



# Oregon State University

## REQUEST FOR PROPOSAL (RFP) #2024-015528

### CORVALLIS CAMPUS HOUSING AND DINING VISION PHASE 1 – CONSTRUCTION MANAGER/GENERAL CONTRACTOR (CMGC) SERVICES

ISSUE DATE: JUNE 18, 2024

MANDATORY PRE-PROPOSAL CONFERENCE:  
JULY 2, 2024, at 3:00 PM Pacific Time (PT) via Zoom

RFP DUE DATE/TIME:  
JULY 18, 2024, at 2:00 PM Pacific Time (PT) via  
electronic submission to [bids@oregonstate.edu](mailto:bids@oregonstate.edu)

QUESTION DEADLINE: JULY 11, 2024, at 12:00 PM Pacific Time (PT)

PROJECT NUMBER: 2548-24C

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It is the Proposer's responsibility to continue to monitor the [OSU Business and Bid Opportunities](#) website for Addenda. Failure to acknowledge any Addenda in the Transmittal Letter may cause your Proposal to be considered non-responsive.

*OSU standards and policies govern this solicitation ([Procurement Thresholds and Methods, Procurement Solicitations and Contracts](#)) unless otherwise referenced or stated.*

## **1.0 INTRODUCTION**

**1.1** Oregon State University (“OSU” and/or “Owner”) is conducting a competitive **TWO-STEP** Request for Proposals (RFP) process to retain ONE (1) firm to provide Construction Manager and General Contractor Services for the Corvallis Campus Housing and Dining Vision Phase 1 (*the “Project”*).

**OSU WILL ONLY BE ACCEPTING SEALED PROPOSALS ELECTRONICALLY** - Proposals are to be submitted to [bids@oregonstate.edu](mailto:bids@oregonstate.edu) by the Due Date/Time.

**VIRTUAL MANDATORY PRE-PROPOSAL CONFERENCE-** A virtual Mandatory Pre-Proposal Conference will be held July 2, 2024, at 3:00 PM PT via Zoom. Firms wishing to attend shall e-mail [constructioncontracts@oregonstate.edu](mailto:constructioncontracts@oregonstate.edu) no later than 30 minutes in advance to receive the Zoom link. The email subject line should contain the Solicitation Number/Name and Firm Name.

All questions shall be submitted via e-mail to [constructioncontracts@oregonstate.edu](mailto:constructioncontracts@oregonstate.edu) by the Question Deadline in order to be addressed. The email subject line should contain the Solicitation Number/Name and Firm Name.

**1.2 Background.** Oregon State University in Corvallis, Oregon is located within the traditional homelands of the Mary's River or Ampinefu Band of Kalapuya. Following the Willamette Valley Treaty of 1855 (Kalapuya etc. Treaty), Kalapuya people were forcibly removed to reservations in Western Oregon. Today, living descendants of these people are a part of the Confederated Tribes of Grand Ronde Community of Oregon (<https://www.grandronde.org>) and the Confederated Tribes of the Siletz Indians (<https://ctsi.nsn.us>).

Founded in 1868 as Oregon's land grant institution, OSU serves the state, the nation and the world as a premier 21st-century research university. OSU is committed to exceptional research, discovery, innovation and engagement — and to integrating its research and engagement mission with the delivery of a high-quality, globally relevant and affordable education for the people of Oregon and beyond. OSU is one of only two land, sea, space and sun grant universities in the U.S. and is the only university in Oregon to have earned both Carnegie Classifications for Very High Research Activity and Community Engagement.

The university's 570-acre main campus is located in the city of Corvallis, a vibrant college town of nearly 58,000 in the heart of Western Oregon's Willamette Valley. Corvallis consistently ranks among the safest, most highly educated and greenest small cities in the nation.

