



## **Addendum No. 2**

**June 27, 2024**

### **Fort Wayne Community Schools**

#### **RFP#101777: Architect / Engineer (AE) Services for Miscellaneous Improvements for Bill C. Anthis Building (Anthis), Grile Administration (Grile), and Wendy Y. Robinson Family and Community Engagement Center (FACE)**

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Documents issued June 11, 2024 for **Request for Architect / Engineer (AE) Services for Miscellaneous Improvements for Bill C. Anthis Building (Anthis), Grile Administration (Grile), and Wendy Y. Robinson Family and Community Engagement Center (FACE)** are hereby revised as indicated.

#### **ITEM 1. Meeting Minutes for the Preproposal Meeting**

Please see the following pages for the meeting minutes, Presentation, and sign in sheets from the Preproposal Meeting.

#### **ITEM 2. Additional Questions Received**

1. Is the district looking for a combined A/E and CMC team proposal for the projects?
  - a. No, each RFP is for the services outlined within that RFP. FWCS will select from the proposals received for each individual RFP to select the final project team.
2. Is Matterport the only option for existing condition documentation?
  - a. Matterport is the one the district is familiar with and meets expectations.
3. Will the A/E be responsible for Fire Alarm Design?
  - a. Yes, all building systems required to be impacted are expected to be a part of the design services unless specifically listed as an excluded item.

All other provisions of this Request for Proposals remain unchanged.

**END OF ADDENDUM NO. 2**



Preproposal Meeting Minutes for:  
RFP's 101777-1017780  
A/E and CMC Services Associated with the  
Miscellaneous Improvements at Anthis, Grile, and FACE and  
Athletic Improvements at Snider High School

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Pre-Proposal Meeting took place at FWCS Facilities Department Training Room on 6/20/2024 at 10:00 a.m. The following items were reviewed and discussed.

1. Sign in was available and has been attached.
2. Reviewed presentation. See the attached PDF of the presentation.
3. Questions and Answers from Pre-Proposal Meeting
  - Survey information?
    - We have relatively recent survey information on the Snider property. Requests have been made for a survey of the Lane property.
  - Will there be other building access times beyond 6/19?
    - Contact Darren or John to coordinate requests. Some accommodations can likely be worked out, but know staff engagement and comment outside of the channels listed in the RFP is discouraged and may result in inaccurate information.
  - Thoughts on an approach to deal with Anthis corridor wall finish?
    - Likely will be removing the existing wall covering but will be worked through during design.
  - For Matterport, is Grile the only building it is anticipated to be needed with for the Misc Improvements at Anthis, Grile, and FACE, or are all buildings anticipated to be needed?
    - All buildings.

**Facilities**

1519 Catalpa Street • Fort Wayne, IN 46802 • Phone: 260.467.2075 • Fax: 260.467.2534



Pre-Proposal Meeting  
RFP101777 - RFP101780 CMc Services  
For Misc. Improvements at Anthis, Grile, and FACE  
And Athletic Improvements at Snider High School  
6/20/2024 10:00 a.m.

FORT WAYNE COMMUNITY SCHOOLS

<u>NAME</u>	<u>COMPANY</u>	<u>EMAIL</u>
Jeremy Ogle	MPG	jogle@moosepark.com
BRIAN BOHLENDER	BCX	bohlender@bartancoevilawa.com
NICK SCHEIB	CEI	NSCHEIB@CONTACTCEI.COM
Nate Emrick	CME	Nemrick@emrconstruction.com
Ron Ross	MRBE	RROSS@MARTIN-RUBY.COM
Brian Barkel	SCO	bbarkel@scollc.com
Helen Hambrock	MKS	hhambrock@kinderandsons.com
Eric Tyler	Schenkel	etyler@scibuild.com
Cindy Hoch	Hoch Assoc	cindyh@hochassoc.com
Jeramiah Tomlin	Hagerman	jtomlin@hagerman.com

Facilities





Pre-Proposal Meeting

RFP101777 - RFP101780 CMc Services

For Misc. Improvements at Anthis, Grile, and FACE  
And Athletic Improvements at Snider High School

6/20/2024 10:00 a.m.

