**Connecticut Department of Administrative Services, Construction Services**

**Office of Legal Affairs, Policy, & Procurement**

**450 Columbus Boulevard, Suite 1302, Hartford, Connecticut 06103**

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| **Request for Qualifications (RFQ) Web Advertisement**  **For Construction Manager at Risk (CMR) Services** |
| **Important Notes for Responding to this RFQ (recent updates are shown in yellow highlighted text)** |
| **Ensure you download and use the most recent QBS Submittal Booklet documents from the DAS/CS Library! Revision dates are shown in the footer of every document** (<http://portal.ct.gov/DASCSLibrary>).  DAS Construction Services requires Portable Document Format (PDF) Quality Based Selection (QBS) Submittal Booklets to be **uploaded** **online** through the **“**[**CTsource**](https://portal.ct.gov/DAS/CTSource/CTSource)**” e-Procurement System**. *Please read this RFQ Web Advertisement and all referenced documents carefully for updated instructions.*  To register on CTsource and respond to this RFQ, follow the instructions in **6001 Construction Online Bidding Instructions**, available for download from the online DAS/CS Library (<http://portal.ct.gov/DASCSLibrary>) > 6000 Series.  **IMPORTANT:** DAS Construction Services will ***always*** use the following United Nations Standard Products and Services Codes (UNSPSC codes) in their **RFQs for CMR Services**; it is **highly recommended** that businesses include these codes in their **CTsource company profiles** in order to receive email notifications regarding DAS/CS Solicitations and Addenda:   * Building and Facility Construction and Maintenance Services (72000000) * Structures and Building and Construction and Manufacturing Components (30000000) |

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| **1. Project Information** | | | | | |
| **1.1** | **QBS Submittal Deadline:** | Deadline for the receipt of the QBS Submittal Booklets is: | | | |
| **3:00 p.m.** | | **Insert Day of Week, Month, Day, Year** | |
| **1.2** | **Project Number:** | Insert Project Number | | | |
| **1.3** | **Project Title:** | Insert Project’s Official Title | | | |
| **1.4** | **Project Location:** | Insert Project’s Location | | | |
| **1.5** | **CMR Budget:**  (*not* including Preconstruction Phase) | Insert Project’s CMR Budget | | | |
| **1.6** | **User Agency:** | Insert User Agency Name | | | |
| **1.7** | **Project Planning Dates:** | Scheduled Shortlisting/Screening Date: | | | Insert Month, Day, Year and Time (TBD) |
| Shortlisted Notification Letter to CMR Firms & RFP Invitation Letter: | | | Insert Month, Day, Year |
| Informational Meeting for Shortlisted Firms: | | | Insert Month, Day, Year and Time (TBD) |
| Last Date for Shortlisted Firms to Submit RFP Questions to DAS: | | | Insert Month, Day, Year |
| RFP Due Date / Time on CTsource: | | | Insert Month, Day, Year and Time (TBD) |
| Scheduled Selection/Interview Date: | | | Insert Month, Day, Year and Time (TBD) |
| Email Notification Sent to Apparent “Best Value” Proposer: | | | Insert Month, Day, Year |
| **1.8** | **Construction Phase:** | **XXX** | **Calendar Days** (From Construction Start Date to Substantial Completion Date.) | | |

