REQUEST FOR QUALIFICATIONS
CITY OF KINGMAN
STOCKTON HILL ROAD WATERLINE REPLACEMENT
ENG14-108

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 Waterline Replacement project.

SECTION I–PROJECT DESCRIPTION

The City of Kingman is improving its water system on Stockton Hill Road by replacing two aging 8" water mains that were installed in the 1980s with 2 – 12" water mains as outlined in the City's Water Master Plan. The goal of the project is to reduce maintenance due to main breaks and to also address fire flow deficiencies within this commercial area. The project is anticipated to begin at the intersection of Stockton Hill Road and Airway Avenue and end at the intersection of Stockton Hill Road and Gordon Drive. The anticipated limits of the project are shown on a map as Figure 1.

The project will consist of installing the new mains, potentially replacing/constructing a pressure reducing valve/vault and connecting existing businesses and water facilities to the new main. The City may include other miscellaneous improvements within the project limits as needed. As this is a busy commercial area, the City is particularly concerned with keeping businesses operational during construction and minimizing traffic congestion.

The City has entered into a professional services contract with Sunrise Engineering, Inc. to design the improvements. The CMAR shall work closely with and be an integral part of this project team during the design and construction phases of the project.

This project is a high priority for the City and the successful CMAR will demonstrate their ability to provide innovative solutions to accelerate construction and begin construction prior to June 2018.

The total estimated construction cost for performing the work under this project is expected to be about $2.5 million.

SECTION II–SCOPE OF WORK

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

- 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.
- Advise the City of ways to gain efficiencies in project delivery and reduce overall project delivery time frame.
- 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 based upon knowledge of marketplace conditions
- Detailed cost model that validates the project's budget, with stated assumptions
- Updates and refinements to the cost model as design is finalized
- Advice regarding materials, material costs and escalations
- Subsurface utility and soil investigations if deemed necessary
- Utility company coordination
- 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 and specifications prior to construction
- Early establishment of contractor's indirect costs such as general conditions, fee, 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
- Schedule and manage site operations
- Award and manage all construction related contracts and subcontracts while meeting the City goals including use of local firms. The City prefers that local firms be employed to the maximum extent practicable.
- Provide quality controls
- Bond and insure the construction, as required by the contract
- Comply with all federal, state and local permitting requirements
- Deal with Owner issues
- Maintain a safe work site for all project participants.
- 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 construction 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 the 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 III–PRE-SUBMITTAL CONFERENCE

A pre-submittal conference will be held on March 7, 2018 at 10:00 AM Local Time at the Kingman Council Chambers at 310 N. Fourth 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. This pre-submittal conference is not mandatory but is highly recommended for all interested firms.

SECTION IV–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. (15 points)

1. (5 points) 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. (5 points) 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.

    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 arbitration within the last five years. Briefly describe the circumstances and the outcomes.

    c. 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).

3. (5 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.

B. Experience and qualifications of the firm/team and key personnel. (40 points)

1. (15 points) Provide a list of projects (at least two) of comparable character, size, budget and complexity on which the firm/team served as either the CMAR or General Contractor. For each project provide the following information:
   a. Description of the project, including name and location.
   b. Role of the firm (specify whether CMAR or General Contractor).
   c. Role of each key team member who worked on the reference project and the percentage of the time spent on said project
   d. Project's original contracted construction cost and final construction cost. Explain the difference.
   e. Construction dates
   f. Project Owner
   g. Reference information (two names with current telephone numbers / email addresses per project).

   Preference will be given to firms that have experience with alternative project delivery methods (i.e. CMAR, Design Build or JOC) on successful projects.

2. (20 points) Highlight each key person's experience in the following areas: role in delivering past CMAR or alternative delivery projects, experience working in a collaborative environment in both the pre-construction and construction phases, analyzing and generating innovative alternatives and evaluating them using real time pricing, constructing water facilities in commercial areas and being an advisor to an Owner.

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

C. Understanding of the project and approach to performing the required services. (30 points)

1. (10 points) Discuss the major issues your team has identified on this project and how your team will mitigate them. Critical project issues considered are constructability concerns, risk areas affecting the project delivery, design concerns, permitting, utilities, material availability and project costs.

2. (10 points) List specific innovations and/or innovative approaches for the project illustrating potential project savings, schedule acceleration, risk reductions and improved quality your team can deliver.

3. (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.

4. (5 points) Describe your understanding of the CMAR role for the project and its responsibilities. Describe your approach to performing preconstruction services.