FORT WAYNE COMMUNITY SCHOOLS

<u>NAME</u>	<u>COMPANY</u>	<u>EMAIL</u>
Jamie Trombley	Tuttle Construction	jamiet@tuttlstone.com
ANDREW LAUDERBACK	PRIMARY ENGINEERING	ALAUDERBACK@PRIMARY-ENG.COM
MARK REINHARD	ENGINEERING RESOURCES	mark@eri.consulting
TAYLOR LUTH	GARMANN MILLER	tluth@creategm.com
Derek Luth	Garmann Miller	dluth@creategm.com
NATHAN DEIG	JPR	ndeig@jpr1source.com
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BIRIAN KANE	JPR	bkane@jpr1source.com
J.L. H... ..	FULS	
Amber Clevenger	GMB	amherc@gmb.com
Jacob Buckland	Hagerman	JBuckland@Hagerman.com
ALEX DEKAMPER	CME CONSTRUCTION	adekemper@cmeconstruction.com

Facilities



# FORT WAYNE COMMUNITY SCHOOLS



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## MISC. IMPROVEMENTS AT ANTHIS, GRILE, AND FACE

RFP101777: ARCHITECTURAL AND ENGINEERING SERVICES

RFP101778: CONSTRUCTION MANAGER AS CONSTRUCTOR (CMc) SERVICES

## ATHLETIC FACILITY IMPROVEMENTS AT SNIDER HIGH SCHOOL

RFP101779: ARCHITECTURAL AND ENGINEERING SERVICES

RFP101780: CONSTRUCTION MANAGER AS CONSTRUCTOR (CMc) SERVICES

PRE-PROPOSAL MEETING

JUNE 20, 2024



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# AGENDA

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- ***INTRODUCTIONS***
  - ***INSTRUCTIONS TO PROPOSERS***
  - ***PROJECT OVERVIEW***
  - ***A/E***
    - ***A/E SERVICES OVERVIEW***
    - ***SELECTION CRITERIA***
  - ***CMC***
    - ***SCOPE OF CMC SERVICES***
    - ***PROPOSAL CONTENT & SELECTION CRITERIA***
  - ***Q&A***
-



# INTRODUCTIONS



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# INTRODUCTIONS

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## DARREN HESS - *DIRECTOR OF FACILITIES*

- [Darren.Hess@fwcs.k12.in.us](mailto:Darren.Hess@fwcs.k12.in.us)

## JOHN HUDSON- *COORDINATOR OF DESIGN CONTROLS*

- *Design, District Standards, and Procore Project Management Software Administration*
- [John.Hudson@fwcs.k12.in.us](mailto:John.Hudson@fwcs.k12.in.us)

## ZACH EVANS - *COORDINATOR OF CAPITAL PROJECTS*

- *Design and Construction Administration*
- [Zachary.Evans@fwcs.k12.in.us](mailto:Zachary.Evans@fwcs.k12.in.us)

## KEVIN GRADY - *COORDINATOR OF CAPITAL PROJECTS*

- *Design and Construction Administration*
  - [Kevin.Grady@fwcs.k12.in.us](mailto:Kevin.Grady@fwcs.k12.in.us)
-

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# **INSTRUCTIONS TO PROPOSERS**



# INSTRUCTIONS TO PROPOSERS

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## ***PROCUREMENT SCHEDULE***

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RFPs Released	June 11, 2024
Site Visitation	
Pre-Proposal Meeting	June 20, 2024
Last Day to submit Questions	June 27, 2024
Proposals Due	July 2, 2024
Interviews (If Necessary)	July 15, 2024
Board Approval	August 12, 2024

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# BUILDING INVESTIGATION

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## ***BUILDING OPEN FOR INVESTIGATION/WALK-THROUGH***

- Wednesday, June 19, 2024

## ***A/E SUBMISSION REQUIREMENTS***

- **PART A SUBMITTAL: Qualifications**
    - Responses to Proposal Evaluation Selection Criteria (narrative) as described in RFP Section 00004 Part 1, 1a-1c
    - Bound, 8.5" x 11" format. 1 original printed copy, 6 additional printed copies, and one electronic copy on flash drive.
  - **PART B SUBMITTAL: Fee**
    - Fee proposal form (RFP Section 00006) – Final total fee will be assessed as 100% of base bid, 100% of accepted alternates and 80% of not accepted alternates.
    - Rate Schedule (RFP Section 00007)
    - Proposal Attachments – Attachments A-D
    - One original printed copy and one electronic copy (may be on same flash drive as Part A proposal, separate files)
-

## ***CMc SUBMISSION REQUIREMENTS***

- Response to RFP
    - Responses to Selection Criteria and Submission Requirements (narrative) as described in RFP Section 03, A1 – A5
    - Bound, 8.5” x 11” format. 1 original printed copy, 6 additional printed copies, and one electronic copy on flash drive.
  - Supplemental Forms
    - Attachment A: Fee Proposal and Submission Terms Agreement
    - Attachment B: Indiana Legal Employment Declaration Form
    - Attachment C: Statement of Equal Opportunity (EEO) Policy
    - Attachment D: Data Security Agreement
-