**1.3 Location.** Corvallis Campus.

**1.4 Summary of Work.** OSU is seeking proposals from general contractors to act as Construction Manager/General Contractor (CM/GC) for the Construction of three new housing buildings and a new District Utility Plant in Sector G of the Corvallis campus. Oregon State University recently completed a comprehensive exercise to develop a vision to establish a decision-making framework to guide the future 10-year planning effort for advancing the student experience in its housing and dining programs. Brailsford & Dunlavey, Inc. partnered with Mahlum Architects and PAE Engineers to form the project team that collaborated with campus stakeholders including University Housing & Dining Services (UHDS) to produce the Corvallis Campus Housing and Dining Vision. The Vision

outlines a plan to modernize inventory, diversify housing options, enhance community and grow housing inventory.

OSU has formed a team of individuals representing UHDS, Capital Planning, Project Delivery, University Land Use Planning, and Transportation Services that are working on different facets of development to support the success of the Corvallis Campus Housing and Dining Vision including Land Development Code amendments, Campus Infrastructure Study, Transportation Study, and Site Analysis. With this RFP, OSU intends to hire a CM/GC to work with the selected design team for the development of future housing options in the first phase that consists of the design for three (3) new residence halls and District Utility Plant (DUP) on identified sites within the available development areas on the OSU Corvallis campus. The residence halls will have adequate campus dining facilities to serve up to 2,100 students who reside in this area of campus. This design work will include related site development. The scope of this project also includes demolition of several structures.

The CM/GC scope of work for this Project include Pre-Construction services followed by construction and construction management services.

The Pre-Construction services are subdivided into Phase 1 – Prototyping, Phase 2 – Design.

Key goals of the Project Pre-Construction Phase 1 and 2 include:

- Create a prototype development to provide a more developmentally appropriate unit mix that can be used as basis for design for future buildings as outlined in the Corvallis campus housing and dining vision.
- Flexible/adaptable Design Development documents that are repeatable and scalable with adaptations for site and architecture including, but not limited to, a building structure that reduces cost of future renovations and building space adjustments (i.e. use of modular walls and/or intelligent column placement).
- Three (3) residence halls resulting in a minimum of 1,000 new beds and adequate dining facilities to serve up to 2,100 students who live in the new facilities and adjacent residential area.

Key components of the Project include the following:

- OSU will own the prototype strategy for the design of future residence halls.
- OSU strives for an aggressive schedule to meet on-campus housing demand and plans to begin design and construction of additional residence hall(s) in a timeline that may overlap this Project. Should this occur, the successful CMGC team for this Project may be ineligible to propose on the next round(s) of residence hall project(s).

**NOTE: OSU has allocated \$350,000.00 as an allowance for Pre-Construction Services for both Phase 1 (Prototyping) & 2 (Design) services with level of effort and rates to be determined by time of contract execution.**

**1.5 Scope of Services.** When selected, the CM/GC firm will be a part of a Project Team composed of OSU, the Design Team and other Project consultants through the completion of the Project. Scope of services will include a significant Pre-Construction effort working with OSU and the

Design Team. OSU is currently completing the selection of the Design Team and targeting end of June 2024 for making the Design Team final selection.

The Pre-Construction scope of services for Phase 1 and 2 includes:

- Phase 1 - Building type analysis and prototype deliverable (assumed 3-month duration) that best fits the OSU Corvallis Campus including, but not limited to:
  - Building massing, footprint and height.
  - Building structure that develops an efficient modular shell allowing for off-site prefabrication. The building materials and structural systems should be appropriate for the Corvallis Campus and available in the region.
  - Prototype floor plan that establishes a modular layout allowing for flexibility in room type and prefabrication of systems off site.
  - Description of prototype strategies and systems, diagrams of footprints, massing, floorplans and stacking.
- Phase 2 - New Residence Halls and District Utility Plant Design (assumed 12-month duration) based on the prototype established in Phase 1.

