REQUEST FOR QUALIFICATIONS
CONSTRUCTION MANAGER AT RISK CONSTRUCTION SERVICES

DATE ISSUED: 12/05/18

THE ARIZONA BOARD OF REGENTS
for and on behalf of
ARIZONA STATE UNIVERSITY

REQUEST FOR QUALIFICATIONS FOR:
CMAR 101495

____________________________________
HEALTH SOLUTIONS INNOVATION CENTER (HSIC) PARKING LOTS
_________________________________

DUE DATE/ TIME: 3:00 PM, MST, 12/20/18

JUNE 2010 EDITION

Time and Date Set for Submittal 3:00 PM, MST, 12/20/18
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The Attachments, Forms, Acknowledgements, and General Information and Instructions are part of the Request for Qualifications and the terms, conditions and criteria therein must be met by any Proposer. To find these items, go to: [http://cfo.asu.edu/purchasing-forms](http://cfo.asu.edu/purchasing-forms).
PART I: REQUEST FOR QUALIFICATIONS

ARIZONA BOARD OF REGENTS
REQUEST FOR QUALIFICATIONS (RFQ)

Arizona State University (ASU) extends an invitation to interested and qualified firms or individuals to submit formal sealed qualifications to provide Construction Manager at Risk construction phase services as described herein.

Proposals shall be marked as follows:

Proposal for Performance of Construction Manager at Risk Construction Services:

**Submitting Firm:**

- **Project Name:** Health Solutions Innovation Center (HSIC) Parking Lots
- **RFQ Project Number:** CMAR 101495
- **Attention:** Joan Stockmaster, Sr. Buyer
- **Time/Date Due:** 3:00 PM. MST, 12/20/18

Formal sealed qualifications need to be either hand delivered or express mailed and addressed and delivered to Purchasing and Business Services, University Services Building, Reception Desk in the Main Lobby to:

**Express delivery:**

Attention: Joan Stockmaster, Sr. Buyer
Arizona State University,
c/o Purchasing and Business Services
1551 S. Rural Road
Tempe, Arizona 85281

**Or, if mailed:**

Attention: Joan Stockmaster, Sr. Buyer
Arizona State University
c/o Purchasing and Business Services
PO Box 875212
Tempe, Arizona 85287-5212

Telegraphic, telephonic or telecopy (FAX) submittals or modifications of submittals will not be considered at this time. **PROPOSALS RECEIVED AFTER THE TIME AND DATE SET FOR SUBMITTAL WILL NOT BE CONSIDERED AND WILL BE RETURNED TO THE SENDER.** Each Proposer is solely responsible for the delivery of its Proposal to the above location by the time and date specified. If a Proposer elects to submit its Proposal by mail, the Proposal must be received in ASU Purchasing and Business Services offices in the University Services Building by the time and date due. ASU is not responsible if U.S. Mail or ASU Mail Services fails to make a delivery on time.
This proposal is open until 3:00 PM, MST, 12/20/2018 at which time a representative of Purchasing and Business Services will announce publicly only the names of those firms or individuals submitting qualifications. No other public disclosure will be made until after the award and execution of the contract.

DIRECTIONS TO USB VISITOR PARKING AND BUILDING PROTOCOL
Purchasing and Business Services is in the University Services Building, (1551 S. Rural Road, Tempe AZ, 85281) located on the east side of Rural between Broadway Ave. and Apache Blvd. Visitors may park in USB Lot 45, located directly behind the building using the Pay by Space machine (bring a debit or credit card). The meter is located near the main entry to USB to allow visitors to park their vehicles and easily access the machine on their way into the building.

Warning: Please do not park in any reserved spaces. For example, 20 min loading, etc. If your vehicle is ticketed or towed, you will be responsible for your vehicle.

If you are visiting USB anywhere other than the Front Lobby, check in and obtain a visitor’s badge from the USB Reception Desk to wear while in the building. The receptionist will call to have you escorted to your meeting.

RETURN OF PROPOSALS
ASU will return any proposals that are left at the front desk after the scheduled opening date and time.

ARIZONA STATE UNIVERSITY

Joan M. Stockmaster

Joan Stockmaster, CPSM
Sr. Buyer
Purchasing and Business Services
Construction Group
joan.stockmaster@asu.edu
LEGAL ADVERTISEMENT
CMAR 101495
Health Solutions Innovation Center (HSIC) Parking Lots

Project Description
Arizona State University (ASU) hereby invites interested and qualified Construction Manager at Risk (CMAR) teams to submit a written statement of qualifications to provide construction services for two (2) separate parking lots which will provide a total of 412-420 parking spaces in support of the ASU Health Solutions Center at Mayo Clinic in Scottsdale, Arizona.