## ***SUPPLEMENTAL INFORMATION IS AVAILABLE ON PROCORE***

- Archive (As-Built) Drawings
- CAD and PDF Base Plans
- Periodic Inspection Reports for various building systems

*Please email John Hudson to request access to Procore.*

*Provide names, emails, and company information (company name, address and phone) of all individuals to receive access.*



**PROCORE®**

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# RFP POINT OF CONTACT/QUESTIONS

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## ***POINT OF CONTACT***

- All questions regarding the RFP should be emailed to Darren Hess ([Darren.Hess@fwcs.k12.in.us](mailto:Darren.Hess@fwcs.k12.in.us)).
- Please include “Misc. Improvements at Anthis, Grile, and FACE” or “Athletic Improvements at Snider High School” in the subject line.
- Questions will only be answered in writing, via addendum.

***Contact with district personnel outside of the FWCS Facilities Department (Administration, Employees, Board of Education, etc.) regarding the RFP or Project may be cause for disqualification.***

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# BILL C. ANTHIS CAREER CENTER



- Located at 1200 South Barr Street, Fort Wayne, IN 46802
- Total building area = 207,368 s.f.
- Originally constructed in 1920.



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# ANTHIS SCOPE OF WORK



- Replacement of 1st west, 2nd and 3rd floor corridor and stairwell lighting, ceilings, and wall finishes. Flooring to remain and be protected.
- Partial doors and hardware replacement on 1st, 2nd, and 3rd floors.
- Review area inside of existing Door 1 for additional improvements.



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# GRILE ADMINISTRATIVE CENTER

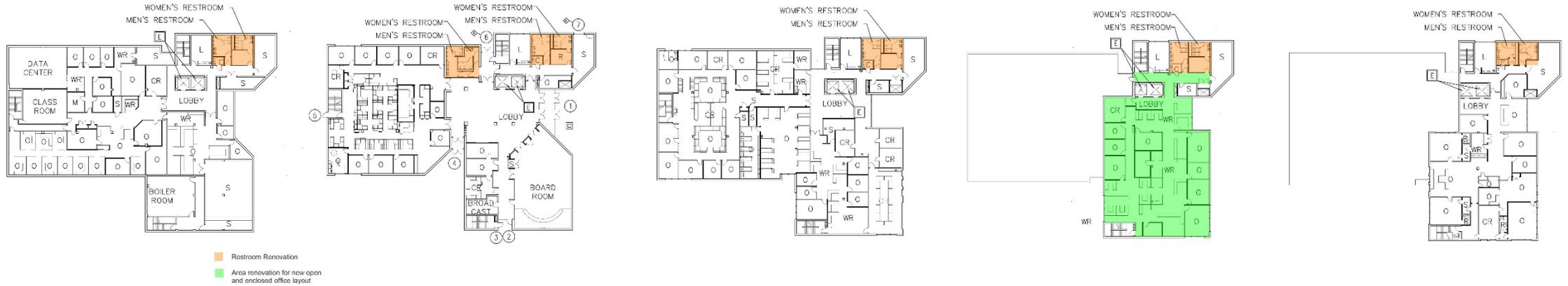


- Located at 1200 South Clinton Street, Fort Wayne, IN 46802
- Total building area = 58,504 s.f.
- Originally constructed in 1975.



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# GRILE SCOPE OF WORK



## ***Full renovation of 12 multi-user restrooms***

- Study building occupancy and align with fixture counts.
- Replace all piping, fixtures, ceilings, lights and wall and floor tile.
- All should be ADA-accessible.
- Interested in reprogramming layouts to be gender-neutral and not the standard Mens/Womens restroom designs or a mixture throughout the building.
- Replace exhaust fans.

## ***3rd floor Office Renovation***

- Full reprogramming of the space with a mixture of private offices, cubicle workspaces and work/supply/file support spaces.
- Coordinate office and workstation layouts with Owner's Furniture vendor.
- Replacement of ceilings, lights and all finishes.
- Replacement of HVAC distribution to meet new layouts.
- Replace heat pumps, ductwork, condensate lines and temperature controls.
- Coordinate with Owner-supplied temperature controls vendor.

