

LINCOLN COUNTY

REQUEST FOR QUALIFICATIONS

CONSTRUCTION MANAGER/ GENERAL CONTRACTOR (CM/GC SERVICES)

RETURN COMPLETED QUALIFICATIONS TO:

**LINCOLN COUNTY CLERK
111 W. B St. C
Shoshone, ID 83352**

**TO BE CONSIDERED, QUALIFICATIONS MUST BE RECEIVED IN THE LINCOLN
COUNTY CLERKS OFFICE BY 3:00 PM (MST) ON MARCH 31, 2020**

REQUEST FOR QUALIFICATIONS- PUBLIC WORKS CONSTRUCTION MANAGERS

Lincoln County is seeking responses from licensed Idaho Public Works Construction Managers (CMs) to provide their qualifications to perform certain construction manager/general contractor services ("CM/GC Services) in accordance with Idaho Code §54-4501, et. seq., as determined by the County.

Lincoln County desires to relocate the county courthouse, sheriff's department, prosecutor's office, treasurer's office, recorder's office, clerk's office and all other administrative offices to a new location. The goal is to provide maximum patron benefit and access with/for minimum cost to the taxpayers.

The County intends to construct the projects using the Construction Manager\General Contractor (CM/GC) delivery process. The County may select one or more qualified Firm from those who respond to this RFQ for such projects. Responses should address the proposer's specific qualifications for each of the particular projects described below.

The County's "Qualification Based Selection" (QBS) is to comply with Idaho Code §67-2320. This procedure provides for an orderly process of: (1) Solicitation of professional qualifications, (2) Evaluation and ranking of qualifications, (3) Establishment of a ranked list of service providers, and (4) Negotiation of scope of services and fees.

PROJECT INFORMATION

The County is planning to construct the following project for which CM/GC Services are required:

The Project (the "Project") shall consist of the construction of a new county building between 15,000 and 20,000 square feet, constructed to comply with all local, state and federal regulations, at a site yet to be determined in Shoshone, Idaho 83352.

The Project shall be constructed to house the following county offices:

1. Sheriff's department, secure inmate holding area, secure evidence area, and administrative areas;
2. Prosecuting attorney's office and administrative area;
3. Clerk's office and administrative area, including secure storage for historical records;
4. Court clerk's office and administrative area;
5. Judges' chambers for at least two (2) judges;
6. Two (2) courtrooms, one to be used as the Commissioners' meeting room;
7. Jury room;
8. Law library;
9. Commissioners' Chamber;
10. Assessor's Office and administrative area;

11. Treasurer's office and administrative area;
12. Recorder's office and administrative area;
13. Titles and Registrations;
14. Parks and Recreation;
15. Probation Department and administrative area;
16. Planning and zoning office;
17. Indigency office;
18. Driver's licensing and administrative area;
19. Public defender's office and administrative area;
20. Victim/witness area;
21. Break room;
22. Adequate restrooms and utility spaces.

The Project shall also provide for necessary site utilities, landscaping, parking area, and storm water drainage system per the requirements of the City code.

Written Requirements for Responses to Requests for Submission	Possible Point Range for Each Section Proposal
Cover Letter (Limit to one page)	
Complete the "CM/GC INFORMATION" below, as part of the Written Requirements for Responses to Request for Proposal.	10-15 points
Company Profile: Describe your firm's history, size, legal structure, resources, philosophy of service, typical volume of work, financial stability, and basic construction management techniques and methods. Describe how your particular expertise, experience and/or techniques can be an advantage to the County in completing the projects.	10-15 points
Capability to Perform Project: Firm's commitment to provide necessary resources to perform and complete the project, including responsiveness with regards to site visits (Bi-Weekly) and on-site project details).	25-50 points
Relevant Project Experience: (i.e., description of other projects executed by the firm that demonstrate relevant experience. List of all clients for whom you have performed similar work, which should include name, address, and phone number of a person who can be contacted regarding the firm's performance on the project).	10-40 points
Qualifications of Project Team: (i.e., resume for the key people assigned to the project including sub-consultants. Key personnel	

