
Request For Qualifications

Construction
Management
Advisor

June 11, 2019

Wolf Branch School District 113
Elementary School Administrative Office
125 Huntwood Road
Swansea, Illinois 62226



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Project Overview

• INTRODUCTION

Wolf Branch School District 113 (WBSD) is seeking a qualified Construction Management-Advisor to be a member of an existing team of professionals to provide preconstruction services and manage construction of the rebuild and renovation portions of Wolf Branch Middle School at 410 Huntwood Road in Swansea, Illinois.

• PROGRAM OVERVIEW

The existing Middle School suffered mine subsidence and, as a result, a portion of the school was condemned and demolished, including all footings, through funding provided by the Illinois Department of Natural Resources (IDNR). A separate portion of the building that remains was selectively demolished to remove concrete floors, walls and ceilings, and associated MEP systems. Prior to demolition, IDNR backfilled the underlying mines with grout to arrest subsidence movements, and have subsequently completed test core analysis and determined that the grouting was successful.

This project includes the rebuilding of the portion of the building that was totally demolished (approximately 44,000 S.F.), which includes a gymnasium, media center, locker rooms, cafeteria/multi-purpose, stage, health classroom, kitchen, storage, and toilet rooms. It also includes the renovation (approximately 14,500 S.F.) of the interior space that was selectively demolished, which will be administration and music (band and choir rooms and all associated support spaces). Beyond this, there will be minor miscellaneous finish upgrades required at the existing classroom wings as well as site upgrades to replace damaged pavement and rebuild bus loops, parking, and access lanes as required for the new design. As part of the new construction, a potential hardened space is being evaluated for storm refuge. Structurally, it is anticipated that the new construction will be a combination of load-bearing CMU and structural steel. Mechanically, the existing school is a combination of unit ventilators at existing classrooms and a four-pipe system with chillers, which will be extended into the new construction. A separate system is being considered for the kitchen. Electrical, plumbing, fire protection, and communication systems will tie in with the existing systems and be expanded as required.

The State of Illinois Capital Development Board (CDB) has entered into an agreement with WBSD to provide partial reimbursement for the new construction and renovation. As such, CDB will be involved in the project through completion, requiring the Owner (through the design team) to submit paperwork during design and construction to provide updates on project costs, quarterly performance reports, quarterly financial reports, and fulfillment of minority/women-owned business requirements. The remainder of the funding will be through Health and Life Safety amendments through the Illinois State Board of Education (ISBE).

▪ BUDGET OVERVIEW

The construction budget for this project, excluding A/E fees, CM fees, reimbursable expenses, LEED Certification costs, surveys, etc. is between \$15,000,000 to \$16,500,000. Funding shall come from a variety of sources including insurance proceeds, the Illinois Capital Development Board, and school district financing to name a few. A 15% contingency has been established for design, bidding, and construction.

▪ PROJECT SCHEDULE OVERVIEW

Below are the key dates within the Project Schedule:

Schematic Design	Present to July 8, 2019
Design Development	July 9, 2019 to September 10, 2019
Contract Documents	September 11, 2019 to January 13, 2020
Bidding & Award	January 14, 2020 to February 25, 2020
Construction	February 26, 2020 to August 18, 2021

▪ SUSTAINABILITY

As required by the CDB grant and agreement and the State of Illinois, this building shall be certified at a minimum level of LEED Silver.

