

**STATE OF COLORADO
OFFICE OF THE STATE ARCHITECT
STATE BUILDINGS PROGRAM**



COLORADO

**REQUEST FOR PROPOSALS
FOR AN
INTEGRATED PROJECT DELIVERY METHOD
UTILIZING
DESIGN/BUILD GUARANTEED MAXIMUM PRICE (GMP) SERVICES**

For The

University of Colorado Colorado Springs

For The

Project Number 22-054, Engineering and Applied Sciences Building Renovation

**REQUEST FOR PROPOSALS FOR AN
INTEGRATED PROJECT DELIVERY METHOD UTILIZING
DESIGN/BUILD GUARANTEED MAXIMUM PRICE (GMP) SERVICES**

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University of Colorado Colorado Springs

Settlement Notice

For all projects with a total dollar value above \$150,000 Notice of Final Settlement is required by C.R.S. §38-26-107(1). Final Settlement, if required, will be advertised in the same location as the original solicitation.

I. GENERAL INFORMATION

A. INTRODUCTION/DESCRIPTION OF PROJECT

The College of Engineering and Applied Science is a 1,700-student college with degrees spanning Bachelor, Master, and PhD, encompassing 23 different degrees. The first department at UCCS was Electrical Engineering which was established in 1965. Departments include Mechanical and Aerospace Engineering, Electrical and Computer Engineering, and Computer Science. The College has strong ties with the Aerospace and Cybersecurity industry in southern Colorado. We plan to grow the number of students in the college to 3,000 by 2030. The Engineering Building is approximately 74,000 ft² and houses facilities and classrooms that enable course delivery and research for Electrical and Computer Engineering, Computer Science, as well as the Departments of Physics and Energy Science and the Mathematics Department which are part of the College of Letters, Arts, and Sciences.

The building functionality includes traditional classrooms, teaching laboratories, research laboratories, faculty offices as well as the Excel Mathematics Center. Specialized facilities include an anechoic chamber and clean room for microelectronics device fabrication, research, and instruction as well as other specialized research facilities.

The Engineering building was built in the 1980's and since then the building, equipment, and facilities have become outdated.

The objectives for the project are focused on:

- dramatically increasing energy efficiency to LEED Gold standards,
- Current code compliance for the facility, including but not limited to addressing Colorado Springs Utilities' requirements for separation of domestic and fire water supplies.
- enhancing the functionality and appearance of the building,
- improved Facility Condition Index
- roof and insulation replacement, and possible skylight replacement.
- modernizing instructional and research facilities
- increasing instructional, research, and office capacity in the building if possible
- new 3,500 to 4,000 ft². entry atrium
- improved occupant flow to the adjacent new Shop building, and Anschutz Engineering Center (both currently under construction)
- Possible installation of a combined rooftop solar collection system on the existing building, the adjacent Anschutz Engineering Center, and the Shop Building.

Updated restrooms and new all-gender restroom.

The project will need to be phased due to the lack of swing space and the necessity to deliver coursework within the existing instructional laboratory and classroom infrastructure.

University of Colorado Colorado Springs

intends to select a Design/Build Entity who will design, manage and construct the project as described within. The process to be used in the selection of the firm is comprised of two steps:

STEP I is the Submittal of Prequalification as described in Section II.

STEP II is the Oral Interview/Cost Proposal as described in detail in Section III.

A Jury Panel of individuals who will be involved in the project and/or understand the required services associated with Design/Build Contracting will evaluate responses to this RFP for both STEPS.

Upon completion of the evaluation of the Submittals of Prequalification, a limited number of teams will be invited to the oral interviews.

Sealed cost proposals will be required only from those teams who are interviewed and are to be submitted as indicated in this RFP. Both qualifications and cost will be considered in the final ranking of teams with qualifications given 70% of the value of the weighted criteria and costs in the sealed Cost Proposal given 30%.

Selection and award of this project will be based on a combination of qualifications and costs that represents the best overall value to the State.

B. MINIMUM QUALIFICATIONS

Notice is hereby given to all interested parties that all teams will be required to meet minimum requirements to be considered for these projects. To be considered as qualified, interested teams shall have, as a minimum:

1. Provided Design/Build Contracting services within the last three (3) years for at least two (2) projects each in excess of \$ 50 million utilizing the expertise present in their Colorado Office; and
2. Demonstrated specific Design/Build or Construction Manager/General Contractor experience in projects of similar scope and complexity; and
3. Demonstrated bonding capability up to \$ 50 million for an individual project coincidentally with current and anticipated workloads; provide letter from surety that affirms this capability.
4. Per C.R.S. §24-92-115 unless prohibited by applicable federal law, contract for any public project in the amount of one million dollars or more, that does not receive federal money, including shall require the general contractor to which the contract is awarded to submit, at the time the mechanical, electrical, or plumbing subcontractor is put under contract, documentation that Identifies the contractors or subcontractors that will be used for all mechanical, sheet metal, fire suppression, sprinkler fitting, electrical, and plumbing work required on the project and certifies that all firms identified participate in apprenticeship programs registered with the United States department of labor's

employment and training administration or state apprenticeship councils recognized by the United States department of labor and have a proven record of graduating a minimum of 15% of its apprentices for at least three of the past five years.

5. Per C.R.S. §24-92-Part 2, a public construction project in the amount of five hundred thousand dollars or more shall be subject to the State prevailing wage rate, of the regular, holiday, and overtime wages paid and the general prevailing payments on behalf of employees to lawful welfare, pension, vacation, apprentice training, and educational funds in the State, for each employee needed to execute the contract. Payments to the funds must constitute an ordinary business expense deduction for federal income tax purposes by contractors and subcontractors. Contractors are required to pay their employees at weekly intervals and shall comply with the enforcement provisions of C.R.S. §24-92-209. Contractors awarded a project of this size will be required to utilize the LCPTracker cloud-based labor compliance and certified payroll application.

