



**Oregon State  
University**

**REQUEST FOR PROPOSAL**

**#198106**

**OSU-Cascades**

**Academic Building 2 CM/GC**

**RFP**

ISSUE DATE: March 22, 2019

RFP CLOSING (DUE) DATE: April 18, 2019, 2:00 PM, Local Time

MANDATORY PRE-SUBMITTAL CONFERENCE: April 5, 2019 at 10:00 AM Local Time in the Main Lobby of Tykeson Hall, 1500 SW Chandler Ave., Bend, OR 97702

NO LATE PROPOSALS WILL BE ACCEPTED

**CONTRACT ADMINISTRATOR:**

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*If you are downloading the RFP from the website, continue to monitor the website for addenda.  
Failure to incorporate any addenda into your submittal may cause your submittal to be  
considered non-responsive.*

## **1.0 INTRODUCTION**

Oregon State University (“**OSU**”) is conducting a competitive two-step process to retain ONE (1) firm to provide Construction Manager/General Contractor (“**CM/GC**”) services for the OSU Cascades Academic Building 2 (AB2) described below (the “**Project**”). Firms interested in providing these services to OSU may submit a proposal in proposal to this Request for Proposals (“**RFP**”).

A **MANDATORY PRE-PROPOSAL** site visit/walk-through will be held April 5, 2019 at 10:00 AM Local Time in the main lobby area of Tykeson Hall, 1500 SW Chandler Ave., Bend, OR 97702. Proposals will not be accepted from those firms who have not had a representative attend the mandatory pre-proposal site visit/walk through. Attendance will be documented through a sign-in sheet prepared by OSU. Representatives who arrive more than five (5) minutes after the start time of the meeting (as stated in this solicitation and by the Owner’s Authorized Representative’s watch) or after the discussion portion of the meeting (whichever comes first) shall not be permitted to sign in and will not be permitted to submit a proposal to this RFP.

The attached “**Sample CM/GC Contract**” contains contract terms and conditions applicable to the work, and will form the basis of the final CM/GC contract.

The Oregon Bureau of Labor and Industries Prevailing Wage Rates applicable to this Project will be identified at the time the initial set of construction specifications are made available and are incorporated into the CM/GC sub-bidding efforts for the first Early Work Amendment, or, if no Early Work Amendment occurs, then at the time of the Guaranteed Maximum Price (“**GMP**”) Amendment. Those rates will then apply throughout the Project.

All Offerors must be registered and licensed with the Oregon Construction Contractors Board and have on file with the Construction Contractors Board the required public works bond prior to submitting proposals. Failure to be licensed and have the bond in place will be sufficient cause to reject proposals as non-responsive.

When selected, the CM/GC firm will be a part of a construction team composed of OSU, the architect and other Project consultants through the completion of the Project. The CM/GC firm must be skilled in construction, developing schedules, preparing construction estimates, performing value engineering, analyzing the constructability of alternative designs, studying labor conditions, understanding construction methods and techniques, selecting subcontractors, coordinating gift-in-kind work and materials, coordinating construction processes, managing construction activities in an occupied building, and be capable of providing assistance to OSU in procuring long lead equipment and materials. The CM/GC will be expected to communicate the construction-related aspects of the Project to all team members throughout the design and construction phases. In addition, the CM/GC will be familiar with the local labor and sub-contracting market and be capable of working and contracting directly with sub-contractors to generate viable pricing.

OSU will require the successful CM/GC to comply with OSU standards, policies, rules and procedures

**RFP Due Date: April 18, 2019 at 2:00 PM Local Time**

requiring good faith efforts in subcontracting with emerging small businesses, and minority and women owned businesses in the Project.

Compensation will be based upon certain fees and reimbursable costs, as set forth in the Sample CM/GC Contract attached, including use of a GMP and the form of GMP Amendment included with the Sample CM/GC Contract. The successful CM/GC will provide **"Preconstruction Services."** Preconstruction Services include, but are not necessarily limited to, constructability reviews, value engineering, cost estimating, development of phasing programs and development of the GMP. Related contracting provisions, which will serve as the basis for the final agreement, are contained in Exhibits A through E as detailed in Part 20 of this RFP entitled **"Enclosures."**

The sample contract may contain certain notes or alternative provisions. Those alternative provisions will be included at the sole discretion of OSU. OSU will use the June 30, 2017 OSU General Conditions for Public Improvement Contracts (the **"OSU General Conditions"**) as the basis for the final agreement. The OSU General Conditions, and the Supplemental General Conditions contained in the Enclosures, shall apply to the work of all subcontractors and to the work of the CM/GC to the extent that they do not conflict with the CM/GC Contract.

