

ADVERTISEMENT – REQUEST FOR QUALIFICATIONS (RFQ)

**PROFESSIONAL SERVICE PROVIDERS
for
CONSTRUCTION MANAGER as ADVISOR (CMa)**



Pursuant to §41-16-72 of the Code of Alabama, 1975, as amended, the Alabama Community College System (ACCS) requests qualifications for Professional Service Providers of Construction Manager as Advisor (CMa) services from firms licensed in the State of Alabama for construction projects at college campuses located throughout the State of Alabama.

General Description of RFQ and Selection Process: The ACCS is seeking to establish a list of qualified Professional Service Providers for Construction Manager as Advisor (CMa) services for construction or facility improvements. This RFQ is **not for Program Management or Construction Administration**. Firms responding to this RFQ are to submit their response in accordance with the ACCS Manual of Procedures for construction projects, *Exhibit G – Procedures for Selecting Construction Manager as Advisor (CMa)* – services. All proposals submitted in response to this RFQ are to also include in their packet the use of Federal **Standard Form 330** (Rev. 7/2021), to communicate their experience and qualifications.

Criteria for evaluating proposals of Professional Service Providers for Construction Manager as Advisor (CMa) services is identified in the ACCS Manual of Procedures for construction projects, as part of *Exhibit G*. Qualifying firms will be added to the ACCS Master List of qualified Professional Service Providers of Construction Manager as Advisor (CMa) services and remain on the list for three years. At the end of the three-year period, firms must re-submit an updated Qualification Packet. Firms not qualifying for the ACCS Master List of qualified Professional Service Providers of Construction Manager as Advisor (CMa) services, may re-submit a Qualification Packet one year after the date of their last proposal submission.

Form of Agreement and Scope of Services: Selected firms will be engaged using *ACCS Form 1-CMA* and expected scope of services can be found in the Standard Provisions of the Agreement between Owner and Construction Manager as Advisor. The executed agreement will include a signed State Disclosure Statement, E-Verify documents, Insurance Certificates, and project fee summary.

Qualifications: Responding firms should have documented experience successfully performing projects for public education clients (K-12, ACCS, and 4 Year Universities) in the State of Alabama, experience delivering projects per the Alabama Public Works Law (i.e., Title 39), experience working with current State Building Codes, and documented experience working with various Authorities Having Jurisdiction (AHJs) within the State of Alabama.

§41-16-82, of the Code of Alabama, requires a State Disclosure Statement be completed and filed with all qualifications, bids, contracts, or grant proposals submitted to the State of Alabama more than \$5,000.00. The form is available online at <https://examiners.alabama.gov/PDF/publications/Vendor-Disclosure-Statement.pdf>.

§31-13-1, of the Code of Alabama (Alabama Immigration Law), imposes conditions on the award of state contracts. Qualifiers must agree to fully comply with the Immigration Reform and Control Act of 1986, as amended by the Immigration Act of 1990, and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act. Design firms should review and adhere to these guidelines as appropriate to their project type.

Contents of Evaluation Packets and Evaluation Criteria:

The RFQ should include contents that meet each selection criteria identified in the ACCS Manual of Procedures found in *Exhibit G – Procedures for Selecting Construction Manager as Advisor (CMA) – services*. Packets should be organized in the same order as the selection criteria identified in *Exhibit G*. Contents of the evaluation packet should include a completed Federal Government *Standard Form 330*, (Rev. 7/2021).

Qualification Packets may be submitted at any time; there is no deadline for submission.

Submit one (1) electronic (PDF) copy of the required proposal information to:

Sheila Smith
Alabama Community College System Facilities Division

Physical Address:
135 South Union Street
Montgomery, AL 36104

Questions and or information related to delivery of qualifications shall be directed to Sheila Smith via email at sheila.smith@accs.edu.

EXHIBIT G
PROCEDURES FOR SELECTING
CONSTRUCTION MANAGER AS ADVISOR (CMa)

The following procedures are for the selection of Construction Manager as Advisor (CMa) services by ACCS.

- A. Master Lists: The ACCS Facilities Division develops and maintains Master Lists of Professional Service Providers, which includes Construction Manager as Advisor (CMa). **This RFQ is not for Program Management or Construction Administration.**

The Construction Manager as Advisor (CMa) will provide construction management advice through the design, preconstruction, construction, and closeout phases of the project. Responsibilities include collaborating directly with design professionals, providing expertise in planning, managing, and coordinating the project from design through closeout. The CMa will provide coordination, management, and information flow between multiple direct-to-Owner contractors that the general contractor normally provides between the subcontractors in traditional design-bid-build projects.

Additional scope of CMa collaboration includes reviews for constructability, overall work, design, value engineering, purchase order management, design of bid packages, preparation of budgets and schedules, construction administration over bid packages and/or scenarios expeditious or beneficial to the Owner.

- (1) The Facilities Division will provide an RFQ for individuals and firms seeking to qualify for the Construction Manager as Advisor (CMa) Master List. Federal *Standard Form 330* (SF-330) will be utilized in the application process. The Chief Facilities Officer will oversee the Facilities Division review of submittals and firms approved for inclusion on the Construction Manager as Advisor (CMa) Master List.
- (2) Firms and Individuals can qualify for projects in the following categories:
 - (a) Projects with Construction Cost of \$50,000-\$500,000
 - (b) Projects with Construction Cost of \$500,000 - \$5,000,000
 - (c) Projects with Construction Cost over \$5,000,000
- (3) The Facilities Division will determine the selection of a Construction Manager as Advisor from the CMa Master List for selected construction projects within ACCS institutions.

