DATE ISSUED: 11/08/19

THE ARIZONA BOARD OF REGENTS

for and on behalf of

ARIZONA STATE UNIVERSITY

REQUEST FOR QUALIFICATIONS FOR:

CMAR 102031

_____________________________________

University Drive ISTB 7 Improvements

_____________________________________

DUE DATE/ TIME: 3:00 PM, MST, 12/09/19

JANUARY 2018 EDITION

Time and Date of Pre-Submittal Conference 8:30 AM, MST, 11/18/19
Deadline for Inquiries 5:00 PM, MST, 11/25/19
Time and Date Set for Submittal 3:00 PM, MST, 12/09/19
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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: University Drive ISTB 7 Improvements
RFQ Project Number: CMAR 102031
Attention: Joan Stockmaster
Time/Date Due: 3:00 PM, MST, 12/09/19

Formal sealed qualifications need to be either hand delivered or express mailed 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 telexcopy (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, 12/09/19 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** (payment with debit or credit card only). 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:** If you are attending a pre-submittal meeting, interviews, or similar meeting, **please do not** park in any reserved spaces. For example, 20 min loading, handicap, 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 M. Stockmaster, CPSM  
Sr. Buyer  
Purchasing and Business Services  
Construction Group  
Joan.Stockmaster@asu.edu
LEGALADVERTISEMENT
CMAR 102031
University Drive ISTB 7 Improvements

Project Description
Arizona State University will build a new pedestrian bridge across University Drive just west of Rural Road. The bridge construction will serve as a path for pedestrian traffic from the sports and entertainment district to the science district. A new stairway and urban plaza will also be constructed next to the bridge.

Formal sealed qualifications are due on or before 3:00 PM, MST, 12/09/19.

Pre-Submittal Conference and Site Visit
A RECOMMENDED Pre-Submittal Conference is scheduled for 8:30 AM, MST, 11/18/19 in Room MU 236 Mohave at the Memorial Union on the Arizona State University Tempe Campus. We recommend you park in the Fulton Center Parking Garage, located at College Avenue and University Drive and walk south on Cady Mall to the Memorial Union. Please refer to the ASU Parking Map at http://www.asu.edu/map. Attendance is strongly recommended for those who desire to submit a Proposal. The ASU Project Manager will be available to discuss the Project. Please bring your business card for streamlined sign-in.

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 https://cfo.asu.edu/construction-facilities-bid-board. Requests may be made in writing, via fax to (480) 965-2234, or via email to Joan Stockmaster at 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 Buyer 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 Sun News on 11/13/2019
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

University Drive just west of Rural Road. The pedestrian bridge will cross over University Drive.

2) PROJECT DESCRIPTION

The University Drive ISTB 7 Improvements will build a new pedestrian bridge across University Drive just west of Rural Road. The bridge will serve as a path for pedestrian traffic from the sports and entertainment district to the science district. A new stairway and urban plaza will also be constructed adjacent to the bridge. The University Drive ISTB 7 Improvements will be built in accordance with the following:
The proposed project may include the following components and/or programming:

- Pedestrian bridge
- Shade structure
- Integrated planter
- Parking Structure North stairs egress
- Ground floor plaza
- LED and color change lighting

In addition to the proposed components above, the project may require possible coordination with other contractors who will be performing work within the proposed construction area.

The required scope of construction services includes: preconstruction services on programming, civil engineering, landscape architecture, structural engineering, architecture, mechanical and electrical engineering, and construction cost consulting. Construction services will be based on the full set of construction documents and specifications, utility connections and/or relocations, modeling, and all-inclusive work as pertaining to the Project.

The Project will be fast track programming, design and construction using the CMAR delivery method working in conjunction with the Design Professional. The project is planned to be substantially complete in December 2021.

**Project Objectives**

ASU intends to award this contract to a single CMAR team. Preconstruction services include both program and design phases. The CMAR team will be required to partner with the design team during the project definition and design process with a goal of reviewing programming and design of constructability.

