



BRUNSWICK COUNTY SCHOOLS

35 Referendum Drive · Bolivia, North Carolina 28422 · Phone: 910-253-2900 · Fax: 910-253-2983

REQUEST FOR QUALIFICATIONS CM AT RISK FIRM

DUE BY 1 PM JUNE 21, 2022

PROVIDE 5 BOUND COPIES AND 1 ELECTRONIC COPY (FLASH-DRIVE)

The Brunswick County Board of Education, as Agent for the County of Brunswick, desires to select an Construction Manager at Risk firm for the purpose of providing pre-construction and construction services for the North Brunswick High School Additions and Improvements. Letters of interest with qualifications packages will be accepted by the Brunswick County Board of Education (the Owner) on or before 1:00 PM June 21, 2022. Qualifications packages shall be deposited in the Bid Box located outside the Brunswick County Schools Operations Department located at 199 Sessions Drive, Bolivia North Carolina 28422. **Clearly label your SOQ. Firms are advised that courier services do not generally deliver before 3:00PM.**

The project will consist of a 2-story 12-classroom addition, an add-alternate band room, and provisions for a future 4-classroom expansion. The site layout will generally conform with but not be limited by the District's Master Plan for the site, which locates the new addition and relocates the fire apparatus access road, the existing tennis courts (and restroom), the softball field (and restroom), and practice fields. Demolition of the existing athletic amenities and fire apparatus access road will be required. The site is located in Leland NC. An Opinion of Cost for the project demolition, site work, building construction, and commissioning, including reasonable contingency is \$17-\$19M.

Proposer's Name and Principal Office serving this project:

(Include Company Name and address along with the name of the contact person with telephone number and e-mail address)

Profile of Proposer:

- A. Give corporate history of the company including organizational structure, years in business and evidence of authority to do business in North Carolina.
- B. Provide annual workload for each of the last five (5) years; number of projects and total dollar value.
- C. List projects for which the company is currently committed including name & location of each project, time frame to complete & dollar volume of each project.
- D. Financials – Attach latest balance sheet and income statement if available, based on company type. Audited statements preferred. If not available, attach a copy of the latest annual renewal submission to the relevant licensing board. Indicate Dunn & Bradstreet rating if one exists. (Firms

must submit financial data and may clearly indicate a request for confidentiality to avoid this item becoming part of a public record.)

- E. Attach letter from Surety Company or its agent licensed to do business in North Carolina verifying proposer's capability of providing adequate performance and payment bonds for this project.
- F. List all construction projects performed by the proposer for agencies and institutions of the State of North Carolina including state universities/colleges and local school districts during the past 7 years.
- G. Litigation/Claims. If yes to any of the questions below, list the project(s), dollar value, contact information for owner and designer and provide a full explanation with relevant documentation.
 - 1. Has your company ever failed to complete work awarded to it?
 Yes No
 - 2. Has your company ever failed to substantially complete a project in a timely manner (i.e. more than 20% beyond the original contracted, scheduled completion date)? Yes No
 - 3. Has your company filed any claims with the North Carolina State Construction Office within the last five years? Yes No
 - 4. Has your company been involved in any suits or arbitration within the last five years? Yes No
 - 5. Are there currently any judgments, claims, arbitration proceedings or suits pending or outstanding against your company, its officers, owners, or agents? Yes No
 - 6. Has your present company, its officers, owners, or agents ever been convicted of charges relating to conflicts of interest, bribery, or bid-rigging? Yes No
 - 7. Has your present company, its officers, owners, or agents ever been barred from bidding public work in North Carolina? Yes No

Project Experience

- A. List five projects of similar size, scope and complexity performed by the proposer.
- B. For each of the five projects, include specific details on the extent to which pre-construction & construction phase services were provided.
- C. For the five projects listed above where CM services were provided, list the Guaranteed Maximum Price (if given), or if not given, the estimated cost provided by you, and the total cost of the project at completion.
- D. For each of the five projects above where CM services were provided, compare the number of days in the original schedule with the number of days taken for actual completion.
- E. For each of the five projects listed above, attach project owner references including the name, address, telephone and fax numbers, and e-mail address of the project owner representative.