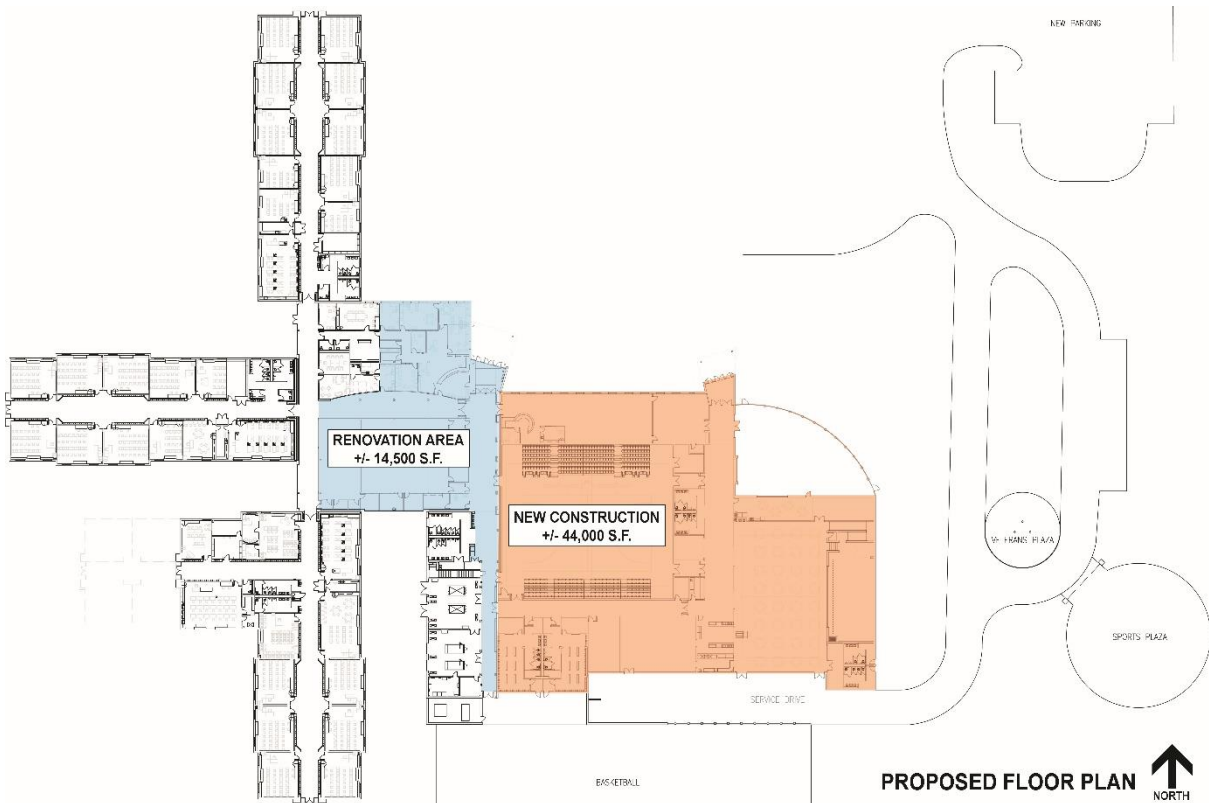
▪ PROJECT TEAM

Wolf Branch School District 113 has assembled a qualified team of educational professionals for this project who have been involved since the initial evaluation after subsidence of the school occurred. The selected construction manager – advisor, is intended to serve as a valued team member, providing specialized knowledge to assist in achieving the goals of the project.

Client	Wolf Branch School District 113
Architect, Interiors, Landscape	Ittner
MEP/FP Engineers	BRiC Partnership, LLC
Civil Engineer	Millennia Professional Services
Structural Engineer	KPFF Consulting Engineers
Geotechnical Engineer	SCI Engineering, Inc.
Food Service	William S. Ford & Associates
Testing & Inspecting	TBD
LEED Consultant	TBD
Commissioning	TBD

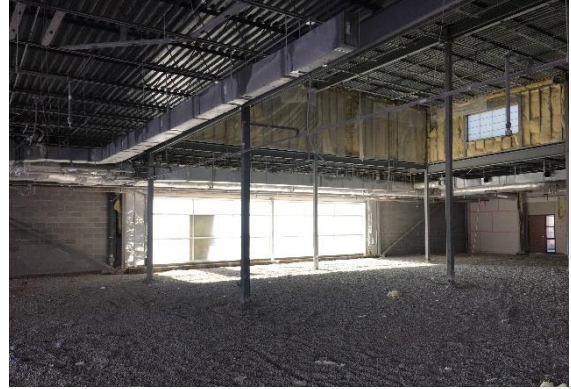
PROJECT INFORMATION

The following provides information indicating the location and general nature of the project.



Interior photo of existing building area to be renovated looking towards south. Interior partitions, concrete slab, and ceilings were removed. Area will be fully renovated to be administration and music.

A



Interior photo of existing building area to be renovated looking towards north entry. Interior partitions, concrete slab, and ceilings were removed. Area will be fully renovated to be administration and music.

B



Interior photo of existing building area to be renovated looking down main north/south corridor. Concrete slab and ceilings were removed. A temporary partition was installed at opening where a portion of the building was demolished. Area will be fully renovated.

C



Exterior photo of existing building remaining with temporary partition closing off open side of building where a portion of the building was demolished. The footprint of the demolished building was filled in and graded to drain.

D



• RFQ Submission Requirements

▪ SELECTION SCHEDULE

Below are the key dates:

All times are indicated Central Daylight Savings Time, local to Wolf Branch School District #113.

