



Request for Qualifications for

IOWA CENTRAL COMMUNITY COLLEGE

East Campus Renovation

Fort Dodge, Iowa

Qualifications Due:

2:00 PM, CST, Thursday, March 15th, 2024

Mail or Personal Delivery Submissions to:

Greehey Family Student Success Center, Attn: Ryan Gruenberg

Triton Cir,

Fort Dodge, Iowa 50501

Email Electronic Submissions to:

Ryan Gruenberg

Vice President of Operations

gruenberg@iowacentral.edu



Architecture
Engineering
Environmental
Planning

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SECTION 00010 PROJECT SUMMARY

Iowa Central Community College (ICCC) is currently in the Schematic Design Phase of a project titled ICCC East Campus Building Renovation and planning phase of a re-roof for their Applied Science and Technology (AST) building. ICCC would like to procure Construction Manager Services where the Construction Manager is at-Risk. The Owner intends to retain a Construction Management firm to join the project team during the Design Phase and to continue through the Construction Phase, occupancy, and warranty period of both projects. The Owner is requesting submissions from firms who can demonstrate they have resources, experience, and qualifications to provide Construction Management Services for the project.

Submissions to the Request for Qualifications (RFQ) for Construction Manager at-Risk (CMaR) services for the ICCC East Campus Building Renovation located East of Fort Dodge at 2031 Quail Ave, Fort Dodge, Iowa 50501, and the AST re-roof located at One Triton Circle Fort Dodge, Iowa 50501, shall be received via mail or personal delivery to Ryan Gruenberg, Vice President of Operations at the Greehey Family Student Success Center located at Triton Cir, Fort Dodge, Iowa 50501, or by email at gruenberg@iowacentral.edu by 2:00 p.m. local time, on Friday, March 15th, 2024. Submissions shall be publicly opened and the names of contractors submitting responses to the RFQ shall be read aloud at One Triton Cir, Fort Dodge, Iowa 50501 Greehey Student Family Success Center conference room 133, Monday, March 15th, 2024, 2:30PM local time.

The first project will provide for a new CDL course space.

I+S Group, Inc. (ISG) has been selected as the Design Professional for this project and will participate in the selection process for the CMaR. The successful Construction Management firm will be expected to work in a highly collaborative manner with the Owner and the Design Professional's collaborative design team.

ANTICIPATED PROJECT SCHEDULE

The anticipated project schedule (all dates are subject to change as the project is developed):

Phase	Date
Notice of Intent Posted	2024-02-16
RFQ Posted	2024-03-01
RFQ Final Questions Due	2024-03-08 2:00 PM
RFQ Addendum Issued for Questions	2024-02-12
RFQ Responses Due	2024-03-15 2:00 PM
Iowa Central Community College Open & Read RFQ Responses	2024-03-15 2:30 PM
CMAr RFQ Response Evaluations Complete	2024-03-20
Iowa Central Community College Approval of Qualified CMAr Shortlist	2024-03-22
RFP Posted	2024-03-22
CMAr RFP Final Questions Due	2024-03-27
CMAr RFP Addendum Issued for Questions	2024-03-29
CMAr RFP Due	2024-04-05 2:00 PM
Iowa Central Community College Open & Read RFP Responses	2024-04-05 2:30 PM
Iowa Central Community College CMAr RFP Response Evaluations Complete	2024-04-10
Iowa Central Community College Notice of Award to the Selected CMAr	2024-04-12 2:00 PM

SERVICES REQUIRED

CMAA services will include Pre-Construction Services and will continue through the Construction phase of the project. The scope of services will include assistance to ICCC during the process of Pre-Construction (Schematic Design, Design Development and Construction Documents phases) and Construction (which includes the Construction phase, Occupancy, and the Warranty Period). Specific tasks to be performed by the Construction Manager include those generally performed where the Construction Manager is at Risk. A draft copy of the Owner's Standard Agreement and General Conditions Between Owner and Construction Manager (where the CM is At-Risk) is available for review in Appendix B.

A list of anticipated services for each phase is provided below.