If OSU is unable to successfully agree upon a GMP or contract terms or conditions for the Project with the top scoring Offeror, OSU may terminate discussions and enter into discussions with the next top scoring Offeror. If for any reason the parties are not able to reach agreement on a GMP or contract terms or conditions, OSU will be entitled to obtain services from any other source available to it under the relevant contracting laws, OSU standards and policies, including negotiating with the next top scoring Offeror to enter into a CM/GC Contract.

If OSU chooses not to continue the CM/GC Contract beyond the completion of Preconstruction Services, the CM/GC's compensation will be limited to the costs of the Preconstruction Services, not exceeding the maximum not-to-exceed fee stated in the Contract.

The prospective CM/GC should note that OSU will also require as a part of CM/GC Preconstruction Services a full description of items that will be contained in the proposed GMP and the activities that make up the proposed GMP. After preparation, a complete copy of the GMP estimate will be provided to OSU.

OSU will monitor the competitive processes used to award subcontracts by the CM/GC in accordance with the Sample CM/GC Contract. The following minimum requirements will be used:

- a. The CM/GC will solicit sealed bids or quotes from subcontractors according to the terms of the Sample CM/GC Contract in a manner consistent with the open and competitive nature of public procurement, taking into account industry practice, and make award decisions based on cost or, if not cost, on another identified alternative competitive basis as approved in advance by OSU. When there are single fabricators of materials or special packaging requirements for subcontractor work other than low price, advance approval of the alternative selection criteria by OSU will be required.

- b. The CM/GC will use its best efforts to obtain at least three bids or quotes for the particular work to be subcontracted. OSU may make exceptions to this practice in advance of the procurement.

## **2.0 PROJECT DESCRIPTION**

Oregon State University intends to construct a new academic building, as well as onsite and offsite infrastructure as part of their upcoming Phase 1A campus expansion as outlined in the Oregon State University – Cascades (OSU-C) Long Range Development Plan (LRDP).

### **Background:**

In 2013, the Oregon Legislature allocated the first phase of capital to build an Oregon State University campus in Bend, to expand to a four-year university offering a range of undergraduate and graduate degrees. The first OSU-C building opened in fall 2016 on a 10-acre site adjacent to a former pumice mine (now owned by the university) and a former construction demolition landfill. Through long range development planning and master planning processes over the last few years, the university has evaluated both the pumice mine and landfill for future campus development and expansion to accommodate up to 5,000 students by 2034. In April 2018, after significant planning and remediation/ redevelopment investigations, the university acquired the former Deschutes County Demolition Landfill, a brownfield site, for remediation and redevelopment for future use as the university campus.

The current campus includes an academic building (Tykeson Hall), a residence hall, a dining and classroom building (Obsidian Hall) and a science education center (Bend Science Center). Remediation and reclamation work on the brownfield site will begin early in 2019 with the new academic building site and adjoining campus spaces ready to begin building and site infrastructure construction in early 2020 and open for use in mid-2021.

AB2 will serve STEAM disciplines of science, technology, engineering, arts and mathematics at OSU-C's growing campus. It will create capacity for more than 500 students at OSU-C, and house classrooms, laboratories, makerspace and offices. The design of AB2 will incorporate a variety of Oregon manufactured wood products, potentially including some mass timber. Funding was approved by the Oregon State Legislature in March 2018. Generous private donors have pledged toward a \$10 million match for the state funding.