Key components of Pre-Construction CM/GC scope of work are the following:

- Phase 1:
  - Evaluate prototype for constructability and efficiency, local material and skilled worker availability.
  - Collaborate with OSU and the Design Team in finalizing the prototype option that is best suited for the OSU Corvallis campus.
  - Prepare budget estimate and collaborate with the Design Team to create building prototypes that meet the goals of OSU's budget.
  - Collaborate with OSU and the Design Team to create overall project schedule to completion.
  - Collaborate with OSU and the Design Team to create of building prototype structure that is both flexible, scalable and allows prefabrication of repeatable building components off-site.
- Phase 2:
  - Collaborate with the OSU and the Design Team during the design of 3 new Residence Halls, a District Utility Plant building, site and this campus area development, and major infrastructure upgrades. At least one of the Residence Halls will include dining facilities. This phase will also include creating best strategy and documentation creation of demolition of 5 structures.
  - CM/GC will provide construction consulting and cost estimating services and will review the design at appropriate intervals through the lens of constructability, cost and schedule.
  - CM/GC will develop construction schedule to best meet OSU's goals for Project Completion.
  - CM/GC will be required to comply with both UHDS Housing Design Guidelines (January 2024) and OSU Design and Construction Standards and, policies, rules and procedures requiring good faith efforts in subcontracting with emerging small

- businesses, and minority and women owned businesses in the Project.
- CM/GC will participate in the programming effort, advising on types of systems, construction methods, cost, feasibility, schedule and sequencing as OSU and the Design Team evaluate different programming mixes and research infrastructure types for all buildings.

The CM/GC firm must be skilled in construction including various building systems, 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 construction processes, managing construction activities within an occupied campus, and be capable of aiding OSU in procuring long lead equipment and materials.

The successful CM/GC must demonstrate experience with building prototyping and prefabrication, specifically construction with prefabricated off site modular components. OSU and the Design Team will rely on CM/GC expert opinion during selection of building structure type and development of prefabrication strategy. The collaboration with OSU and the Design Team is of most importance in order to create most cost and time efficient building prototype structure. 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 subcontracting market and be capable of working and contracting directly with subcontractors to generate viable pricing.

Following completion of Pre-Construction, the CM/GC will provide construction and construction management services during this project's construction following execution of an amendment (Early Work or GMP/Lump Sum) as applicable for construction services.

## **2.0 SCHEDULE**

Issue Date	June 18, 2024
<b>Mandatory Pre-Proposal Conference</b>	<b>July 2, 2024, at 3:00 PM PT via Zoom</b>
Question Deadline	July 11, 2024
Final Addendum Issuance (if necessary)	By July 15, 2024
Proposal Due Date/Time	July 18, 2024, at 2:00 PM PT

### **The following dates are tentative and subject to change without notice:**

Estimated notification of finalists (If Applicable)	Week of July 29, 2024
Presentations/Interviews (If applicable)	August 12, 2024
Notice of Intent to Award	By August 16, 2024
Estimated Contract execution	By September 1, 2024
Estimated Notice to Proceed	By September 1, 2024

OSU will make every effort to adhere to the above schedule. It is, however, subject to change.

### **3.0 QUESTIONS, SOLICITATION REVISION REQUESTS, CHANGE OR MODIFICATION, APPEALS**

#### **3.1 Questions.**

**3.1.1** All questions and contacts with OSU regarding any information in this RFP must be addressed in writing via email to [constructioncontracts@oregonstate.edu](mailto:constructioncontracts@oregonstate.edu) no later than the **Question Deadline** as stated in Section 2.0. If a Proposer is unclear about *any* information contained in this document or its exhibits (Project, scope, etc.), they are urged to submit those questions for formal clarification.

#### **3.2 Solicitation Process Revision Requests.**

**3.2.1** Proposers may submit a written request for change of particular solicitation process provisions to the **Construction Contracts Manager** at the address or email listed in this document. Such requests for change shall be received no later than the **Question Deadline** listed above.

**3.2.2** Such requests for change shall include the reasons for the request and any proposed changes to the solicitation process provisions.