Pre-Construction Services

Pre-Construction Services will include, but are not necessarily limited to, the following:

- Review documents for constructability, completeness, accuracy, and proper coordination of design disciplines.
- Continually review documents to confirm conformance with the project budget as well as provide an estimate at the end of each phase and budget reconciliation prior to starting the design of the next phase.
- Become familiar with site and verify existing conditions in relation to the drawings.
- Develop cost information and analysis to facilitate decision making during each design phase including budget compliance review mid-phase.
- Continually conduct a value analysis of the design to identify opportunities to reduce construction cost and/or to improve facility performance.
- Develop a detailed phasing plan and construction schedule for the project, including identification of long lead items, off-site fabrication materials and owner supplied equipment and materials.
- Develop a project implementation plan and site staging plan coordinated with Owner and Municipalities activities around and adjacent to the site.
- Develop detailed budget estimates at critical milestones.
- Establish guaranteed maximum price (GMP) for Work package(s) as identified by the Owner.
- Investigate and conduct an analysis of construction labor, fabrication, and material markets in preparation for project bidding.
- Develop scope of Work for multiple bid packages.
- Communicate with area contractors (subcontractors) during the preparation of bid package(s) and during the project bid phase(s).
- Receive bids, prepare bid analysis, and make recommendations to the Owner for award of contracts or rejection of bids.

Construction Services

Construction Services will include, but are not necessarily limited to, the following:

- Manage the Work, including the activities of contractors and subcontractors during the construction of the project.
- Engage subcontracts and material suppliers pursuant to Iowa Code Chapter 26A requirements.
- Develop and administer the project schedule in accordance with contract requirements.

- Coordinate on-site construction activities.
- Coordinate and participate in MEP and BECx commissioning.
- Develop and administer BIM modeling processes during construction.
- Utilize a web-based program for construction management activities including but not limited to submittals, RFI's and ASI's.
- Develop and administer the project safety program.
- Monitor the Work on the project for quality control and site safety.
- Manage contract closeout and turnover processes.
- Communicate with Owner's Project Management personnel.
- Oversee, monitor, and coordinate any remedial work required during the project warranty period.

SELECTION PROCESS OVERVIEW

A two-phase solicitation process will be used to select the CMaR that provides the best value. This process requires firms to submit in their RFQ documentation:

- General information
- Relevant past performance
- Team experience and approach
- Project understanding and approach
- Project management
- Safety
- Other factors or capability information initially for review and consideration

Following the review, evaluation, and rating of these proposals, the Owner shall allow all qualified respondents to be provided the opportunity to respond to the RFP.

The RFP process shall include the submission of a cost proposal, concurrent with the interviews of each firm, to be opened after the completion of the RFP process.

All Proposers will be notified of their selection/non-selection for the RFP process within 45 days of the opening of proposals. The names of the Proposers selected to participate in the RFP process will be published on the Owner's website: March 22nd, 2024, 2:00 PM local time.

For all Proposers who compete in both the RFQ and the RFP, the firm's proposal shall be defined as all information that was submitted in response to the requirements of both phases of the solicitation.

SECTION 00100 PHASE 1: INSTRUCTIONS TO PROPOSERS

Firms wishing to be considered for this project shall submit a Statement of Qualifications (SOQ) in accordance with the Instructions to Proposers confirming conformance with:

- Minimum requirements
- Relevant experience
- Team experience and qualifications
- Project understanding and approach
- Project management
- Safety
- Other relevant information for review and consideration

Responses shall be provided, by mail, hand delivery, or electronically (no hard copies are required). The electronic file shall not exceed a twenty (20) single page limit and shall be .pdf format, less than 10 MB in size. Responses shall be legibly prepared for both printed and electronic viewing without magnification assistance to the normal eye. All pages of each proposal shall be appropriately numbered.

RFQ submissions shall include the minimal requirements and shall be organized in the order specified below.

- General Information (minimum requirements documentation)
- Firm Relevant Experience (public and private sector experience will be considered)
- Team Experience and Qualifications
- Local Market Experience
- CMaR Project Understanding and Approach
- Project Management
- Safety
- Other Factors

The following items shall be included in the submission:

- List of exception(s)/deviation(s) to the RFQ requirements.
- List of exception(s)/clarification(s) to the Standard Form of Agreement Between Owner and Construction Manager

Should the Proposer take exception to any requirements specified in this solicitation, the Proposer shall clearly identify each exception/deviation and shall include a complete explanation of why the exception/deviation is taken and what benefit accrues to the Owner. The Owner will assume a Proposer takes no exceptions to any project requirement if the Proposer does not identify exceptions, deviations and/or clarifications in their submission.