CMA RFQ Issued	Tuesday, June 11, 2019 after 2:00 PM
CMA Responses Due	On or before Tuesday, June 25, 2019 4:00 PM
Notify Short Listed CMA Firms	On or before Thursday, June 27, 2019 by 4:00 PM
Interview Short Listed CMA Firms	The evening of Tuesday, July 9, 2019. (30 minutes for presentation + 15 minutes questions) Interviews will be scheduled in alphabetical order. Interviews will be held at the Wolf Branch Elementary Building, 125 Huntwood Road, Swansea, Illinois
First Interview Time	6:30 PM
Second Interview Time	7:30 PM
Third Interview Time	8:30 PM
Notify of Rankings	A time will be established after the committee decides.
Negotiations with highest ranked firm	Beginning on or about Thursday, Thursday, July 11 th .
Contract Award by Board of Education	At the regularly scheduled meeting of the Board of Education on Tuesday, July 16, 2019 beginning at 6:30 PM

▪ CONSTRUCTION MANAGER QUALIFICATIONS

1. Experience as a Construction Manager-Advisor role in preconstruction services is required.
2. Recent experience of the firm and proposed team members in providing similar services of the scope described in this RFQ
3. Experience in and knowledge of public work in Illinois is preferred
4. Experience in and knowledge of mine subsidence is preferred
5. Experience in LEED Certification and Commissioning is preferred
6. Prequalified with the Illinois Capital Development Board is required

• CONSTRUCTION MANAGER SCOPE OF SERVICES

The Construction Manager shall perform the scope of services outlined in **AIA Document C132 – 2009** Standard Form of Agreement between Owner and Construction Manager as Advisor. Without diminishing the other items listed within this agreement, the owner is particularly looking for the Construction Manager to provide the following services:

- Develop a detailed Critical Path Method (CPM) Project Schedule
- Review and update the Master Project Budget
- Provide Cost guidance throughout each design phase that the design team & owner can rely upon
- Prepare a preliminary Cost Estimate during the DD and CD Phases to update design decisions and provide value engineering options.
- Provide cost guidance in the selection of building systems and sustainable design features to achieve LEED Silver Certification as required by the Illinois Capital Development Board.
- Review design documents for Constructability
- Provide market information on availability of Materials and Labor
- Provide On-Site Meetings. Weekly or Bi-weekly depending on the status of construction
- Provide On-Site Construction Supervision
- Provide a detailed Submittal Schedule prior to Construction
- Provide Monthly Project Status Reports
- Provide for a Construction Safety Program
- Manage Punch List, Project Close-out Process, and Training of Owner Personnel
- Insure that all selected LEED points are achieved because of the construction process.
- Provide required reporting to governmental authorities who have jurisdiction over the project.

• SUBMITTAL REQUIREMENTS

The Statement of Qualifications shall consist of the following:

Cover Letter

The cover letter shall introduce the proposed team, naming the key players and highlighting the firm's qualifications for the project.

SECTION 1 - Company History

Include number of years in business, annual revenues, and current work commitments – broken down by project delivery method (General Contractor; CM as Advisor; CM at Risk; Design-Build)

SECTION 2 - Project Team

Provide resumes of key proposed project personnel – Project Executive; Project Manager; Project Superintendent; Project Engineer; Scheduler; Cost Estimator; and others, if any. Indicate number of years each person has been employed by the proposing firm. Resumes should highlight relevant qualifications for this project.

SECTION 3 - Project Experience & References

Provide concise, one or two-page descriptions of comparable projects now in progress or completed within the last 5 years for which the proposing firm provided similar services. These descriptions should demonstrate your firm’s experience relevant to the scope, costs, conditions, and delivery method of the project listed in this RFQ. Include in the description of each project the following information:

1. Name of the prime firm that provided the services
2. Member(s) of the proposed team for these projects who worked on the referenced project, and their role(s)
3. Project Delivery Method (General Contractor; CM as Advisor; CM at Risk; etc.)
4. Brief Description of each project, including owner, size of the building, and type and use of the building (i.e., academic building, office building, etc.)
5. Construction Cost and Duration
6. Owner References (name, title, organization, address, phone number, and email address)

SECTION 4 - Project Controls and Contract Administration

Describe and demonstrate your firm’s abilities and experience by providing narratives for each of your following capabilities:

1. Approach to providing the required CMA services in a cost-effective manner
2. Estimating, Value Engineering & Cost Control
3. Schedule Management
4. Document Management
5. Construction Quality Assurance
6. During the Pre-Construction Phase, Construction Phase, and Post Construction Phase, describe your experience and approach to sustainability in order to meet the requirements for achieving Silver Certified LEED points
7. Working with Governmental Authorities who have jurisdiction over the project.
8. Job Site Safety

SECTION 5 - Financial Strength

Indicate the dollar value of the three largest projects within the past five years on which your firm served in a Construction Management capacity, regardless of project type. Please note that during negotiations, the owner may require disclosure of financial statements of your company.