#### **3.3 Change or Modification.**

**3.3.1** Any change or modification provided by the Owner for this RFP or the documents included as exhibits to this RFP shall be made by a duly issued Addendum made available to all firms on the [OSU Business and Bid Opportunities](#) website. It is the responsibility of each Proposer to visit the website and download any addenda. 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.

**3.3.2** OSU will not be responsible for any other explanation or interpretation of this RFP or the documents included as exhibits to this RFP.

#### **3.4 Appeals.**

**3.4.1** Appeals related to the OSU solicitation process and award decisions and actions shall be pursuant to OSU Standards ([Procurement Thresholds and Methods, Procurement Solicitations and Contracts](#)). All written appeals must be delivered to the **Construction Contracts Manager**, at the address given in this RFP.

### **4.0 PUBLIC RECORD**

**4.1** OSU will retain an electronic copy of this RFP and one electronic copy of each Proposal received, together with electronic 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.”**

**4.2** 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.”

**4.2.1** 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.

**4.3** 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 may be considered non-responsive and be rejected.

## **5.0 FORM OF AGREEMENT**

A Sample CMGC AGREEMENT will be provided as an Addendum prior to the Due Date/Time.

## **6.0 BUREAU OF LABOR AND INDUSTRIES (BOLI) PREVAILING WAGES**

The Oregon BOLI Prevailing Wage Rates applicable to this Project are the rates in effect at the time the contract enters the construction phase through the execution of the first Pricing Amendment for Early Work, Lump Sum or Guaranteed Maximum Price (GMP). Those rates will then apply throughout the Project.

BOLI wage rates are available here: [https://www.oregon.gov/boli/WHD/PWR/Pages/pwr\\_state.aspx](https://www.oregon.gov/boli/WHD/PWR/Pages/pwr_state.aspx).

## **7.0 INSTRUCTIONS TO OFFERORS**

**7.1 Summary of Work.** The Work contemplated in this document shall be for OSU in connection with the Project described in Section **1.0** of this document.

### **7.2 Pre-Proposal Conference and Site Visit.**

**7.2.1** The Pre-Proposal Conference will be administered virtually via Zoom. Proposers ***must*** contact the **Contract Administrator** to request virtual Conference access. This request must occur no later than thirty (30) minutes prior to the meeting time, as stated in this RFP.

The Proposer must attend the Mandatory Pre-Proposal Conference, which will be administered virtually. Proposals will not be accepted from those firms who have not had a representative attend the Mandatory Pre-Proposal Conference. Attendance will be documented by OSU. Proposers who arrive more than five (5) minutes after start time of the meeting (as stated in the RFP and by OSU’s clock) or after the discussion portion of the meeting, (whichever comes first) will not have their attendance documented and will have their Proposal rejected **if submitted**.

**7.2.2** No statement made by any officer, agent, or employee of OSU in relation to the physical conditions pertaining to the Work site will be binding on OSU, unless included in writing in the documents included as exhibits to this RFP or an Addendum.

**7.2.3** Date and Time of a Pre-Proposal Conference is located on the cover sheet of this RFP.

### **7.3 Proposal Submission.**

**7.3.1** Submit **one (1) electronic version via email** to be received by the Due Date/Time listed in this document to [bids@oregonstate.edu](mailto:bids@oregonstate.edu) as stated in this RFP. **Electronic versions must be sized appropriately for transfer (under 10 mb).**

**7.3.2** All Proposals must be received by OSU before the Due Date/Time. OSU's official clock shall prevail in any time conflict. Any Proposal received after the Due Date/Time will be rejected and will be retained and made part of OSU's archive records in accordance with OSU Standards.

**7.3.3** All Proposers 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.

### **7.4 Proposal Submission Requirements.**

**7.4.1** Your Proposal must be contained in a document not to exceed Twenty (20) single sided pages 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 page limit and must be appended to the end of your Proposal. No supplemental information to the page limit will be allowed. Appended resumes of the proposed key individuals, along with a Transmittal letter, table of contents, front and back covers, references, exceptions and blank section dividers will not be counted in the page limit.