roles and responsibilities on this project. Identify project manager who will be responsible for the day-to-day management of project tasks and will be primary point of contact).	10-20 points
Project Approach: Describe your approach to Providing CM/GC Services described in the Form Contract. A) Preconstruction Services; B) Construction Services as a CM/GC depending the projects you choose to propose on. Discuss how you would provide leadership to facilitate teamwork and communications among all parties involved in the project covered by your response; C) Identify personnel to whom construction management responsibility will be assigned by names, titles, roles, qualifications, experience, and resumes; D) Provide an organizational chart clearly illustrating proposed staffing.	10-30 points
Schedule: (i.e., the tasks that must be accomplished to complete the project. How the firm proposes to execute the tasks. Unique aspects of the project and alternative approaches the owner might wish to consider).	10-30 point
Total Written Proposal Points Possible =	200 points
Interview: Firms may be asked to make presentations covering their relevant experience, their understanding of the project's requirements and their own approach to designing and supervising the job.	25-50 points
Additional Information: County reserves the right to request additional information to be used in the consideration of the selection process. All requests shall be by addendum to this RFQ and the supplemental responses shall be in writing to be considered during the selection process hearing and considered by all commissioners.	10-25 points
Total Proposal Points Possible =	275 points

Award

REQUIRED SERVICES (SCOPE OF WORK)

Throughout the project, the CM/GC(s) shall provide the County with professional construction management and desired general contractor services and represent the County's interests in completing the projects on time, within budget, and as planned with a minimum of difficulties. It is anticipated that AIA Document A133-2009 (the Form Contract) will form the basis of agreements for CM/GC Services to be entered into for the projects; provided however, the County reserves the right to change, modify or amend the Form Contract in formulating the

final contracts to be entered into by the County. The contract must contain the necessary elements and meet the requirements contained in Idaho Code Title 54, Chapter 45. CM/GC Services shall include, but are not limited to, pre-construction services through design of the projects and construction services as desired by the County through project completion of those services. For purposes of this RFQ, proposers should describe their qualifications to provide CM/GC Services as those services are generally described in the Form Contract.

RESPONSE, FORMAT, CONTENT, AND EVALUATION CRITERIA

Responses must include the following information in this sequence. Respondents are invited to include innovative methods and/or procedures, which they can provide to assist in ensuring successful completion of the project. Unique qualities and/or capabilities and cost efficiencies may be identified. For each of the specific areas listed below, your responses should include a description of responders' qualification to service as a CM/GC. Responses for each Project will be scored and ranked.

RESPONSE SUBMISSION PROCEDURES

Written responses to the RFQ will be accepted at the Lincoln County Clerk of the District Court Office, c/o Brenda Farnworth, 111 W. B St., C. Shoshone, Idaho, 83352. Lincoln County Courthouse and are due by 3:00 p.m. March 31, 2020.

Submittals shall include one (1) original and five (5) copies of the proposal and one (1) USB flash drive. The original must be marked "original" and be dated and signed by a duly authorized partner or corporate officer. Proposals must be sealed in an opaque package and clearly marked: CONSTRUCTION MANAGEMENT/GENERAL CONTRACTOR QUALIFICATIONS PROPOSAL

Responses shall include a copy of each submitter's current Construction Manager and Public Works Contractor Licenses and Certificate of Authority from the Idaho Secretary of State demonstrating that the submitter entity has current licenses and certificates necessary to perform the proposed services, is lawfully in existence and is in good standing in the state of Idaho.

All questions regarding this RFQ must be directed to:

Brenda Farnworth, Lincoln County Clerk of the District Court 111 W. B St., C. Shoshone, Idaho, 83352, 208-886-7641, bfarnworth@lincolncountyid.us.

All questions must be submitted in writing in email format.

Response to significant questions will be answered by Addendum to this RFQ.

Submitting firms are requested to NOT contact individual commissioners or county employees.

Those interested in submitting a response to the RFQ are responsible to make sure they have any and all addenda to the RFQ issued by the County and that they consider any addenda in their response. In the event that is necessary to revise any part of the RFQ, timely addenda will be posted on the web page and sent via e-mail to those firms that have submitted a written request to the Director to be sent a copy of any addenda.

SELECTION TIMELINE AND PROCEDURES

The estimated RFQ schedule is as follows:

RFQ proposals due: MARCH 31, 2020 at 3:00 p.m.

Interviews: APRIL 6, 2020, time to be scheduled

Evaluation and Selection: APRIL 6, 2020 at 4:00 p.m.

The County may modify this schedule.

