending on the decision of the Evaluation Team. It was decided that an interview wasn't necessary and to make the recommendation to the Board of Commissioners to award the Construction Management contract to Spence Brothers.

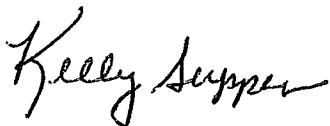
The evaluation proc

A couple additional points I would like to make to enhance the Evaluation Team position:

- The Responsible Contractor Policy was following throughout the entire process evaluation process. Please remember the process is not to select the lowest proposal but to select the most qualified proposal utilizing the criteria set forth.
- The Construction Manager doesn't directly participate in any actual Construction contracts, their job is to provide oversight on the entire project from beginning until end.
- The CM will be providing outreach to local contractors to provide bids on the various trades.

If you should have any additional questions, please feel free to contact me at any time so I can explain the process.

Thank-you,

A handwritten signature in cursive script, reading "Kelly Suppes".

Kelly M. Suppes, Purchasing/Risk Manager

**COUNTY OF SAGINAW
Request for Qualifications
10/29/2020**

Modified Construction Management Services

**The Dow Event Center
Capital Improvement Projects**

Sealed Qualifications/Fee Proposal



Due: Thursday, November 12, 2020 @ 11:00am

Qualifications and Fee Proposal must be delivered to:

**Saginaw County Controller's Office
Attn: Kelly Suppes, Purchasing/Risk Manager
111 S. Michigan Ave.
Saginaw, Michigan 48602
Phone: (989) 790-5505**

REQUEST FOR QUALIFICATIONS

PART I. GENERAL INFORMATION

1.1 PROJECT

This Request for Qualifications (RFQ) contains the information and requirements for interested Construction Management Firms to manage the various Capital Improvement Renovation Projects at The Dow Event Center. ("Project").

The Construction Manager will be responsible for any architectural and engineering services required to properly design and/or complete work; manage construction budgets; develop the specification documents; bid package preparation; bidding; scheduling; contract negotiations; construction oversight; construction coordination; pay application approval; permit approvals and project closeout.

The County of Saginaw is requesting the qualifications and a cost proposal from construction management firms with relevant and recent experience in managing renovation of like projects.

The proposed project will include: Replacement of entire Dow Event Center roof (except locker room); Replacement of Ice Slab/Piping and Refrigeration Equipment; Replacement of (4) Roof Top HVAC Units for the Arena including adding humidity controls; Updating (4) Arena bathrooms by adding hot water, heat, new quartz counter tops, (22) new sinks and fixtures (touchless faucets, soap dispensers, flush valves, paper towel dispensers); Parking Ramp Structural Repairs as recommended by Walker Consulting in their 2017 Assessment, LED lighting, (2) Elevator Repairs/Replacement to function properly through all seasons, reengineer entrances for hourly parking and replacing (2) 400 sf sections of the roof.

The successful submitter must negotiate and execute a contract for its Modified Construction Management (CM) services satisfactory to the County regarding matters of contract performance and responsibility and all other terms generally contained within such a contract for the Project at The Dow Event Center.

The total budget for these projects (inclusive of all costs) is \$13,661,400 as follows:

Roof Replacement (including 800sf of parking ramp)	\$2,336,000
Roof Top HVAC Units & Humidity Controls	\$1,049,000
Ice Slab & Piping/Refrigeration	\$1,343,000
Arena Bathroom Renovations	\$ 338,000
Parking Ramp Structural Upgrades	\$6,600,000
Ramp LED Lighting	\$ 605,000
(2) Elevator Repairs/Replacement	\$ 557,000
Elevator Structural Repairs	\$ 130,000
Contingency	\$ 703,400

The Construction Management Firm will not be allowed to participate directly in any Construction contracts they manage as part of their project scope unless approved by the Building Authority.

The Dow Event Center has worked with William Kibbe & Associates to develop budgetary figures for the project. Kibbe was also involved in previous renovation projects at The Dow Event Center. Kibbe also has LED lighting project drawings that were developed in 2012 that were never completed. These can be used as a base for development of the Parking Structure LED lighting project phase.

Walker Consultants was contracted by the County in 2017 to provide a conditional appraisal report of the Dow Event Center Parking Garage. The report is included as an attachment.