# WENDY Y. ROBINSON FAMILY AND COMMUNITY ENGAGEMENT CENTER (FACE)

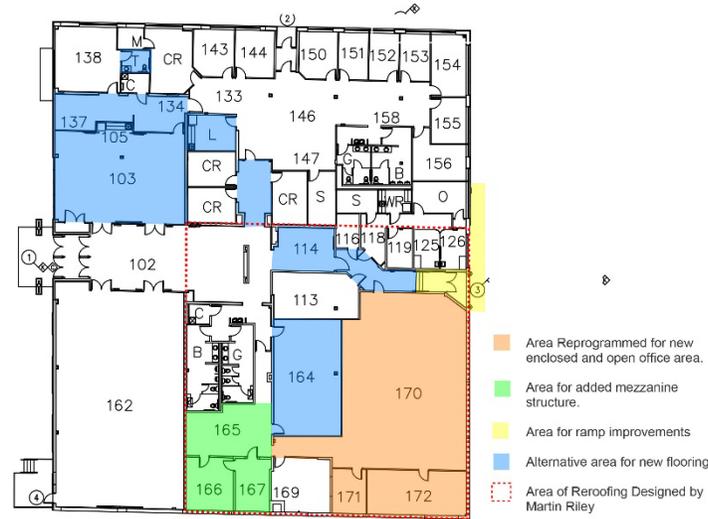


- Located at 230 East Douglas Avenue, Fort Wayne, IN 46802
- Total building area = 19,225 s.f.
- Originally constructed in 1948.



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# FACE SCOPE OF WORK



- Renovation of a portion of the building to create additional private offices, cubicle workspaces and work/supply file support spaces.
  - Architectural, MEP, and structural systems will be included with the work.
- Investigate adding a second floor storage mezzanine with lift.
- Investigate adding a ramp at the west or north entrance to receive pallets of supplies.
- Roofing replacement design to be completed by Martin Riley Architect and Engineers. A/E to coordinate with Martin Riley for new mechanical equipment curbs. Martin Riley will design from the existing roof deck up. A/E will design any additional structural modifications needed to the existing roof structure for new rooftop equipment.

# MISC. IMPROVEMENTS BUDGET

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## ***BUDGET***

- A/E Construction Budget = \$6,950,000
  - CMc Construction Budget = \$7,200,000
    - Budget number does not include temperature controls, asbestos abatement, camera and building access cabling or end user devices, or loose furniture and equipment. These services will be provided under separate contracts.
-

## ***SCHEDULE***

- Design: July 22, 2024 – March 17, 2025
  - Bidding
    - Early Packages: September – October 2024
    - Remaining Packages: March – April 2025
  - Construction: May 27, 2025 – July 31, 2026
    - Anthis Corridors: Summer 2025
    - Grile 3rd Floor: August 25, 2025 – December 15, 2025
    - Remaining of Grile and FACE: August 25, 2025 – May 28, 2026
    - Anthis Corridors: Summer 2026
-

The background is a light blue color with a repeating pattern of various educational icons in a darker blue shade. These icons include a pencil, a lightbulb, a notebook, an apple, a paintbrush, a flask, a backpack, a pen, a ruler, a pair of glasses, a graduation cap, a magnifying glass, a fan, a globe, a trophy, a briefcase, a palette, a basketball, a calculator, and a globe. The text is centered over this pattern.

**MISC.  
IMPROVEMENTS  
A/E SERVICES  
OVERVIEW**

## ***SCOPE OF DESIGN SERVICES***

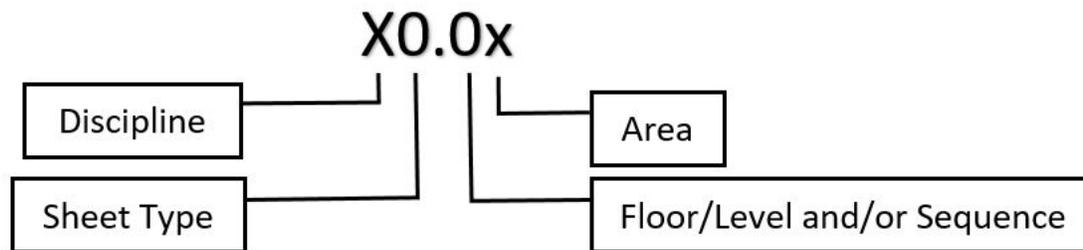
- Contract form to be The Standard Form of Agreement Between Owner and Architect Construction Manager as Construction Edition shall be AIA Document B133 - 2019 with Standard FWCS Edits
    - Draft/Example copy of agreement included in RFP
  - Scope of Design Services shall include all architectural, plumbing, mechanical, electrical, telecommunications/data, civil engineering (as/if needed), structural and interior design services as outlined in the RFP, Contract and Role and Responsibility Matrix CMc Delivery.
-

## ***SCOPE OF DESIGN SERVICES, cont.***

- Review and verification of Owner's program documents and base floor plans.
  - Matterport scan of existing condition maintained through design and construction.
  - Supplemental onsite construction administration/field observation during project phases (min. 10 hours/week).
  - Preparation of as-designed record drawings (For Construction Set) and as-constructed record drawings (As-Builts).
-

# FWCS DESIGN DOCUMENT STANDARDS

- In order to maintain processes and systems that support ongoing facilities planning, development and management needs, FWCS has established Design Document Standards for the collection, organization and maintenance of necessary project records.
  - Standard Sheet Naming and Arrangement



- Required use of BIM (Revit or similar) software
- Provide update of CAD base plans/floor plans.