- Develop a team relationship with the design professional to define the project vision and also capture the qualitative and quantitative goals that can be achieved for the Project;
- Coordinate with the DP during preconstruction and coming up with sustainable construction methods;
- Summarize deliberations/recommendations on how to minimize constructability risk;
- Assist ASU with diagrams and documents as deemed necessary to develop a mutually beneficial inter-governmental agreement to span over the existing roadway infrastructure;
- Summarize existing utility infrastructure locations, capacity, challenges and preliminary solutions.

Upon conclusion of this phase, ASU officials will review and deliberate as to the quality and completeness of this document. ASU, at its sole discretion, reserves the right to terminate this contract in full, without any further obligation, if ASU officials determine that CMAR has provided an unsatisfactory instrument to move the Project forward. ASU reserves the right to contract with a separate entity for any and all phases associated with this Project.
Sustainability

Sustainability is a very important principle to the university and the CMAR is expected to comply with the new sustainability guidelines that have been incorporated into ASU’s design guidelines. LEED is not required for this Project.

ASU Reliability Standards

This project is not required to meet ASU Reliability Standards.

Historic Preservation

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

3) ESTIMATED PROJECT BUDGET

Estimated Construction Budget: $8 Million to $12.75 Million
Estimated Total Project Budget: $10 Million to $15 Million

4) ESTIMATED PROJECT SCHEDULE

Note: In order for this project to move from the currently funded level and reach mid-point schematic design, successful Project Initiation (PI) Approval from the Board of Regents has to occur. In addition, a successful fundraising campaign and the ability of ASU to fund the balance are also required. The Project may be delayed if there are delays in any of these factors.

- DP Selection 10/15/2019
- CMAR Selection 01/01/2020
- Schematic Design Start 03/15/2019
- Design Development Start 10/25/2019
- Estimate @ 100% Schematic Design 01/31/2019
- ABOR Project Approval 09/25/2019
- Contract Documents 03/25/2021
- Permitting and Construction Complete 11/15/2021
- Commissioning complete 11/30/2021
- Beneficial Occupancy 12/15/2021
- Construction Complete 12/23/2021
- Project Closeout 03/21/2021
- Two-Year Warranty Term Complete 12/15/2023

5) SCOPE OF SERVICES

Proposed services include Construction Manager at Risk design phase services. Under the conditions described below, CMAR and ASU will enter into a separate construction phase services contract for the Project.
Preconstruction phase services are projected to begin during the Schematic Design Phase for this Project. Design phase services will include, among others:

a. 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.
b. Scheduling.
c. Constructability reviews, systems reviews and value engineering.
d. Active participation in all meetings and other CMAR designated activities.
e. Communicating information on a timely basis to ASU, the design professional, the design professional’s consultants and any early selected subcontractors.
f. Interacting with ASU, the design professional, the design professional’s consultants and any early selected subcontractors on a “team” or “win-win-win” basis.
g. Pre-selection of subcontractors using a qualifications based selection process.
h. Preparing a proposed guaranteed maximum price and required accompanying information and negotiating a mutually-satisfactory final guaranteed maximum price

Construction services will also require but are 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 CMAR agree on a guaranteed maximum price, and ASU receives the required approvals, ASU and CMAR will enter into an agreement that will cover construction, commissioning, and warranty services for the Project.

ASU reserves the right to cancel the agreement at any time with the selected CMAR.

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. Prospective proposers are encouraged to attend the scheduled Pre-Submittal Conference to obtain more detailed information, including questions and answers. (See Legal Advertisement, Part I, Pre-Submittal Conference, for further information.)
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 points. Section dividers, blank pages, AIA documentation and mandatory ASU Certifications and Forms don’t count toward the page limitations. 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 all FLASH drive’s before submitting. (Company marketing materials not recommended. Compress photos, etc. in smaller size formats as necessary.)

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 Construction Manager at Risk construction phase skills and experience as specified in this RFQ. ASU will be evaluating prior CMAR 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.