1.2 ISSUING OFFICE

This RFQ is issued by the County of Saginaw and shall be administered by Kelly M. Suppes, Purchasing/Risk Manager as the sole point of contact. All questions and requests for clarifications should be made no later than close of business on November 6, 2020 and directed to Kelly M. Suppes by email at ksuppes@saginawcounty.com.

1.3 DESCRIPTION OF SELECTION PROCESS

The process for the selection of the Construction Management Firm will proceed as follows:

- a. **SUBMISSION OF QUALIFICATIONS.** A Project Review Team will evaluate all qualifications received and assign a point value as identified in Part II.
- b. **COST PROPOSAL/FEE FOR SERVICES.** Once the qualifications have been evaluated and assigned point values, the Cost Proposals will be opened by the Purchasing/Risk Manager and assigned a point value from 0-25 Points with the low Cost Proposal receiving the top 25 Points. The Point Value will be added to the Qualifications Point Value for a Final Value.
- c. **PRESENTATION/INTERVIEW.** If deemed necessary by the Project Review Team, the top (2) Construction Management Firm's may be invited to present their qualifications to the Saginaw County Project Review Team as specified in this RFQ. If interviews are conducted, the Project Review Team will assign a point value of 10 to each interview and the point value will be added to the previous total for a final point value.
- d. **SELECTION OF THE CONSTRUCTION MANAGER.** The Saginaw County Project Team will recommend to the Board of Commissioners selection of the Construction Management Firm it deems to be best qualified and issue a Letter of Intent (LOI) to negotiate a final contract scope, specific financing arrangements as well as special conditions offered by the company.
- e. **ANTICIPATED TIMELINE.** The following is the published timeline which the County of Saginaw will attempt to adhere to.

Issuance of RFQ	October 29, 2020
Last day for submittal of formal questions	November 6, 2020
Sealed Qualifications/Cost Proposal Due	November 12, 2020
Evaluation Period	November 16-20, 2020
Interview of top 2 Construction Manager's (if requested)	November 24, 2020
Selection of Construction Manager	November 30, 2020
Submittal to the Board of Commissioners for approval	December 15, 2020

1.4 REJECTION OF QUALIFICATIONS

The County of Saginaw reserves the right to:

- Reject and disqualify from consideration any and all submissions that it may, in its sole discretion, deem unresponsive to the information requested.
- Reject and disqualify from consideration any submission that it determines, in its sole opinion, to be substantially inaccurate, misleading, exaggerated, or incorrect.
- To waive minor technicalities.
- To accept the firms that, in its sole judgment, are advantageous and best serve the overall interests of the County.

1.5 INCURRING COSTS

The County of Saginaw is not liable for any cost or expenses incurred by Construction Management Firms in the preparation of their written responses or for attendance at any meetings related to this RFQ.

1.6 AMENDMENT(s) TO THE RFQ

If it becomes necessary to revise any part of this document, an amendment will be issued to all proposers who received the RFQ.

1.7 RESPONSE DATE

Qualifications and Cost Proposals must be delivered to the location designated, no later than Thursday, November 12, 2020 at 11:00 a.m. Both Qualifications and Cost Proposals must be submitted in separate sealed envelopes and marked "RFQ-Construction Management" and "Cost Proposal-Construction Manager". Any qualifications or cost proposals delivered after that time will not be considered regardless of reason.

1.8 CONFIDENTIALITY

To the extent allowed by law, proposals will be held in confidence by the County of Saginaw.

1.9 RESTRICTION OF CONTACT

From the issue date of this RFQ until a determination has been made regarding the final selection of the Construction Management Firm, all contact pertaining to this RFQ, should be limited to Kelly Suppes, Saginaw County Purchasing/Risk Manager. Failure to observe this request may result in a respondent's disqualification.

1.10 QUALIFICATION SUBMITTALS - (5) COPIES

To be considered, qualifications must be a complete response to the RFQ. Qualifications should be prepared simply and economically, providing a straightforward, concise description of the Construction Management Firms' ability to meet the requirements of the RFQ and identification of the individual(s)

assigned to the project. Elaborate presentation materials are not desired. Emphasis should be on completeness and clarity of content.

