

Request for Qualifications Construction Manager at-risk (CMR)

Announcement

On January 30, 2025 the Putnam County Commissioners approved the advertising for qualifications for hiring a construction manager. The Putnam County Commissioners are seeking a construction manager at risk to work with the Architect/ Engineer (A/E), Technicon Design Group, in order to construct a bunkhouse/apparatus bay addition for Putnam County EMS. Putnam County Commissioners will accept these proposals until noon on March 4, 2025.

Project Overview

A.) Project Description

Project Location: 117 Dr. Thatye Drive, Glandorf, Ohio

Project Scope:

The proposed project involves the construction of a 10,000 square foot addition to the existing Emergency Medical Service (EMS) facility in Glandorf, Ohio. The expansion aims to provide modernized operational, living, and emergency preparedness spaces to support the EMS staff and ensure efficient response capabilities during critical events. The new building will be seamlessly integrated with the current facility to provide a cohesive and functional environment for emergency management operations.

Key Features:

1. Staff Accommodations:

- **Dorms and Living Quarters:** The addition will include dedicated dormitory spaces, providing sleeping arrangements for staff during extended emergency response operations.
- **Living Quarters:** A kitchen and day room will provide staff with accommodations necessary during their shifts.

2. Operational and Meeting Areas:

- **Office Space:** The facility will feature office spaces to support daily EMS operations, including administrative functions, planning, and coordination.
- **Meeting Room:** Multi-purpose meeting spaces will be designed for briefings, planning sessions, and coordination with external agencies and stakeholders.
- **Vehicle Bays:** The building will include secure bays to house EMS vehicles, including emergency response units, with room for maintenance and preparation.

3. Storage and Equipment:

- **Storage Spaces:** Ample storage areas will be provided for the secure organization of emergency supplies, equipment, and materials.
- **Storm Shelter:** A storm shelter, compliant with the Ohio Building Code, will be included to ensure the safety of personnel and visitors during severe weather events.

Building Design and Materials:

- The building will feature pre-engineered metal building framing to provide a cost-effective and durable structural system.
- Interior partitions will be constructed using metal studs to facilitate a flexible layout and allow for easy modifications as operational needs evolve.
- The exterior of the facility will be clad in a combination of masonry and metal siding, creating a durable and aesthetically cohesive appearance that complements the existing EMS facility.
- The building will feature a metal roof, ensuring longevity and reliability.

Compliance: The design of the facility will meet all applicable requirements of the Ohio Building Code, including provisions for safety, accessibility, and resilience in the face of extreme weather conditions.

B.) Scope of Services

The selected Construction Manager at Risk ("CM"), as a portion of its required Scope of Services and prior to submitting its proposal, will discuss and clarify with the Owner, the breakdown of the Agreement detailed cost components, to address the Owner's project requirements and refine the project schedule. As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review comments on documents produced by the A/E during the Schematic Design, Design Development, and Construction Document stages; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Subcontractor Prequalification and Bidding process, Construction and Closeout Stage. The preconstruction and construction services are generally described below. Subcontracts including but not limited to Sitework, Concrete, Masonry, PEMB, General Trades, Plumbing, Fire Protection, HVAC, Electrical and AV/Technology will be awarded by the CM to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Owner, the A/E and the CM. The Owner shall have access to all books, records, documents and other data in the CM's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

Preconstruction Services: The CM will work cooperatively with the Owner, A/E, and Project Team, and will provide, among other services, schedule development, estimate development, Guaranteed Maximum Price (GMP) proposal, subcontractor prequalification and bidding, constructability review, permits, budgeting, value engineering, and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at the stage of completion specified in the Agreement, such completed documents (the "Basis Documents") shall be provided to the CM, together with the A/E's detailed listing of any incomplete design elements and the A/E's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). These documents will be 100% complete construction documents. Contingent upon the Owner's approval of the GMP, the parties will enter into an amendment to the Agreement establishing the Contract Sum ("GMP Amendment"). If the proposed Contract Sum exceeds the Project Budget established for construction, then the Owner may terminate the agreement with the CM and seek proposals from other firms for completion of the Project.

Construction Services: The CM shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The CM shall hold all subcontracts and shall be fully responsible for the means and methods of construction, project safety, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations and submitting monthly reports of these activities to the Owner. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The Owner reserves the right to approve the CM's selection of subcontractors and any supplemental terms to the form subcontract.

Firms are required to submit the current version of *Statement of Qualifications* (Form F110-330) which can be found at the OFCC website at, <https://ofcc.ohio.gov> Below is a list of relevant scope of work requirements for this RFQ:

1. Project Delivery Method, CMR
2. Role on Project, CMR
3. New construction on existing site and renovation experience

C.) Funding/ Estimated Budget

Total Project Cost: Funding shall be by County Capital Fund

Construction Cost: 2,500,000.00 – 3,000,000.00

D.) Anticipated Schedule

RFQ issued date: __01/30/2025__

Questions due to Owner: __02/21/2025__

Answers issued by Owner: __02/25/2025__

RFQ due date: __03/04/2025__

RFP issued to shortlisted firms: __03/10/2025__

RFP due to owner: __03/31/2025__

CMr Selection: __04/10/2025__

Design Completion: April 15, 2025

CM Subcontractor / Bidding Procurement Completion: 05/15/2025

Construction Commencement: ASAP

Construction Completion: 08/2026

RFQ may be submitted to Putnam County Commissioners:

Commissioners@putnamcountyohio.gov

Or

Putnam County Commissioners

245 East Main Street, Suite 101

Ottawa, OH 45875

E.) Evaluation Criteria for Selection

The scoresheet for the RFQ review is attached.

CM at Risk Selection Rating Form

Project name: _____

Proposer Firm: _____

City, State, Zip: _____

Selection Criteria		Value	Score
1.) Primary Firm Location and Workload (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles 50 miles to 100 miles More than 100 miles	5 2 0	
b. Amount of contracts awarded in the past 24 months by this owner	Less than \$10,000,000 \$10,000,000 TO \$20,000,000 More than \$20,000,000	5 2 0	
2.) Primary Qualifications (Maximum 40 points)			
a. Project Management Lead	Experience/ ability of project manager to manage scope/budget/ schedule/ quality	0-10	
b. Project Administration Lead	Experience/ ability to effectively administer project controls and processes	0-10	
c. Technical Staff	Experience/ ability of technical staff to develop accurate estimates and schedules	0-10	
d. Construction administration staff	Experience/ ability of field representatives to identify and solve issues during construction	0-10	
a. Previous Team Collaboration	Less than 3 sample projects 3 to 6 sample projects More than 6 sample projects	0-5	
b. Team Organization	Clarity of responsibility/ communication demonstrated by table of organization	0-5	
5.) Overall Team Experience (Maximum 30 Points)			
a. Proposed teams past project experience	Past performance as indicated by evaluations and letters of reference	0-10	
b. Experience with this project delivery method in Ohio	Less than 3 projects 3 to 6 projects More than 6 projects	0-3 4-6 7-10	
c. Budget and Schedule Management	Performance in completing projects within original construction budget and schedule	0-5	
d. Knowledge of Ohio Capital Improvements process	Less than 3 projects 3 to 6 projects More than 6 projects	0-1 2-3 4-5	
		Subtotal	

Notes:

Evaluator:

Name: _____

Signature: _____

Date: _____