

BOARD OF EDUCATION OF HARFORD COUNTY

INFORMATIONAL REPORT

**DECISION ON AWARD OF CONTRACT
CONSTRUCTION MANAGEMENT SERVICES
HOMESTEAD/WAKEFIELD ELEMENTARY SCHOOL REPLACEMENT**

March 27, 2023

Background Information:

Funding in the amount of \$98,505,240.00, phased over four (4) fiscal years FY22, FY23, FY24 (deferred) and FY25, will be provided by the County and State for this project. As part of this project, Construction Management (CM) services are required to administer and manage the multiple prime construction packages.

Discussion:

A Request for Qualifications (RFQ) for CM services was issued by HCPS' Facilities Department on March 25, 2021. (Attachment 1, Solicitation and Selection Process for CM Services). In response to this RFQ, ten (10) firms submitted responses (Attachment 2, Responding Firms). The responses were evaluated by a selection committee that considered team qualifications, experience, workload, and references. Four (4) firms were "shortlisted," interviewed and ranked (Attachment 3, Shortlisted Firms Interviewed).

As the result of this process, the committee has selected the CM firm of J. Vinton Shafer Construction, LLC to provide the services required to successfully complete the Homestead/Wakefield Elementary School Replacement project. J. Vinton Shafer Construction, LLC has extensive CM delivery experience of K-12 projects. They have completed work in Harford County successfully, including North Harford High School, Patterson Mill Middle/High School and Red Pump Elementary School. This project is a multi-phased, thirty-six (36) month planning and construction project. This duration formed the basis of the scope and fee proposal negotiations.

Superintendent's Recommendation:

The Superintendent of Schools recommends that the Board of Education approve a contract for the above-described professional Construction Management services to J. Vinton Shafer Construction, LLC. The amount of the award represents a management fee of \$3,636,951.25 and estimated reimbursables of \$1,145,706.00, for a total lump sum of \$4,782,657.25.

**REQUEST FOR QUALIFICATIONS
CONSTRUCTION MANAGEMENT SERVICES
HOMESTEAD/WAKEFIELD ELEMENTARY REPLACEMENT SCHOOL**

The Board of Education of Harford County Public Schools requests qualifications from interested firms to provide multi-prime agency construction management services for the Homestead/Wakefield Elementary Replacement School. Selection and ranking shall be based on staff experience, Maryland public school experience, project suitability, and negotiated fee. The selected firms will provide design, constructability and phasing reviews during plan development and construction document phases and full management of pre-bidding, bid phase, construction and occupancy. Value engineering will be jointly conducted with the architectural team. The project includes, but may not be limited to, demolition of the existing Homestead/Wakefield Elementary School buildings, construction of a new school facility, utilities and sitework that is phased to accommodate the occupation of students and staff.

Interested firms must have a minimum of ten (10) years of experience as Construction Managers using the multi-prime delivery method and must demonstrate successful experience on phased/occupied public school projects. Interested firms should submit five (5) copies of their technical proposals as outlined in the attached proposal submission document. Qualifications should be mailed, or hand delivered by 4:00 p.m. local time on Friday, April 16, 2021 to Mr. Harry Miller, Assistant Supervisor, Division of Planning and Construction, Harford County Public Schools, 102 S. Hickory Ave., Bel Air, Maryland 21014. Late submissions and emailed or facsimile transmissions **WILL NOT** be accepted. The Board of Education of Harford County Public Schools reserves the right to accept or reject any and all qualifications and to waive any informalities. For more specific details of the submission requirements please go to: <https://procurement.maryland.gov/> or <https://www.hcps.org/departments/operations/planningandconstruction.aspx>

Board of Education of Harford County
Sean W. Bulson, Ed.D.
Superintendent of Schools

CONSTRUCTION MANAGEMENT SERVICES
HOMESTEAD/WAKEFIELD ELEMENTARY REPLACEMENT SCHOOL

REQUEST FOR QUALIFICATIONS
SUBMISSION INFORMATION

The Board of Education of Harford County requests qualifications from interested firms to provide multi-prime agency Construction Management services for the Homestead/Wakefield Elementary Replacement School project. The Construction Management services to be provided for this project will be categorized as Pre-construction, Construction and Post-construction phase services. Value engineering will be conducted jointly with the architectural team and the multiple prime contractor method of delivery will be utilized.

BASIC SCOPE:

Homestead/Wakefield Elementary Replacement School

Provide complete construction management services utilizing multiple prime contractors for the replacement of the existing elementary schools.

The new 1,129 student state rated capacity elementary school will include approximately 120,000 gross square feet of new construction and approximately 115,458 square feet of demolition of the existing structures.

This is a phased construction project consisting of the anticipated phases:

- Early bid phase/portable classrooms
- Demolition of Wakefield building
- Construction of new replacement school
- Demolition of Homestead building and site restoration

The construction budget is estimated to be \$48,000,000.

SPECIFIC SERVICES:

The following services will be the primary responsibility of the Construction Manager (CM), working in concert with the Owner:

A) PRE-CONSTRUCTION PHASE:

1. Attend all design coordination meetings between Architect/Engineer (A/E) team and Owner and major design coordination meetings between members of the design team where the Owner may not need to be present.