1) PROJECT APPROACH & QUALIFICATIONS

   A. **Representative Project History**

   Describe your proposed approach to constructing this Project. Provide examples of previous similar projects where you have utilized this approach. Provide information on how your project team would apply their combined experience and qualifications to the pre-construction and construction phases of this Project. Describe the process your firm proposes to use to avoid problems during construction. Include brief examples and photos from similar projects for which you have provided CMAR services.
Provide a project synopsis for three similar projects for which your firm was a CMAR for design phase services and construction phase services. If you have not had CMAR project delivery method experience on similar projects, but 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 experience you consider comparable to CMAR are the following:

i. 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.

ii. Scheduling.

iii. Budget and scope management.

iv. Constructability reviews, systems reviews and value engineering.

v. Communicating information on a timely basis to ASU, the design professional, the design professional's consultants and any early selected subcontractors.

vi. 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.

vii. Preparing a proposed Guaranteed Maximum Price and required accompanying information and negotiating a mutually satisfactory final GMP.

viii. Procedures your firm, as CMAR, proposes to use to select subcontractors under the ASU Subcontractor Selection Plan in Part III, Para. 4) to this RFQ.

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

B. Prior Experience

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

i. Describe size, schedule, budget, and complexity of each project:

ii. Bridge construction projects.

iii. Working in a dense, urban campus environment that will include but not limited to private and public vehicular traffic, pedestrian causeways, and mass transit systems (light rail).

iv. Working and coordinating with contractors working adjacent to and in close proximity on abutting projects.

v. Described services provided.

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

vii. Describe design phase constructability reviews, systems reviews and benefits achieved for owner from the reviews.

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

ix. Describe the process by which the GMP was established and the processes used to keep the project construction cost within the GMP

x. 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.
x. Describe how acceptable construction quality was determined and achieved.
xii. Describe whether the project was completed within the original project construction schedule. Explain any variances.
xiii. Describe any process your firm used to avoid problems 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.
xiv. Describe claims experience.
xv. 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).
xvi. 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.
xvii. Provide client references including client contact information. Also, provide client information 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.
xviii. Describe the schedule management and control process your firm proposes to apply to this Project. Among other items, specifically address submittals, subcontractor management, and critical path aspects of project and material availability.
xix. Describe the budget management and control process your firm proposes to apply to this Project
xx. Describe the process your firm proposes to use to avoid problems and identify potential problems as early as possible, preferably before they become actual problems.
xxi. Describe how you propose to reduce or eliminate claims, and if necessary, how you might facilitate claims resolution.
xxii. Describe how you propose to minimize change orders

C. Project Approach – Preconstruction

i. Describe your methodology for working with the Project Architect/Engineer, their consultants, ASU and the End Users to deliver a Guaranteed Maximum Price and to maintain the GMP throughout the design and construction process.

ii. Summarize your firm’s approach to delivering the Scope of Work contained in the ASU Standard Form of Agreement Between Owner and CMAR; the strength of your team as it relates to the scope of the Project; what makes your firm stand out above your peers; and why your firm should be selected as the most qualified CMAR for the Project.

iii. Identify work or services anticipated to be subcontracted and describe how your firm will involve subcontractors in the Preconstruction phase.

iv. Describe one specific and similar example of your firm’s previous project experience, and proposed approach for working with the Owner and Design Professional during the preconstruction services phase to reconcile project cost estimates and deliver project(s) within the approved budget.

v. Describe the specific methods for cost estimating and GMP development and refinement to be used by your firm. Clearly describe how this process will be
presented to the Owner during the Preconstruction Services period to collaborate and assist the Owner in making final project scope and budget decisions.

vi. Describe your firm’s proposed approach to actively identify and reconcile potential discrepancies between the design documents and actual field conditions to minimize “unforeseen conditions” that could impact construction.

vii. Describe how the CMAR will assist in developing a realistic project schedule that meets the Owner’s objectives. Describe how your firm will contribute to the Project by developing construction phasing that will minimize disruption of adjacent areas and to the nearby building occupants. Describe your approach to assuring timely completion of this project, including methods for schedule recovery, if necessary.

viii. Describe your firm’s approach to and organization of comprehensive quality control programs to include the description of programs successfully implemented by your firm. Drawing from a previous project, provide some examples of “quality” issues encountered and successfully resolved that best illustrates what makes your firm’s Quality Control Programs superior.

ix. Provide a brief overview of your firm’s current safety program, lost time or incident statistics, and detail any OSHA citations in the last three (3) years. Provide a letter from your firm’s workers compensation carrier(s) stating your firm’s current Experience Rating or Multiplier and your Experience Rating or Multiplier for the three (3) prior years.

