



REQUEST FOR QUALIFICATIONS
RFQ# 2020006

CONSTRUCTION MANAGER AT RISK
SUNDANCE PARK PHASE II

CONTACT PERSON
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Date Issued:	Thursday, April 23, 2020
Last Day for Questions:	Monday, May 11, 2020 electronically by 3:00 PM
Qualifications Due Date:	Thursday, May 21, 2020 electronically by 3:00 PM

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TABLE OF CONTENTS

SECTION 1- INTRODUCTION..... 3

SECTION 2- PROJECT DESCRIPTION 3

SECTION 3-SCOPE OF WORK..... 3

SECTION 4- PRE-SUBMITTAL CONFERENCE 5

SECTION 5- SUBMITTAL REQUIREMENTS 5

SECTION 6- FORMAT AND CONTENTS OF SUBMITTAL..... 6

SECTION 7- SELECTION PROCESS 9

SECTION 8- GENERAL INFORMATION 9

EXHIBIT A– SUNDANCE PARK PHASE II 11

EXHIBIT B- SUNDANCE PARK PHASE II MASTER PLAN 13

ATTACHMENT 1- PAST PERFORMANCE QUESTIONNAIRE 15

SECTION 1 – INTRODUCTION

The City of Buckeye is seeking a qualified construction manager/general contractor to provide pre-construction and construction services as the Construction Manager at Risk (CMAR) for the construction of Sundance Park Phase II.

SECTION 2 - PROJECT DESCRIPTION

The CMAR contract shall include pre-construction and construction services for the Sundance Park Phase II project as described in Section 3 - Scope of Work. Phase II of Sundance Park is on approximately 35 acres west of Phase I. The park is located at 22865 W. Lower Buckeye Road at the southwest corner of Rainbow Road and Lower Buckeye Road. Amenities to be constructed in Phase II include a lake, splash pad, playground, multi-use sports fields, basketball courts, walking paths, restroom, ramadas, parking, skate/bike park and support facilities.

It is anticipated that the CMAR pre-construction phase will begin in July 2020 and the construction phase may be funded over multiple years.

SECTION 3 – SCOPE OF WORK

The CMAR services will be performed in two phases with two separate contracts. Phase I, the first contract, will include the pre-construction services and the preparation and submission of the Guaranteed Maximum Price (GMP). Phase II, the second contract, will include construction services for the construction of the project. It is anticipated that the project will be constructed using multiple GMP(s) or phases of construction.

The City of Buckeye intends to procure a CMAR to construct the improvements described in this Section. This project will be constructed pursuant to A.R.S. 34-601 et seq. The total program budget for the project is approximately \$23M, including internal and external costs. The scope narrated below, along with the attached Exhibits A and B, identifies the City's overall masterplan goals. The City may, at its discretion, reduce or add to this scope based on forecasted funding availability and/or other phasing requirements identified throughout the design process.

After being selected, the CMAR will execute a contract with City of Buckeye to provide pre-construction services during the design phase of the project as follows:

1. CMAR will be a part of the Project Design Team and will participate in the Project Review and consult with City of Buckeye staff and the Project Engineer during project development.
2. CMAR will provide cost estimating, value analysis services, value engineering and offer cost savings suggestions and best value recommendations.
3. CMAR will provide project planning, phasing recommendations and scheduling.
4. CMAR will provide constructability studies and reviews.
5. CMAR will assist in the coordination of Contract Documents.

At the completion of the design or at any earlier time as required by City of Buckeye, CMAR will submit Construction GMP(s) to City of Buckeye.

The CMAR will be requested to provide Construction Cost Estimates based on marketplace conditions.

The CMAR will act as the City of Buckeye's fiduciary and have a relationship of trust and confidence between itself and City of Buckeye. For that reason, the Project will be an "open book" job whereby City of Buckeye will attend any and all meetings of the CMAR firm relating to the Project and have access to any and all books and records of the CMAR relating to the Project.

After CMAR has submitted Construction GMP(s) acceptable to City of Buckeye, the CMAR and City of Buckeye intend to execute a second contract for complete construction services for the construction of the project or certain phases of the project. The CMAR will assume the risk of delivering the project phases through a guaranteed maximum price contract. The CMAR will be responsible for construction means and methods. If the project is for horizontal construction, the CMAR shall self-perform at least forty-five percent (45%) of the total contract price for construction.