AB2 will be the first building on the recently reclaimed land and will act as the "entrance" to the center of campus. As such, AB2 will cost effectively showcase the aesthetic and sustainability goals as set forth in the LRDP while offering occupants exceptional views of the "bowl", natural scenery and skyline. The flexible event space in AB2 should act as an entrance and/or gathering spot that pulls people into the building when not utilized for large audiences. Additionally, the flexible event space should act as a study/collaboration space and feel open to the outdoors, the amphitheater outside, the views across the "bowl", and the future Student Success Center (SSC) across the way. OSU-C has set a goal to become a net zero energy campus, where the actual annual delivered

energy is less than or equal to the on-site exported energy. AB2s designed energy signature should role model these goals. The LRDP proposed several coordinated approaches to energy management and supply (see LRDP, p. 94), including:

- Highly efficient, climate-responsive buildings with building design standards that include high-performance envelopes, operable windows, efficient equipment, and plug load management to minimize heating and cooling demand
- Geo-exchange system for thermal energy, providing heating and cooling where necessary and appropriate.
- Central utility plant with boilers fueled by either natural gas or biomass to supplement the thermal energy supplied by the geo-exchange system.
- Photovoltaic panels both on building roofs and racks on the ground to provide renewable electrical energy.

The LRDP also includes conceptual water, wastewater and storm water system plans and ideas, with a focus on reducing the demand for potable water. While the university plans to be connected to the City of Bend's water and sewer systems, innovative systems will be designed and implemented to drive down potable water demand, while also reducing discharge of sewage effluent into the municipal sewer. AB2 should cost effectively utilize some water reuse strategies working towards the goal of being net-zero within our watershed as outlined in the LRDP.

#### **Related design efforts:**

OSU-C will be working with consultants to plan our Central Utility Plant (CUP) in the near future. The results of this energy system analysis will inform some portions of the AB2 system design. Additionally, a separate effort with another design team will include new campus infrastructure including internal roads, curb, gutter, and utilities that will serve AB2 and other future buildings.

#### **Key components of the Project include the following:**

1. AB2 will consist of classroom, laboratory, office and maker spaces, spread over approximately 50,000 gross square feet. A building program was recently completed by BBT Architects Inc., that document can be found in Exhibit 1.
2. Outdoor amphitheater that will connect AB2 to the future SSC and offer an outdoor gathering space.
3. Add/alternate scope for onsite infrastructure including but not limited to: curb, gutter, utilities, sidewalk, roadway, landscaping pursuant to our LRDP
4. Add/alternate scope for offsite infrastructure including but not limited to: redeveloped site entrance off Simpson road, various offsite sidewalk additions and a new roundabout in the vicinity of the campus.
5. Integration and collaboration with other CM/GC and design firms' onsite may play a

significant role in successfully completing AB2 due to concurrent activities within the site.

6. Limited demolition of existing facilities including but not limited to a cistern and adjoining structures in order to clear the area for AB2 construction.

**Key goals of the Project include:**

1. Maintain a healthy and safe operation for both the construction team and the public.
2. Construct a signature building that showcases:
  - a. Views of the campus, natural topography, and skyline across the bowl.
  - b. Design themes discussed in the LRDP and coordinates with existing campus buildings.
  - c. An integrated flexible event space that also functions as a study and gathering space and offers views outside the building.
  - d. Warm, open, and inviting collaboration spaces where users forget to leave.
  - e. Mass timber in some aspect of the building that exposes the design and structural elements of mass timber to users of the building. Increased use of timber products including but not limited to cross laminated timber, mass timber, and other innovative wood products is welcomed throughout AB2 but should be balanced with programmatic needs and budget.
  - f. Innovative, cost effective building design that results in AB2 EUI no higher than 41 and water re-use concepts that align to our net-zero in our watershed goals.
3. Communication approach toward the local community and operating campus that shows a sensitivity toward any concerns highlighted and a proposal that ends those concerns ultimately resulting in a worksite that is, to the fullest extent possible, invisible to those surrounding and utilizing the campus.
4. Maintain a collaborative team atmosphere amongst the owner, CM/GC and design consultants that fosters successful construction of AB2 and a desire for teams to work together again in the future.
5. Influence constructability in scope packages within a collaborative design development process that manages design review sessions according to cost requirements while incorporating necessary changes and requirements as outlined by the campus community (consisting of students, faculty, staff, and community members).
6. Complete AB2 on time and on budget.

Construction may begin once AB2 design is sufficiently complete, City of Bend site plan review has been completed and permits issued. AB2 needs to be ready for occupancy by May, 2021.