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| **1. Project Information** (continued) | | |
| **1.9** | **General Statement:** | In accordance with the requirements of the Connecticut General Statutes §4b-103, the State of Connecticut Department of Administrative Services/Construction Services (DAS/CS) Office of Legal Affairs, Policy, & Procurement (OLAPP) advertises for Requests for Qualifications (RFQs) for the Major Capital Project Construction Manager at Risk (CMR) Services as specified below. |
| **1.10** | **Selection Type:** | Major Capital Project CMR - GMP Services Selection |
| **1.11** | **DAS Contractor Classification:** | This RFQ is for the following DAS Contractor Classification (see the online [DAS-Contractor-Classification-List](https://authoring.ct.gov/DAS/Procurement/PreQual/DAS-Contractor-Classification-List)): **PICK ONE; DELETE THE REST [delete this red note]:** |
| Construction Manager At Risk (CMR) Project (Group A)  Construction Manager At Risk (CMR) Project (Group B)  Construction Manager At Risk (CMR) Project (Group C) |
| **1.12** | **Project Description:** | |
|  | THIS BOX WILL EXPAND AUTOMATICALLY AS YOU TYPE. **NOTE:** Insert a **brief** yet **concise** narrative that includes, but is not limited to, the following types of project information (these are examples; select specific services for your project): **[Delete this note.]**  **This Project’s Scope of Work shall include, but not be limited to, the following:**   * objective or proposed use of the facility; * physical parameters (number of stories, GSF, NSF, etc.); * site/campus issues (urban or city location issues); * state the manner in which the program **was** or **will be** developed; * any special characteristics or needs of the project such as energy, environmental or historic preservation requirements, etc.; * hazardous material abatement issues; * any additional or unique project considerations and/or limitations i.e., user agency groups, schedule milestones, and funding/budgeting, etc.   IF THE PROJECT INCLUDES A **PROJECT LABOR AGREEMENT**, INCLUDE THE FOLLOWING PARAGRAPH:   * **Project Labor Agreement:** Connecticut DAS, pursuant to Connecticut General Statutes Section 31-56b, has determined that it is in the public’s interest to require a Project Labor Agreement (“PLA”) for this public works project. A PLA is a pre-hire agreement covering the terms and conditions for all persons who will perform work on the project. The CMR, with the Owner's participation, will negotiate the terms of, and enter into, the PLA with a Building and Construction Trades Council ("Council") and each of its affiliated local Unions (hereinafter collectively referred to as the "Union" or "Unions"), with respect to the site preparation, construction, additions and renovation of the “Bullard Havens Technical High School” BI-RT-889 CMR in Bridgeport, CT (hereinafter referred to as "Project"). In addition to other terms and conditions, the PLA shall contain provisions required by the aforementioned statute.   IF THE PROJECT INCLUDES **FEDERAL FUNDING**, INCLUDE THE FOLLOWING PARAGRAPH:   * The project includes Federal Financial Assistance and therefore must adhere to the “Buy America Preference” provisions of the Federal Government’s “Build America, Buy America Act” (BABA), enacted as part of the Infrastructure Investment and Jobs Act on November 15, 2021. The “Buy America Preference” requires that, absent a waiver from the Federal agency, all of the iron, steel, manufactured products, and construction materials incorporated into the project must be produced in the United States. The CMR must obtain all necessary compliance certificates for work that is within their scope of work. Guidance on complying with BABA is provided in Title 2 of the Code of Federal Regulations (2 CFR), Part 184 and Part 200.322 and the United States Office of Management and Budget’s “Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure” (M-24-02), October 25, 2023. | |
| **1.13** | **Designated Scope of CMR Services:** | |