The master plan design elements and associated amenities (not necessarily intended to represent phasing plans) listed in Exhibit B include:

- Lake (Design Element #1) Designed to 100% Plans. Lake design plans and construction to be separated out from other improvements due to funding source
 - Lake 3.2 acres (fishing, recreation and irrigation for both new and existing park turf areas)
 - Lake aeration and recirculation lines only, no irrigation pump station in this phase but accommodations will be included in lake infrastructure design for all lake infrastructure connections
 - Concrete lake edge
 - Geomembrane liner and ballast
 - Arizona Game & Fish access area and small boat ramp for fish stocking, water quality testing, and maintenance
 - Fish habitat and spawning bed devices in lake
 - Wetland plant shelves
 - Lake wet well
 - Lake fill line
 - Lake plumbing
- Ancillary Amenities to the Lake. Designed to 100% Plans
 - Irrigation pump and enclosure if needed, may work off Phase 1 irrigation
 - Parking Lot – 50 to 60 spaces
 - One Medium Group Ramada (rentable for revenue generation)
 - Small turf areas between parking lot and lake for picnics and events

- Paths connecting parking, Phase 1 and perimeter around lake (12 feet minimum width path around lake), with lights (10 feet minimum width)
 - Water supply line
 - Grading for lake, paths, parking lot, wash drainage
 - Connecting drive from existing parking lot
 - Connecting drive to Lower Buckeye Road
 - Tree canopy at maturity will not hang over lake
 - No turf within 25 feet of lake edge; Parks staff prefers quarter minus decomposed granite from edge of lake to path
 - No turf within 10 feet of decomposed granite paths
 - No shrubs within 15 feet from lake edge
 - Wash & Drainage Direction / Flow
 - Provide a circle drive for Arizona Game and Fish to stock fish into the lake
- Splash Pad and Playground (Design Element #2) Designed to 100% Plans
 - Shade Sails/ Shaded Parent Seating
 - Splash Pad Components and Control System
 - Multi-Age Playground
 - 75 parking spaces (1 Parking Space / 2 children)
 - Connecting Paths with lights (10 feet minimum width)
 - Restroom Building with storage (with utilities, assume sewer septic/leach)
 - Electrical service
 - 10 Small Ramadas around Splash Pad and Playground that are grouped with ability to combine for larger gatherings
 - Pavilion cover and adjacent lawn for group fitness class instruction, concerts in the park and other various programs
- Two Lighted Upper Multi-Use Soccer Fields (Design Element #3) Designed to 90% Plans
 - 100 Parking Spaces/Field
- Two Lighted Lower Multi-Use Fields (Design Element #4) Designed to 90% Plans
 - 100 Parking Spaces/Field
- Grand Pavilion Shaded Multi-Purpose Area 50+ People (Design Element #5) Designed to 90% Plans
 - Rentable space for various uses (Corporate Picnics, Farmers Markets, Fitness, Special Events, etc.)
 - Other Improvements
 - Basketball Courts (2) (Designed to 90% Plans)
 - Entry Monument and Storage Area (Designed to 90% Plans)
 - Maintenance Yard (Designed to 90% Plans)
 - Other Ramadas near Multi-use Fields (Designed to 90% Plans)
 - Skate / Bike Park (Area intended for Skate/Bike Park to be graded with design of improvements to be done at a later date)

- Perimeter Walking Path and Path along Roosevelt Irrigation District (RID) Canal (Designed to 90% Plans)

SECTION 4 - PRE-SUBMITTAL CONFERENCE

For the safety of the staff and the public, there will not be a pre-submittal conference for this project. Any doubt as to the requirements of this Request for Qualifications, or any apparent omission or discrepancy, or any questions should be submitted through email to the City's representative, Debby Fasano, dfasano@buckeyeaz.gov by **Monday, May 11, 2020, 3:00 PM local time**. The subject of your email should state "RFQ #2020006 Question(s)". The City's representative will then determine the appropriate action. If necessary, the City's representative will issue a written Amendment to the Request for Qualifications. Oral statements or instructions shall not constitute an amendment to this Request for Qualifications.

SECTION 5 – SUBMITTAL REQUIREMENTS

Firms interested in this project should submit a Statement of Qualifications **electronically by email by Thursday, May 21, 2020, 3:00 PM local time to dfasano@buckeyeaz.gov**. The subject of your email should state "SOQ RFQ #2020006" and should have a complete copy of your Statement of Qualifications in a searchable "PDF" file format. No hard copy will be required.

