

**REQUEST FOR QUALIFICATIONS  
CITY OF KINGMAN  
STOCKTON HILL ROAD ASPHALT REHABILITATION AND REPLACEMENT  
ENG16-0003**

The City of Kingman (City) is seeking a qualified construction manager/general contractor to provide complete construction services as the Construction Manager at Risk (CMAR) for the Stockton Hill Road Asphalt Rehabilitation and Replacement project.

**SECTION 1-PROJECT DESCRIPTION**

The project will consist of providing preconstruction and construction services for the reconstruction/repair of approximately 23,200 square yards of asphalt on Stockton Hill Road and portions of connecting side streets. The area being considered starts and ends in the vicinities of Detroit Avenue and Morrow Avenue but, quantities and area to be rehabilitated may change with budget conditions during the design phase of the project. Stockton Hill Road is the busiest street section in Kingman with an average daily traffic count of approximately 31,000. The project is located within a commercial area. The successful contractor will be responsible to coordinate the work with the property owners, Bus service (KART, KUSD and KAOL), sanitation, and emergency services to ensure alternate routes are identified and maintained. The contractor will also be responsible for coordinating the project schedule as to not adversely affect any special events which are scheduled. The contractor will need to obtain the appropriate ADOT permits as the project encompasses a portion of ADOT right of way.

The CMAR, in collaboration with City staff, will be responsible to provide pre-construction services resulting in a final scope of work and guaranteed maximum price (GMP) proposal for construction. Specific project requirements and design features for the project will be developed in collaboration with project stakeholders as part of the design phase. The preconstruction services shall include, but not limit to, construction phasing plans, an operational plan accommodating traffic control requirements, and paving materials/methods analysis.

The construction phase of the project will include, but not limited to, milling, tack/fog coat, asphalt paving, traffic detection loops, surface treatments, valve/manhole adjustments, signage, pavement markings and related appurtenances. The total estimated construction costs for performing the work under this project is expected to be \$750,000 with a construction schedule of May or June. All work must be completed prior to July 1<sup>st</sup>, 2016. The CMAR will work as a partner with the City to provide a project which can be constructed within the constraints of the project budget and schedule.

**SECTION 2-SCOPE OF WORK**

The City will retain the CMAR to represent and promote the City's interests during both the design and construction phases of the project. General roles and responsibilities required of the CMAR include the following:

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- Develop and maintain the project cost model and project schedule during both design and construction phases and lead project team in ensuring compliance with critical deadlines, milestone and budgetary targets.
- Actively participate in project coordination meetings, design reviews and partnering sessions
- Apply the CMAR's best expertise, knowledge and skills to identify and recommend alternatives to advance the project's interests.
  
- Provide a truly collaborative process, which leverages all parties' expertise and strengths.
- Actively contribute to the advancement and development of the project.
- Prepare and submit a Guaranteed Maximum Price (GMP) proposal that complies with the project cost model and project budget.
- Bear complete risk for any costs in excess of the GMP.
- Comply with the City's contracts for CMAR design phase and construction phase services without modification.

Anticipated scope items for each phase of the project are listed below:

**Design Phase**

During the design phase services by the CMAR may include (but not be limited to):

- Detailed construction estimates.
- Detailed cost model that validates the project's budget, with stated assumptions.
- Advice regarding materials, material costs and escalations.
- Subsurface utility and soil investigations if deemed necessary.
- Utility company coordination as required.
- Provide long-lead procurement studies and initiate procurement of long-lead items.
- Documented constructability reviews that shall minimize construction issues, RFI's and change orders.
- Construction sequencing to optimize overall construction time.
- Concurrence with plans specifications prior to construction.
- Early establishment of contractor's indirect costs such as general conditions, fees, bonds, insurance, tax and overhead.
- Prepare and submit a Guaranteed Maximum Price (GMP) proposal that complies with the project cost model and project budget.