Removal of Sections at Time of Award

Sections 00100, 00110, and 00120 will be physically removed from the resulting award but will be deemed to be incorporated by reference in the award.

Expenses and Pre-contract Costs

This RFQ and RFP does not commit the Owner to pay costs incurred in preparation and submission of initial qualifications and subsequent proposals or for other costs incurred prior to award of a formal contract.

The Proposers' submission to the RFQ will be evaluated by a Project Evaluation Panel assembled by the Owner specifically for this project.

Disposition of Unsuccessful RFQ Proposals

The Owner will retain an electronic copy of all unsuccessful RFQ Proposals.

Formal Communication, Proposer Explanations

Any explanation desired by a Proposer regarding the meaning or interpretation of the solicitation or project documents shall be requested in writing and with sufficient time allowed for a reply to reach the Proposers before the deadline for submission to the RFQ. All questions and requests for information must be received NOT LATER THAN seven (7) calendar days prior to closing (due date) for both the RFQ and RFP processes.

Addenda Prior to RFQ Due Date

The right is reserved, as the interest of the Owner may require, to revise or amend, the solicitation or project/performance documents, as necessary. Such changes, if any, will be announced by an addendum to this solicitation. All addenda will be issued so as to be received at least forty-eight (48) hours prior to the time set for RFQ due date. All addenda issued shall become part of the RFQ documents and shall be acknowledged in the space provided on the Construction Manager Information Form.

SUBMISSION

Submissions to the RFQ shall be emailed to the following email address:

gruenberg@iowacentral.edu

QUESTIONS

Any questions relating to the RFQ may be directed to:

Kalob Hays, Assistant Project Manager

kalob.hays@isginc.com

SECTION 00110 REQUEST FOR QUALIFICATIONS

The intent of the RFQ is to evaluate the overall experience and qualification of the firm and the personnel assigned to the project in delivering projects with similar scope and size to the subject project in a similar manner. Firms will be evaluated on the basis of overall experience, team qualifications, experience and depth of resources. The Selection Committee will evaluate all submissions (received on time) and select the firms determined to be the most qualified to advance to Phase II.

Minimum Requirements

As a precondition of consideration, RFQ Proposers must provide the following information in their SOQ as evidence of meeting minimum requirements and conditions. Submissions that do not meet these requirements will not be evaluated further.

- Construction Manager Information Form
 - The Construction Manager Information Form may be downloaded at: <https://www.iowacentral.edu>
- Letter or Certificate of Insurance from the CMaR's insurance provider that the CMaR can obtain general and professional liability insurance at the following minimum amounts:
 - General liability insurance written for not less than [\$2,000,000] per claim and [\$2,000,000] aggregate.
 - Excess liability insurance written for not less than [\$8,000,000].
 - Professional liability insurance written for claims arising from the negligent performance of professional services under this Agreement, written for not less than [\$2,000,000] per claim and [\$2,000,000] aggregate. The professional liability insurance shall include prior acts coverage sufficient to cover all services rendered by the CMaR. This coverage shall be continued in effect for [3] years after the Date of Substantial Completion.
 - Insurance required herein shall be primary to any other insurance coverage purchased and shall be issued by an insurer licensed to do business in the state of Iowa having a minimum rating of "AVII" or higher from A. M. Best.

Evaluation Criteria

The Selection Committee will evaluate each SOQ as previously stated and assign up to the maximum number of points for each Evaluation Criteria listed below:

Evaluation Criteria	Highest Possible Points
Firm Relevant Experience	30
Team Experience and Qualifications	30
Local Market Experience	10
CMaR Project Understanding and Approach	20
Project Management	20
Safety	10
Timely Completion of Recent Projects	30
Maximum Points Possible	150

Information to be considered in the evaluation and scoring of each criteria includes, but is not limited to, the following:

FIRM RELEVANT EXPERIENCE (30 POINTS MAXIMUM)

- Experience in the construction of projects of similar scope and complexity to the project currently being planned. Include information for a maximum of seven (7) comparable projects. Current and recently completed projects may have greater impact than older performances.
- Experience on public and private sector projects will be considered.
- Experience and capabilities using Building Information Modeling (BIM) during design, construction, and turnover to add value and efficiency during the design, construction and operations phases of the project.