Phase	Anticipated Start Date
Preconstruction/Design	6/1/2019
Permitting	12/6/2020
Construction	3/1/2020

### **3.0 ENERGY EFFICIENCY**

The project will be designed to applicable LEED silver equivalency and must meet the state building code for energy efficiency. In addition, AB2 must achieve Energy Use Intensity (EUI) no higher than 41.

### **4.0 DESIGN TEAM**

An Architect not yet been selected for the design of this Project.

### **5.0 BUDGET**

The construction budget for this Project is currently estimated to be \$21.4 million. This budget will include all materials and labor costs, escalation, the CM/GC fee, general conditions costs, limited CM/GC reimbursable expenses, payment and performance bonds and the CM/GC contingency.

The construction budget for the *onsite and offsite infrastructure add/alternate scope* is currently estimated to be \$8.5 million. This budget will include all materials and labor costs, escalation, the CM/GC fee, general conditions costs, limited CM/CG reimbursable expenses, payment and performance bonds and the CM/CG contingency.

### **6.0 SCHEUDLE**

The proposals for this RFP will be evaluated/scored by a qualified committee, which may include other non-scoring members who serve as advisors but do not score qualifications statements or interviews.

Interviews of short-listed finalists will occur following the receipt, review and scoring of the proposals. In addition, further investigation of references may occur following the interviews of the short listed finalists.

Schedule is approximately as follows:

March 22, 2019	Issue RFP
April 5, 2019 at 10:00 AM, Local Time	Mandatory site visit Meet in the Lobby area of Tykeson Hall
April 18, 2019, 2:00 PM Local Time	Proposals submitted to OSU
April 26, 2019	Notification of Finalists
May 9, 2019	Selection committee interview finalists
May 10, 2019	Estimated Notice of Intent to Award
June 1, 2019	Estimated Contract execution

## **7.0 INSTRUCTIONS TO OFFERORS**

Your proposal must be contained in a document not to exceed **twenty-five (25) pages (double sided preferred on hard copy)** including pictures, charts, graphs, tables and text you deem appropriate to be part of OSU's review of your proposal. Resumes of key individuals proposed to be involved in this Project are exempted from the twenty-five (25) page limit and must be appended to the end of your proposal. No supplemental information to the twenty-five (25) page proposal will be allowed. Appended resumes of the proposed key individuals, along with a transmittal letter, table of contents, front and back covers, references required by Section 9.0, and blank section dividers will not be counted in the twenty-five (25) page limit.

Present information in the same order as the following evaluation criteria in Section 9.0 and include references required by Section 10.0. Your proposal must follow the format outlined below and **include a Transmittal/Cover Letter signed by an officer of your firm with the authority to commit the firm. Make sure to include contact information including email for communication purposes.** The proposal must be submitted in a soft-bound (no three-ring binders) format with page size of 8 ½ x 11 inches. No fold-outs other than one fold out Project schedule and one site logistics plan (not to exceed 11 x 17 inches each) may be included. The basic text information of the proposal should be presented in standard business font size, and reasonable (no less than one-inch) margins.

OSU may reject any submittal not in compliance with all applicable OSU solicitation procedures and requirements, and may cancel this solicitation or reject for good cause, all proposals upon a finding by OSU that it is in the public interest to do so.

Note that throughout this procurement, OSU will not accept proposals or queries that require OSU to pay the cost of production or delivery.

OSU is an AA/EEO employer.

Telephone, facsimile, or electronically transmitted submittals will not be accepted. Proposals received after the closing date and time will not be considered.

## **8.0 PROPOSAL EVALUATION**

The written response to this RFP is the first step in a two-step process in the selection of a Construction Manager/General Contractor for this Project. The proposals received in responses to this RFP will be evaluated by the selection committee with the top scoring firms being invited to participate in on-site interviews.

Interviews will include a **FORTY-FIVE (45) minute** presentation period, immediately followed by a separate **THIRTY (30) minute** Q & A session.

After all of the interviews are completed, the members of the selection committee will discuss the strengths and weaknesses of the interviewed finalists. The members of the selection committee will



then score the interviewed finalists based on all information received, presented and heard during the interviews. Final scoring will be based on finalist's response to questions during the interview stage, and through that response, how well each firm can meet the Project and University needs. The firm that has the highest overall interview score will be deemed the Apparent Successful Proposer and enter into negotiations for a contract.