1.11 CONTRACT INFORMATION

The Construction Manager will be requested to provide all basic services for the Pre-construction And Construction phases as stated in the AIA Standard Form of Agreement between the Owner And Construction Manager, AIA Document A133-209, as modified by Saginaw County Civil Counsel or similar document. This Contract Form has not been provided in this RFQ.

It is anticipated that the Construction Manager will be required to provide additional services, including but not limited to:

- Providing regular updates to the Saginaw County Building Authority regarding the progress of the project.
- Work closely with the Dow Event Center staff as to provide minimum interruptions with any scheduled events or other activities.

PART II. EVALUATION CRITERIA

EVALUATION OF QUALIFICATIONS

Applications will be evaluated based on the completeness of the information provided. Failure to provide any of the requested information may result in disqualification. The criteria listed below will be used in the evaluation of the qualifications submitted.

2.1. FIRMS QUALIFICATIONS (15 POINTS)

- ⊗ Firms Overall Construction Management Experience and Capability to perform the work.
- ⊗ Demonstrated ability to manage construction to achieve quality of work required by the construction management contract and expected by Owner.
- ⊗ Integrated approach including supply, demand, and sustainability
- ⊗ Specialized experience & dedicated resources in this market
- ⊗ Proximity of local resources
- ⊗ Financial stability, as evidenced by payment and performance bonds and overall bonding capacity

2.2. PERSONNEL QUALIFICATIONS (10 POINTS)

- ⊗ Quality of professional qualifications of Key personnel assigned to this project from preconstruction through project closeout. Owner expects no change in key project personnel throughout the project.
- ⊗ Quality of professional qualifications of supporting personnel assigned to this project.

2.3. PROJECT MANAGEMENT (15 POINTS)

- ☛ Life-cycle approach to project management across planning, assessment, program implementation, services, measurement and reporting.
- ☛ Quality of approach to project management: accredited professionals, corporate standards.
- ☛ Clear assignment of responsibility for various project tasks to specific individuals.
- ☛ Demonstrated ability to coordinate construction activities and to minimize adverse construction impacts to the general public and customers of the facility.
- ☛ Demonstrated ability to work with the various subcontractors in resolving construction conflicts and ensuring safety.
- ☛ Ability to effectively manage project construction including owner's costs and to manage the project on schedule.

2.4. SAFETY AND HEALTH PERFORMANCE (10 POINTS)

- ☛ Workers Compensation Experience Modification Rate (EMR) Data for the past 3 years.
- ☛ Please describe your Safety/Health program (Safety/Health Director, Incentive Program, Safety Training, Substance Abuse Testing)
- ☛ Describe your Company's plan of action with regards to the prevention of the spread of Covid19 while working on the Dow Event Center Capital Improvement Projects.

2.5. EXPERIENCE (25 POINTS)

- ☛ Prior experience (within the last five years) in managing similar public or private construction projects.
- ☛ Construction Management Firm's experience with renovations of like facilities.
- ☛ Construction Management Firm's experience with building projects in the Great Lakes Bay Region, specifically Saginaw County.
- ☛ Construction Management Firm's experience with construction projects larger than \$14 million in value.

2.6. FEE FOR SERVICES/COST PROPOSAL (25 POINTS)

All Construction Management Firms will be required to submit a separate Cost Proposal with your qualifications in a Separate Sealed Envelope titled "COST PROPOSAL-CONSTRUCTION MGT"

The Cost Proposal will not be opened until all Qualifications have been evaluated and assigned a point value. Please Complete "Attachment 1" as part of your Cost Proposal. Construction phase services will be a fixed fee plus reimbursable costs. All general Condition items (ex. Portable toilets, dumpsters, permits, temporary power, etc.) are a direct cost to the County with no mark-up. The Cost Proposal must identify what is excluded and expectations that the Construction Manager has of the Owner.

The CM Firm awarded the contract will be required to provide a Payment and Performance Bond for the project. All Costs for the Bond must be included in your cost proposal.



**REQUEST FOR QUALIFICATIONS
MODIFIED CONSTRUCTION MANAGEMENT SERVICES
THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT**

DECLARATION OF SUBMITTER

Ladies and Gentlemen:

In response to your invitation, the undersigned, as Submitter, hereby declares that the qualifications presented are made in good faith without fraud or collusion with any other parties submitting qualifications, and that the Submitter has had the opportunity to ask questions and receive clarifications regarding the request for qualifications prior to submission date.

