REQUEST FOR QUALIFICATIONS
CONSTRUCTION MANAGER AT RISK
CONSTRUCTION SERVICES

DATE ISSUED: 1/12/21

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

REQUEST FOR QUALIFICATIONS:
CMAR 102578

Thunderbird School of Global Management (TSGM) Pub and Café

DUE DATE/ TIME: 3:00 PM, MST, 2/03/21

SEPTEMBER 2019 EDITION

Deadline for Inquiries 5:00 PM, MST, 1/20/21
Time and Date Set for Submittal 3:00 PM, MST, 2/03/21
Project Description
Arizona State University is accepting RFQ packages from bonded and licensed General Contractors in support of the construction of a pub and café with approximately 2,500 sq. ft. and a kitchen with approximately 850 sq. ft. for the TSGM. This Tenant Improvement build out will be located on the 5th floor of the new TSGM building, currently under construction, on the Phoenix Downtown Campus. The Tenant Improvement build out will be in sequence with the construction phase of the new TSGM.

Formal sealed qualifications are due on or before 3:00 PM, MST, 2/03/21.

Pre-Submittal Conference
There will be no Pre-Submittal Conference for this Project.

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 ASU Bid Board at. Click on Construction/Facilities Bid Board on right side under Related Links. Requests must be emailed to Joan Stockmaster.

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all Proposals for a period of ninety (90) days after the date of opening thereof and the right to accept a Proposal not withdrawn before the scheduled opening date.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, CPSM
Sr. Buyer
Arizona State University
PO Box 875212
Tempe, Arizona 85287-5212
480.965.0822
Joan.Stockmaster@asu.edu

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

Publication Date: East Valley Tribune x/xx/10, and Daily Sun News on x/xx/10
PART I: REQUEST FOR QUALIFICATIONS

ARIZONA BOARD OF REGENTS
REQUEST FOR QUALIFICATIONS (RFQ)

Arizona State University (ASU) extends an invitation to interested and qualified General Contractors to submit formal qualifications to provide for Construction Manager at Risk services as described herein.

Formal qualifications must be submitted electronically via the CMAR 102578 TSGM Pub and Café SharePoint Site no later than 3:00 PM MST on 02/03/2021. The site will close at 3:00 PM MST and no proposals will be accepted after this time. All times noted are Mountain Standard Time (MST); Daylight Savings Time is NOT observed. No hard copy, telephone, or facsimile proposals will be considered.

Proposal file shall be named as follows: CMAR 102578 TSGM Pub and Café – Firm Name

At 3:00 PM, a representative of Purchasing and Business Services will announce publicly the name of those firms or individuals submitting proposals via:

- Zoom Meeting
- Or Join by Telephone US: +1 602 753 0140 or +1 669 900 6833
- Meeting ID 826 4282 1026

Each Proposer is solely responsible for the submittal of its Proposal to the above SharePoint Site by the time and date specified. ASU is not responsible for internet outages that may prevent you from sending your submittal on time.

Joan M. Stockmaster, CPSM
Joan M. Stockmaster, CPSM
Senior Buyer, Construction
Purchasing and Business Services
Arizona State University
joan.stockmaster@asu.edu
PART II: PROJECT INFORMATION AND SCOPE OF SERVICES

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

The successful TI 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

The proposed Tennant Improvement (TI) Project will be located on the 5th floor of the new Thunderbird School of Global Management (TSGM) building currently under construction on ASU’s Downtown Phoenix Campus at 401 N. 1st Street, Phoenix, AZ 85003.

2) PROJECT DESCRIPTION

The TSGM Pub and Café project includes the construction of a pub and café with approximately 2,500 sq. ft. and a kitchen with approximately 850 sq. ft. This TI build out will be located on the 5th floor of the new TSGM building, currently under construction, on
the Phoenix Downtown Campus and will be in sequence with the construction phase. The area designated for this project includes 505, 505A and 505B as shown on the floor plan below. The area for this TI may be adjusted based on the University’s final program and design needs.

Sustainability
Sustainability is a very important aspect of the program and this project is expected to comply with the new sustainability guidelines that have been incorporated into the ASU 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 with the guidelines. This project will achieve LEED Silver certification at a minimum.