## **9.0 EVALUATION CRITERIA**

The following questions constitute the evaluation criteria for the selection committee to score proposals. Respond to each criterion in numerical order. For ease in scoring the proposals, provide tabs keyed to each of the following criteria numbers. Indicate in writing the following information about your firm's ability and desire to perform this work.

### **A. Firm Background (10 points)**

- a. Provide a brief description of your firm, your firm's history, and your firm's business philosophy including the fundamentals that you believe have been key to your success.
- b. List the major projects (>\$10M) currently under contract with your firm, your personnel for those projects if the personnel are also proposed for this Project and the stage of completion for those projects if they include firm personnel proposed for this Project.

### **B. Scope Alignment (10 points)**

- a. Identify previous projects similar to the onsite and offsite add/alternate scope your team has supported.
- b. Discuss the strengths your firm brings to that work and the lessons you have learned integrating several scopes of that nature with a building similar to AB2.

### **C. Key Personnel (20 Points)**

- a. Identify the personnel in your firm that would be assigned to this Project. Provide concise descriptions of their experience that you believe will be relevant to this Project. OSU is particularly interested in experience relative to constructing highly energy efficient higher education buildings that integrate well into the surroundings and utilize innovative construction techniques. Use specific examples, including the role of your key proposed personnel on past projects and explain their responsibilities for this Project.
- b. Describe the team's knowledge of regional/local subcontractors/material suppliers, and how this knowledge will be beneficial to this Project.
- c. For all proposed personnel, identify the length of their employment with your firm, their responsibilities proposed for this Project, and their primary office location during the preconstruction and construction phases of the Project. Indicate the percentage of individual personnel time commitment for this Project during the preconstruction and construction phases.
- d. Include your proposed management organization chart for the Project.

**D. Energy and Mass Timber Framing (15 Points)**

- a. Describe your firm's experience constructing labs and other large engineering spaces with EUI lower than 41.
- b. Explain how your team partnered with designers to achieve such results and what specifically did your firm bring to those projects in order to ensure success.
- c. Describe your firm's experience using mass timber framing such as Cross Laminated Timber (CLT) and Mass Plywood Paneling (MPP) in similar projects.
- d. Explain your approach to working with these materials, challenges you encountered, opportunities achieved, and what your firm learned from the experience.

**E. Pacific Northwest and Central Oregon Experience (10 Points)**

- a. Describe your firm's experience working with higher education, corporate, or other institutional clients in Central Oregon and the greater Pacific Northwest, with reference to contracting, the labor and sub-contracting market, and weather impacts to construction. Include information about the physical scale, construction type, building use(s), construction budget, and project schedule durations from preconstruction to final completion.
- b. Also include information about significant landscaping that your firm has managed in Central Oregon and your approach to making sure that landscaping was thriving one year after construction was complete.

**F. CM/GC Role (10 Points)**

- a. Describe your firm's relevant experience with construction management at risk work, including your firm's relevant experience with public Construction Management (CM) and Construction Manager/General Contractor (CM/GC).
- b. Describe how your firm will provide construction management expertise and leadership for the Owner and the Owner's design team.

**G. Cost Control/Risk Management Methods (25 Points)**

- a. Describe your firm's methodology and experience with preconstruction services, including value engineering, cost planning, constructability analyses, scheduling and cost and constructability risk management and risk mitigation evaluations/analyses. Identify successful experiences or unique services you offer in these areas.
- b. Describe how your firm will work with the design team to successfully implement these processes concurrently and throughout the schematic design, design development, and construction document phases of construction document preparation.
- c. Describe in detail how your firm will manage and communicate ongoing regular construction costs and budget status with the owner and the owner's design team.
- d. Describe in detail your processes to develop a GMP budget, and the specific project controls you will employ to control costs during construction.

**H. Project Management (25 Points)**

- a. Describe your firm's processes for managing this project including how you will

manage sub-contractors to ensure that the project is completed safely, on schedule, within the contract budget and with the high quality expected by OSU.