**Construction Phase**

Construction phase services by the CMAR may include (but not be limited to):

- Serve as the general contractor during construction
- Coordinate with various City departments and other agencies, utility companies, etc.
- Arrange for procurement of materials and equipment

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- Schedule and manage site operations
- Award and manage all construction related contracts and subcontracts while meeting the City goals including use of local firms.
- Provide quality controls
- Bond and insure the constructions, as required by the contract
- Comply with all federal, state and local permitting requirements
- Deal with Owner issues
- Maintain a safe worksite for all project participants, motorist and pedestrians.
- Prepare and turn over record drawings

Prior to construction, the CMAR will assume the risk of delivering the project through a guaranteed maximum price contract. The CMAR will be responsible for constructions means and methods and will be allowed to self-perform the work in accordance with Arizona law (CMAR will be required to self-perform not less than forty-five percent of work). For all subcontracts, the CMAR will be required to solicit bids based on their subcontractor selection plan that complies with Arizona law. If the CMAR and the City cannot agree on the final GMP the City reserves the right to end negotiations and commence discussions with the next ranked firm or end the procurement under this advertisement.

**SECTION 3-PRE-SUBMITTAL CONFERENCE**

A pre-submittal conference will be held on March 16<sup>th</sup> at 10:00 AM Local time at the Kingman Council Chambers at 310 N. 4<sup>th</sup> street, Kingman, AZ 86401. At this meeting the design team, including City staff, will discuss the scope of work, general contract issues and respond to questions from the attendees. The pre-submittal conference is not mandatory but is highly recommended for all interested firms.

**SECTION 4-STATEMENT OF QUALIFICATIONS SELECTION CRITERIA**

The CMAR will be selected through a qualifications-based selection process. Firms interested in providing CMAR services must submit a Statement of Qualifications (SOQ) that addresses the following issues:

**A. General Information. (10 points)**

1. Provide a general description of the firm and/or team that is proposing to provide CMAR services. Explain the legal organization of the proposed firm or team. Provide an organization chart showing key personnel.
2. Provide the following information:
  - a. List the Arizona professional and contractor licenses held by the firm/team and the key personnel who will be assigned to this project. Provide the license number and explain if held by an individual or the firm.

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- b. Identify any contract or subcontract held by the firm or officers of the firm, which has been terminated within the last five years. Identify any claims (public or private, including third party claims) arising from a contract which resulted in litigation or
- c. Arbitration within the last five years. Briefly describe the circumstances and the outcomes.
- d. Describe the firm's bonding capacity. Include as an appendix a letter from an A- or better surety company that substantiates the firm's/team's stated bonding capacity. (Said letter included in the appendix will not count towards the maximum page limit of the SOQ.)

**B. Experience and qualifications of the firm/team. (15 points)**

1. Identify at least three asphalt maintenance/rehabilitation projects in which the firm served as either CMAR or Design Builder, agency Construction Manager during design and construction phases (without providing construction services), and/or General Contractor within the past eight years. Preference will be given to firms that have provided CMAR or Design Build services on successful projects.

For each comparable project identified, provide:

- Description of project
- Role of the firm (specify whether CMAR, Design Builder, Construction Manager or General Contractor.)
- Project's original contracted construction cost and final construction cost
- Construction dates
- Project Owner
- Reference information (two names with telephone numbers per project).

**C. Experience of key personnel to be assigned to this project. (30 points)**

1. (5 points) For each key person identified, list at least two projects in which they have played a primary role. If a project selected for a key person is the same as one selected for the firm, provide just the project name and the role of the key person. For other projects, provide:
  - Description of project
  - Role of the person
  - Project's original contracted construction cost and final construction cost
  - Construction dates
  - Project Owner
  - Reference information (two contacts, including roles on the projects and telephone numbers per project).
2. (20 points) Highlight each key person's experience in the following areas: collaborative design experience on similar projects, conceptual costing experience/knowledge, value engineering/constructability experience, and experience in asphalt maintenance/rehabilitation design and construction.

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3. (5 points) List any proposed consultants, including key staff names and the experience and qualifications of these individuals.