Formal sealed qualifications are due on or before 3:00 PM, MST, 12/20/18.

No Pre-Submittal Conference will be held for this project
All questions must be submitted in writing by 3:00 PM, MST on 12/13/18.

Obtain a Copy of RFQ
The Request for Qualifications instructions, a description of requested services, information on the Project and a description of the proposal and selection process is available at the Arizona State University Bid Board at http://asu.edu/purchasing/bids/construction_bids.html. Click on Construction/Facilities Bid Board on right side under Related Links. Requests may be made via email to Sr. Buyer joan.stockmaster@asu.edu and Purchasing will email or mail you the RFQ. You may also pick up a copy at the University Services Building, 1551 S. Rural Rd., Tempe, AZ, 85281. Please ask for the Office Specialist at the lobby desk.

ASU reserves the right to cancel this Request for Qualifications, to reject any or all Proposals, and to waive or decline to waive any irregularities in any submitted Proposals, or to withhold the award for any reason ASU may determine to be in ASU’s best interest. ASU also reserves the right to hold open any or all Proposals for a period of ninety (90) days after the date of opening thereof and the right to accept a Proposal not withdrawn before the scheduled opening date.

All correspondence relating to this Project should be addressed to:

Purchasing and Business Services
Attention: Joan Stockmaster
Title: Sr. Buyer
Arizona State University
PO Box 875212
Tempe, Arizona 85287-5212
Phone: (480) 965-0822
Email address: joan.stockmaster@asu.edu

ARIZONA BOARD OF REGENTS
By ___ Jay Heiler ___
Chair
By ___ Ram Krishna ___
Secretary

Publication Date: Daily News Thursday, 12/06/18
PART II: PROJECT INFORMATION AND SCOPE OF SERVICES

NOTE: ASU reserves the right to cancel all agreements at their discretion.

The successful CMAR in this selection will be able to provide services at ASU’s discretion for renovation/modification projects, related to this Project, for the duration of the warranty period of two years after Substantial Completion.

1) SITE DESCRIPTION (Project Location)

The proposed parking location in support of the ASU Health Solutions Center at Mayo Clinic Phoenix is on the Arizona State University / Desert Ridge Superblock 3, a 23.874-acre area of land currently owned by the Arizona State Land Department (ASLD) within the Desert Ridge planning area in northeast Phoenix. More specifically, the land is located on the south side of Mayo Boulevard between 56th Street and 64th street just east of the Mayo Clinic within Maricopa County. The area of land is bounded on the west by the Mayo Clinic property, on the north by Mayo Boulevard, on the south by the Section Line of Sections 28 and 33 and the east by a portion of land that extends to 64th Street owned by ASLD (see attached A1.01).

The Parking shall be built in accordance with Arizona Board of Regents Construction Cost Control and Professional Fee Guidelines, and ASU DR SB 3 design standard, ASU Project Guidelines, and applicable state and local codes. DR SB 3 design standards will be issued to the awarded firm.

2) PROJECT DESCRIPTION

Construction services for two (2) separate parking lots, which will provide a total of 412-420 parking spaces. Two separate lots will have approximately 223 and 191 spaces each. The amenities such as electric vehicle (EV) spaces, ADA spaces, emergency call blue lights, wayfinding signs and adequate landscaping in compliance with proposed DR/SB3 design standard will be provided. See attached A1.01 Overall Site Plan for information only.

Sustainability
Sustainability is a very important aspect of the program and this Project will comply with the new Sustainable Design Guidelines that have been incorporated into ASU’s Project Guidelines. In addition, ASU has its own Sustainable Advisory Committee and the Design Team and CMAR will meet with this committee to address compliance to the guidelines.

Historic Preservation
No Historic Preservation issues are anticipated on this project. ASU will coordinate with Arizona’s State Historic Preservation Office (SHPO) should any issues arise.

Project Phasing
There will not be any phasing on this project.
3) CONSTRUCTION BUDGET

Estimated Construction Budget $2,300,000  
Total Project Budget $3,200,000

4) ESTIMATED PROJECT SCHEDULE

NOTE: In order for this Project to move from the currently funded level, reaching mid-point schematic design, successful Project Initiation (PI) Approval from the Board of Regents has to occur as well as success in the fundraising campaign and the ability of ASU to fund the balance.