- b. Describe your processes for managing changes during construction, including how you deal with differing site conditions, how you prefer to minimize and streamline construction change orders and your preferred approach to handling disagreement with the owner and/or design professionals during design and construction.
- c. Describe your firm's approach to the management and administration of on-site construction activities for this Project. Include a site plan or diagram depicting your approach. Address mobilization, construction staging, site access, vehicular circulation, pedestrian circulation, noise, material storage, onsite offices, trash/recycling, security, temporary toilet facilities and utilities and other related factors.
- d. Describe how your firm will work on the OSU-C campus to mitigate construction delivery, and construction activities on our students, faculty, staff, and visitors.

**I. Workforce Diversity Plan (20 Points)**

- a. Provide a description and identification of Minority Business Enterprise (MBE), Women Business Enterprise (WBE), Emerging Small Business (ESB), or Disabled Service Veterans (DSV) certifications for your firm and a description of your nondiscrimination practices.
- b. Provide historical information on MBE, WBE, ESB, or DSV Joint Ventures, subcontracting or mentoring plan, and utilization history for projects completed by your firm within the past three (3) years.
- c. Provide a narrative description of your current workforce diversity program/plan, and the plan for obtaining subcontracting, consulting, and supplier diversity for this Project. Include a description of the outreach program or plan, including a schedule of events and specific steps that will be taken to maximize broad based and inclusive participation and the plan to provide mentoring, technical or other business development services to subcontractors needing or requesting such services. The CM/GC will perform the Work and the CM/GC Contract with respect to diversity according to the means and methods described in the workforce plan described in the proposal, unless changes are requested and approved in writing in advance by OSU or are required by applicable laws, ordinances, codes, regulations, rules or standards.

**J. Work Plan/Schedule (20 Points)**

- a. Describe your firm's planning, scheduling, phasing, and project monitoring skills and processes, including how the Project schedule will be monitored and time optimized for this Project.
- b. Describe your firm's planned approach to the procurement and construction for this Project. Include a one page (30-40 activities) proposed Project schedule indicating procurement, mobilization, construction, and occupancy activities which will achieve the May 2021 opening date.
- c. Identify various bid packages or pre-purchase packages that might be required in

order to accomplish the proposed schedule.

**K. Sustainability (10 Points)**

- a. Describe your firm's regular sustainable construction practices. Include information on previous projects where meeting (minimum) LEED silver sustainability measures were critically important to the client.

**L. Safety Record and Safety Plan (10 Points)**

- a. Provide the following safety record information. If you are a division of a larger corporation doing business both within the Pacific Northwest and outside the Pacific Northwest, your proposal must reflect your Pacific Northwest experience and your corporate experience, separately
  - i. Experience Modification Rate (EMR) for each of the last five years.
  - ii. Lost Time and Recordable Incident Rates for each of the last five years.
  - iii. OSHA fines for each of the last five years (including any fines initially imposed, but later rescinded). Include a brief summary and amount of each fine.
  - iv. Your corporate safety philosophy and approach to an Injury Free Environment (IFE) including a description of how this philosophy is implemented from senior management to all building trades workers.

**M. Recent Project Safety Record (5 Points)**

- a. Provide the safety record information listed below for a project within the last three years that had elements of work similar to this project.
  - i. Lost Time and Recordable Incident Rates for the duration of the project.
  - ii. OSHA fines on the project (including any fines initially imposed, but later rescinded). Include a brief summary and amount of each fine.
  - iii. Example after action (incident) reviews from recordable as well as minor incidents. Specifically highlight the tone of the review sessions and what was learned from the incidents as well as actions taken following the incidents to ensure an IFE.

**N. CM/GC Fee/Preconstruction Services Fee (15 Points)**

- a. Provide your firm's **CM/GC Fee as a percentage of the Estimated Cost of the Work** for this Project. This fee shall cover, at a minimum, the Construction Management elements and Costs Excluded from Cost of the Work, as specified in the CM/GC Contract and specifically identified in the Direct Costs/ General Conditions Work Costs Matrix at Exhibit C ("**Matrix**"). Items identified in the Matrix as applicable to the CM/GC Fee shall not be reimbursed as General Conditions Work ("**GC Work**"). GC Work means (i) that portion of the Work required to support construction operations that is not included within overhead or general expense but is specifically identified as GC Work as identified in the Matrix, and (ii) any other specific categories of Work approved in writing by OSU as forming a part of the GC Work.
  - i. The Matrix is included in the RFP as guidance to Offerors in developing the CM/GC Fee and understanding which items will be considered a direct cost of