TEAM EXPERIENCE AND QUALIFICATIONS (30 POINTS MAXIMUM)

- Outline the general organizational structure proposed for the project.
- Provide resumes of each listed team member.
- Briefly describe each listed team member's role on this project.
- Provide "team" experience working together on similar (both CMaR delivery and traditional project delivery) projects. Include any "team" experience working with members of the design team.
- Identify other project commitments that are concurrent with this project and the percentage of time available for this project for each proposed team member.
- If any relevant present/past performance experience provided for team members is experience from a predecessor company other than the firm submitting qualifications, this must be clearly disclosed.

LOCAL MARKET EXPERIENCE (10 POINTS MAXIMUM)

- Describe your understanding, knowledge, and experience in local construction markets and how you will engage contractors and subcontractors in the local market and manage their participation in the project effectively.
- Non-resident corporations submitting proposals must be in compliance with Section 490.1501 of the Code of Iowa and legally authorized thereby to carry on such business in the State of Iowa.

CMaR PROJECT UNDERSTANDING & APPROACH (20 POINTS MAXIMUM)

- Describe your firm's understanding of the project and your understanding of the CMaR delivery method. Also describe how your team handles GMPs versus Bid Build projects.
- Describe methods and experience collaborating effectively with the Owner, Architect, consultants, contractors, and other project partners in a team environment to achieve project objectives.
- Identify your strategies for packaging the Work, identifying subcontractors and generating interest in the project. Describe how your firm is currently managing the health, safety, labor shortages, and material delays on projects.
- Describe your philosophy on when the project GMP(s) should be set and on the management of contingency during the design and construction phases of the project.
- Describe innovative strategies to achieve project budget and schedule requirements that you have successfully implemented on previous projects.
- Describe your understanding of open book accounting principles and how you would apply them on this project.

- Describe the work you anticipate self-performing, and the work you anticipate being performed by subcontractors. Describe the work you have self-performed in a CMaR delivery process within the past five (5) years.

PROJECT MANAGEMENT (20 POINTS MAXIMUM)

- Describe your approach to managing Owner decisions in the design phase and tools used to assist with the management of Owner decisions in the design phase.
- Describe your controls and methods for managing change orders.
- Describe your project management philosophy, controls, techniques, etc.
- Describe your history of successful & timely project completions and how your firm manages schedules to assure project milestones are met. If any projects have not been completed on time according to the agreed upon schedule within the last three years, please provide an explanation for the delay.
- Describe your experience with lean construction methods and how you would apply them to this project.
- Describe your quality control plan and dispute resolution management approach.

SAFETY (10 POINTS MAXIMUM)

- Document your safety history for the previous five (5) years, including any OSHA citations.
- Designate the safety officer for this project and include relevant credentials.
- Describe key elements of general safety plans for all projects.
- Provide firm's current Experience Modification Rate.

TIMELY COMPLETION OF RECENT PROJECTS (30 POINTS MAXIMUM)

- Provide evidence of timely completion of similar projects over the past three years
- Provide explanation of reason for projects not finished by agreed upon completion date over the past three years.
- Describe steps to be taken to ensure this project will be delivered on time.

SECTION 00120 PHASE 2: REQUEST FOR PROPOSAL

Proposers with the best scores from the RFQ will be selected to advance to the RFP. The Owner intends to select at least two but not more than five firms to receive the RFP.

The RFP will be issued to all firms selected and will include the following minimum information:

- Procedures for submitting proposals, the criteria for evaluation of proposals and their relative weight.
- Proposed Agreement and Conditions of the Contract for the CMaR contract.
- Schedule for planned commencement and completion of the project.
- Project and construction budget for the project.
- Bid, Performance and Payment Bonds, and insurance requirements.
- Drawings, Specifications, or other information if available on the project such as surveys, soil reports, drawings of existing structures, environmental studies, photographs, etc.

Phase 2 will include the submission of a written response to the RFP, an interview with all firms, and submission via mail to Ryan Gruenberg, Vice President of Operations, One Triton Cir, Fort Dodge, Iowa 50501 or by email at gruenberg@iowacentral.com of a sealed Cost Proposal from each firm to be opened after the proposals and interviews have been evaluated. RFP responses, excepting the sealed Cost Proposal, are due at One Triton Cir, Fort Dodge, Iowa 50501 on April 5th, 2024, 2:00 PM local time. Submissions shall be publicly opened and the names of contractors submitting proposal shall be read aloud at One Triton Cir, Fort Dodge, Iowa 50501 Greehey Student Family Success Center conference room 133, Monday, April 5th, 2024, 2:30PM local time. The intent of the RFP process will be to allow the invited proposers to provide details on the information provided in response to the RFQ criteria including how they will be applied to the specific project. The interview will allow the invited proposers to discuss their proposed team members, staffing plan, project management plan, project constraints or concerns, opportunities, etc. At the conclusion of the interviews, the proposers will have the opportunity to answer questions from the Selection Committee.

