

ADVERTISEMENT:

**REQUEST FOR PROPOSAL
FOR
CONSTRUCTION MANAGEMENT-AT-RISK
FOR
SCINTILLA CHARTER ACADEMY
PROJECTS OF
NEW ASSEMBLY HALL
AND
HIGH SCHOOL EXPANSION**

The Scintilla Charter Academy will receive proposals on **Monday, March 11, 2024 at 2:00pm** for Construction Management-at-Risk services for:

A New Assembly Hall For Scintilla Charter Academy

And

High School Expansion

Copies of the RFP are available at www.scintillacharteracademy.com

The Scintilla Charter Academy reserves the right to reject any and all proposals and to waive technicalities.

SCINTILLA CHARTER ACADEMY

VALDOSTA, GEORGIA

REQUEST FOR PROPOSALS FOR CONSTRUCTION MANAGEMENT SERVICES

INTRODUCTION

1. The Scintilla Charter Academy (SCA) is requesting written Proposals from qualified construction firms to provide professional At-Risk Construction Management Services for the Budgeting and Construction Phase(s) on the proposed two Phases of Projects:

**A New Assembly Hall Building
and
High School Expansion**

2. It is the intention of the SCA to employ the Construction Firm at Risk to provide the expertise, resources and personnel experience in project planning, cost management, project control, pre-construction and construction techniques, value-engineering analysis, scheduling and quality assurance throughout the planning and construction phase(s) of the project(s).
3. The services to be performed by the CM will have as their objective the efficient, economical, and timely delivery of the project by managing the construction of the project within the time and cost limitations and within established quality requirements. The services will be performed during the pre-construction phase(s) and construction phase(s) including working with owner and architect in project planning, arrangement of bid packages, bidding and award of the trade contracts and management of construction until occupancy is achieved.

SCOPE AND STYLE OF SERVICES TO BE PERFORMED

In issuing the RFP, it is the intent of SCA that the successful CM will provide the required services for a fixed fee to be mutually agreed upon by the parties. It is further the intent of SCA that the successful CM will provide a Guaranteed Maximum Price (GMP) for the cost of the construction of the project(s) to include a Guaranteed Delivery Date (GDD). SCA also intends that the successful CM accept the following stipulations:

1. Provide Performance and Material and Labor Payment Bonds in the amount of 100% of the GMP (of each phase of the overall Project – Assembly Hall and High School Expansion)
2. Individual Trade Contracts will be between the CM and the Trade Contractors, subject to SCA approval.
3. The CM will not perform any portion of the project with its own forces except as may be mutually agreed to by the owner and the CM.
4. The CM will be “at risk” in the proposed undertaking and will be responsible for completing the project within the GMP(s).
5. Should the final cost of the project be less than the GMP(s), all savings shall revert to SCA.
6. An agreed percentage of pay applications will be held in retention.
7. SCA shall have the authority to suspend or terminate performance of the project.
8. Construction Manager will share with SCA the calculations and assumptions on which the CM’s proposed GMP(s) is/are based.

LIST OF REPRESENTATIVE SERVICES TO BE PROVIDED BY THE CM

Project Planning and Pre-Construction Phase for both the Assembly Hall Phase and the High School Expansion Phase

The CM is expected to work with the owner to plan the project to include:

1. Reviewing ideas and suggestions offered by the Architect and Owner with regard to timeline, feasibility and/or constructability.
2. Evaluate designs with respect to constructability issues.
3. Evaluate value-engineering opportunities.

Bidding and Awarding Phase(s) for Each Project

1. Arrange bid packages.
2. Develop requirements to assure time, cost and quality control during construction.
3. Provide a provisional construction schedule for issuance with the bid package.
4. Identify bidders and generate bidder interest.
5. Schedule and conduct pre-bid conferences in conjunction with the architect and representatives from SCA.
6. Advertise and distribute bidding documents.
7. Monitor bidder activity.
8. Review and analyze bids and recommend awards.
9. Create and update overall CPM schedule.