# MISC. IMPROVEMENTS DESIGN TEAM & PROJECT EXPERIENCE

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## ***DESIGN TEAM STAFFING AND MANAGEMENT***

- Team Members
  - List each team member, project roles and provide a brief resume.
- Design Staffing and Management
- Construction Phase Staffing and Management

## ***PROJECT EXPERIENCE***

- Provide 3 examples of Administration or Corporate office projects of similar size and scope to the project being proposed.
  - Discuss how your experience on past FWCS projects has/will shape your approach to this project.
-

## ***DESIGN DELIVERY SCHEDULE***

- Provide a detailed, graphic schedule that outlines critical path design topics by week

## ***PLUMBING RENOVATION APPROACHES***

- The majority of Grile will remain operational throughout construction. What design considerations when renovating stacked restrooms? How would gender-neutral concepts impact that?

## ***Office Design Approaches***

- There will need to be a mix of open and enclosed office environments. Provides some thoughts on office organizational approaches.

## ***Overall Considerations***

- What special qualifications/experience would your firm bring to these projects?
-

## ***RFP RESPONSE (PART A) – 100 Points Possible***

- Design Team Staffing – 40 points
- Project Experience – 30 points
- Project Approach – 30 points

## ***FEE (PART B) - 20 Points Possible***

- Weighted based on lowest fee proposal received

## ***INTERVIEW (if necessary) – 80 Points Possible***

- Interview topics will be determined at the time of short list notice
-



# MISC. IMPROVEMENTS PRECONSTRUCTION PHASE SERVICES

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## ***COMPENSATION***

- Fixed Fee for Preconstruction Services

## ***SCOPE OF PRECONSTRUCTION SERVICES***

- Planning and scheduling, hard and soft cost budgeting, attendance at design meetings, cost estimating, quality review, scope/quality/value management, life cycle costing, coordination of investigative services, front end specifications, bid procurement, contract preparation, GMP proposal preparation and all associated staffing
-

## ***MINIMUM REQUIREMENTS***

- Attendance at weekly design meetings
  - Identification and coordination of field investigative services
  - Development of front end specifications in coordination with FWCS standard front end requirements
    - Draft specifications, delineation of proposed bid packages and detailed bid scoping documents shall be deliverable upon the completion of the Design Development phase documents
  - Subcontractor prequalification
    - To occur during Construction Documents design phase
    - Minimum 5 qualified subcontractors for each bid package
-

# MISC. IMPROVEMENTS PRECONSTRUCTION PHASE SERVICES

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## ***MINIMUM REQUIREMENTS***

- Anticipate bidding of early procurement packages to meet extended material lead time constraints
  - Develop detailed critical path and phasing schedules with consideration of school and activities schedules
  - Administration of public bidding process per Indiana Code 5-32 and development of project GMP for Owner consideration and approval
  - Full, detailed line item estimates required at the completion of Design Development and Construction Documents phases of design.
  - See RFP, draft contract, and Roles and Responsibilities Matrix CMC Delivery for more.
-

## ***COMPENSATION***

- Fixed Fee for Staffing (not a Cost of the Work)
    - Includes all on-site and off-site executive, management, supervisory, administrative, accounting, secretarial and support personnel and all associated equipment, supplies, services, software, benefits and expenses of such personnel.
    - Minimum one qualified on-site superintendent and one qualified off-site project manager
  - Percentage Fee for Construction Phase Services
    - Includes overhead and profit for Construction Phase Services
  - Percentage Fee Bonding and Insurance
-

## ***COMPENSATION, cont.***

- Cost of the Work
    - General Conditions for construction
    - Subcontractor/Trade bid packages
      - Any divisions of the Work which the CMc might intend to self-perform shall also be publicly bid.
    - Construction Contingency Allowance = \$200,000
    - Additional allowances for specific scope of work items with prior approval of FWCS
-

# MISC. IMPROVEMENTS CONSTRUCTION PHASE SERVICES

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## ***MINIMUM REQUIREMENTS***

- As delineated per Article 3 of AIA 133-2019 Standard Form of Agreement Between Owner and Construction Manager as Construction with FWCS standard edits and all associated or incorporated documents including AIA A201-2017 General Conditions of the Contract for Construction, the published Supplementary Conditions to the General Conditions of the Contract for Construction, and Roles and Responsibilities Matrix CMC Delivery.
  - A draft of all are included within the RFP.
-