D. Current workload and the ability of the project team to start immediately. (10 points)

1. Provide a table or list that summarizes the current major assignments of all key team members, percentage of time committed to each assignment, anticipated end date of major assignments, and percentage of time to be committed to this project. Also include a statement as to when the team would be available to start work on this project. Firms that

demonstrate their ability to start immediately and to effectively manage this project, in addition to their current workload, will be scored the highest.

E. Overall evaluation of the firm/team and its perceived ability to provide the required services. (5 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 12:00 noon on Wednesday, March 14, 2018.**

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. 4th 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:

- 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 as soon as possible. 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.

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The following tentative schedule has been prepared for this project:

SOQ submittal date	March 14th
SOQ reviewed by committee	week of March 19th
Firms notified of selection	week of March 26th
City Council approval of pre-construction services contract	April 3rd or 17th

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.

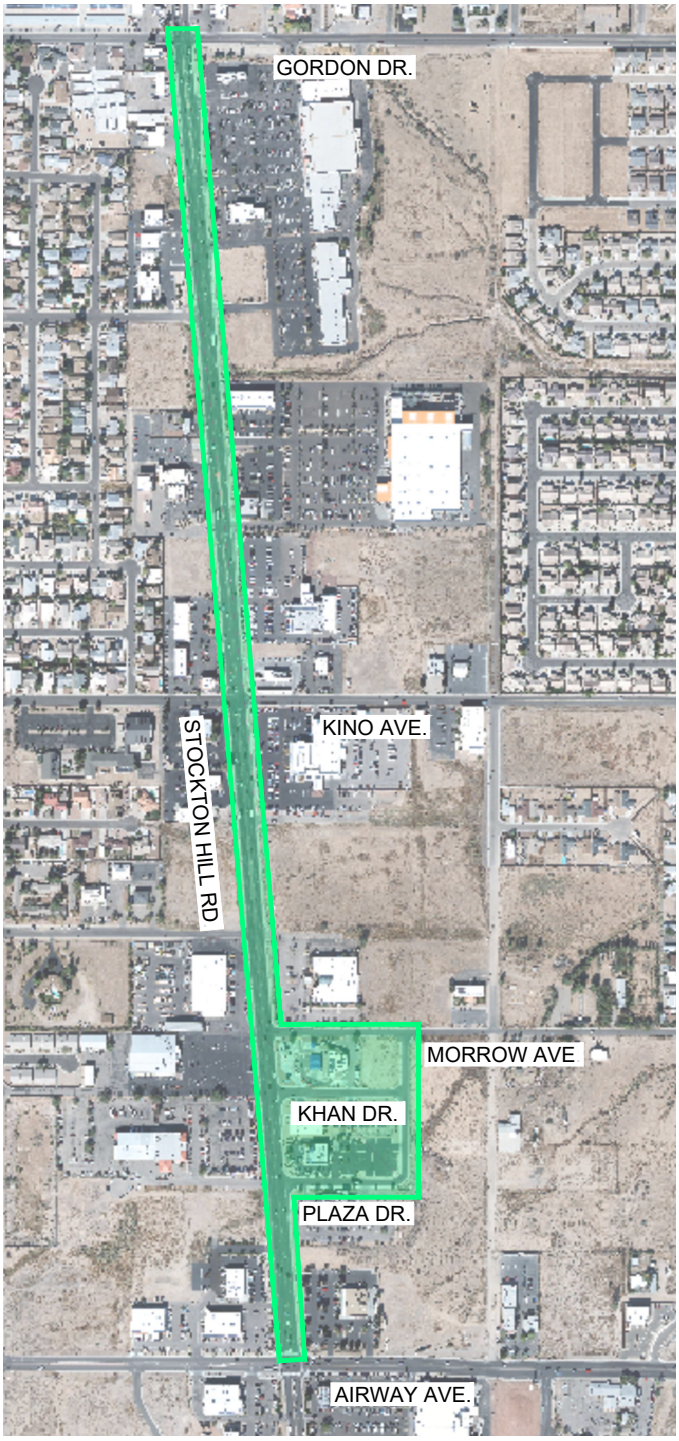
Any person or firm desiring to submit a protest in connection with the procurement shall follow the procedures stated in Arizona Revised Statutes 34-603 J.

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) Phil Allred, pallred@cityofkingman.gov or

(2) Greg Henry, ghenry@cityofkingman.gov



CITY OF KINGMAN
ENGINEERING DEPARTMENT
310 NORTH 4TH STREET
KINGMAN, ARIZONA 86401
PHONE (928) 753-8122 FAX (928) 753-8118

STOCKTON HILL RD.
WATER LINE REPLACEMENT

FIGURE 1 - PROJECT LIMITS

C.O.K. PROJECT NO.
ENG14--108

SHEET NO.
1 OF 1