Construction Phase(s) for Each Project

1. Maintain on-site staff for construction management, including full-time Project Superintendent who will remain on site for the duration of the project.
2. Establish and maintain coordinating procedures.
3. Develop and maintain a detailed schedule including delivery, approvals, inspection, testing, construction and occupancy.
4. Conduct and record job meetings.
5. Prepare and submit change order documentation for approval of the architect and SCA.
6. Maintain a system for review and approval of shop drawings.
7. Maintain records and submit routine reports to architect and SCA.
8. Maintain quality control and ensure conformity to contract documents.
9. Provide cost control through progress payment review and verification according to the approved schedule and contract amounts.

10. Coordination of post completion activities, including the assembly of guarantees, manuals and the owner's final acceptance.

SELECTION OF CM

The services being sought under the RFP are considered professional in nature. Consequently, the evaluation of the proposals will be based upon consideration of the demonstrated qualifications and capabilities of the proposers which will result in an award that is in the best interest of SCA.

Factors to be considered in the evaluation include:

1. The capability of the proposer to deliver the services in an efficient and timely manner;
2. The proposed cost estimates and/or ranges of fees, general conditions, and reimbursables to be utilized in defining the final fees, general conditions, and reimbursables in an executed contract upon selection.
3. Responses from at least three (3) references for whom the proposer has performed services;
4. Composition and qualifications of the persons designated to form the proposer's staff for the services required under the RFP;
5. Previous record of the proposer while performing in the role of a CM-at-Risk providing services with a GMP; and,
6. Intangibles which best demonstrate the proposer's ability to provide services to SCA.
7. The firm should stress previous experience, staff, and the involvement of local participation on this project.
8. Firm must have sufficient bonding capacity for anticipated total cost of work. Only those sureties listed in the Department of Treasury's Listing of Approved Sureties (Department Circular 570) are acceptable to the Owner. At the time of issuance, all insurance and bonds must be issued by a company licensed by the Georgia Insurance Commissioner to transact the business of insurance in the State of Georgia for the applicable line of insurance. Such company shall be an insurer (or, are qualified self insurers or group self insureds, a specific excess insurer providing statutory limits) with an A.M. Best Financial Strength rating of "A-" or better and an A.M. Best Financial Size Category of Class V or larger.
9. The firm must have current Commercial General Liability Insurance coverage

with minimum limits of \$1,000,000 per occurrence and \$2,000,000 general aggregate for premises and operations coverage, \$1,000,000 per occurrence and \$2,000,000 general aggregate for products and completed operations coverage, and \$1,000,000 for personal and advertising injury coverage. Firm must also have current commercial umbrella liability coverage in the amount of at least \$5,000,000 per occurrence and general aggregate.

10. Firms must have all necessary, valid, and current licenses to do business in the State of Georgia

Evaluations of the RFP will be performed by an Evaluation committee that will make recommendations to the SCA. The committee reserves the right to select from the RFP submittal or it may decide to hear in-person presentations. Following completion of the initial evaluations, if deemed necessary by the committee, up to three firms best qualified may be granted an opportunity to appear before the SCA or Evaluation Committee to make an oral presentation and submit to an interview.

After evaluations, the Evaluation committee will identify the CM firm it will recommend based on information contained in the proposal, reference analysis and interviews, if required. Fees, general conditions and reimbursables will be further negotiated with the selected firm. If negotiations fail to end in an executed agreement the second ranked firm will be considered. SCA reserves the right to accept or reject any and all proposals in response to this RFP.

RECEIPT AND CONTENT OF PROPOSALS

Proposals will be received until 2:00pm on Friday, March 8, 2024. To be accepted, all proposals are to be submitted, in sealed packages marked “Response to CM RFP – New Assembly Hall and High School Expansion for Scintilla Charter Academy”.