2. Review documents during design development and construction document phases for: design integrity, constructability, dimensional accuracy and coordination between disciplines and against existing site conditions.
3. Evaluation of systems, products and constructability (value engineering) shall be conducted jointly with A/E team.
4. Provide advice and analysis in the determination of the sequence of work.
5. Assist A/E team in developing appropriate scopes of work to be bid as alternates.
6. Identify the individual prime contractor bid packages. Coordinate and develop specific scopes of work for each prime contractor. Identify MBE opportunities and assist the Owner as a member of the Procurement Review Group (PRG). Submit MBE spreadsheets and documentation to support required submissions.
7. Identify the tasks or scope of work that should be performed by Owner and advise owner on method of accomplishing such tasks.
8. Develop with Owner's assistance, milestone schedule, and project schedule using the Critical Path Method (CPM).
9. Advise Owner and recommend division of tasks associated with phased/occupied construction including temporary construction, safety, health, cleaning, access, moving schedules, noise abatement and maintenance of existing building.
10. Assist Owner and Harford County Code Officials with phasing.
11. Develop a cash flow analysis for the duration of the project.
12. Assist in securing all permits required prior to start of construction phase.
13. Prepare construction estimates at the Design Development and Construction Document stages in time for submission to the State, and prepare a final construction estimate prior to advertising bid.
14. Preparation and distribution of bid documents and assist with advertising of all bid packages.
15. Conduct pre-bid conferences.
16. Arrange site visits during bidding phases.
17. Prepare and evaluate Prime Contractor Pre-Qualification Questionnaire.
18. Assist with preparation of addenda and addenda distribution.
19. Receive bids, tabulate bid results and assist Owner with review of responsible and responsive bids.
20. Review proposed substitutions.
21. Review prime contractor's Minority Business Enterprise (MBE) compliance.
22. Collect and track bonds and insurance certificates.
23. Compile results for Board of Education and State review and approval.
24. Assist Owner with contract award process.
25. Assist the design team with all high-performance building standards coordination and submission requirements.
26. Assist design team and project management team with all requirements for obtaining the state required high-performance building standards certifications.
27. Coordinate commissioning requirements between the design team, prime contractors and third-party commissioning agent.

28. It is highly desirable that the CM firm have the experience and ability to work with Building Information Management software. The model will be available to the CM at points during the design process to use for the purposes of estimating, constructability reviews and sequence planning. The Architect has primary responsibility for clash detection and resolution of clashes; however, the CM will participate in spatial and system coordination discussions as a member of the design team, along with the Owner. A BIM Management Plan will be developed during the design process.

B) CONSTRUCTION PHASE:

1. Conduct pre-construction meeting(s).
2. Collect and track bonds (payment and performance bonds) and monitor the coverage on insurance certificates.
3. Coordinate all trades and prime contractors to ensure work is being installed per contract.
4. Provide daily on-site management and supervision.
5. Ensure compliance to recommendations for corrective actions or sequence of work as issued by independent testing agencies employed by HCPS.
6. Coordinate, review and track submittals.
7. Coordinate and conduct all bi-weekly progress meetings and bi-weekly Owner meetings.
8. Conduct regular safety meetings with trade contractors.
9. Coordinate construction work with any required hazardous materials removal.
10. Review proposal requests for contract compliance and alignment with industry standards.
11. Provide bi-weekly updates for outstanding proposal requests, outstanding potential change orders and outstanding change orders.
12. Review and approve all monthly pay requisitions.
13. Disburse funds to prime contractors and others as appropriate.
14. Review and assist Owner with approval of change orders.
15. Review, update, and monitor project CPM schedule. Provide monthly updates of CPM construction schedules, and work with trade contractors to develop recovery schedules when warranted.
16. Assist Owner with the coordination of moving activities between phases of construction.
17. Schedule final inspections by appropriate agencies.
18. Coordinate acquisition of Use and Occupancy Permits.
19. Coordinate and schedule mechanical and electrical, and all required demonstrations with Owner and building occupants.
20. Coordinate punch inspection and develop list of correction items in cooperation with the A/E team.
21. Assist Owner with coordination of move-in activities.
22. Participate in web based documentation review and approval with the A/E team and Owner representatives.

23. Review all required MBE documentation in conjunction with monthly payment requisitions. Provide MBE tracking and reports to the Owner for use in the State required reporting process in a format that translates directly to the submission forms for the particular project.
24. The CM firm will have access to the Building Information Management model. It is highly desirable that the CM firm have the ability to utilize the model for management of submissions, as-builts and information management, for turn-over to the Owner at the end of the project.

C) POST-CONSTRUCTION PHASE:

1. Conduct an 11-month warranty walk through with A/E team after substantial completion.
2. Conduct a lessons learned meeting with A/E team and owner/occupants corresponding with the warranty walkthrough.
3. Provide professional expertise in evaluating and resolving any warranty issues during the warranty period.