Submittals not received in the email box by the specified time will be disqualified. Feel free to contact Debby Fasano at 623-349-6174 to ensure your email has been received.

Firm(s) will be selected through a qualifications-based selection process based on the criteria in Section 6:

Submittal Cover Sheet (one page)

Section A: Project experience and qualifications of the firm (one page per project, maximum of five projects)

Section B: Past Performance Questionnaire (one form per project identified in Section A)

Section C: Experience of key personnel to be assigned to this project (one page per resume, plus organizational chart)

Section D: Understanding of the project and approach to performing the required services. (Twenty-five (25) page maximum, plus two (2) additional pages for critical path method (CPM) schedule)

Adherence to the maximum page criterion is critical: each page side (maximum 8-1/2" x 11") with criteria information will be counted. Do not use 11" x 14" or 11" x 17" size sheets (e.g., fold-outs) unless specifically authorized. Pages that have project photos, charts and/or graphs will be counted towards the required number of pages. Front and back covers, Table of Contents pages, and divider (Section) pages will not be counted unless they include qualifications information that could be considered by the selection panel. Resumes should provide information for key staff (no company profiles) and should not include project pictures or general firm information.

Any additional company information or non-key staff information included in the resume section will be counted against the maximum page requirement. Do not submit additional information not listed herein. Font size may not be less than 10 point.

Please be advised that the following **will be grounds for disqualification**, and will be strictly enforced:

- Receipt of submittal after the specified cut-off date and time
- Non-searchable PDF
- Exceeding the maximum page requirements

The City recognizes that submittals may contain confidential or proprietary information; however, the City reserves the right to make inquiries into the information disclosed. The submission of false or misleading information may be grounds for disqualification.

SECTION 6 – FORMAT AND CONTENTS OF SUBMITTAL

Cover Letter – One Page

1. Provide a general description of the firm that is proposing to provide construction management services and general construction services. Explain the legal organization of the proposed firm or team.
2. Provide the following information:
 - (a) Your firm’s full company name, address, phone number, DUNS, and email addresses for your firm’s contact person for the project.
 - (b) List the Arizona contractor licenses held by the firm. Reference the appropriate licenses held, if needed. In order to be considered for this project, the contractor must hold the correct license as deemed appropriate by the Arizona Registrar of Contractors prior to submitting a Statement of Qualifications (SOQ) for this project in accordance with Arizona Revised Statute §32-1151.
 - (c) Identify any contract or subcontract held by the firm or officers of the firm, which have been terminated within the last five years. Identify any claims arising from a contract which resulted in litigation or arbitration within the last three years. Briefly describe the circumstances and the outcomes.
 - (d) Name, title, email, and signature of person authorized to sign the proposal. Proposals signed by an agent shall be accompanied by evidence of that agent’s authority.
 - (e) If selected as a finalist for this project, you will be required to provide a statement from an A or better surety company describing the Company’s bonding capacity.

SECTION A. Project experience and qualifications of the firm. (30 points)

Identify at least three (3) but no more than five (5) relevant projects in which the firm served as either CMAR, agency Construction Manager during pre-service and construction phases or General Contractor. Greater consideration will be given to firms that have provided CMAR services on Parks projects or relevant projects. Each project identified shall be at least \$10M. Relevant Parks projects will be given greater consideration. Each project submitted cannot exceed one (1) page. For each project identified, provide the following:

- (a) Description of the project
- (b) Role of the firm (specify whether CMAR, Construction Manager or General Contractor. If CMAR or General Contractor, identify the percent of work self-performed.)
- (c) Project's original contracted construction cost and final construction cost
- (d) Construction dates
- (e) Project owner

SECTION B. Past Performance Questionnaire. (20 points)

For each project submitted in Section A, complete a Past Performance Questionnaire (ATTACHMENT 1). The firm is directed to provide this form to the project owner or Point of Contact. Instruct the owner to complete the form and return the form with your submission. Submit Past Performance Questionnaires in Section B. If necessary, the City will contact the individual rating your performance during the evaluation process.

SECTION C. Experience of key personnel to be assigned to this project. (20 points)

You must provide resume data for the following key personnel: Pre-Construction Director, Lead Estimator, Project Manager and Project Superintendent. You may also include resume for other personnel that you consider key. Each resume shall be limited to no more than one page per person and shall include the following information as a minimum:

- (a) Name and title
- (b) Project assignment
- (c) Name of firm with which associated
- (d) Years of experience with firm and with other firms
- (e) Active professional registration, year first registered, if applicable
- (f) Other experience and qualifications relevant to same/similar work required under this contract
- (g) Education: degree(s), year, specialization, if applicable

Include an organizational chart (maximum one page) at the end of this section, chart may be submitted in 11"X17".