## ***BUSINESS IDENTIFICATION***

- Name, Year Established, Contact Information

## ***BUSINESS ORGANIZATION, OPERATIONS AND PROJECT STAFFING***

- Business Structure: Individual, Partnership or Corporation
  - Brief Company History
  - Organizational Chart
  - Years Experience (CM, DB and/or GC Services)
  - Proposed Project Team
-

## ***RELEVANT PROJECT EXPERIENCE***

- CMc or Design-Build Project Experience
    - Provide examples of 3 projects (Active Corporate Office Renovations or other) that your firm has completed using the CMc or Design-Build delivery method.
  - FWCS Experience
    - Provide examples of 3 projects completed with Fort Wayne Community Schools.
  - Public Works Project History of Success
    - List any public works projects in the last 10 years that were not completed after commencing construction.
    - List any public works projects in the last 10 years which resulted in litigation, mediation or arbitration.
-

## ***PROJECT APPROACH***

- Preconstruction Phase Services Approach
    - Cost Estimating
    - Scheduling and Development of Project Phasing
    - Quality Control and Constructability Review
    - Cost and Schedule Evaluation of Various Systems
  - Bidding and Prequalification of 1<sup>st</sup> Tier Subcontractors
  - XBE Participation Efforts
  - Self-Performed Work
  - Maintaining plumbing access in active building and stacked facilities.
  - Approaches to maintaining schedules and getting back on schedule when work falls behind.
  - Staging on tight but close proximity sites.
  - Owner Advocacy
-

## ***PRECONSTRUCTION SERVICES***

- Fixed Fee Proposal

## ***CONSTRUCTION PHASE SERVICES***

- Fixed Fee for Staffing
  - Percentage of the Cost of Work
  - Performance and Payment Bond, Commercial General Liability, Automobile, and umbrella insurance rate per \$1,000 of construction value meeting the requirements outlined in 11.1 of the supplementary conditions
-



# MISC. IMPROVEMENTS EVALUATION CRITERIA/SCORING

EVALUATION CRITERIA	POSSIBLE POINTS
General Experience and Qualifications	10
Experience of Proposed Project Team	15
Relevant Project Experience	15
FWCS Experience	15
Preconstruction Phase Approach	20
Bid Procurement and Subcontractor Prequalification	5
Maintaining Building Plumbing Function	10
Maintaining Project Schedule / Getting Back on Schedule	10
Site Staging	10
Owner Advocacy	15
CMc Pre-Construction and Construction Phase Services Fees	20
Compliance with terms and format of RFP	5
<b>SUBTOTAL/INITIAL QUALIFICATION SCORE</b>	<b>150</b>
Interview Scoring (Criteria to Be Determined Based on Content of Proposals Received)	50
<b>TOTAL/FINAL SELECTION SCORE</b>	<b>200</b>





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# SNIDER HIGH SCHOOL



- Located at 4600 Fairlawn Pass, Fort Wayne, IN 46815

# SNIDER SCOPE OF WORK

- Multi-sport Stadium
  - Turf surface by others
- New bleachers
- New Track
- Adjusted Field Sports
- Enlarge Existing PE Building
- New Ticket Entry
- New Concessions and Restroom Building
- ROW improvements along Reed from Vance to Fairlawn
- Utility Infrastructure Improvements
- Pavement improvements





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# LANE MIDDLE SCHOOL



- Located at 4901 Vance Ave, Fort Wayne, IN 46815



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# LANE SCOPE OF WORK

- New Parking Area.
  - Will be used as the staging area for the work at Lane and Snider.
- New Tennis courts.
- Detention areas for work.
- Site Lighting and landscaping improvements.





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# SNIDER ATHLETIC ANNEX (LONG ROAD)



***2515 Long Road, New Haven, IN 46774***

- Location to spread good clean dirt



Snider Athletic Annex (Long Road) Area Improvements Concept Plan



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# NORTH SIDE HIGH SCHOOL



***475 E. State Blvd, Fort Wayne, 46805***

- Location for relocation of existing Snider bleachers
- Possible new press box



North Side High School Area Improvements Concept Plan

## ***BUDGET***

- Construction Budget = \$29,100,000
  - Budget number does not include synthetic turf field, temperature controls, asbestos abatement, camera and building access cabling or end-user devices, or loose furniture and equipment. These services will be provided under separate contracts.