Key Personnel

- A. List of key personnel who will be assigned to the project. Attach sworn statement that the above persons will be exclusively assigned to this project for its duration.
- B. For each person listed above, list what aspects of pre-construction or construction the person will handle. For those persons who will divide their time between pre- construction and construction phases, indicate what percentage of their time will be devoted to each phase.
- C. For each person listed in response to A & B above, list his/her experience with firm, other prior and relevant experience with projects of similar size and scope in construction/design, and the person's location. Attach the resumes and references for each person listed.
- D. Attach project organizational chart indicating the placement of each of the persons listed in response to A & B above.
- E. Indicate and identify the depth of personnel that would be available for this project should the above-named key personnel becomes injured, or otherwise unavailable to staff the project.

Project Planning

- A. Provide a brief, overall description of how the project will be organized and managed, and how the services will be performed in both Pre-Construction and Construction Phases. Project planning that offers the same project manager for pre-construction and construction phases shall be given preference.
 - a. Value Engineering
 - b. Constructability Issues
 - c. Cost Model/Estimates
 - d. Project Tracking/Reporting
 - e. Request for Information (RFI) and Shop Drawings
 - f. Quality Control
 - g. Schedule and Staffing Plan

- B. **Minority Participation:** Describe the program (plan) that your company has developed to encourage participation by Minority and other HUB firms. Attach a copy of that plan to this proposal. Provide documentation of the Minority and other HUB participation that you have achieved over the past two years on both public and private construction projects. Outline specific efforts that your company takes to notify Minority and other HUB firms of opportunities for participation. Indicate the minority participation goal that you expect to achieve on this project.

I. VERIFICATION

I HEREBY CERTIFY THAT THE RESPONSES OF ARE CORRECT AND TRUTHFUL TO THE BEST OF MY KNOWLEDGE AND FOR THOSE RESPONSES GIVEN WHICH ARE BASED ON INFORMATION AND BELIEF, THOSE RESPONSES ARE TRUE AND CORRECT BASED ON MY PRESENT BELIEF AND INFORMATION.

This the _____ day of _____, 20

COMPANY NAME

By: _____

(Corporate Seal)

President

Attested: _____

Secretary

I, _____, a Notary Public in and for the County and State aforesaid, hereby certify that _____ personally came before me this day and acknowledged that he/she is secretary of _____ and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by its president, sealed with its corporate seal, and attested by him/herself as is secretary.

Witness my hand and official seal, this the _____ day of _____, 20 _____.

Official Signature of Notary

_____, Notary Public
Notary's Printed or Typed Name

STATE OF _____

COUNTY OF _____

My Commission

Letters of interest with qualifications packages will be will be deposited on or before June 21, 2022 at 1:00 PM in the Bid Box located at the Operations Department, 199 Sessions Drive, Bolivia North Carolina 28422.

Presentations may be required as part of the selection process. It is anticipated that interviews will occur the week of June 27th. There will be a review committee to recommend firm selection. The County of Brunswick/the Brunswick County Board of Education reserves the right to select a firm or firms that best meets its needs for these projects taking into consideration all factors including the information requested above and to negotiate a final scope of work that reflects the work to be completed. The County of Brunswick/the Brunswick County Board of Education is not liable for any cost incurred by firms prior to issuance of a contract for work. The Owner reserves the right to modify the scope of projects if needed.

The County of Brunswick/Brunswick County Board of Education invites and encourages participation in this process by minority-owned businesses, women-owned businesses and businesses owned by disabled persons.

Notification in writing of those firms selected for interviews will be provided to all those responding to the Request for Qualifications.

It is the responsibility of the firm to assure that the proposal is delivered to the place designated for receipt of qualifications prior to the date and time set. To be considered, five copies of the requested information shall be received prior to the time and date noted:

Bid Box

Brunswick County Schools
Operations
199 Sessions Drive (UPS and FEDEX)
Bolivia, NC 28422

Any questions related to this Request for Qualifications should be directed to Ms. Cherie Suther at csuther@bcswan.net