

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 and may be modified depending on the circumstances.

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 regard to any health issues while working on Improvement Projects (project specific).

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 construction and 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 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 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 Construction Management 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
CONSTRUCTION MANAGEMENT SERVICES**

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 submitting 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 award in any manner deemed by it, in its sole discretion, to be in its best interest. By signing below you confirm that you are authorized by your firm to sign 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 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 institutional projects, especially ___ 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.
 - 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.

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		
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	
Number of Jail Beds (indicate whether single or double bunked)	
Owner Information: Contact Name Title Entity Name Address Phone Email Address	