the work or GC Work costs and which items are not reimbursable, but which will be recovered through the CM/GC Fee. After contract award and prior to construction work being performed under the first Early Work Amendment or the GMP Amendment, as applicable, the maximum not-to-exceed amount for General Conditions Work items for the Project will be established and set forth in the applicable amendment. **(Maximum of 10 of the 15 Points available)**

- b. Provide a **separate fee proposal for Preconstruction Services** on a time and materials cost reimbursement basis up to a maximum not-to-exceed amount. **(Maximum of 5 of the 15 Points available)**

**NOTE: Formula for scoring Fee Points will be as follows: Lowest Fee will receive full points with higher cost price related items receiving proportionally lower points according to this formula: (Low Fee or Fee%/ Fee or Fee%) x Points Available**

## **10.0 INTERVIEWS AND OPTIONAL REFERENCE CHECKS**

### **INTERVIEWS (50 Points)**

Interviews will be conducted to aid in determining the Apparent Successful Offeror. Information regarding the Interviews is provided below. Final scoring of the Interviews will be separate and not cumulative from the short-listing. Criteria and point values for Interview scoring shall be as follows.

- A. A summary of key information in your Solicitation Proposal to the RFP that sets you apart as the best choice as CM/GC for this project. **(10 Points)**
- B. Specific challenges you anticipate for this project based on past experience and knowledge of this site. **(10 Points)**
- C. Lessons learned from previous projects that you will incorporate to keep this project moving forward. **(10 Points)**
- D. Describe your firm's philosophy on the CM/GC approach and your past experience working with design teams to develop project budgets and schedules. **(10 Points)**
- E. Describe your firm's approach to interactions with members of the public that express interest in your project (either positive or negative) and neighbors of your project sites. **(10 Points)**

### **OPTIONAL REFERENCE CHECKS (10 POINTS)**

If the selection committee determines the interviewed firms are too close to rank, the university has no recent experience working with a finalist, or if the consolidated scoring indicates a tie, the committee will check the references provided by the Offeror as required by this RFP. Information obtained from references will be used in the committee's final scoring and will be based on the committee's understanding of how well each firm can meet the needs of the Project and University.

- A. In addition to responding to the evaluation criteria above, provide current contact information for references for each of the *KEY PERSONNEL* you propose for this Project.

The references must represent at least one of each of the following: owners, subcontractors, and architects. These references must relate to projects of a size, scope and/or complexity comparable to this Project. The references identified must have had direct contact with your team member.

- B. Also, provide current contact information for three owners, three sub-consultants, and three contractors to be used as references for your firm for this Project. Verify that the individuals identified have had direct contact with the referenced project. Do not include references from any firms or individuals included in your team for this Project or any references of OSU or OSU-C personnel.

OSU may check with these references or other references associated with past work of your firm.

### **11.0 FINANCIAL RESPONSIBILITY**

OSU reserves the right to investigate and evaluate, at any time prior to award and execution of the contract, the submitting firm's financial responsibility to perform the anticipated contract. Submission of a proposal will constitute approval for OSU to obtain any credit report information OSU deems necessary to conduct the evaluation. OSU will notify the firms, in writing, of any other documentation required, which may include, but need not be limited to: recent profit-and-loss history; current balance statements; assets-to-liabilities ratio, including number and amount of secured versus unsecured creditor claims; availability of short and long-term financing; bonding capacity and credit information. Failure to promptly provide this information may result in rejection of the submission.

OSU may postpone the award or execution of a contract or selection of finalists in order to complete its investigation and evaluation. Failure of a firm to demonstrate financial responsibility may render it non-responsible and constitute grounds for proposal rejection.

### **12.0 SUBMISSION**

Submit **one (1)** copy of your written proposal, along **with one (1) electronic version on a thumb drive**, to be received by the closing date and time listed in this document to the **Contract Administrator** as stated in this RFP.