The Selection Committee will evaluate and score the Proposals in two parts. Part I of the Proposal evaluation will involve scoring of the Technical Proposal and Interview. Part II of the evaluation will involve scoring of the Cost Proposal. Scores assigned during the RFQ of the selection process will not be carried forward into the RFP. Final criteria and maximum point values will be provided to invited proposers.

The Owner intends to award a contract to the Proposer whose Proposal conforms to the RFP requirements and represents the best value to the Owner. The best value is the most advantageous offer, price and other factors considered, and consistent with the Owner's stated importance of evaluation criteria. The Owner reserves the right to accept other than the lowest priced proposal offered and to reject any and all proposals, to waive irregularities and to accept that proposal which is deemed in the best interest of the Owner.

COST PROPOSAL

Cost Proposals will be accepted only from those firms invited to submit a proposal for consideration. The sealed Cost Proposals (submitted by mail or email) will be opened and evaluated after the qualitative scoring has been completed. For proposal evaluation purposes, the CMAr's proposed fee percentage will be multiplied by the estimated construction budget to establish the Construction Manager Fee component of the Cost Proposal. Cost proposals that do not meet the requirements specified herein will be deemed nonresponsive and will not be evaluated.

The Cost Proposal shall be inclusive of all costs contained in the Construction Manager's Designated Services and Method of Payment and distributed among the proposal elements as indicated.

The Cost Proposal shall consist of the following elements:

- Construction Manager Fee (% of Est. Construction Cost)
- Preconstruction Services (Lump Sum Amount)
- General Conditions Costs
- Construction Phase Reimbursable Expenses:
 - Construction Manager Staff Reimbursable Expenses (Not to Exceed Amount)
 - Construction Manager Site Reimbursable Expenses (Not to Exceed Amount)

Cost Proposal Evaluation

The Proposer with the lowest Cost Proposal will receive the maximum assigned point value. Proposers with higher Cost Proposals, but less than or equal to the maximum available funds, will be awarded fewer points per the following calculation:

of Points x $(1.0 - ((\text{Project Cost Proposal} - \text{Lowest Project Cost Proposal}) / \text{Lowest Project Cost Proposal}))$

This Cost Proposal is a binding offer to perform the services associated with the scope of work described in this RFP. The amount of the Agreement will initially be based on the Cost Proposal provided. At the time that a GMP is established in accordance with the Agreement an amendment will be issued to incorporate the GMP into the Agreement including any Construction Manager Fee adjustment amount as appropriately adjusted to reflect the GMP.

Costs for Pre-construction Services and Construction Phase reimbursable expenses (Construction Manager Staff Reimbursable Expenses and Site Reimbursable Expenses) will not be incorporated into the GMP contract but will remain separate pay items through the term of the Agreement.

Guaranteed Maximum Price

A GMP will be required at such time as the Owner and Construction Manager agree the Drawings and Specifications are sufficiently complete but not before the completion of Design Development documents for scope(s) of Work. A GMP shall be required prior to the Construction Manager advertising for competitive bids or receiving quotes for packages not required to formally bid. The CMAr shall assume responsibility for all costs of construction in excess of the GMP. If the cost of construction is less than the GMP then the difference will be returned in full to the Owner. All records of the CMAr related to costs and expenses included in the GMP shall be open and available to the Owner on a monthly basis for evaluation.

Performance and Payment Bond

The CMaR is required to furnish a Performance and Payment surety Bond on the Owner's form, in the amount of 100% of the GMP, as security for faithful performance of the Agreement and for the payment of all persons performing labor and furnishing materials for the Work.

Award of Construction Contracts for Trade Packages

Multiple trade contract packages are anticipated with phased completion of construction documents and fast-tracked construction as required to meet the project schedule. The CMaR shall enter into contract with each subcontractor performing construction services for the Project.