**D. Understanding of the project and approach to performing the required services. (25 points)**

1. (5 points) Discuss the major issues your team has identified on this project and how you intend to address those issues.
2. (5 points) Discuss the particular expertise your team offers and how you propose to use this expertise to benefit and add value to the project.
3. (5 points) Describe systems used for planning, scheduling, estimating and managing construction; and briefly describe the firm's experience on quality control, dispute resolution, and safety management.
4. (10 points) Describe your understanding of the CMAR role for the project and its responsibilities. Describe your approach to performing preconstruction services.

**E. Subcontractor Selection Plan (10 points)**

Briefly describe your subcontractor selection plan. The selection of subcontractors must be based on qualifications or a combination of qualifications and price, but should not be based on price alone. (Note: your Subcontractor selection plan will be included in the CMAR contract.) Discuss the amount of work that may be performed by local subcontractors including suppliers and services.

**E. Overall evaluation of the firm/team and its perceived ability to provide the required services. (10 points)**

This is to be determined by the selection panel members. No submittal response is required.

**SECTION V—SUBMITTAL REQUIREMENTS**

Firms interested in the above project should submit a SOQ clearly identifying this project on the cover of the SOQ **which includes a one-page cover letter plus a maximum length of twelve pages to address the SOQ criteria (excluding resumes but including organization chart)**. Resumes for each key team member shall be limited to a maximum length of two pages and should be attached as an appendix to the SOQ. Please provide **an original plus 6 copies (total of seven) of the SOQ by 3:00 P.M. on March 28th, 2016.**

Delivered or hand-carried submittals must be delivered to the City Clerk at the address given below. On the submittal package, please display: firm name, project number, and/or project title.

Interested teams are invited to respond in writing to:

Sydney Muhle, City Clerk  
310 N. 4<sup>th</sup> Street (mailing)  
Kingman, Arizona 86401

Please be advised that failure to comply with the following criteria will be grounds for disqualification and will be strictly enforced:

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- Receipt of submittal by the specified cut-off date and time
- The number of originals and/or copies of the submittal specified
- Adherence to maximum page requirement

Adherence to the maximum page criterion is critical; each page side (maximum 8 ½ by 11-inches) with criteria information will be counted. Pages that have project photos, charts, and graphs will be counted towards the maximum number of pages.

**SECTION IV–SELECTION PROCESS AND SCHEDULE**

A Selection Committee will evaluate each SOQ according to the above criteria and will be based solely on qualifications of the firm/team. The selection panel will produce a rank-ordered list of at least the top three, but no more than five firms. Interviews will not be conducted as part of the selection process. The City intends to enter into negotiations with the top ranked firm and execute a contract upon completion of negotiation of fees and contract terms for City Council approval. If the City is unsuccessful in negotiating a contract with the best-qualified team, the City may then negotiate with the second or third most qualified team until a contract is executed, or may decide to terminate the selection process.

The following tentative schedule has been prepared for this project:

SOQ submittal date	March 28 <sup>th</sup>
SOQ reviewed by committee	week of April 4 <sup>th</sup>
Firms notified of selection	week of April 4 <sup>th</sup>

**Instructions.** The City of Kingman shall not be held responsible for any oral instructions. Any changes to this Request for Qualifications will be in the form of an addendum, which will be furnished to all registered Request for Qualifications holders.

Firms who pick up a copy of the Request for Qualifications packet or are sent a copy through the City of Kingman’s Engineering Department will be included on the Request for Qualifications Holders List. Firms receiving a copy of this packet through any other means (including the City of Kingman website) must register as a Request for Qualifications holder at the Engineering Department or call 928-753-8122 to register by phone.

Any person or firm desiring to submit a protest in connection with the procurement shall follow the procedures stated in Arizona Revised Statutes 34-603 J.

**City Rights.** The City of Kingman reserves the right to reject any or all SOQs, to waive any informality or irregularity in any SOQ received, and to be the sole judge of the merits of the respective SOQs received.

**Questions.** Questions pertaining to the consultant selection process or contract issues should be directed to the City of Kingman’s Engineering Department at:

- (1) Frank Marbury, [fmarbury@cityofman.gov](mailto:fmarbury@cityofman.gov) or
- (2) Jack Plaunty, [jplaunty@cityofkingman.gov](mailto:jplaunty@cityofkingman.gov)