



Legislation Text

File #: RFP 21-010, **Version:** 1

Consideration of and action on authorizing issuance of a Request for Proposals (RFP) to the top five respondents from Step One, the Request for Qualifications (RFQ), of the selection process for the Construction Manager-at-Risk (CMAR) for the new Community/Recreation Center Project.

Summary:

The selection of the CMAR for the new Community/Recreation Center project is a two - step process as follows:

Step 1: Issue a Request for Qualifications (RFQ). At this step, the City may not request fees or prices in step one.

Step 2, the City may request that five or fewer offerors, selected solely on the basis of qualifications, provide additional information, including the construction manager-at-risk's proposed fee and prices for fulfilling the general conditions.

The deadline for receipt of Statements of Qualification (SOQs) for the CMAR for this project was October 25, 2021 at 11:00 AM. SOQs were received from eleven (11) firms prior to the deadline.

A Qualifications Review Committee consisting of the City Manager, Assistant City Manager, Parks and Recreation Director, Public Works Director, Assistant Public Works Director, Assistant Parks and Recreation Director and City Engineer reviewed, evaluated, and ranked the SOQs. The following top five (5) companies were selected by the Committee to participate in step two (the RFP) of the selection process for this project:

- JE Dunn Construction
- Manhattan Construction Company
- Durotech
- Tellepsen
- White Construction Company

At the November 16, 2021 City Council meeting, Council ratified the Qualifications Review Committee's selection of the above mentioned companies to participate in the RFP process for this project.

City staff, with the assistance of consulting attorney Jeff Chapman, have prepared the attached DRAFT of the RFP. Please note there are still a few points we are working with the attorney to finalize the document. We expect to have these points finalized in time for the December 7 Council workshop and meeting and will point out any differences between the DRAFT and the final documents. The due

date for receipt of proposals will be in January 2022. After the proposals in response to the RFP are received, it is anticipated that the City will invite the respondents to attend an interview with a City Selection Committee to confirm their proposals and answer additional questions from the Committee. The Selection committee is expected to consist of the Council Architectural and Engineering (A&E) Committee (Mayor Mouton, Councilman Martin, Councilman Haight), two members of the DPCDC board, two members of the PARC, and City staff. It will be a large committee and interviews will be held in the Council Chambers. The Committee will then rank the proposals in accordance with the criteria contained in the RFP. By statute, not later than the 45th day after the date on which the final proposals are opened, the governmental entity shall evaluate and rank each proposal submitted in relation to the criteria set forth in the request for proposals.

The tentative timeline for issuance of the RFP, receipt and review of proposals and award of the contract is as follows:

- RFP Issued: December 10, 2021
- Deadline for receipt of proposals: January 19, 2022 @ 2:00 PM
- Selection Committee Interviews with Respondents: TDB - recommend 2 days between January 24-31, 2022
- Award of contract: February 15, 2022

Fiscal/Budgetary Impact:

Type B funded.

Authorize issuance of a Request for Proposals (RFP) to the top five respondents from Step One, the Request for Qualifications (RFQ), of the selection process for the Construction Manager-at-Risk (CMAR) for the new Community/Recreation Center.