D. Project Approach – Construction

i. Describe how your firm will ensure a smooth transition from the Preconstruction Services phase to the Construction Services phase. Describe how your firm will ensure continuity of a proactive team approach to identifying and quickly rectifying potential problems that could have an effect on the project schedule and/or approved budget. Identify any Team Members that may be directly involved in both the Preconstruction and Construction Phases of the project.

ii. Briefly describe your firm’s previous experience constructing similar projects including a succinct summary of scenarios required to deliver this type of project while maintaining continued operation in adjacent areas. Provide and elaborate on one specific project example from your firm’s Proposal that best represents the types of challenges that will be encountered during construction on an active campus, with multiple stakeholders. Show how your firm proposes to remain flexible to the needs of the Owner and Users during construction.

iii. Describe the internal procedures used by your firm for developing, monitoring, and maintaining the project schedule. Among other items, specifically address submittals, sub-contractor management, and critical path aspects of project and material availability.

iv. Describe your firm’s philosophy and approach to resolving conflicts with the Owner, Design Professional, Consultants and Subcontractors.

v. Describe your firm’s approach to achieving close-out, such as commissioning (including cooperating with the Owner’s commissioning agent), punch list and warranty work. Identify the individual who will be responsible for these activities.

2) PROJECT TEAM

A. Project Team High-Priority Areas:
i. Emphasis should be placed on the assigned Project Manager (Preconstruction and Construction), Project Superintendent, and the specific members of Construction Team who will work on this project.

ii. Prior experience on similar projects with pedestrian bridges, stairs and plazas.

iii. Have the individuals in Proposer’s project team for this project worked together previously in successfully completing the projects described under Prior Experience above?

iv. Proven successful experience in the CMAR process and partnering with both the Design Professional and the Owner.

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)

### Proposed team member workload for this project:

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

- Provide a concise definition of your job as a CMAR
• 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

Recommend practices and procedures for this project to promote interaction between the Owner’s personnel, the Design Professional’s personnel, the Design Professional’s consultants, your personnel and your subcontractors’ personnel on a “team” or “win-win-win” basis. Give examples of successful experiences.

Address the following Project Team high-priority areas:

• Emphasis should be placed on the assigned Pre-construction, Construction/Project Manager and Project Superintendent capabilities and experience
• Prior experience of construction firm’s design assist role on similar projects
• Have the individuals in Proposer’s project team for this Project worked together previously in successfully completing the projects described under Prior Experience above?

3) EXPEDITED COMPLETION OF PROJECT (TIME SAVINGS)

A. Outline a path for the successful delivery of this Project
B. Address your firm’s strategy to balance the quality, schedule, and budget on this Project. Please describe your proposed scope/budget alignment processes during the design phase.
C. Describe what practices, procedures, and resources you propose for this Project to save time and/or dollars, and how you have demonstrated this in the past
D. Discuss your firm's strategy to address innovative sustainability on this Project

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.

A. Describe qualifiers used in selecting subcontractor(s)
B. Describe sub-contractor bidding format to be used
C. Describe your process to replace a non-preforming subcontractor

Reminder: Total length of Sections 1-4 should not exceed 10 double-sided pages.

5) ATTACHMENTS AND FORMS WITH 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: https://cfo.asu.edu/purchasing-construction. 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: Intentionally Omitted
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: Intentionally Omitted
Attachment 13: Small Business Diversity Form

Contract and Request for Qualifications (RFQ) forms for this project include:

- CMAR Standard Form Agreement
- CMAR Exhibit A - General Conditions
- CMAR RFQ and Forms
- CMAR RFQ 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 CMAR.

**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: [https://cfo.asu.edu/purchasing-construction](https://cfo.asu.edu/purchasing-construction).

The ASU Project Guidelines, ASU Comprehensive Development Plan and Tempe Master Plan are available at: [https://www.asu.edu/planning/tempe.html](https://www.asu.edu/planning/tempe.html)