|  | **NOTE:** Insert a **brief** yet **concise** description of designated services that shall be required for this project that includes, **but is not limited to**, the following **examples** of types of services for your specific project.  **KEEP** THE **BLACK** TEXT.  **EDIT** THE **BLUE** TEXT;  **[Delete this note.]**  **Construction Manager at Risk (CMR)\* - Guaranteed Maximum Price (GMP):**  A CMR shall be selected to publicly bid the project elements and enter into a GMP contract with the State. After consultation with and approval by the DAS Commissioner, the CMR shall award subcontracts to responsible qualified subcontractors submitting the lowest bids to build the Project.  **\*Construction Manager at Risk (CMR)** reviews and participates in design and the production of the construction documents with Owner and Architect. The CMR solicits trade bids on behalf of the Owner from trade subcontractors on a competitive basis. The CMR shall agree upon a GMP to perform the work identified in the Bid Documents and enters into contracts with these trade subcontractors to perform their trade work.  **Important Note:** Projects that a firm has completed as “General Contractor” or a “Construction Manager as Agent” (i.e. Projects where the firm did not enter into contracts with these trade subcontractors to perform their trade work) shall not qualify as acceptable CMR Project Experience for this Selection.  The designated Scope of CMR Services for the Project includes, but is not limited to, the following:  **1.** **Preconstruction Phase Scope of Services:**  **1.1** **Summary of Design Phase Services:** CMR Design Phase Services may include but are not limited to the following:  .1 Constructability and Construction Documents Quality Control Reviews;  .a CMR shall review all existing conditions in the field and confirm the information captured in the documents are representative of actual field conditions.  .b Review and confirm all product selections in the project documents are appropriate and make recommendations as required.  .2 DAS Permit Checklist Review;  .3 Blasting and Pile Driving Report;  .4 Site Logistics Plan;  .5 Site Mobilization Report;  .6 Building Excavation Plan;  .7 Schedule and Phasing Coordination;  .8 Cost Control Management, including Estimates of Actual Costs;  .9 Construction Documents Conversion into Subcontractor Bid Packages.  **1.2** **Summary of Bid Phase Services:**  .1 Develop the Master Project Schedule;  .2 Bid to DAS Prequalified Subcontractors for each Bid Package;  .3 Advertise Bids;  .4 Issue Subcontractor Bid Packages;  .5 Conduct Preconstruction Conference(s) and Site Visit(s);  .6 Process All Addenda;  .7 Receive Bids from Subcontractors and conduct public bid opening;  .8 Issue a Guaranteed Maximum Price (GMP);  .9 Execute Subcontractor Agreements;  .10 Conduct and document all subcontractor scope meetings.  **2. Construction Phase Scope Services:**  **2.1 Summary of Construction Phase Services:** CMR Construction Phase Services may include but are not limited to the following:  .1 Comply with CMR General Conditions;  .2 Comply with CMR General Requirements;  .3 Conduct Preconstruction Conference;  .4 Periodic update of the Master CPM Schedule;  .5 Monthly update of the Schedule of Values;  .6 Review and prepare Monthly Progress Payment Requests;  .7 Periodic update of the Project Cash Flow Projections;  .8 Coordinate Subcontractors’ Requests for Information (RFIs) and A/E RFI Responses;  .9 Coordinate all change requests and responses;  .10 Coordinate all types of submittals;  .11 Coordinate all types of testing and inspections;  .12 Coordinate all Subcontractors;  .13 Coordinate Subcontractors’ participation in Commissioning (Cx);  .14 Provide construction trailers, storage, equipment, barriers, etc.;  .15 Provide all necessary on-site Construction Management Personnel;  .16 Perform all construction, renovation, additions, and/or demolition as per the contract documents;  .17 Coordinate Substantial Completion and Turn Over;  .18 Perform Closeout Project. | |