**7.4.2** Your Proposal must follow the format outlined below and include a Transmittal/Cover Letter signed by an officer of your firm(s) with the authority to commit the firm(s) and must also acknowledge receipt of all addenda. ***Include an email address for communication purposes.***

**7.4.3** Any/all exceptions to the Terms and Conditions included in the Sample Contract shall be clearly identified and appended to the Proposal in order to be considered by OSU during the negotiation period.

**7.4.4** The electronic Proposal should be **should be sized appropriately for transfer (under 10 MB)** and formatted with page size of **8 ½ x 11 inches** with no fold-outs (except for any large format documents required by evaluation criteria). The basic text information of the Proposal should be presented in standard business font size, and reasonable margins.

**7.4.5** OSU may reject any Proposal 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.

**7.4.6** Note that throughout this procurement process, OSU will not accept Proposals that require OSU to pay the cost of production or delivery.

**7.4.7** Telephone and facsimile transmitted **Proposals will not be accepted**. Proposals received *after* the Due Date/Time **will not be considered**.

**7.4.8** Each Proposal shall be emailed to [bids@oregonstate.edu](mailto:bids@oregonstate.edu). Proposals must be received by the date/time and in the format specified herein. The email line should contain the Solicitation Number/Name and Firm Name. Only those Proposals received at this email address by the Proposal Due Date/Time shall be considered responsive. Proposals submitted directly to the **Contract Administrator** will NOT be considered responsive. It is highly recommended that the Proposer confirms receipt of the email with the **Contract Administrator or designee**. The **Contract Administrator** or designee may open the email to confirm receipt but will NOT verify the integrity of the attachment(s), answer questions related to the content of the Proposal, or address the overall responsiveness of the Proposal.

## **7.5 Acceptance or Rejection of Solicitation Responses by OSU.**

**7.5.1** The procedures for Contract awards shall be in compliance with the provisions of OSU standards and policies adopted by OSU.

**7.5.2** OSU reserves the right to reject any or all Proposals and to waive minor informalities in compliance with the provisions of OSU standards and policies adopted by OSU.

## **7.6 Withdrawal of Solicitation Response.**

**7.6.1** At any time prior to the Due Date/Time, a Proposer may withdraw its Proposal in accordance with OSU Standards. This will not preclude the submission of another Proposal by such Proposer prior to the Due Date/Time.

**7.6.2** After the Due Date/Time, Proposers are prohibited from withdrawing their Proposal, except as provided by OSU Standards.

## **7.7 Evaluation Process.**

The written response to this RFP is the first in a two-step process in the selection of a firm for this Project. The Proposals received in response to this RFP will be evaluated by a selection committee with the top scoring firms being invited to advance to further evaluation steps including virtual Proprietary Discussions and Presentations/Interviews should the committee determine they are necessary.

Presentations/Interviews will include a **THIRTY (30) minute** presentation period, immediately followed by a separate **THIRTY-FORTY (30-40) minute** Q&A session.

After all the Presentations/Interviews are completed, the members of the selection committee will

discuss the strengths and weaknesses of the finalists. The members of the selection committee will then score the finalists based on all information received, presented and heard during the Presentations/Interviews. Optional Reference Checks may also be undertaken to aid in final scoring. Upon completion of final scoring, negotiations may commence with all Proposers submitting responsive proposals or all Proposers in the competitive threshold.

Final scoring of the Interviews will be **separate and not cumulative** from the short-listing.

**7.8 Evaluation Criteria.** The following items constitute the evaluation criteria for the selection committee to score Proposals. For ease in reviewing, provide tabs keyed to each of the following criteria:

**7.8.1 Firm Background and Experience (30 Points)**

Describe your firm's history and philosophy. Include information identifying the firm's annual volume, financial/bonding capacity for this project, and speak to the firm's stability in the marketplace. Explain relevant experience particularly with working on housing and dining facilities of similar scope for higher education institutions. Information identifying the firm's strengths and weaknesses along with special capabilities that may be appropriate to this project will assist in the evaluation. Highlight the firm and key personnel's experience with construction utilizing modular prefabrication technology.