- DP Selection          Completed
- CMAR Selection        01/08/19
- Program Validation    Completed
- 100% Schematic Design Completed
- 50% Design Development and GMP 01/15/19
- 100% Construction Documents/Permitting 01/15/19
- Construction Start – CMAR 03/01/19
- Construction Complete 06/01/20
- Beneficial Occupancy  08/01/20
- Project Closeout      09/01/20
- Two-Year Warranty Term Complete 09/01/22

5) SCOPE OF SERVICES

Proposed construction services include but not limited to: constructability review, schedule review, cost analysis, communication, value engineering, and system engineering throughout the project to maintain a team approach to completing the project.

If ASU and the CM@RISK agree on a GMP, and ASU receives the required approvals, ASU and CM@RISK will enter into an agreement that will cover construction, commissioning, and warranty services for the Project.

NOTE: The above description of the proposed services is, for purposes of brevity, not intended to be a full description of the project scope of work.
PART III: PROPOSAL FORMAT AND CONTENTS

The total length of Sections 1-4 below should not exceed 20 pages total (10 double-sided sheets) of text and graphics in single column format with a font size of no less than 10 point. Section dividers or blank pages don’t count toward the page limitations. This limit excludes AIA documentation and mandatory ASU Certifications and Forms. Submit the following:

- One (1) clearly marked hardcopy “original” in 8.5” x 11”, non-binding form. No metal or plastic binding – may use folder or clip for easy removal of proposal.

- One (1) additional copy on FLASH drive in PDF format, PC readable, no passwords, labeled with vendor name and project number and less than 5 MB.

  • One document for complete submittal on FLASH DRIVE. All required signed Certification Forms and documents are to be included in your PDF document.

  • Check and play FLASH drive before submitting. (Company marketing materials not recommended. Compress photos, etc. in smaller size formats as necessary. For assistance in compressing your document size to 5 MB or less, refer to the document, Tips to Reduce Document Size for Submittals, located in Miscellaneous Construction Documents on the Purchasing Forms Page at http://cfo.asu.edu/purchasing-forms.)

Note: Proposer should use recycled paper and double-sided copying for the production of all printed and photocopied proposal documents. Furthermore, the documents should be clearly marked to indicate that they are printed on recycled content (minimum 30% post-consumer waste paper).

Proposals must be received by ASU on or before the day and hour set for receipt of Proposals.

ASU is seeking a firm with CMAR construction phase skills and experience as specified in this RFQ. ASU will be evaluating prior CM@RISK experience that is relevant to the project Scope of Services listed in Part II. ALL OF THE FOLLOWING SELECTION CRITERIA ARE IMPORTANT TO ASU. THE CRITERIA ARE LISTED IN ORDER OF THEIR RELATIVE IMPORTANCE WITH THE MORE IMPORTANT CRITERIA BEING LISTED FIRST.

The Proposal must include a response to each of the following items starting at Section 1 below. The information and outline below shows how your proposal should be organized and index tabbed.

SECTION 1) PROJECT APPROACH & QUALIFICATIONS

Provide a project synopsis for three similar projects for which your firm was a CMAR for construction phase services. If you have not had CMAR project delivery method experience on similar projects, but if your firm has done similar projects and you believe that your firm has experience on those projects which is comparable to the CMAR project delivery method, provide a project synopsis for each such project and also include an explanation of why you believe the experience is comparable to the CMAR project delivery method. Among other items ASU will be
looking at in evaluating prior CMAR experience and in evaluating experience that you consider comparable to CMAR are the following:

- Milestone conceptual estimating and dynamic conceptual estimating of construction costs during the design process to prepare cost estimates that accurately forecast the guaranteed maximum price.
- Scheduling.
- Budget and scope management.
- Constructability reviews, systems reviews and value engineering.
- Communicating information on a timely basis to ASU, the design professional, the design professional’s consultants and any early selected subcontractors.
- Interacting with ASU, the design professional, the design professional’s consultant’s and any early selected subcontractors on a “team”, “win-win-win” or “partnering” basis.
- Preparing a proposed Guaranteed Maximum Price and required accompanying information and negotiating a mutually satisfactory final guaranteed maximum price.
- Experience with valley metro, light rail system, and/or mass transit systems.

