



REQUEST FOR PROPOSALS

PRECONSTRUCTION & CONSTRUCTION MANAGEMENT SERVICES

RFP NO. 20-21-09PD

**FOR MODERNIZATION & NEW CONSTRUCTION PROJECTS AT JURUPA UNIFIED
SCHOOL DISTRICT**

Issued By: Jurupa Unified School District

Issued: November 19, 2020

Due: December 14, 2020 at 2:00 pm

I
SCHEDULE OF EVENTS

JURUPA UNIFIED SCHOOL DISTRICT

(SELECTION OF PRECONSTRUCTION & CONSTRUCTION MANAGEMENT
SERVICES)

ITEM	DATE
Release Request for Proposal Documents	November 19, 2020
Receive and Evaluate Proposals	December 14, 2020 (2:00pm)
Interviews with Firms	December 18, 2020
Board Approval of Award & Execute Agreement	January 2021 (Tentative)
<u>Note:</u> All dates are preliminary and subject to revision	

II

DESCRIPTION OF SERVICES

Jurupa Unified School District (“JUSD”) is seeking one or more qualified construction management firms to provide preconstruction and construction management services in connection with various modernization and new construction projects throughout JUSD (hereinafter referred to collectively as “Projects”).

It is the desire of JUSD to select one or more Construction Manager/Firm that can meet or exceed JUSD’s requirement to provide the highest quality management, coordination, oversight and technical construction expertise at reasonable costs.

Background

The Jurupa Unified School District (JUSD) serves approximately 19,000 students in sixteen (16) elementary schools, one (1) TK-8 school, three (3) middle schools, three (3) comprehensive high schools, and one (1) continuation high school. JUSD's district boundaries are largely congruent with the city of Jurupa Valley and is located in Riverside County, California.

III

REQUIREMENTS FOR SUBMITTAL

Each proposed construction management firm is required to submit the following:

- Description of the team members and the legal entity it operates under, organizational and management approach and the role of each team member and major consultant.
- List of K-12 school projects the team members have participated in and the role played in the project (e.g. design, construction, consulting, etc.)
- Five references from school districts.
- Proposed consultants and technical assistants and corresponding billable rates.
- Discussion of constructability review and value engineering analysis of construction documents. Please fully describe the efforts that will be utilized to undertake constructability review and value engineering in order to minimize JUSD's exposure.
- Copy of a constructability review performed and prepared for another school district.
- Discussion of how a budget will be established for the Projects and any savings that may be obtained through value engineering.
- Discuss the manpower requirements of the construction management team and experience of the onsite support needed.
- Discuss the Firm's ability to meet construction schedules for projects with very tight timetables, Firm's schedule management procedures, and how the Firm has successfully handled potential delays both for the contract documents and for field changes.
- If applicable, provide a statement of any recent, current, or anticipated contractual obligations that relate in any way to similar work, the Project, or the District that may have a potential to conflict with Firm's ability to provide the Services described herein to the District. Firms cannot submit, propose, bid, contract, sub-contract, consult, or have any other economic interests in the Project to which the Firm may provide Services.
- Specify the current and projected workload of Firm and describe Firm's ability to complete the Services as required herein.
- Provide a statement of ALL claim(s) filed against Firm in the past five (5) years. Briefly indicate the nature of the claim and the resolution, if any, of the claim(s).

- The following must be submitted on a separate attachment:
 - a. List of proposed personnel.
 - b. Proposed fees for the Projects if using a method other than the Office of Public School Construction (“OPSC”) guidelines. The final construction management fees for the Projects will be negotiated.
 - c. Proposed typical general conditions and a breakdown of general conditions costs for the Projects.
 - d. Any additional services that are anticipated, but not covered in this RFP.
 - e. Statement of expertise with the implementation and management of design-bid-build projects and trade bidding and assurances that all trade contracts will be awarded to the lowest, responsive, responsible bidder.
 - f. Description of preconstruction services provided by your firm and costs for such services.
 - g. Strategies used to eliminate conflicts and discrepancies in construction documents prior to bidding including, without limitation, building information modeling.

General Information

1. Submittals should be brief and concise, but provide sufficient clarity to meet the criteria to be used in the evaluation process.
2. Each construction management firm shall submit seven (7) hard copies and one (1) electronic (in PDF) copy of its Proposal (on a portable USB drive or similar device) on or before **2:00 p.m. on December 14, 2020**. All Proposals shall be delivered to the following address:

Jurupa Unified School District, Education Center
Attn: Jennifer Lauzon (Purchasing)
4850 Pedley Rd.
Jurupa Valley, CA 92509

It is the sole responsibility of each firm to ensure all Proposals are delivered and received by JUSD in a timely manner. Any Proposals received at the designated location after the scheduled time may be returned and ineligible for award. JUSD's records of receipt are presumed determinative relating to when the Proposals are received.

3. Any questions regarding this Request for Proposal shall be directed to the following individual(s) via email:

jennifer_lauzon@jUSD.k12.ca.us

Contact with any other District personnel other than those listed above or contact in any manner with any Board member shall be grounds for the disqualification of the firm submitting a Proposal.

4. **Interviews are scheduled for the afternoon of Friday, December 18.** Firms will be given their interview time when turning in their proposals. Interviews will be limited to approximately 20-30 minutes per firm. Firms should give a very brief (under five minutes) overview of their organization and then be prepared to answer questions asked by JUSD staff. The JUSD interview committee will consist of approximately seven staff members and the interview will take place virtually.

IV

DISTRICT REQUIREMENTS

It is JUSD's intent to develop a pool of qualified firms to provide preconstruction and construction management services for the Projects. As Projects are scheduled to be implemented, the District will assign Projects to qualified firms. The assignment of firms to specific Projects is at the sole discretion of the District. While it is the District's desire to use all firms in the qualified pool developed by the District, firms are not guaranteed any minimum amount of work and may not be assigned to any future Projects if deemed in the best interest of the District.

The firm selected for a specific Project will be required to enter into a contractual agreement with JUSD which incorporates various terms and conditions and a scope of work regularly utilized by JUSD for school facility projects (see sample agreement attached for multi-prime projects – Appendix A). The proposed contractual agreement will comply with all applicable law and regulations, including without limitation, any policies of the State Allocation Board.

This Request for Proposal does not commit JUSD to award a contractual agreement with any firm or to pay any costs incurred in the preparation of Proposals. JUSD reserves the right at its sole discretion to accept or reject any and all Proposals received as a result of this RFP and to waive any informalities or irregularities in any Proposal or the RFP process.

V
SELECTION & EVALUATION CRITERIA

The following criteria will be adhered to in evaluating each construction management firm's Proposal:

1. Discussion of the legal entity that identifies the construction management team, including but not limited to, proper licensure.
2. Demonstration of creative and cost-effective performance that meets the needs of JUSD utilizing quality building materials and construction procedures.
3. Demonstrated evidence that the construction management firm has the financial capability to obtain and maintain the necessary bonds and insurance to cover its construction management services.
4. Evidence that the construction management team has the experience and ability to initiate and manage a multi-trade bidding process, if requested by JUSD.
5. Successful experience in managing school construction projects.
6. Satisfactory references from school districts.
7. Ability to perform constructability reviews.
8. Ability to perform cost estimating utilizing the format approved by OPSC.
9. Demonstrated ability to perform value engineering.
10. Expertise in reviewing major building systems for the Projects.
11. Discussion of how Construction Manager will identify procedures and processes to team with an architect on the Projects.