**7.8.2 Proposed Project Approach, Site Logistics, and Site Safety Plan (25 points)**

Describe your team's processes for managing this Project. Include how you will manage the complicated construction and demolition schedule.

Describe your approach to evaluate different construction methods and prefabrication possibilities that are accessible in the Corvallis region to advise OSU and the Design Team during Pre-Construction, and to execute the project in the most efficient way.

Describe your team's approach to the management and administration of on-site construction activities for this project. Address mobilizations, construction staging, site access, vehicular circulation, pedestrian circulation, noise, material storage, onsite offices, security, site restoration, collaboration with the City of Corvallis and any other Authorities Having Jurisdiction (AHJ's), etc. The CM/GC will be responsible for managing the site so that construction activities and site staging do not create hazards or impede other activities on campus. Describe how you will keep construction workers, students, faculty, staff and visitors to campus safe while minimizing impact to the day-to-day operations of the campus.

In addition, 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.

- a) Experience Modification Rate (EMR) for each of the last five years.
- b) Lost Time and Recordable Incident Rates for each of the last five years.
- c) 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.

### 7.8.3 Key Personnel (20 Points)

Provide the names of the Project Manager, Superintendent, and other essential personnel that you will commit to this project. Demonstrate their specific experience on projects of similar type, size and scope. Provide specific job experience as it relates to their experience with the CM/GC process and working under OSU or similar large public contracting agencies' contracting rules. Identify their length of employment with your firm and, if less than three years, recent prior firm(s), their responsibilities proposed for this Project, and their primary office location during the preconstruction and construction phases of the Project. OSU is particularly interested in any experience relative to the construction of multiple buildings at the same time within proximity to each including major infrastructure upgrades.

### 7.8.4 Workforce Diversity Plan (15 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 team and a description of your nondiscrimination practices. 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.

(b) 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/subconsultants needing or requesting such services.

The CM/GC must perform the Work according to the means and methods described in the workforce plan described in its 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.

### 7.8.5 CM/GC FEE (10 Points)

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 included in Exhibit 2 ("**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. See the attached Sample CM/GC Contract for details.

The Matrix is included in the RFP as guidance 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.

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

## 7.9 Point Summary Table.

Criteria	Point Value
Firm Background and Experience	30 Points
Proposed Project Approach, Site Logistics, and Site Safety Plan	25 Points
Key Personnel	20 Points
Workforce Diversity Plan	15 Points
CM/GC Fee	10 Points

## 7.10 Presentations/Interview/Optional Reference Checks (60 Points).

### 7.10.1 Presentations/Interviews (50 Points)

Presentations/Interviews **will** be conducted to aid in determining the Apparent Successful Proposer. Proprietary Discussions may also be conducted with all finalists prior to Presentations/Interviews. Information regarding the Proprietary Discussions and Presentations/Interviews will be provided to the short-listed firms following the initial review and scoring. Final scoring of the Presentations/Interviews will be **separate and not cumulative** from the short-listing.

### 7.10.2 Optional Reference Checks (10 Points).

In addition to responding to the evaluation criteria above, provide the names, addresses, phone numbers and e-mail addresses of three (3) references. Do not include references from any firms or individuals included in your consulting team for this Proposal or any OSU personnel. OSU may check with these references and with other references associated with past work of your firm.

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

**7.11 Equity Contracting.** OSU will require the successful Proposer to comply with OSU Standards, policies, rules and procedures requiring good faith efforts in subcontracting with minority, women, emerging small business or service-disabled veteran owned business enterprises.

## 7.12 Negotiations.

**7.12.1** OSU may commence General and/or Best and Final Offer (BAFO) Negotiations in accordance with OSU Standards ([Procurement Thresholds and Methods, Procurement Solicitations and Contracts](#)) following final scoring under either a one or two-step process.