SELECTION PROCESS:

The selection process used to secure the services of a Construction Manager for this project will be based on evaluation of qualifications, and the contract value will be negotiated with the top ranked firm. The process will involve the following:

1. Distribution of the Request for Qualifications.
2. Collection of required documentation from interested parties.
3. Schedule and conduct of interviews with selected firms.
4. Negotiate fee proposal with top-ranked firm.
5. Recommendation of selected firm to the Superintendent of Schools.
6. Approval of Contracts by Board of Education – tentative date June 28,2021.

CRITERIA FOR SELECTION:

Firms selected for interviews will be evaluated in three (3) categories:

1. Technical competence, staff qualifications.
2. Specific experience with like projects.
3. Interview results.

Points will be awarded for criteria in Categories 1, 2 and 3. The combination of score for Categories 1, 2 and 3 will be the basis for ranking of the qualified firms.

SELECTION PROCESS SCHEDULE:

DISTRIBUTION OF REQUEST FOR QUALIFICATIONS: March 29,2021

SUBMISSION OF QUALIFICATIONS:
INTERVIEWS:
RECOMMENDATION OF AWARD:

April 16, 2021
Week of May 24, 2021
June 30, 2021

SUBMISSION PROCESS:

Interested firms will submit their qualifications (**must provide five (5) copies of qualifications**) based upon the specific scope and project descriptions described above.

Packets should be addressed to:

Mr. Harry Miller
Assistant Supervisor
Division of Planning and Construction
Harford County Public Schools
102 South Hickory Avenue
Bel Air, Maryland 21014

Qualifications must be received by Friday, April 16, 2021 by 4:00 p.m. Emailed or Facsimile submissions **WILL NOT** be accepted.

Request for Qualifications
 CM Services
 April 16, 2021
 Homestead/Wakefield Elementary Replacement School

1. Dustin Construction, Inc.
 2510 Urbana Pike, Suite 201
 Ijamsville, MD 21754
 Sarah Cummings Palmer
 Executive Vice President
spalmer@dustinconstruction.com
 Cell: 301-712-8379
2. Henley Construction Co., Inc.
 7940 Queenair Drive
 Gaithersburg, MD 20879
 Buddy Henley
 President
Buddy@henleyconstruction.com
 Tel: 301-417-1006
3. Hess Construction + Engineering Services, Inc.
 804 W. Diamond Avenue, Suite 200
 Gaithersburg, MD 20878
 Michael A. Hess
 Executive Vice President
MHess@Hessconstruction.com
 Tel: 301-670-9000
4. Lewis Contractors
 55 Gwynns Mill Court
 Owings Mills, MD 21117
 Tyler Tate
 President
Ttate@lewis-contractors.com
 Tel: 410-356-4200
 Cell: 443-745-4140
5. Keller Construction Management
 1012 Rising Ridge Road
 Mt. Airy, MD 21771
 Aimee Ibacache
 Director of Marketing and Business Development
aibacache@kellerbrothers.com
 Tel: 301-607-8575
 Cell: 240-608-7351
6. The Mullen Contracting Company
 2330 W. Joppa Road, Suite 210
 Lutherville, MD 21093
 Joseph W. Rode
 President
 Tel: 410-494-9200
7. Oak Contracting LLC
 1000 Cromwell Bridge Road
 Towson, MD 21286
 Douglas W. Eder
 President
deder@oakcontracting.com
 Tel: 410-828-1000
 Cell: 410-952-4755
8. Quandel Enterprises Company
 J. Vinton Schafer
 1309-Q Continental Drive
 Abingdon, MD 21009
 H. Thomas Gnau
 President and Project Sponsor
tnau@quandel.com
 Tel: 410-335-3000
9. Turner Construction Company
 3700 Koppers Street, Suite 345
 Baltimore, MD 21227
 Scott D. Bulera
 Vice President and General Manager
sbulera@tcco.com
 Tel: 410-935-5279
10. The Whiting-Turner Contracting Company
 300 East Joppa Road
 Baltimore, MD 21286
 Andy Scherer
 Project Director
Andrew.Scherer@whiting-turner.com
 Tel: 410-494-7445
 Cell: 443-506-6953

CM Services Interviews
May 25, 2021
Homestead/Wakefield Elementary Replacement School

1. Hess Construction + Engineering Services, Inc.
804 W. Diamond Avenue, Suite 200
Gaithersburg, MD 20878
Michael A. Hess
Executive Vice President
MHess@Hessconstruction.com
Tel: 301-670-9000
2. Oak Contracting LLC
1000 Cromwell Bridge Road
Towson, MD 21286
Douglas W. Eder
President
deder@oakcontracting.com
Tel: 410-828-1000
Cell: 410-952-4755
3. Quandel Enterprises Company
J. Vinton Schafer
1309-Q Continental Drive
Abingdon, MD 21009
H. Thomas Gnau
President and Project Sponsor
tgnau@quandel.com
Tel: 410-335-3000
4. The Whiting-Turner Contracting Company
300 East Joppa Road
Baltimore, MD 21286
Andy Scherer
Project Director
Andrew.Scherer@whiting-turner.com
Tel: 410-494-7445
Cell: 443-506-6953