In considering proposals of qualifications, it is understood the **COUNTY** reserves the right to accept or reject any or all proposals of qualifications submitted, to waive irregularities and/or formalities and, in general, to make an award in any manner deemed by it, in its sole discretion, to be in its best interest. By signing below, you acknowledge that you understand and agree with the County's prerogatives described in this paragraph and, confirm that you are authorized to commit your firm by signing this and all future documents related to this project on behalf of your firm.

Signature

Name and Title (Please print or type)

Name of Firm

Date



REQUEST FOR QUALIFICATIONS SUBMITTAL REQUIREMENTS

NAME OF FIRM_____

CONTACT PERSON_____

ADDRESS_____

TELEPHONE NUMBER_____

FAX NUMBER_____

EMAIL ADDRESS_____

Submittals should be as complete and concise as possible, and include the following information in the order and format outlined below:

Firm Organization:

A. General Information:

- Firm ownership structure and principals of the firm.
- Brief description of firm history, size, and growth including number of year's firm has been in operation and number of year's firm has been in operation under its current ownership.
- Number of permanent employees.
- Number of employees with like construction experience.

B. Features distinguishing your firm from your competitors.

C. Contact information for authorized negotiator(s).

D. Provide an explanation and information regarding any project you worked on, or were not selected to work on, that resulted in litigation.

Project Experience of Firm:

Using Attachment #2, provide the information requested for institutional projects, especially entertainment facility projects on which this team is serving, or has served, as Construction Manager. In the Project Name/Description, provide information about the firm's specific responsibilities for each project and any relevant information about the firm's role vis-à-vis the variances in construction cost estimates, construction delays, unusual circumstances, etc.

Staff Qualifications:

- A. Identify the key management staff for the project. Provide an Organizational Chart identifying all your key staff members and showing how each interacts with other staff members assigned to this project. For each key staff member, please include a detailed resume, which at a minimum summarizes the following:
- Education, including name of institution, field of study, degree(s) earned, and year(s) received.
 - Professional registrations and/or professional society membership(s).
 - Number of years of experience and number of years with the firm.
 - Licenses and Certifications held by applicable staff assigned to this project.
 - Project experience including size (cost/area), start/completion dates, and description of project (type, complexity, new, renovation, addition, on-going occupancy, etc.).
 - Availability for this project

Work Plan:

Include a narrative description of your plan for accomplishing the work of this project. Indicate the various tasks, labor hours allocated for various tasks, major benchmarks, and decision points in your work plan. Also, please address how the project tasks may be incorporated into events and other activities scheduled so to avoid disruptions.

Concurrent Work Load:

Provide a listing and description including size, cost, and duration of anticipated concurrent projects of the firm. Provide an indication of how this anticipated workload compares to your firm's previous workload levels. Provide a brief explanation of the impact these projects will have on this project.

Project Budget/Schedule:

Include an example of a project budget and schedule.

Construction Management Fee/Reimbursable Cost Breakdown

	Included in Fee	Reimbursed Expenses
Accounting and Payroll		
Transportation Exp.		
Field Office Personnel		
Building Permits – Secure		
Expediting Expenses		
Field Office & Furnishings		
Change Orders		
Clerk / Clerical		
Labor Relations		
Main Office Expenses and Personnel		
Out of Town trips w/Prior Approval by Owner		
Overhead & Profit		
Payment Applications and Approvals		
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Program and Plan Review w/Owner – A/E		
Project Insurance (Builders risk by Owner)		
Payment and Performance Bond		
CM General Liability		
Receiving of Pre-Purchased Materials		
Safety & Fire Protection		
Scheduling		
Shop Drawing Review		
Transportation Cost of Project Manager		
Utilities Related to Field Office		
Writing Contracts		
On-Site Vehicle		
Reproduction Expenses (except construction Documents)		
Telephone Expenses / Fax Machine Expenses		
Postage/UPS		
	\$	\$

Project Experiences
Required format-Use one for each project

Firm Name: _____

Project Name/Description	
Start/Completion Date	
Architect's Name	
General Contractor	
Delivery Method	
Architect's Estimated Cost	
Original Construction Cost	
Final Construction Cost	
Total Square Footage	
Owner Information: Contact Name Title Entity Name Address Phone Email Address	