Telephone, facsimile, or electronically transmitted submittals will not be accepted. Proposals received after the closing date and time will not be considered. **The electronic proposal must be sized appropriately for transfer (under 8 mb).**

### **13.0 QUESTIONS**

All questions and contacts with OSU regarding any information in this RFP must be addressed either in writing or email to the **Contract Administrator** at the address or email listed in this document no later than April 10, 2019, 5:00 PM, Local Time. If you are unclear about any information contained in

this document or its exhibits (Project, scope, proposal format, agreement terms, etc.), you are urged to submit those questions for formal clarification.

#### **14.0 SOLICITATION REVISIONS**

Prospective Offerors may submit a written request for change or change of particular solicitation provisions and specifications and contract terms and conditions to Hanna Emerson, Construction Contracts Manager at the address or email listed in this document. Such requests for change shall be received no later than March 27, 2019 at 5:00 PM, Local Time. Such requests for change shall include the reasons for the request and any proposed changes to the solicitation provisions and specifications and contract terms and conditions.

#### **15.0 CHANGE OR MODIFICATION**

Any change or modification to the specifications or the procurement process will be in the form of an addendum to the RFP and will be made available to all firms by publication on the OSU Bid and Business Opportunity web site (<https://bid.oregonstate.edu>). It is the responsibility of each firm to visit the website and download any addenda to this RFP. No information received in any manner different than as described herein shall serve to change the RFP in any way, regardless of the source of the information.

#### **16.0 APPEALS**

Appeals related to the OSU solicitation process and award decisions and actions shall be pursuant to OSU Standards (Procurement Solicitations and Contracts). All written appeals must be delivered to Hanna Emerson, Construction Contracts Manager, at the address given in this RFP.

#### **17.0 PROPRIETARY INFORMATION**

OSU will retain this RFP and one copy of each original proposal received, together with copies of all documents pertaining to the award of a contract. These documents will be made a part of a file or record, which shall be open to public inspection after OSU has announced its intent to award a contract. If a proposal contains any information that is considered a trade secret under ORS 192.345(2), you must mark each trade secret with the following legend: **“This data constitutes a trade secret under ORS 192.345(2), and shall not be disclosed except in accordance with the Oregon Public Records Law, ORS Chapter 192.”**

The Oregon Public Records Law exempts from disclosure only bona fide trade secrets, and the exemption from disclosure applies only “unless the public interest requires disclosure in the particular instance.”

Therefore, non-disclosure of documents or any portion of a document submitted as part of a proposal may depend upon official or judicial determination made pursuant to the Public Records Law.

In order to facilitate public inspection of the non-confidential portion of the proposal, material designated as confidential shall accompany the proposal, but shall be readily separable from it. Prices, makes, model or catalog numbers of items offered, scheduled delivery dates, and terms of payment shall be publicly available regardless of any designation to the contrary. Any proposal marked as a trade secret in its entirety shall be considered non-responsive and shall be rejected.

### **18.0 PROJECT TERMINATION**

OSU is seeking to award a contract to a Construction Manager/General Contractor for the Preconstruction and all construction phases; however, OSU reserves the right to terminate the Project or contract during any phase in the Project.

### **19.0 CERTIFICATION OF NONDISCRIMINATION**

By submission of the proposal, the Offeror hereby certifies under penalty of perjury that the CM/GC, has not discriminated against minority, women or emerging small business enterprises in obtaining any required subcontracts.

### **20.0 ENCLOSURES**

Sample CM/GC Agreement Form including the following:

- Exhibit A – OSU General Conditions
- Exhibit B – Form of GMP Amendment
- Exhibit C – Direct Costs/General Conditions Work Costs Matrix
- Exhibit D – Supplemental General Conditions
- Exhibit E - Reimbursable Travel and Per Diem Expenses

Attachment 1 - Sample Performance Bond

Attachment 2 - Sample Payment Bond

Exhibit 1 – Architectural Program, prepared by BBT Architects Inc.

Reference:

OSU-Cascades Long Range Development Plan:

[https://osucascades.edu/sites/osucascades.edu/files/osu-cascades\\_lrdp\\_report.pdf](https://osucascades.edu/sites/osucascades.edu/files/osu-cascades_lrdp_report.pdf)

END OF RFP