Processes must be consistent with those described in CM@Risk Standard Form of Agreement and Exhibit A - General Conditions.

As to prior experience, include the following for each project:

a) Describe size, schedule, budget, and complexity of each project:
   - Constructing innovative, efficient, flexible, adaptable centered around food, energy and water
   - Massing and solar shading construction to minimize the solar impacts of energy use while retaining beneficial daylight
   - Constructing innovative, sustainable facilities that also achieve LEED certification include your strategy to address innovative sustainability
   - Utility and infrastructure challenges on a large new building
   - Designing large buildings in a dense, urban campus environment
   - Experience with mass transit systems

b) Described services provided.

c) Describe design phase cost estimating experience. Indicate whether this includes and describe any milestone conceptual cost estimating and dynamic conceptual cost estimating.

d) Describe design phase constructability reviews and systems reviews and benefits achieved for owner from the reviews.

e) Describe design phase value engineering and benefits achieved for the owner from the value engineering.

f) Describe the process by which the GMP was established and the processes used to keep the Project construction cost within the GMP.
g) Provide owner’s starting budget estimate, the GMP, and the final contract amount for each project. Include a description of change orders. Include a description of any savings achieved and how savings were allocated between owner and contractor.

h) Describe how acceptable construction quality was determined and achieved.

i) Describe whether the project was completed within the original project construction schedule. Explain any variances.

j) Describe any process your firm used to avoid problems arising and to identify potential problems as early as possible. Describe how your firm avoided potential problems or solved actual problems as early and as rapidly as practicable.

k) Describe claims experience.

l) Describe the quality and productivity of the interaction between your firm and the other major participants (owner, design professional, any construction manager, subcontractors and design professional's consultants).

m) Describe past projects where you worked as a team (Team defined as: Design, CMAR, Owner, Users) to manage the project’s costs and schedule throughout the project.

n) Provide Client References including client contact information. Also, provide clients for project examples listed above and include: a) Name of client organization or firm, contact person and phone number and b) Letters of recommendation may be included in this section, but are not required.

o) Describe the procedures your firm, as CMAR, proposes to use to select subcontractors under the ASU Subcontractor Selection Plan in Section 4 to this RFQ. The procedures must be consistent with the ASU Subcontractor Selection Plan.

p) Describe the schedule management and control process your firm proposes to apply to this Project. Among other items, specifically address submittals, sub-contractor management, and critical path aspects of project and material availability.

q) Describe the budget management and control process your firm proposes to apply to this Project.

r) Describe the process your firm proposes to use to avoid problems and to identify potential problems as early as possible, preferably before they become actual problems. Describe how your firm proposes to avoid potential problems becoming actual problems and to solve actual problems as early and as quickly as practicable.

s) Describe how you propose to reduce or eliminate claims, and if necessary, how you might facilitate claims resolution.

t) Describe how you propose to minimize change orders.
u) Address the following Project Approach high-priority area:

- Demonstrated experience in project cost controls and project cost reporting systems

SECTION 2) PROJECT TEAM

Provide a graphical organization tree with photos of proposed staff.

Indicate the proposed workload (as a percentage) of each team member for both the Preconstruction and Construction phases. Note that your firm will need to notify ASU of any substantial change in anticipated workload. Further, substituting different team members at any point in the project will require both notification and approval of ASU. (See example below)

<table>
<thead>
<tr>
<th>Team Member</th>
<th>Role</th>
<th>Preconstruction</th>
<th>Construction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Project Director</td>
<td>xx%</td>
<td>xx%</td>
</tr>
<tr>
<td>Name</td>
<td>Preconstruction Manager</td>
<td>xx%</td>
<td>xx%</td>
</tr>
<tr>
<td>Name</td>
<td>Sr. Project Manager</td>
<td>xx%</td>
<td>xx%</td>
</tr>
<tr>
<td>Name</td>
<td>Superintendent</td>
<td>xx%</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>Other Roles</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

List the primary individuals to be assigned to the project and identify their positions on the project team. Include a resume (1/2 page maximum per person) describing the applicable qualifications and experience of each individual. Primary personnel are the pre-construction manager, construction manager, and project superintendent. List examples of their experience on similar projects and/or projects these individuals have worked on together, identifying project size, schedule and complexity, as well as their specific role. (See example below)

Project experience working as a team:

<table>
<thead>
<tr>
<th>Team Member</th>
<th>Role</th>
<th>Project1</th>
<th>Project2</th>
<th>Project3</th>
<th>Project4</th>
<th>Project5</th>
<th>Project6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Project Director</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>Preconstruction Mgr.</td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>Sr. Project Manager</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>Superintendent</td>
<td></td>
<td>X</td>
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<td></td>
</tr>
<tr>
<td>Other</td>
<td>Other Roles</td>
<td></td>
<td>X</td>
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<td></td>
</tr>
</tbody>
</table>

- Provide a concise definition of your job as a CM@RISK
- Provide a brief overview of the pre-construction services your firm offers
- Indicate proximity of your office to Arizona State University and related ability to support the project
- List proposed major subcontractors

Address the following Project Team high-priority areas:

Team Approach Capability

Provide information on the experience of your firm and your team members in interacting on a “team” or a “win-win-win” basis with the owner’s project personnel, the design professional’s project personnel, the design professional’s consultants and your subcontractors. Give examples of successful experiences that your firm and your team members have had with a “team” or a “win-win-win” approach.

Describe what practices and procedures you propose for this Project so that owner’s personnel, the design professional's personnel, the design professional's consultants, your personnel and your subcontractors' personnel interact on a “team” or “win-win-win” basis.

SECTION 3) EXPEDITED COMPLETION OF PROJECT (TIME SAVINGS)

Describe what practices and procedures you propose for this Project to save time in completing the project.

Describe the resources that your firm will use in carrying out the above practices and procedures.

Describe at least three (3) and no more than five (5) projects of a similar nature, size and scope completed by your firm for other owners in which you have applied the practices and procedures you propose to use to save time in completion of this Project. Also, include a description of the time savings achieved.

SECTION 4) PROCEDURES TO IMPLEMENT ASU SUBCONTRACTOR SELECTION PLAN

Briefly outline your subcontractor selection plan for this Project and describe how it meets the requirements of the Project ensuring competition and ASU involvement in the subcontractor selection process.
- List the qualifications used in selecting subcontractor(s)
- Describe sub-contractor bidding format to be used
- Describe your process to replace a non-performing subcontractor

Reminder: Total length of Sections 1-4 should not exceed 10 double-sided pages.
SECTION 5) ATTACHMENTS AND FORMS W/ACKNOWLEDGEMENTS (REQUIRED)

You will need to sign, date and return all attachments/forms listed below with your proposal. You can retrieve the most current forms in Construction Forms at: http://cfo.asu.edu/purchasing-forms. You will also need to acknowledge the areas referenced on Attachment 1 and submit with your proposal.

Attachment 1: ADDENDA, SELECTION PROCESS, GENERAL INSTRUCTIONS, REGULATORY INFORMATION AND SUPPLEMENTAL REQUIREMENTS ACKNOWLEDGMENT
Attachment 2: PRE-SUBMITTAL INQUIRY FORM
Attachment 3: REFERENCE FORMAT
Attachment 4: PROPOSAL CERTIFICATION
Attachment 5: ANTI-LOBBYING CERTIFICATION
Attachment 6: CONFLICT OF INTEREST CERTIFICATION
Attachment 7: FEDERAL DEBARRED LIST CERTIFICATION
Attachment 8: LEGAL WORKER CERTIFICATION
Attachment 9: VETERAN’S PREFERENCE CERTIFICATION
Attachment 10: SUPPLIER SUSTAINABILITY QUESTIONNAIRE
Attachment 11: SERVICE PROVIDER ACKNOWLEDGEMENT
Attachment 12: ARIZONA STATE UNIVERSITY SUB W-9 (Only Required If Awarded Contract)
Attachment 13: SMALL BUSINESS DIVERSITY FORM

Contract and Request for Qualifications (RFQ) forms for this Project include:
CM@Risk Standard Form Agreement
CM@Risk Exhibit A - General Conditions
CM@Risk Attachments and Forms
CM@Risk General Information & Instructions

NOTE: By submitting a response to this RFQ, your firm acknowledges and agrees to all terms & conditions of the Standard Form Agreement Between Owner and CM@Risk

Supplemental Requirements Forms:
Supplemental Requirements apply to Project when the Project budget is $2 Million and above. Sample forms are available for review on the Purchasing Forms Page under Miscellaneous Documents at: http://cfo.asu.edu/purchasing-forms.

The ASU Project Guidelines, ASU Comprehensive Development Plan and Tempe Master Plan are available at: https://cfo.asu.edu/fdm-design-professionals