## ***SCHEDULE***

- Design: July 22, 2024 – December 27, 2024
  - Early Package Bidding: September/October 2024
  - Bidding: January – February 2025
  - Construction: March 31, 2025 – July 31, 2026
-

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# **ATHLETIC IMPROVEMENTS A/E SERVICES OVERVIEW**

## ***SCOPE OF DESIGN SERVICES***

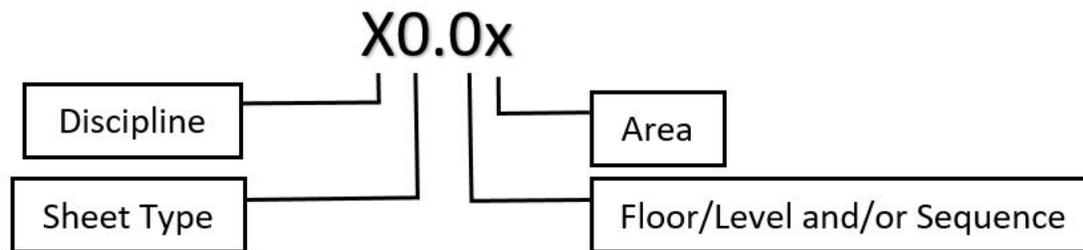
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-

## ***SCOPE OF DESIGN SERVICES, cont.***

- Review and verification of Owner's program documents and base floor plans.
  - Supplemental onsite construction administration/field observation during project phases (10 hours/week).
  - Preparation of as-designed record drawings (For Construction Set) and as-constructed record drawings (As-Builts).
-

# FWCS DESIGN DOCUMENT STANDARDS

- In order to maintain processes and systems that support ongoing facilities planning, development and management needs, FWCS has established Design Document Standards for the collection, organization and maintenance of necessary project records.
  - Standard Sheet Naming and Arrangement



- Required use of BIM (Revit or similar) software
- Provide update of CAD base plans/floor plans.





# ATHLETICS IMPROVEMENTS DESIGN TEAM & PROJECT EXPERIENCE

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## ***DESIGN TEAM STAFFING AND MANAGEMENT***

- Team Members
  - List each team member, project roles and provide a brief resume.
- Design Staffing and Management
- Construction Phase Staffing and Management

## ***PROJECT EXPERIENCE***

- Provide 3 examples of High School Athletic renovation projects of similar size and scope to the project being proposed.
  - Discuss how your experience on past FWCS projects has/will shape your approach to this project.
-

## ***DESIGN DELIVERY SCHEDULE***

- Provide a detailed, graphic schedule that outlines critical path design topics by week

## ***CIVIL ENGINEERING TEAM INTEGRATION***

- The civil and architectural elements will be critical on the project. Explain how the team has worked together to maintain the overall design schedule.
-

## ***QUALITY CONTROL PROCESSES***

- Identify your firm's policies, controls and processes related to assurance of accuracy and overall quality of design documents.

## ***OVERALL CONSIDERATIONS***

- Why do you believe that FWCS should retain your firm and what special qualifications does your firm bring to the project?
-

# ATHLETICS IMPROVEMENTS SELECTION CRITERIA/SCORING

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## ***RFP RESPONSE (PART A) – 100 Points Possible***

- Design Team Staffing – 40 points
- Project Experience – 30 points
- Project Approach – 30 points

## ***FEE (PART B) - 20 Points Possible***

- Weighted based on lowest fee proposal received

## ***INTERVIEW (if necessary) – 80 Points Possible***

- Interview topics will be determined at the time of short list notice
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**ATHLETIC  
IMPROVEMENTS  
SCOPE OF CMC  
SERVICES**

# ATHLETICS IMPROVEMENTS PRECONSTRUCTION PHASE SERVICES

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## ***COMPENSATION***

- Fixed Fee for Preconstruction Services

## ***SCOPE OF PRECONSTRUCTION SERVICES***

- Planning and scheduling, hard and soft cost budgeting, attendance at design meetings, cost estimating, quality review, scope/quality/value management, life cycle costing, coordination of investigative services, front end specifications, bid procurement, contract preparation, GMP proposal preparation and all associated staffing
-

# ATHLETICS IMPROVEMENTS PRECONSTRUCTION PHASE SERVICES

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## ***MINIMUM REQUIREMENTS***

- Attendance at weekly design meetings
  - Identification and coordination of field investigative services
  - Development of front end specifications in coordination with FWCS standard front end requirements
    - Draft specifications, delineation of proposed bid packages and detailed bid scoping documents shall be deliverable upon the completion of the Design Development phase documents
  - Subcontractor prequalification
    - To occur during Construction Documents design phase
    - Minimum 5 qualified subcontractors for each bid package
-