SECTION 6 - Litigation History

Provide specific information on the firm’s history, in the last five years, of:

1. Termination for default
2. Litigation by or against your firm
3. Judgments entered for or against your firm

SECTION 7 - Declaration

Provide the information requested below along with a declaration, signed by an authorized individual of the company who has the power to bind the company contractually, stating that reasonable diligence has been used in preparation of the Statement of Qualifications submitted in response to this RFQ and that all information provided in the Statement of Qualifications is true, correct, and complete:

1. Type of organization or company structure
2. Number of years the firm has been in business
3. Contractor license number and category
4. Location of principal office that will be responsible for implementing this contract
5. Certification that the firm is legally permitted to conduct business in Illinois

* Please acknowledge all addendums issued by the Owner for this RFQ, if any.

▪ EVALUATION CRITERIA

The Owner will use the following criteria to evaluate the CMA firms submitting their qualifications.

1. The Owner intends to award the Construction Management Services Contract to the qualified firm which best demonstrates the commitment and application of experience, resources and methods to the unique construction requirements of the Project, as well as the cost and schedule objectives established by the Owner.
2. Your written response to this Statement of Qualifications will be used to evaluate your firm’s qualifications, those of your proposed project team members and the suitability of your indicated approach or plan for the project. A short list of firms or teams will be selected for follow-up interviews.

3. At each stage of the selection process, the Owner's selection team will consider any number of individual factors weighing on each company or the team's qualifications, including, but not limited to, the following:
 - a) The experience and capabilities of the firm involved, focusing on projects of similar scope and experience with the construction management process for Illinois Public Schools.
 - b) The experience and capabilities of key personnel on the project team generally and specifically with relation to facilities of similar scope.
 - c) How well the approach or plan of the project team appears to integrate with the Project's specific needs.
 - d) The ability of the project team to interact and work with the Owner, Governmental Authorities having jurisdiction over the project, and the Architect.
 - e) Financial stability and general reliability of the firm or team.
 - f) Demonstrated ability to bring projects in on schedule and within budget.
 - g) Experience and performance with sustainable design and the LEED program.
4. The Owner reserves the right to reject any and all responses and to waive any informality in them.
5. The Owner reserves the right to enter negotiations with the most qualified firm based on the information provided in the Statement of Qualifications. If the Owner and the top-ranked firm are unable to develop a mutually satisfactory agreement, the Owner will terminate discussions with the top-ranked firm and will begin negotiations with the second-ranked firm. This process will continue until a mutually satisfactory agreement is developed for the scope of work.
6. The Owner's selection of a Construction Manager and awarding of a Construction Management Services Contract is subject to approval by the Board of Education in accordance with Illinois law.

- SUBMITTAL INSTRUCTIONS

Pick up the RFQ - The Request for Qualifications shall be downloaded off the Owner's web site. After your review of the RFQ and you have determined you are interested in responding, please notify the Superintendent of Schools by the following email sharres@wbsd113.org since this will allow your firm to receive notifications if any changes are made to the RFQ or schedule. Failure to register with the Owner may result in your firm not receiving notification of updates to the RFQ, should any be issued. The Owner shall not be responsible for a firm's failure to incorporate any updates that are issued.

Proposals are due – Proposals are due on or before Tuesday, June 25, 2019 at 4:00 PM prevailing time, and delivered to the Office of the Superintendent at the address shown on page 11.

Please submit five (5) hard bound copies of your Qualification Proposal. Proposals must be enclosed in a sealed envelope and must show clearly the phrase "**Request for Qualifications – Construction Management Services – Wolf Branch Middle School**" and Respondent's name. Faxes or digital proposals will not be accepted.

▪ **FURTHER QUESTIONS**

Any administrative questions regarding the project please contact:

Mr. Scott Harres
Superintendent of Schools
Wolf Branch School District #113
Wolf Branch Elementary School Administration Office
125 Huntwood Road
Swansea, IL 62226
Email: sharres@wbsd113.org
Telephone: 618-277-2100

Any technical questions regarding the project or this RFQ please contact:

Mr. Greg Hielsberg, Project Manager
Ittner Architects
Email: greg@ittnerarchitects.com
Telephone: 618-624-2080 ext. 212

The Owner reserves the right to reject any and all Statements of Qualifications, to amend the Request for Qualifications and the process itself, or to discontinue the selection process at any time. The cost of preparing and submitting to this RFQ are the responsibility of the proposing firm or individual.

Thank you for your interest in Wolf Branch School District #113