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| **2. QBS Consultant Procedures** | | |
| **2.1** | Download the following documents from the **DAS/CS Library** website (<https://portal.ct.gov/DASCSLibrary>): | |
|  | **⚫** | 1210 QBS Guidelines for Selection and Contract Limits (under “1000 Series” > “1200 Series”). |
|  | **⚫** | 1212 QBS Submittal Booklet Instructions (under “1000 Series” > “1200 Series”). |
|  | **⚫** | 6001 Construction Online Bidding Instructions (under “6000 Series”). |
|  | **⚫** | 1212.0, 1212.1, 1212.2, 1212.3, and 1212.6 (under “1000 Series” > “1200 Series”).  **IMPORTANT NOTE: 1212.4 and 1212.5 are NOT applicable to CMR selections.** |
| **2.2** | In accordance with ***1210 QBS Guidelines for Selection and Contract Limits*:** | |
|  | **⚫** | Determine if your firm meets or exceeds Contracts Limitations for this specific Contract.  **IMPORTANT NOTE:** If your firm *exceeds* Contracts Limitations for this specific Contract *and still submits* a QBS Submittal Booklet,your firmshall not be considered any further for this specific Project. |
| **2.3** | In accordance with ***1212 QBS Submittal Booklet Instructions*:** | |
|  | **⚫** | Prepare a Portable Document Format (PDF) QBS Submittal Booklet using forms 1212.0, 1212.1, 1212.2, 1212.3, and 1212.6.  **IMPORTANT NOTES:**  ⚫ Failure to submit the qualifications and/or resume(s) material noted in Division 2 ***may*** result in your submission being deemed **deficient.** If deemed deficient,your firm ***will not*** be allowed to pursue this specific Contract.  ⚫ As described in detail in the *1212 QBS Submittal Booklet Instructions,* the **final QBS Submittal Booklet** *shall* be created with **bookmarks**; and the **final file size** for the **QBS Submittal Booklet** *shall not* exceed **10mb.** |
| **2.4** | In accordance with ***6001 Construction Online Bidding Instructions***: | |
|  | **⚫** | **Register** on **CTsource** (if you have not already done so) (<https://portal.ct.gov/DAS/CTSource/CTSource>). |
|  | **⚫** | **Upload** one (1) complete **PDF QBS Submittal Booklet** to the correct solicitation on **CTsource** ***prior*** to the QBS Submittal Deadline.  **IMPORTANT NOTE:** Failure to submit properly formatted QBS Submittal Booklets with all of the required contents by the designated deadline ***may*** result in the firm’s submittal being deemed deficient. If deemed deficient,the firm ***will not*** be allowed to pursue this specific Contract. |