When the estimated total cost of a trade package construction contract is in excess of \$196,000 the CMaR shall advertise for competitive sealed bids, receive bids, prepare bid analyses and notify the Owner of their intent to award contracts or reject bids in accordance with the following procedure: bid analyses and notify the Owner of their intent to award contracts or reject bids in accordance with the following procedure:

- The CMaR shall prepare an RFQ with a request for statements of qualifications. The request shall include general information on the project site, project scope, schedule, selection criteria, and the time and place for receipt of statements of qualifications. The construction manager-at-risk shall provide public notice of the request for statements of qualifications in a relevant contractor plan room service with statewide circulation, a relevant construction lead generating service with statewide circulation, and on an internet site sponsored by either a governmental entity or a statewide association that represents the governmental entity. The request for statements of qualifications shall be posted not less than thirteen and not more than forty-five days before the date for response.
- The CMaR shall utilize objective prequalification criteria in the request for statements of qualifications. All firms who meet the objective prequalification criteria as a qualified firm shall be allowed to submit a bid for the relevant trade contract work and materials package. Upon determining which firms meet the prequalification criteria, the CMaR shall notify all firms who responded to the request for qualifications whether they successfully meet the prequalification criteria. The notification shall include a list of all firms who were deemed to have successfully met the prequalification criteria. Notification shall be given no less than fifteen (15) days prior to the subcontractor bids being due. Subcontractors who failed to meet the prequalification standards shall also be provided with information regarding which prequalification criteria were not met. In addition, a firm that is prequalified with the state department of transportation pursuant to section 314.1 shall be considered to meet the objective prequalification criteria as a qualified firm and shall be allowed to submit a bid for purposes of work related to parking lots, streets, site development, or bridge structure components.
 - Prequalification criteria shall be limited to a firm's experience as a contractor, capacity of key personnel, technical competence, capability to perform, the past performance of the firm and the firm's employees to include the firm's safety record and compliance with state and federal law, and availability to and familiarity with the location of the project subject to bid. Prequalification criteria shall be reasonably and materially related to the relevant trade contract work and materials package. The prequalification criteria shall not include training, testing, or other certifications that may only be obtained through organized labor affiliated organizations or other limited-membership organizations.

The Owner shall participate with the CMaR in the bid review and evaluation process, but the Owner's participation in the decision to award shall be limited to rejection of a proposed subcontractor and sub-subcontractor as provided in Article 5 of the Standard Agreement and General Conditions Between Owner and Construction Manager (where the CM is At-Risk).

ICCC and the construction manager-at-risk shall announce the name of the contractor submitting a bid, and file all proposals received, at the time and place specified in the notice to bidders. After the bids have been opened, reviewed, and tabulated, the contracts shall be awarded to the lowest responsive, responsible bidder. All awards and bids shall be made available to the public.

The Owner may allow the CMaR to submit a bid to self-perform construction services for a trade package that is below \$196,000. The self-perform bid shall include any applicable self-perform fees above and beyond Contractor's Fee and allowed by Contract. The CMaR must notify the Owner in writing of its intent to submit a bid proposal for a Trade Package. The CMaR must notify the Owner a minimum of twenty-one days (21) prior to advertising for bids. The CMaR's bid must be submitted under the same conditions that apply to all other competing firms. The Owner will receive bids and participate in and provide oversight of all bid analyses pertinent to the award of subcontracts or rejection of bids on any trade package for which the CMaR submits a bid to self-perform. Where the CMaR is not the apparent low bidder, the Owner shall be responsible for determining whether a recommendation of award to the CMaR is in the best interests of the project.

CONSTRUCTION MANAGER'S DESIGNATED SERVICES AND METHOD OF PAYMENT

	Fee (Included in Cost Proposal Item #1)	Pre-Construction Phase Service (Included in Cost Proposal Item #2)	Construction Phase Services (Included in Cost Proposal Item #3)	Cost of Work (Included in GMP and Incorporated by Amendment)	By Owner or Others
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Construction Managers Principal Office Expenses

Expenses of the Construction Manager's principal office and offices other than the site office.

Principals/Officers at the principal office and not directly assigned to the project.	X				
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Expenses of the Construction Manager's principal office.

X

Construction Manager's capital expenses, including interest on the Construction Manager's capital employed for the Work.	X				
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Other costs of the principal office not directly related to the project.

