



COLE COUNTY
★ Missouri ★

Request For Qualifications (RFQ):

Construction Manager At Risk (CMAR)

FOR

NEW FACILITY

COLE COUNTY JUVENILE CENTER

**2204 St. Mary's Street
Jefferson City, Missouri**

SERVING

COLE COUNTY COMMISSION

**Cole County Commission Offices
311 East High Street, Room 200
Jefferson City, Missouri 65101**

1. REQUEST FOR QUALIFICATIONS: INTRODUCTION

Cole County is soliciting a Request for Qualifications regarding a new construction project currently in schematic design phase with anticipated Construction Documents to be issued before the end of 2024 calendar year. Cole County of Missouri has retained The Architects Alliance, Inc. & Treanor to act on behalf of the Cole County Commission as the project design team.

A Request for Qualifications for a Construction Manager at Risk (CMAR) for the new construction of the Cole County Juvenile Center by the Cole County Commission of Cole County, Missouri is as outlined herein as the needs of Cole County have outgrown their current facility and plan to relocate to another site for the construction of a new and larger facility.

The County seeks to select the most qualified CMAR for this project in a two-step process. The purpose of this Request for Qualifications (RFQ) is to invite interested parties to submit and substantiate their qualifications in connection with the construction of this project.

The second step will be a short-list with a Request for Proposal based on documents that have been prepared by the architects and design team. Respondents selected for the shortlist will be invited to interview with the designated selection committee. Additional information may be requested from short-listed teams to be provided at the interview. The interview format will be outlined further once respondents have been short-listed.

2. PROJECT DESCRIPTION

This project is a result of the facilities growth and demand for more space which the current Cole County Prenger Family Center of 13,982sf located at 400 Stadium Boulevard, Jefferson City underserves. These services and operations are to be relocated to another site at 2204 St. Mary's Boulevard for the new construction of a larger 25,463sf facility.

The proposed new facility will include more office space, improved residential/family service support spaces, larger secure detention areas, secure sally port with drive access, processing areas, day spaces, recreation and other critical support spaces.

For the purpose of this RFQ, the County is requesting a CMAR to join the team early in the design process to analyze the project for timely cost estimating, scheduling, equipment purchasing, and construction related activities to meet the needs of the County and their funding requirements.

Tours of the existing facilities will only be available for firms that are short-listed. Please do not contact anyone in the County or City for access prior to. Copies of any building surveys, existing drawings, inspections, environmental reports, or design documents will only be made available to those firms that are short-listed.

3. CONTRACT

The agreement between the County and the firm for the project is anticipated to be AIA Document A133–2019 Standard Form of Agreement Between Owner and Construction Manager as Constructor, as amended by the Cole County Commission.

4. QUESTIONS

To ensure open and fair competition for all potential respondents, ALL questions and contact

concerning this RFQ shall be in writing only and directed to the The Architects Alliance, Chris Neff; cneff@thearchitectsalliance.com. Respondents should make NO CONTACT, either written or verbal, with any City/County personnel, including staff or the Commissioners, beginning with the issuance of this document through approval of award as related to the new construction project, proposal procedure, or status of proposal review or selection. Failure to follow the direction as indicated above will be grounds to reject the proposal.

5. QUALIFICATION SUBMITTAL REQUIREMENTS

5.1 LETTER OF TRANSMITTAL

Include a cover letter on company letterhead. Identify the primary contact for the firm including mailing address, telephone number, and e-mail address. Summarize the experience of the proposed project team and distinguishing qualities and capabilities.

5.2 TABLE OF CONTENTS (limit 1 page)

Provide a Table of Contents with sections and page numbers. Sections should follow the order as represented in RFQ.

5.3 CONSTRUCTION MANAGER TEAM PROFILE

Provide a one (1) page organizational chart identifying (a) names of key individuals proposed for the project, (b) individual's company affiliation, and (c) individual's project title.