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| **3. QBS Longlist, Shortlist, RFP, and Interview Procedures** | | |
| **3.1** | **Longlist Procedure (Pre-Screening):** | |
|  | **⚫** | After the QBS Submittal Deadline has closed, the DAS/CS Policy & Procurement Unit will (1) determine if any prospective CMR firm exceeds contract limitations as specified in ***1210 QBS Guidelines for Selection and Contract Limits*,** and (2)review all QBS Submittal Booklets for compliance with ***1212 QBS Submittal Booklet Instructions*.** |
|  | **⚫** | If a firm does *not* exceed the contract limitations *and* their QBS Submittal Booklet is acceptable, the firm *shall be* placed on the **“Longlist”** of firms to be evaluated by the QBS Selection Panel. |
|  | **⚫** | If a firm *exceeds* the contract limitations, the firm ***shall not be*** considered any further for the specific Contract. |
|  | **⚫** | If a firm’s QBS Submittal Booklet is deficient, the firm ***may not be*** considered any further for the specific Contract. |

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| **3. QBS Longlist, Shortlist, RFP, and Interview Procedures** (continued) | | | |
| **3.2** | **Shortlist Procedure (Screening):** | | |
|  | **⚫** | The QBS process is based on comparing and evaluating weighted criteria of qualifications and performance of all firms in relation to work of similar scope and complexity that is required for this specific contract in order to create a **“Shortlist”** of the most highly qualified firms. The QBS Selection for this Project shall be conducted in accordance with the procedures described in the **“0370** **Construction Manager at Risk –** **Best Value Selection Procedure Manual”,** available for downloadfromthe online **DAS/CS Library** (https://portal.ct.gov/DASCSLibrary) > 0000 Series. Each QBS Submittal Booklet will be evaluated by a QBS Selection Panel in accordance with the following: | |
|  |  | **Max. Rating Points:** | **Screening Shortlist Rating Criteria Categories for CMR Services:** |
|  |  | 35 | Experience with Work of Similar Size and Scope as Required for this Contract |
|  |  | 30 | Organizational / Team Structure For This Contract |
|  |  | 20 | Past Performance Data |
|  |  | 15 | Partnering Experience |
|  | **⚫** | After each booklet has been evaluated, the DAS/CS Policy & Procurement Unit will use the ratings to compute and create a list of the “most highly qualified firms” and will furnish a “Screening Approval Memorandum” to DAS/CS Senior Management. DAS/CS Senior Management will review the memorandum and will select the firms to be Shortlisted and invited to respond to a Request for Proposals (RFP) and present their qualifications at an Interview. | |
| **3.3** | **Request for Proposals (RFP):** | | |
|  | **⚫** | Each of the Shortlisted firms will be required to submit a response to an **RFP** by the indicated due date. The RFP shall be comprised of (1) the 00 41 25 CMR Technical Proposal (containing qualitative criteria and proposed staffing man-hours per month) and (2) the 00 42 23 CMR Price Proposal (containing cost proposals, hourly rates, and an addenda acknowledgment). | |
| **3.4** | **Informational Meeting for Shortlisted Firms** | | |
|  | **⚫** | An **Informational Meeting** will be held for all Shortlisted firms. This will be the **ONLY** opportunity for Shortlisted firms to discuss the Project with the DAS/CS Project Manager and Agency Representative(s). | |
|  | **⚫** | **Registration:** All attendees of Informational Meetings will be required to register. Firms who do not properly register at a **Mandatory** Informational Meeting may cause their Proposals to be rejected as non-responsive. | |
| **3.5** | **Interview Procedure (Selection):** | | |
|  | **⚫** | Shortlisted firms will be invited to an **Interview Presentation**. Each firm’s presentation will be evaluated by the QBS Selection Panel in accordance with the following: | |
|  |  | **Max. Rating Points:** | **CMR Selection Interview – Qualitative Rating Criteria Categories** |
|  |  | 10 | Experience |
|  |  | 30 | Project Organization, Personnel Experience, and Qualifications |
|  |  | 20 | Project Approach, Preliminary Project Plan, and BIM Utilization Plan |
|  |  | 15 | Past Performance on CMR Projects, GC projects, or Other Relevant Performance Data |
|  |  | 15 | Schedule Performance |
|  |  | 10 | Safety Record |
| **3.6** | **CMR Best Value Based Selection Procedure:** | | |
|  | **⚫** | The **CMR Best Value Based Selection Procedure** utilizes a four (4) step procedure:   * **Step 1:** Evaluation of Qualitative Criteria from the Interviews *and* the 00 41 25 CMR Technical Proposals; * **Step 2:** Evaluation of the 00 42 23 CMR Price Proposals; * **Step 3:** Best Value Calculations; * **Step 4:** CMR Scope Review, Selection and Award. | |
|  | **⚫** | The DAS/CS Policy & Procurement Unit will prepare a list of the shortlisted firms ranked in order of Best Value Calculation (cost per unit of quality) and will furnish a “Selection Approval Memorandum” to the DAS Deputy Commissioner or his/her delegated individual for his/her review and approval to enter into a contract with the “Best Value” CMR Firm. | |
|  | **⚫** | The DAS/CS Policy & Procurement Unit will email the selected firm a “Conditional Selection Notification Letter” which will provide instructions regarding professional documents, business credentials, and insurance verification documents that must be submitted for the processing of its contract. For submittal requirements, see **Form 1269.1 DAS/CS Contract Submittal Requirements** (download from <https://portal.ct.gov/DASCSLibrary> > 1200 Series). | |

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| **4. QBS Contact** |
| **NOTE:** Responses to requests for more specific Project information than is contained in this Advertisement shall be limited to information that is available to all firms and that is necessary to complete this QBS process. **All requests for more specific Project information must be sent in writing (email acceptable).** |
| **4.1 For All Questions:** |
| **Randy Daigle, DAS/CS Policy & Procurement Unit**  DAS Construction Services  Office of Legal Affairs, Policy & Procurement  450 Columbus Blvd. Suite 1302  Hartford, Connecticut 06103 |
| **Email:** [randy.daigle@ct.gov](mailto:randy.daigle@ct.gov) and[DAS.CS.RFQ@ct.gov](mailto:DAS.CS.RFQ@ct.gov) |

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| **cc:** | DAS Deputy Commissioner: | D. Hobbs | DAS/CS ADPM for Project: | Name |
|  | DAS/CS Agency Legal Director: | J. Padula | DAS/CS Project Manager: | Name |
|  | DAS/CS Chief Architect: | D. Barkin | DAS/CS Panel Member: | Name |
|  | DAS/CS Director of Project Management: | P. Simmons | DAS/CS Panel Member: | Name |
|  | DAS/CS Director of Support Services: | C. Russell | Agency Panel Member: | Name |
|  | DAS/CS Manager of Policy & Procurement: | R. Cutler | Other: | Name |
|  | DAS/CS Legal Affairs Unit: | Name | File: | Insert Project Number |