## ***MINIMUM REQUIREMENTS***

- Anticipate bidding of early procurement packages to meet extended material lead time constraints
  - Develop detailed critical path and phasing schedules with consideration of school and activities schedules
  - Administration of public bidding process per Indiana Code 5-32 and development of project GMP for Owner consideration and approval
  - Full, detailed line item estimates required at completion of Design Development and Construction Documents phases of design.
  - See RFP, draft contract, and Roles and Responsibilities Matrix CMC Delivery for more.
-

## ***COMPENSATION***

- Fixed Fee for Staffing (not a Cost of the Work)
    - Includes all on-site and off-site executive, management, supervisory, administrative, accounting, secretarial and support personnel and all associated equipment, supplies, services, software, benefits, and expenses of such personnel.
    - Minimum one qualified on-site superintendent and one qualified off-site project manager
  - Percentage Fee for Construction Phase Services
    - Includes overhead and profit for Construction Phase Services
  - Percentage Fee Bonding and Insurance
-

## ***COMPENSATION, cont.***

- Cost of the Work
    - General Conditions for Construction
    - Subcontractor/Trade bid packages
      - Any divisions of the Work which the CMc might intend to self-perform shall also be publicly bid.
    - Construction Contingency Allowance = \$850,000
    - Additional allowances for specific scope of work items with prior approval of FWCS
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# ATHLETICS IMPROVEMENTS CONSTRUCTION PHASE SERVICES

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## ***MINIMUM REQUIREMENTS***

- As delineated per Article 3 of AIA 133-2019 Standard Form of Agreement Between Owner and Construction Manager as Construction with FWCS standard edits and all associated or incorporated documents including AIA A201-2017 General Conditions of the Contract for Construction, the published Supplementary Conditions to the General Conditions of the Contract for Construction, and Roles and Responsibilities Matrix CMC Delivery.
  - A draft of all are included within the RFP.
-



## ***BUSINESS IDENTIFICATION***

- Name, Year Established, Contact Information

## ***BUSINESS ORGANIZATION, OPERATIONS AND PROJECT STAFFING***

- Business Structure: Individual, Partnership or Corporation
  - Brief Company History
  - Organizational Chart
  - Years Experience (CM, DB and/or GC Services)
  - Proposed Project Team
-

## ***RELEVANT PROJECT EXPERIENCE***

- CMc or Design-Build Project Experience
    - Provide examples of 3 projects (High School Athletic or other) that your firm has completed using the CMc or Design-Build delivery method.
  - FWCS Experience
    - Provide examples of 3 projects completed with Fort Wayne Community Schools.
  - Public Works Project History of Success
    - List any public works projects in the last 10 years that were not completed after commencing construction.
    - List any public works projects in the last 10 years which resulted in litigation, mediation or arbitration.
-

## ***PROJECT APPROACH***

- Preconstruction Phase Services Approach
    - Cost Estimating
    - Scheduling and Development of Project Phasing
    - Quality Control and Constructability Review
    - Cost and Schedule Evaluation of Various Systems
  - Bidding and Prequalification of 1<sup>st</sup> Tier Subcontractors
  - XBE Participation Efforts
  - Self-Performed Work
  - Development of Site Controls
  - Approaches to maintaining schedules and getting back on schedule when work falls behind.
  - Punch Lists and Project Closeout
  - Owner Advocacy
-

## ***PRECONSTRUCTION SERVICES***

- Fixed Fee Proposal

## ***CONSTRUCTION PHASE SERVICES***

- Fixed Fee for Staffing
  - Percentage of the Cost of Work
  - Performance and Payment Bond, Commercial General Liability, Automobile, and umbrella insurance rate per \$1,000 of construction value meeting the requirements outlined in 11.1 of the supplementary conditions
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# ATHLETICS IMPROVEMENTS EVALUATION CRITERIA/SCORING

EVALUATION CRITERIA	POSSIBLE POINTS
General Experience and Qualifications	10
Experience of Proposed Project Team	15
Relevant Project Experience	15
FWCS Experience	15
Preconstruction Phase Approach	20
Bid Procurement and Subcontractor Prequalification	10
Site Control Approaches	5
Maintaining Project Schedule / Getting back on Schedule	10
Punch List and Project Closeout Administration	5
Owner Advocacy	20
CMc Pre-Construction and Construction Phase Services Fees	20
Compliance with terms and format of RFP	5
<b>SUBTOTAL/INITIAL QUALIFICATION SCORE</b>	<b>150</b>
Interview Scoring (Criteria to Be Determined Based on Content of Proposals Received)	50
<b>TOTAL/FINAL SELECTION SCORE</b>	<b>200</b>





WE ARE YOUR SCHOOLS

**Thank you**