Provide a one (1) page resume for each key individual listed in the organizational chart. Resume should include:

- name / company affiliation/ company title
- project title / project duties and responsibilities
- new construction, municipal, detention/correctional/law enforcement experience
- experience with multi-phase projects
- information including qualifications that reflect the individual's potential contribution to the project
- experience: years of relevant experience with present firm
- education: highest academic degree received / school
- registration: state of active registration / year first registered / discipline (if applicable)
- credentials, awards, and training relevant to the proposed project.

5.4 PROJECT EXPERIENCE (limit 5 pages)

Please submit a maximum of five (5) projects of similar size, scope, and complexity, which may include multi-phase, new construction projects, municipal, police and/or correctional demonstrating the competence of the firm to complete the work required for this project. Projects completed in the last 5 years are preferred.

Project experience sheets must be limited to one (1) page and include the following information:

- name and location
- description of the scope of the entire project
- indicate members of CMAR team involved in the project
- description of the work CMAR was responsible
- renderings or photographs
- contact/reference information

5.5 REFERENCES (limit 1 page)

Please provide at least 3 references, including name, email, phone number, and position on project. Provide at least 1 reference for a comparable project.

6. EVALUATION PROCESS

The submissions of respondents will be evaluated by the Architects, Cole County Representatives and the Cole County Commission. Members of the Evaluation Committee will independently review and rate each submission based on the listed criteria. The County may elect to include other members at their discretion.

6.1. RELEVANT TEAM MEMBERS

Chris Neff – Project Manager / (POC); The Architects Alliance

Curtis L Goben – Architect (AOR); The Architects Alliance

Abigail Steck – Principal Architect; The Architects Alliance

Andrew Pitts - Principal Architect; Treanor

Tobie Meyer – Cole County Juvenile Officer / Juvenile Court Administrator

John P. Wheeler – Cole County Sheriff

Sam Bushman – Presiding Commissioner, Cole County

Jeff Hoelscher – Eastern District Commissioner, Cole County

Harry Otto – Western District Commissioner, Cole County

6.2. EVALUATION OF PROPOSALS

RFQ's will be evaluated and scored by the Evaluation Committee in accordance with the following criteria. Highest available score is 100 points.

- Project Experience (50 points maximum).

The Evaluation Committee will review previously completed projects and consider if the firm has (a) relevant renovation, and municipal experience. (b) quality of previously completed projects,

and (c) the information obtained from references including professionalism, ability to establish a working relationship with their client, and overall customer service.

Experience of Key Personnel (40 points maximum).

Experience of proposed key personnel is critical for the successful completion of the project. The Evaluation Committee will focus on the experience of key personnel and not necessarily firm or company experience.

- Responsiveness to the Request for Qualifications (10 points maximum).

Evaluation Committee / Owner's Representatives will consider (a) all information requested in the RFQ was furnished (b) ease of finding information quickly and (c) professionalism of proposal After evaluation of proposals.

The County will short-list a minimum of 2 and maximum of 3 firms to be invited to interview and respond to a Request for Proposal. At the time of the short-list, additional information may be requested for the interview and proposal process. The evaluation committee will review the RFQ submissions and will select the CMAR team that meets the best interest of the County. The selection committee and ultimately the Cole County Commissioners will be the sole judge of the County's best interests.

7. RFQ SUBMISSION

To be considered please provide (5) hard-copy 8.5"x11" bound sets and one (1) electronic version on thumb-drive of your proposal to the following address;

Cole County Juvenile Center – CMAR RFQ

Cole County Commission

Cole County Commission Offices, 311 East High Street, Room 200, Jefferson City, Missouri 65101

Due On; Monday August 5, 2024 @ 2:00pm

The County reserves the right to accept or reject any and all proposals and to waive any technicalities or irregularities therein.

8. PROPOSED TIMELINE

RFQ Issue Date Friday, July 19, 2024

Final Date for Questions Wednesday, July 31, 2024

RFQ Response Submission Monday, August 5, 2024 @ 2:00pm

Notify Shortlisted Teams No Later Than Tuesday, August 13, 2024

Anticipated RFP Response Due Week of - September 2nd

Anticipated Interviews Week of - September 9th

Proposed Notice of Award TBD