SECTION D. Understanding of the project and approach to performing the required services. (30 points)

Limit to twenty-five (25) page maximum plus two (2) additional pages for the CPM Schedule.

1. Describe your approach to performing pre-construction services.
2. Describe your subcontractor qualification process. Describe how you will involve subcontractors in the pre-construction process and how you will obtain subcontractor bids (in accordance with A.R.S. 34-601).
3. Describe your approach to incorporating Virtual Construction and Building Information Modeling (BIM).
4. Describe your approach to performing construction administration and management.
5. Describe your approach for controlling the project construction budget and schedule.

6. Describe your approach to performing quality assurance/quality control during construction.
7. Describe your approach to achieving project close-out (commissioning, punch-list completion, and warranty work).
8. Describe the approach and tools used for estimating, quantity take-offs, value analysis and earthwork reconciliation necessary for mass excavation operations during preconstruction and construction.
9. Describe your Safety Program. Provide a summary description of your safety program including sample documentation/forms. Provide a summary description of your safety program implementation plan, including assigned personnel and the percentage of their time that will be allocated to this project. Provide your Experience Modification Rate (EMR) for the last five (5) years.
10. Discuss the major issues your team has identified on this project and how you intend to address those issues.
11. You are allowed two (2) additional pages to present a typical construction schedule for this project. Provide a comprehensive CPM Schedule detailing your approach to construct this project.

SECTION 7 - SELECTION PROCESS AND SCHEDULE

The successful firm(s) will be selected through a qualifications based selection process. A Selection Panel will evaluate each SOQ according to the criteria set forth in Section 6 above. The City will select a firm based on the SOQs received; formal interviews may or may not be conducted. The City may conduct a due diligence review on the firm(s) receiving the highest evaluation.

The City expects to create a final list of at least three, but not more than five firms for this project. The City will enter into negotiations with the selected firm and execute a contract upon completion of negotiation of fees and contract terms for City Council approval.

If the City is unsuccessful in negotiating a contract with the best-qualified firm(s), the City may then negotiate with the next most qualified firm until a contract is executed, or the City may decide to terminate the selection process. Once a contract is executed with the successful firm, the procurement is complete.

All firm(s) submitting SOQs for this project will be notified directly by the City.

SECTION 8 - GENERAL INFORMATION

City Rights. The City of Buckeye reserves the right to reject any or all Statements of Qualifications, to waive any informality or irregularity in any Statement of Qualifications received, and to be the sole judge of the merits of the respective Statements of Qualifications received.

Release of Project Information. The City shall provide the release of all public information concerning this project, including selection announcements and contract award. Those desiring to release information to the public must receive prior written approval from the City.

Contact with City Employees. All firms interested in this project (including the firm's employees, representatives, agents, lobbyists, attorneys, and subcontractors) will refrain, under penalty of disqualification, from direct or indirect contact for the purpose of influencing the selection or creating bias in the selection process with any person who may play a part in the selection process, including the evaluation panel, the City Council, the City Manager, Department Heads and other City staff. This policy is intended to create a level playing field for all potential firms, assure that contract decisions are made in public and to protect the integrity of the selection process. All contact on this selection process should be addressed to the authorized representative identified below.

Data Confidentiality. Except as specifically provided in the Contract, the CMAR or its subcontractors shall not divulge data to any third party without prior written consent of the City.

Legal Worker Requirements. The City of Buckeye is prohibited by A.R.S. § 41-4401 from awarding a contract to any CMAR who fails, or whose subcontractors fail, to comply with A.R.S. § 23-214(A). The CMAR and each subcontractor shall comply with all federal immigration laws and regulations related to their employees and compliance with the stated law. The City of Buckeye retains the legal right to inspect the papers of any CMAR or subcontractor employee who is awarded a contract to ensure that the firm or subcontractor is complying with the law.

Lawful Presence Requirement. Pursuant to A.R.S. §§ 1-501 and 1-502, the City of Buckeye is prohibited from awarding a contract to any natural person who cannot establish that such person is lawfully present in the United States. To establish lawful presence, a person must produce qualifying identification and sign a City-provided affidavit affirming that the identification provided is genuine. This requirement will be imposed at the time of contract award. This requirement does not apply to business organizations such as corporations, partnerships or limited liability companies.