Proposals must be sent by U.S. Mail, courier service such as Federal Express or United Parcel Service or hand delivered. No proposals will be accepted via fax transmission regardless of time of delivery. **Three (3)** copies of the proposal should be sent or delivered to:

CM RFP
Attention: Mandy Brewington
Scintilla Charter Academy
2171 East Park Avenue
Valdosta, GA 31603

Questions concerning the RFP should be emailed to Mandy Brewington, a mbrewington@scintillacharteracademy.com no later than 5:00pm on Friday, February 23, 2024.

Responses to questions will be posted no later than 5:00pm on Tuesday, February 27, 2024, on the school website, www.scintillacharteracademy.com

To be considered for acceptance, the proposals shall contain the following minimum information to be presented as set out in the format and sequence shown.

1. Firm History & Information

Briefly describe your firm, its officers and executive management. Furnish an organizational chart for your firm specifically indicating those who will be involved in this program.

2. Related Experience

Provide a list of all projects completed in the past (5) years within 75 miles of Lowndes County and specifically identify the four (4) most recent completed Construction Management at Risk projects on the list.

3. Project Approach

Provide a brief outline, description, and timeline of your firm’s approach for a program and separate projects of this nature.

4. Bonding Information

- Provide the name, address, telephone number and contact for your surety and bonding agent.
- List your total bonding capacity and the total value of all projects currently under construction.

5. Financial Information

Provide information about the company in sufficient detail to allow its financial strength and credit worthiness to be evaluated.

6. Claims History

List all litigations, arbitrations and mediations in which the firm has been involved in the past five (5) years. This involves claims for more than \$50,000 made by an owner against the firm or by the firm against the owner and indicate the disposition of each such claim, the name of the owner and the nature of the claim.

7. Current Projects

List all major projects with which the firm is currently involved and identify the firm's role on the project (e.g. contractor, construction manager).

8. Projected Cost Range

Provide a reasonable description of cost estimates and/or ranges of fees, general conditions, and reimbursables to be utilized in defining the final fees, general conditions, and reimbursables in an executed contract upon selection.

SEQUENCE OF EVENTS

A tentative schedule and sequence of events to be followed with respect to this RFP is shown below:

February 6, 2024	Release Request for Qualifications - Advertise
March 1, 2024	Deadline for questions
March 6, 2024	Deadline for responses to questions
March 11, 2024	Receipt of RFP submissions by SCA
March 15, 2024	Evaluation by Committee Completed
TBD	If Requested, Presentations by and interviews of three highest ranked firms
TBD	Recommendation of selected firm to SCA

Appendix

Appendix A – CM-at-Risk Proposal Rating / Score Card

End of RFP for CM-at-Risk

Appendix A

Proposal Rating Form for Construction Manager-at-Risk:
Scintilla Charter Academy – A NEW ASSEMBLY HALL

Proposer: _____

Points
Awarded

- | | | |
|----|--|-------|
| 1. | Completeness of the Proposal (5 points)
Comments: _____
_____ | _____ |
| 2. | The capability of the proposer to deliver services in an efficient, timely manner, and within budget. (20 points)
Comments: _____
_____ | _____ |
| 3. | Responses from references for whom the proposer has performed Services. (5 points)
Comments: _____
_____ | _____ |
| 4. | Qualifications of the persons designated to form the proposer's staff for the services required under the RFP. (10 points):
Comments: _____
_____ | _____ |
| 5. | Previous record of the proposer while performing in the role of a CM-at-Risk (particularly educational projects) providing services with a <i>Guaranteed Maximum Price</i> . (25 points)
Comments: _____
_____ | _____ |
| 6. | Intangibles (bonding, financial strength, history, etc.) which best demonstrate the proposer's ability to provide services to SCA. (10 points) Comments: _____
_____ | _____ |
| 7. | Applicability of recent projects completed as it relates to project in scope, complexity, fee-structure, and similarity to up-coming projects. (20 points)
Comments: _____
_____ | _____ |
| 8. | Claims History – the ability to successfully complete projects without litigation. (5 points)
Comments: _____
_____ | _____ |

Total Points: _____

Signature: _____