

CUYAHOGA COUNTY  
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BOARD OF HEALTH  
YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

REQUEST FOR QUALIFICATIONS FOR  
CONSTRUCTION MANAGER AT RISK  
FOR  
CUYAHOGA COUNTY BOARD OF HEALTH  
RENOVATION PROJECT

Release Date: May 25, 2017

Due Date: 2:00 p.m., E.S.T. on June 9, 2017

## **CUYAHOGA COUNTY BOARD OF HEALTH RENOVATION PROJECT**

### **Scope:**

The Cuyahoga County Board of Health (CCBH) is soliciting qualifications for professional Construction Manager at Risk services for the renovation of existing office space. CCBH owns a 49,000 square foot facility (includes a 2,000 square foot garage), originally constructed in 2003. It consists primarily of employee office space, storage and meeting and conference areas and includes a lobby/reception area, an on-site clinic and separate garage. CCBH will be addressing employee workspace needs, the addition and redesign of meeting space, and storage needs through this project. This renovation will include construction of conference spaces requiring A/V equipment. CCBH may replace existing furniture systems.

Van Auken Akins Architects LLC is the Architect of Record.

### **Project Delivery:**

The project will use the Construction Manager at Risk project delivery system as described under ORC Sections 9.33 through 9.334 and related provisions.

### **Preconstruction Services:**

The CMR will work cooperatively with the Owner and A/E and will provide, among other services: cost estimating, budgeting, value engineering, constructability reviews, scheduling and preconstruction planning.

### **Construction Services:**

The CMR must construct the project in accordance with the general documents, including all schedule requirements. The CMR will be responsible for the means and methods of construction, safety, and compliance with all applicable laws. The CMR must procure subcontracts through competitive pricing and must hold all subcontracts, which must be on the subcontract form prescribed by OAC Section 153:1-03-02.

The Owner will have access to all books, records, documents, and other data pertaining to bidding, pricing or performance of the contract that is in the CMR's possession related to itself, its subcontractors, and its material suppliers.

**Selection Process:**

General

The CMR selection process will proceed as described under OAC Section 153:1-6-01, which is a two-step “best value” process in which contract award is based upon a combination of qualifications and price considerations.

Short List

The Owner will evaluate each firm which responds to this RFQ. The Owner will rank those firms based on each firm’s qualifications and the qualifications and experience of the particular individuals identified as the firm’s proposed team for the project. After evaluating the responses to this RFQ, the Owner will select a short list of no fewer than three candidates that it considers to be the most qualified, unless the Owner determines that fewer than three qualified Construction Managers at Risk are available.

After the submittal of responses to the RFP, the Owner will interview each of the shortlisted firms. The purpose of the interview will be to meet the proposed project team, become familiar with key personnel, and to understand the firm’s project approach and ability to meet the project’s objectives. The shortlisted firms should be prepared to discuss with specificity the firm’s capacity to conduct the work in compliance with the project’s budget and schedule requirements. The Owner will contact each shortlisted firm to schedule individual times for the interviews.

**Submission Requirements:**

Firms are required to submit the current version of the Statement of Qualifications (OFCC Form F110-330) available via OFCC’s website at <http://ofcc.ohio.gov/documents.aspx>.

When completing Form F110-330, please note:

1. “Contracting Authority” and “Owner-Agency” as used in the form both refer to “Owner” as used in this RFQ.

When completing the “Relevant Project Experience Matrix” in Section F of Form F110-330, please refer to the following relevant scope of work requirements for this RFQ:

1. Construction Manager at Risk Preconstruction Services (public projects).
2. Construction Manager at Risk Construction Services (public projects).
3. Construction Manager at Risk Contract Sum (GMP) Pricing Experience (public projects).
4. Constructability Review Experience (public projects).
5. Experience with Multi-GMP Phased Projects (public projects).
6. Experience working in occupied sites that must be operational throughout the construction process (public projects).
7. Experience with phased construction (public projects).

Please submit the following information in response to this RFQ within section H of Form F110-330:

1. Summary: Provide a summary, on one page or less, describing why your firm/team is the most qualified for the project.
2. Bonding/Insurance: Provide (1) evidence of the firm's capacity to provide bonding in the amount of the project's construction budget, (2) evidence of the firm's Workers, Compensation insurance, and (3) a copy of the firm's certificate of insurance showing the firm's current limits of liability for employer's liability, commercial general liability, business automotive liability, and professional liability.
3. Self-performed work: Indicate whether the firm intends to self-perform any construction work on the project through a competitive process and, if so, the nature of that work and the firm's capability to perform it.
4. Management Systems: Describe the scheduling and cost-control systems the firm would propose to use for the project.
5. Estimating: Describe the firm's track record of managing projects to the original budget.
6. Scheduling: Describe the firm's track record of managing projects to the original schedule.

**Inquiries concerning this RFQ shall be directed to:**

Melissa A. Fliegel  
The Hanna Building  
1422 Euclid Ave. Suite #1010  
Cleveland, OH 44115  
e-mail: mfliegel@vaakins.com

**Submission Instructions:**

1. Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type.
2. One electronic submittal should be combined into one PDF file labeled with the project name and your firm's name. Use the "print" feature of Adobe Acrobat or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, the PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project name and firm name.
3. Submit the requested number of Statements of Qualifications (Form F110-330) directly to Rebecca Burke at 5550 Venture Drive, Parma Ohio 44130. See Section H of this RFQ for addition submittal instructions
4. Submit six (6) copies of the Statement of Qualifications in one sealed envelope that is clearly marked:

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By no later than 2:00 p.m., E.S.T. on June 9, 2017, the Statement of Qualifications must be delivered.