Protest Procedures. Firms wishing to respond to disqualification or a procurement outcome may refer to The Procurement Code of the City of Buckeye, Section 24-3-16 which governs protest procedures utilized throughout the selection process.

Questions. Questions pertaining to this selection process or contract issues should be directed to Debby Fasano, Contracting Officer, at dfasano@buckeyeaz.gov.

EXHIBIT A
SUNDANCE PARK PHASE II

Sundance Park Phase II



EXHIBIT B
SUNDANCE PARK PHASE II MASTER PLAN



Parking Data:

1.	50 spaces - Lake
2.	75 spaces - Splash Pad
3.	200 spaces - 2 - Multi-use Fields
4.	200 spaces - 2 - Multi-use Fields
525 spaces - Total:	

Legend:

Flood Plain

Scale:

0' 60' 120' 240'

0" 1" 2" 4" north

ATTACHMENT 1
PAST PERFORMANCE QUESTIONNAIRE

PAST PERFORMANCE QUESTIONNAIRE

CONTRACT INFORMATION (To be completed by Contractor)

1. Contractor Information:

Firm Name: _____ Email : _____
Address: _____ Contact Name: _____
Phone Number: _____ Contact Phone: _____

2. Work Performed as: Prime Contractor Sub Contractor Joint Venture Other (Explain):

3. Contract Information:

Contract Number: _____
Contract Type: Firm Fixed Price Cost Reimbursement Other (Please specify):
Contract Title: _____ Contract Location: _____

Award Date (mm/dd/yy): _____
Contract Completion Date: _____ Actual Completion Date : _____

Explain Differences:

Original Contract Price (Award Amount): _____
Final Contract Price (to include all modifications, if applicable) : _____
Explain Differences:

4. Project Description:

Complexity of Work: High Med Routine
How is this project relevant to project of submission? (Please provide details such as similar equipment, requirements, conditions, etc.)

CLIENT INFORMATION (To be completed by Client)

5. Client Information:

Name: _____ Phone Number: _____
Title: _____ Email Address: _____

6. Describe the client's role in the project:

Client Signature:

Date:

**ADJECTIVE RATINGS AND DEFINITIONS TO BE USED TO BEST REFLECT
YOUR EVALUATION OF THE CONTRACTOR'S PERFORMANCE**

RATING	DEFINITION	NOTE
(E) Exceptional	Performance meets contractual requirements and exceeds many to the Government/Owner's benefit. The contractual performance of the element or sub-element being assessed was accomplished with few minor problems for which corrective actions taken by the contractor were highly effective	An Exceptional rating is appropriate when the contractor successfully performed multiple significant events that were of benefit to the Government/Owner. A singular benefit, however, could be of such magnitude that it alone constitutes an Exceptional rating. Also there should have been NO significant weaknesses identified.
(VG) Very Good	Performance meets contractual requirements and exceeds some to the Government/Owner's benefit. The contractual performance of the element or sub-element being assessed was accomplished with some minor problems for which corrective actions taken by the contractor were effective	A Very Good rating is appropriate when the Contractor successfully performed a significant event that was a benefit to the Government/Owner. There should have been no significant weaknesses identified.
(S) Satisfactory	Performance meets minimum contractual requirements. The contractual performance of the element or sub-element contains some minor problems for which corrective actions taken by the contractor appear or were satisfactory	A Satisfactory rating is appropriate when there were only minor problems, or major problems that the contractor recovered from without impact to the contract. There should have been NO significant weaknesses identified. Per DOD policy, a fundamental principle of assigning ratings is that the contractors will not be assessed a rating lower than Satisfactory solely for not performing beyond the requirements of the contract.
(M) Marginal	Performance does not meet some contractual requirements. The contractual performance of the element or sub-element being assessed reflects a serious problem for which the contractor has not yet identified corrective actions. The contractor's proposed actions appear only marginally effective or were not fully implemented.	A Marginal rating is appropriate when a significant event occurred that the contractor had trouble overcoming which impacted the Government/Owner.
(U) Unsatisfactory	Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element or sub-element contains serious problem(s) for which the contractor's corrective actions appear or were ineffective.	An Unsatisfactory rating is appropriate when multiple significant events occurred that the contractor had trouble overcoming and which impacted the Government/Owner. A singular problem, however, could be of such serious magnitude that it alone constitutes an unsatisfactory rating.
(N) Not Applicable	No information or did not apply to your contract	Rating will be neither positive nor negative.