3) CONSTRUCTION BUDGET

Estimated Construction Budget: $2,500,000

4) ESTIMATED PROJECT SCHEDULE

- DP Selection Completed
- Schematic Design Start Completed
- Design Development Start Completed
- GMP @ 100% Schematic Design Completed
- Contract Documents Completed
- CD Permitting Complete 02/05/21
- Building Shell for TI Available 02/05/21
- Commissioning Complete 10/15/21
- Substantial Completion 10/29/21
- Client Move-in Complete 11/01/21
5) SCOPE OF SERVICES

TI services will begin at Contract Documents and will include, among others:

- Milestone conceptual estimating and dynamic conceptual estimating of construction costs to prepare cost estimates that accurately forecast the guaranteed maximum price.
- Develop and maintain project schedule.
- Constructability reviews, systems reviews and value engineering.
- Active participation in all meetings and other TI CMAR designated activities.
- Communicating information on a timely basis to ASU, the design professional, the design professional’s consultants, the CMAR currently in the building, and any early selected CMAR subcontractors.
- Interacting with ASU, the design professional, the design professional’s consultants, the CMAR currently in the building, and any early selected CMAR or subcontractors on a “team” or “win-win-win” basis.
- Pre-selection of subcontractors using a qualifications based selection process.
- Preparing a proposed guaranteed maximum price and required accompanying information and negotiating a mutually-satisfactory final guaranteed maximum price.

If ASU and the TI CMAR agree on a guaranteed maximum price, and ASU receives the required approvals, ASU and TI CMAR will enter into an agreement that will cover pre-construction, 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 points. An introductory letter (two pages maximum), section dividers, blank pages, mandatory ASU Certifications and Forms do not count toward the page limit.

Submit the following as an attachment to a single email:

- **One (1) attachment** in PDF format, PC readable, no passwords, labeled CMAR 102578 TSGM Pub and Café – Firm Name
- Attachment must be **less than 5 MB**
- All required signed Certification Forms and documents are to be included in this one PDF document

Do not include Company marketing materials with your proposal. Compress photos, etc. in smaller size formats as necessary.

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

ASU is seeking a firm with TI Construction Manager at Risk construction phase skills and experience as specified in this RFQ. ASU will be evaluating prior TI 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.

**SECTION 1) PROJECT APPROACH & QUALIFICATIONS**

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 TI CMAR services.

Briefly describe the technological tools with which you propose to track this project relative to budget, schedule, team communication, change control, meeting minutes, etc. Provide short excerpts of documents you have produced through the use of these tools.

Describe what makes your firm stand out above your peers and why your firm should be chosen as the most qualified TI CMAR for this project.

Client References/Recommendations – Place client contact information in Attachment section.
Use Attachment 2 to submit client information.

Address the following Project Approach high-priority areas:

- Prior experience renovating and upgrading large existing buildings to achieve a minimum of a LEED Silver Certification.
- Prior experience with upgrading utility and infrastructure on a large TI project.
- Prior experience renovating large buildings in a dense, urban campus environment.
- Demonstrated experience in achieving and responding to Owner’s project review processes, construction schedules and meeting project development deadlines, e.g., GMP, construction durations, achieving completion dates.
- Proven successful experience in the CMAR process and partnering with both the Design Professional as well as the customer.
- Address your firm’s specific processes that can assist ASU to deliver this project.
- Address your firm’s strategy to balance the quality, schedule, and budget on this project.
- 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.
- Discuss your firm’s strategy to address innovative sustainability on this project.

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)

**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>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>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 pre-construction manager, 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>
<th>Project6</th>
</tr>
</thead>
</table>
Provide a concise definition of your job as a TI 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, the CMAR currently in the building, 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, 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?

SECTION 3) EXPEDITED DELIVERY OF PROJECT

Describe what practices, procedures and resources you propose for this project to save time and/or dollars in completing this project, and how you have demonstrated this in the past.

- Address your firm’s specific processes that can assist ASU to deliver this project.
- Address your firm’s strategy to balance the quality, schedule, and budget on this project.
- 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.
- Discuss your firm's strategy to address innovative sustainability on this project while working in parallel with the CMAR of the primary project.

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.

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

SECTION 5) ATTACHMENTS AND FORMS

Submitting firms must sign, date and return all attachments/forms listed below with your proposal. These attachments are located at Purchasing Construction under the Construction Manager tab.

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 RFQ Forms for this Project include

CMAR Agreement
CMAR Agreement – Exhibit A - General Conditions
CMAR RFQ General Information & Instructions
CMAR Attachments and Forms

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.

Other

ASU will not be hosting interviews for this Project, the TI CMAR selection will be made on submittal qualifications only.

Supplemental Requirements apply when the project budget is $2 Million and above. Sample forms are located at Purchasing Construction under the Construction Manager tab.

Click here for the ASU Project Guidelines, ASU Comprehensive Development Plan and Tempe Master Plan