X

Construction Manager Staff Expenses

Construction manager management staff costs during the pre-construction or construction phases including the cost of their mandatory and customary contributions and benefits related thereto, such as employment taxes and other statutory employee benefits, insurance, sick leave, holidays, vacations, pensions and similar contributions and benefits. During the pre-construction, construction, occupancy, closeout and warranty phases of the project, including but not limited to the following:

Officers, Support Staff, and other employees located at principal offices other than the site office and not directly assigned to the project.	X				
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Principal designated for the project.

X

Project Manager(s)		X	X		
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Superintendent(s)		X	X		
Safety Coordinator		X	X		
Other site-based or offsite personnel included in project staffing matrix including necessary assistants, estimators, project engineers, coordinators, schedulers, field office clerical and support staff, BIM/VDC personnel, etc.		X	X		
Other personnel and staffing costs as required to complete the Work required by the Agreement.		X	X		
Construction Manager Jobsite Expenses Costs of supplies and services incurred in the performance of services provided in this Agreement and directly attributable to the project. Costs to be reimbursed shall be actual costs without markup.					
Site Office Trailer			X		
Site Office trailer siting and installation (including utility connections)			X		
Site office furnishings and maintenance			X		
Site Office supplies			X		
Drinking water/ice			X		
Postage, deliveries			X		
Telephone			X		
Installation of data service to the site office			X		
Internet service for site office			X		
Computer and Information Technology - hardware, software, fees, etc.			X		

Site Office equipment - Copier, fax machine, etc.			X		
Site Office utilities consumption			X		
Bid Document Printing					X
Printing other than bid documents			X		
Photographic Documentation (still, aerial)			X		X
Construction Managers General Liability Insurance (amount based on estimated construction cost)				X	
Construction Managers Professional Liability Insurance				X	
Builders Risk Property Insurance					X
Consultants Employed by the Construction Manager				X	
Safety, First Aid, and Health Facilities				X	
Small Tools not provided by Trade Contractors				X	
Quality Control Testing of Soil, Concrete, Welding, etc.					X
Jobsite Security				X	
Staff Transportation and travel expenses				X	
Staff Subsistence, living expenses, moving expenses, etc.				X	

Vehicles provided for use by construction management staff

X

Other cost associated with the Construction Manager's on-site operations and necessary to complete the Work required by the Agreement.

X

Site Meeting Trailer with furniture and AV

X

Site Office Trailer

X

General Conditions Expenses

Cost of Construction Support Activities and General Requirements work performed in support of other contractors' work.

Construction Managers Performance and Payment Bond (amount based on estimated construction cost)

X

Temporary Fencing (including protection of existing trees, shrubs, etc.)

X

Safety barricades and traffic control

X

Erosion control or storm drainage management

X

Mud tracking mitigation and control

X

Project identification signage

X

Project safety signage

X

Security access for workers and watchmen services

X

Temporary access roads and field office parking

X

Temporary staging and storage areas and facilities				X	
Material handling and personnel hoisting systems				X	
Temporary utilities - power, water, steam, gas, communication systems				X	
Jobsite Restrooms			X		
Temporary stairs and ladders				X	
Scaffolding used by multiple trades				X	
Temporary protection and enclosures				X	
Temporary heating, cooling, humidity control equipment				X	
Dumpsters, trash cutes, trash removal services, etc.			X		
General cleanup				X	
Final Cleaning			X		
Dust Control			X		
Snow Removal			X		
Dewatering Well points, headers and pumps				X	
Incidental construction work				X	
Equipment - cranes, hoists, lifts, generators, conveying equipment, etc.				X	
Surveying and layout services				X	
Parking				X	
Construction Managers				X	

Performance and
Payment Bond
(amount based on
estimated
construction cost)

Temporary Fencing (including protection of existing trees, shrubs, etc.)				X	
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Safety barricades and
traffic control

X

Costs of Construction and Other Costs

Construction Manager Overhead and Profit	X				
--	---	--	--	--	--

Wages paid for labor
in the direct employ
of the Construction
Manager not included
above for self-
performed portions of
the Work

X

Cost of all materials,
supplies and
equipment
incorporated in the
work

X

Payments to
subcontractors for
work performed
during the
construction phase
under this agreement

X

Cost of all materials,
supplies and
equipment used or
consumed in the
performance of the
work

X

Other costs incurred
by the Construction
Manager during the
execution of project
construction phase
and necessary to
complete the work
required by the
agreement.

X

Appendix A: Site Map

Appendix B: Sample A133 - 2019

Appendix C: Proposed Floor Plan (Interior Renovation)