The County will evaluate all responses.

Proposals will be ranked on qualifications and interviews conducted at the sole discretion of the County

All persons or entities who submit responses to this Request for Qualifications will be notified when the County has chosen to hire a CM/GC for the project, or has determined to submit a new Request for Qualifications. In issuing this RFQ, the County is not obligated to pursue any of the projects or hire any of the responding firms.

PROPOSAL GUIDELINES

The County will not be liable for any costs incurred in the preparation and production of a proposal or any work performed prior to the execution of a contract for Construction Manager Services.

All responses and other materials submitted will become the property of the County.

All information contained in the RFQ and acceptable provisions of the selected firm's response may be made a part of the contract for CM/GC Services.

The County reserves the right to:

- a. Waive any informalities or irregularities and reject any or all responses received as a result of this RFQ
- b. Following initial selection, negotiate the scope of services, contract terms and compensation for Construction Management Services provided.
- c. Conduct investigations required to determine the respondent's performance record and ability to perform the work specified as part of the RFQ.
- d. Modify any dates or times in the RFQ
- e. Supplement, amend, or otherwise modify the RFQ or cancel this request with or without the substitution of another RFQ.

f. Disqualify any respondent who fails to provide information or data requested herein, who provides inaccurate or misleading information or data, who has any real or apparent conflict of interest or on the basis of past performance with the County.

CONSTRUCTION MANAGER / GENERAL CONTRACTOR INFORMATION

Contact information for your firm's main office as follows:

Firm Name:

Mailing Address: (City, State, Zip)

Physical Address: (City, State, Zip)

Telephone:

E-mail Address:

Name, title, address, telephone, and fax number of the firm's officer responsible to the County for all work to be provided under this RFQ:

Name/Title:

Mailing Address: (City, State, Zip)

Physical Address: (City, State, Zip)

Telephone:

E-mail Address:

Please check the appropriate box to identify the legal status of the entity making this proposal.

Corporation Partnership Limited Liability Other (explain)

Please provide the following license information:

Idaho Public Works Construction Management License #., held by (name of licensed CM who will be responsible).

Idaho Public Works Contractor License #:

Contact information of the office where your project team will be located and from which the work for this assignment will be conducted, if different than "1." above.

Firm Name:

Mailing Address: (City, State, Zip)

Physical Address: (City, State, Zip)

Telephone:

E-mail Address:

Provide a letter from Surety for the project or projects you propose on demonstrating the firm's ability to obtain necessary bonding.

State the contact information for your current insurance company(s) that provides coverage for your firm in the areas of liability, builder's risk and workers' compensation.

Company Name:

Agent Name:

Address: (City, State, Zip)

Telephone:

E-mail Address:

7. If you answer yes to any of the following questions, provide complete explanation on a separate sheet.

a. Has any one of your current or former sureties or bonding companies ever been required to perform under or canceled a labor or material payment or a performance bond issued on your firm's behalf?

Yes No

b. Has your firm ever been denied coverage or had coverage terminated or cancelled by any insurer during the past five (5) years? (If so, please state the company, date, reason and specific details.)

Yes No

c. Within the past five (5) years has your current firm or any predecessor organization been involved as a party or filed a claim in any bankruptcy, litigation, mediation or arbitration proceedings?

Yes No

8. Name, title and signature of your firm's officer who was responsible for the preparation and hereby verifies the accuracy of your proposal.

Printed Name:

Title:

Signature:

Date:

RESERVATION OF RIGHTS BY Lincoln County -- The issuance of this RFQ does not constitute an assurance by Lincoln County that any contract will actually be entered into by Lincoln County.

Lincoln County reserves the rights to:

- a. Waive any informalities or irregularities and reject any or all responses received as a result of this RFQ;
- b. Negotiate the scope of services, contract terms and compensation for services to be provided;
- c. Conduct investigations required to determine the respondent's performance record and ability to perform the work specified as part of the RFQ;

By responding to this request, each respondent agrees that any finding by Lincoln County, any fact in dispute as to this proposal or the responses thereto shall be final and conclusive except as provided herein.

PROPRIETARY MATERIAL - Lincoln County assumes no liability for disclosure or proprietary material submitted by respondents. Proposal submittals may be considered public documents under applicable state law except to extend portions of the submittals are otherwise protected under applicable law.