**7.12.2** Any/all exceptions to the Term and Conditions included in the Sample Contract/Agreement shall be clearly identified and appended to the Proposal in order to be considered by OSU during the negotiation period.

**7.12.3** OSU reserves the right to deny contract term negotiations with the Apparent Successful Proposer if such contract terms were not received by OSU in the Solicitation response pursuant to Section **7.12.2** above.

**7.12.4** OSU reserves the right to defer decision(s) on requests for contract terms and conditions revisions until after a notice of intent to award is published.

**7.12.5** If OSU and the Apparent Successful Proposer are unable to reach agreement on contract terms and conditions, OSU may cease negotiations with the Apparent Successful Proposer and enter negotiations with the next highest scoring Proposer, etc.

## **8.0 MISCELLANEOUS**

### **8.1 Financial Responsibility.**

**8.1.1** OSU reserves the right to investigate, at any time prior to execution of the contract, the Proposers financial responsibility to perform the anticipated services. 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 Proposers, 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 Proposal.

**8.1.2** OSU may postpone the selection of finalists or execution of a contract 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.

### **8.2 Project Termination.**

**8.2.1** OSU reserves the right to terminate the Project or contract during any phase in the Project.

**8.2.2** Should the Agreement be terminated prior to the first Lump Sum/GMP Amendment, OSU reserves the right to obtain services from any other source available to it under the relevant contracting laws and OSU Standards and policies, including negotiating with the next highest scoring Proposer(s).

**8.3 Insurance Provisions.** During the term of the resulting contract, the awardee will be required to maintain in full force, at its own expense, from insurance companies authorized to transact the business of insurance in the state of Oregon, each insurance coverage/policy as set forth in the contract.

**8.4 Nondiscrimination.** By submission of a Proposal, the Proposer certifies under penalty of perjury that the Proposer will not discriminate against minority, women, emerging small business or service-disabled veteran owned business enterprises in obtaining any required subcontracts.

**8.5 AA/EEO Employer.** OSU is an AA/EEO employer.

**8.6 Compliance with Applicable Law.** Proposer agrees to comply with all federal, state, county, and local laws, ordinances, and regulations as well as all applicable OSU Standards and Policies while on campus.

**8.6.1 Smoke and Tobacco Free Campus.** Owner’s grounds and premises are smoke and tobacco free. Contractor and Contractor’s employees, agents, Subcontractors, if any, agree not to smoke or use tobacco products while on Owner property.

**8.6.2 Sexual Misconduct Policy.** OSU has policies that prohibit sexual misconduct against members of the university community and in keeping with those policies Contractor and Contractor’s employees, agents, and Subcontractors are prohibited from engaging in sexual misconduct against members of the university community.

**8.6.3 Firearms Policy.** The Owner has adopted a policy that prohibits Contractor and Contractor’s employees, agents and Subcontractors from possessing firearms on Owner’s property.

**8.7 RESERVED**

**8.8 Execution of Agreement.**

**8.8.1** The Proposer shall be required to execute the Contract as provided, within any time period provided in an award notification. The Contract Documents shall be delivered to OSU in the manner stated in an award notification.

**8.8.2 Work/Services Commencement.** Work/Services shall not commence until execution of a Contract and subsequent issuance of a notice to proceed letter with the selected Proposer.

**9.0 EXHIBITS**

Exhibit 1 – Supplemental Information

<https://oregonstate.box.com/s/si49a8xr0fnh0ivp06i4tso44tncxbvl>

Exhibit 2 – CMGC Matrix

**END OF RFP**

EXHIBIT 1

SUPPLEMENTAL INFORMATION

Available at: <https://oregonstate.box.com/s/si49a8xr0fnh0ivp06i4tso44tncxv/>

# EXHIBIT 2

## Cost Matrix

Project Name: \_\_\_\_\_



CMGC/DB Fee \_\_\_\_\_%

CMGC/DB Preconstruction Fee \$ \_\_\_\_\_ Lump Sum

CMGC/DB General Conditions Monthly Charge \$ \_\_\_\_\_ Per Month

CMGC/DB General Conditions Duration \_\_\_\_\_ # of Months

### Cost Responsibility Matrix for CMGC/DB

#### Subject to CMGC/DB Fee Mark Up

CMGC Fee	Precon Fee	General Conditions	Direct Cost of Work	Owner
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#### Construction Staff (For Project Specific Time)