- B. Typical Selection Process: The Facilities Division will select qualified individuals and/or firms responding to the RFQ. Interviews and presentations may be required, and conducted remotely, virtually, or in person.
- C. Selection Criteria: The following criteria may be utilized by the Facilities Division in the evaluation of firms responding to the RFQ:
- (1) Federal *Standard Form 330*.
 - (2) Last two years of audited financial statements. Firms must be operating on a sound financial basis.
 - (3) Projects documented using Federal *Standard Form 330* completed and/or in progress for the last five years for each of the following categories:
 - (a) As the General Contractor (construction cost for five or more projects less than of \$500,000).
 - (b) As the General Contractor (construction cost for five or more projects of \$500,000 - \$5,000,000).
 - (c) As the General Contractor (construction cost for five or more projects greater than \$5,000,000).
 - (d) As the Construction Manager as Advisor (construction cost for five or more projects less than \$500,000). **No Program Management or Construction Administration.**
 - (e) As the Construction Manager as Advisor (construction cost for five or more projects of \$500,000 - \$5,000,000). **No Program Management or Construction Administration.**
 - (f) As the Construction Manager as Advisor (construction cost for five or more projects greater than \$5,000,000). **No Program Management or Construction Administration.**
 - (4) Demonstrated history last five years of providing simultaneously both General Contractor services for projects greater than \$5,000,000 and Construction Manager as Advisor (CMA) services for projects greater than \$5,000,000.
 - (5) Disclosure of any bankruptcies in the last eight years documented on Federal *Standard Form 330 (Section H. Additional Information)*.
 - (6) Disclosure of any unresolved lawsuits documented on Federal *Standard Form 330 (Section H. Additional Information)*.

- (7) Disclosure of all legal judgements or arbitration awards in the last 10 years resulting from any construction related projects as General Contractor and/or Construction Manager as Advisor (CMa) documented on Federal *Standard Form 330 (Section H. Additional Information)*.
- (8) Experience and competence of firm principals and personal as documented in Federal *Standard Form 330* for the positions of:
 - (a) Principals
 - (b) Program Manager
 - (c) Estimator
 - (d) Safety & Compliance Manager
 - (e) Construction Manager
 - (f) Field Coordinator
- (9) Existing workload of firm for all projects under contract that are not completed for General Contractor services provided and Construction Manager as Advisor (CMa) services provided. A listing of all existing projects and their Contract Sum is itemized on Federal *Standard Form 330 (Section H. Additional Information)*.
- (10) Written performance references by Owners for work completed in the last five years regarding quality of work, timely performance, diligence, ability to meet budgets and other related items. A listing of all references is itemized on Federal *Standard Form 330 (Section H. Additional Information)* and copies of each reference letter organized behind *Section H* in the order they are listed on the form.
- (11) Written performance references by Architects/Engineers/Construction Professionals for work completed in the last five years regarding quality of work, timely performance, diligence, ability to meet budgets and other related items. A listing of all references is itemized on Federal *Standard Form 330 (Section H. Additional Information)* and copies of each reference letter organized behind *Section H* in the order they are listed on the form.
- (12) Firm is a current General Contractor licensed in Alabama.
- (13) Familiarity with Title 39 of the Alabama Code relating to Public Works Projects and with Title 41 of the Alabama Code relating to the Alabama Competitive Bid Law.

- (14) Familiarity with all current conditions, codes, laws, and ordinances where knowledge is essential to the proper performance of the work that are currently adopted by the State of Alabama as identified by the Division of Construction Management.
 - (15) Firm office location proximity to project location.
 - (16) Current effort of the firm in providing and/or working with minority and disadvantaged businesses documented on Federal *Standard Form 330 (Section H. Additional Information)*.
 - (17) ***Approach to Safety*** for construction projects documented on Federal *Standard Form 330 (Section H. Additional Information)*.
 - (18) ***Approach to Owner Architect Contractor (OAC)*** for construction projects documented on Federal *Standard Form 330 (Section H. Additional Information)*.
 - (19) ***Approach to Schedule and Production Performance Tracking*** for construction projects documented on Federal *Standard Form 330 (Section H. Additional Information)*.
 - (20) ***Approach to Cost Estimating*** for construction projects documented on Federal *Standard Form 330 (Section H. Additional Information)*.
 - (21) ***Approach to Trade Partner Management and Early Onboarding*** of local contractors, subcontractors, and suppliers, etc. for construction projects documented on Federal *Standard Form 330 (Section H. Additional Information)*.
 - (22) ***Approach to Employee/officer Continuity and Commitment to the Owner*** for construction projects documented on Federal *Standard Form 330 (Section H. Additional Information)*.
- D. Engagement: Upon the engagement of a qualified firm or individual, the Facilities Division will coordinate the completion of the necessary *Construction Manager as Advisor Contract, ACCS Form 1-CMA*.