In response to the evaluative sections of the solicitation, hourly rates for the staff listed below must be attributable to actual costs - base hourly wage paid to employee including fringe benefits, vacation, health care, insurance and payroll taxes only. DOES NOT include standard compensation bonus.

1	CM/GC or DB Project Manager and all on-site CM/GC or DB personnel based upon OSU approved CM/GC organization chart and percentage of time that each person is dedicated to the Project. On-Site personnel may include construction project manager, superintendents, project/field engineers, coordinator, scheduler, cost estimator, safety, quality control, administrator, Project accountant, and other Project specific personnel deemed necessary for the Project and Costs related to transportation (including trucks, shuttles, parking, corporate vehicles and their operation and maintenance, owned or rented) for all staffing in Item 1.			X		
2	Communication devices, computer, tablet, project specific software, vehicle, gas, prof. development. Commuting to and from Project site and any other misc. cost associated with labor.	X				
3	Standard Compensation Bonuses	X				
4	CM/GC home (or main), branch and/or regional office general, administrative and support staff who provide corporate management oversight, corporate accounting, corporate safety, corporate quality control, corporate administration, corporate IT, legal services, corporate payroll and benefits accounting/administration.	X				
5	CM/GC Profit on all Work	X				

#### Temporary Facilities

6	Office/Trailer Rental, Furnishings, and Cleaning			X		
7	Copy/Fax/Printer & Supplies			X		
8	PPE Safety Equipment, Fire Ext & First Aid			X		
9	Fire Watch				X	
10	Temporary Toilets			X		
11	Water/Ice/Cups			X		
12	Temporary Stairs/Scaffolding				X	
13	Temporary Enclosures/Weather Protection				X	
14	Temporary Building Heating			X		
15	Project Signs & Bulletin Boards			X		
16	Temporary Fencing			X		
17	Covered Walkways			X		
18	Barricades				X	

#### Overhead, Fee, Insurance and Bonds

19	Profit and Overhead	X				
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		CMGC Fee	Precon Fee	General Conditions	Direct Cost of Work	Owner
20	Builder's Risk Insurance				X - No Mark up	
21	General Liability	X				
22	Excess Liability Coverage	X				
23	Performance & Payment Bonds				X - No Mark up	
24	Subcontractor Bonds/Subcontractor Default Insurance				X - No Mark up	
<b>On-Site Equipment and Utilities</b>						
25	Job Site Utility Set up			X		
26	Job Site Utility Consumption					X
27	Document Management Programs			X		
28	Safety/Ceremony Lunches	X				
29	Construction Progress Photos			X		
30	Off-Site Storage			X		
31	Housekeeping & Final Clean			X		
32	Trash & Recycling			X		
33	Dust Controls/Street Cleaning				X	
34	Snow and Ice Removal				X	
35	Dewatering Equipment				X	
36	Temporary Roads (if required)				X	
37	Radio equipment			X		
38	On Site Storage			X		
39	Lifts (Rented or Contractor owned)			X		
40	Lift Operators			X		
41	Fuel, Repairs, Maintenance for Lifts			X		
42	Small Tools Purchase	X				
43	Small Equipment Rental			X		
44	Crane and Hoisting				X	
45	Temporary Elevator Rental				X	
46	Elevator Operator				X	
<b>Reproduction and Printing</b>						
47	Reproduction and Printing during construction			X		
<b>Permits and Special Fees</b>						
48	Craft Parking when parking lot is not already provided by Owner			X - No Mark up		
49	PIPC Permit					X
50	General Building Permit					X
51	Craft Permits			X - No Mark up		
52	Surveying				X	