C. SCOPE OF SERVICES

The scope of services will include assistance to the State during the process of design, construction, and warranty period. Specific tasks to be performed by the Design/Build Entity (D/B) include those generally performed by the D/B construction community where the Designer is also the Contractor.

II. PREQUALIFICATION SUBMITTALS (STEP I)

A. SCHEDULE

1. The schedule of events for the RFP process and an outline of the schedule for the balance of the project is as follows:

Advertisement	<u>21 Nov 22</u>
RFP Document Release	<u>21 Nov 22</u>
Mandatory Pre-submittal Conference and Tour	<u>5 Dec 22</u>
Date Email Questions (Clarifications) Due	<u>9 Dec 22</u>
Date Email Responses Issued	<u>15 Dec 22</u>
Submittals (Prequalification: Step I) Due	<u>22 Dec 22</u>
Interview Short List Announced	<u>13 Jan 23</u>
Sealed Proposal (Evaluation and Award: Step II) Due	<u>@ Interview</u>
Oral Interviews	<u>Week of 23 Jan 23</u>
Selection Announced	<u>30 Jan 23</u>
Negotiation of D/B Contract	<u>13 Feb 23</u>
Contract Approval (projected)	<u>20 Feb 23</u>
Anticipated Design Start	<u>20 Feb 23</u>
Anticipated Construction Start/Finish	<u>1Aug 23/1Jan25</u>

2. One (1) electronic copy of the Prequalification submittals are due *December 22, 2022* and shall be received no later than 2:00 PM (MD/ST), at the following address:

submit@uccs.edu

3. The above schedule is tentative. Responding teams shall be notified of revisions in a timely manner by email. Respondents may elect to verify times and dates by email, but no earlier than 36 hours before the schedule date and time.

B. MANDATORY PRE-SUBMITTAL CONFERENCE

1. To ensure sufficient information is available to teams preparing submittals, a mandatory pre-submittal conference has been scheduled. The intent of this conference is to tour the site and to have *University of Colorado Colorado Springs* staff able to discuss the project. Teams preparing submittals must attend and sign-in in order to have their submittals accepted. The pre-submittal conference will be held at:

Address: **1420 Austin Bluffs Pkwy, Colorado Springs, CO 80918, Engineering and Applied Science Building**

Room: **ENG 202**

Date/Time: **5 Dec 2022, 9:00**

C. CLARIFICATIONS

1. Owner initiated changes to this RFP will be issued under numerically sequenced email addenda. Addenda generally consist of the following items:
 - a. Clarifications
 - b. Scope Changes
 - c. Time and/or Date Changes

Respondents must acknowledge all issued addenda in their submittal and proposal.

2. Respondent initiated requests for clarification will be received any time prior to *December 9, 2023*. All State responses will be issued by email addenda on or before *December 15, 2023*

D. GENERAL INFORMATION

1. All respondents accept the conditions of this RFP, including, but not limited to, the following:
 - a. All submittals shall become the property of the State of Colorado and will not be returned.
 - b. Late submittals shall not be evaluated. Facsimile submittals shall not be accepted.
 - c. Any restriction as to the use of submitted materials must be clearly indicated as proprietary. The requested limitation or prohibition of use or release shall be identified in writing on a cover sheet. Blanket claims of proprietary submittals will not be honored. Cost proposals will be considered proprietary.
 - d. The State reserves the right to reject any or all proposals on the basis of being unresponsive to this RFP or for failure to disclose requested information.

- e. The State shall not be liable for any costs incurred by respondents in the preparation of submittals and proposals nor in costs related to any element of the selection and contract negotiation process.
 - f. The respondent has reviewed Appendix B and by responding has agreed that the terms and conditions of the sample Design/Build Agreement are expressly workable without reservation.
 - g. The respondent has reviewed Appendix C and by responding acknowledges the project concept, program and specifications as the initial basis of design.
 - h. The respondent has reviewed Appendix D and by responding acknowledges the standards for construction as basic standards for design, and the aesthetic guidelines as basic guidelines for design.
2. Appendix E is the estimated budget for the project. The distribution of contract costs is permitted to differ in the Cost Proposal.

E. PREQUALIFICATION SUBMITTALS (STEP I)

1. Respondent must comply with the following items, a through f. The State retains the right to waive any minor irregularity or requirement should it be judged to be in the best interest of the State. **(Note that the primary focus of the Prequalification evaluation will be the firm(s) capabilities).**
- a. Submit one (1) complete copy of all material.
Submittals shall be formatted and tabbed in the exact form and numeric sequence of the Evaluation Form (1 through 5) in Appendix A. A two-sided single page cover letter addressed to the *University of Colorado Colorado Springs* outlining the firm(s) qualifications is required at the front of the submittal. *(Not counting the cover letter and required Acknowledgement and Attestation form, the entire submittal is to be no more than 30 single sided 8 ½' x 11" sized pages in portrait format).*
 - b. Submittals shall be evaluated in accordance with criteria as indicated in SECTION IV. A. PREQUALIFICATION SUBMITTAL CRITERIA and ranked on the corresponding Evaluation Form in Appendix A.
 - c. Response to all items shall be complete.
 - d. All references shall be current and relevant.
 - e. Complete and execute the appropriate Acknowledgment and Attestation Form as provided in Section VI and submit at the back of the Prequalification Submittal.

III. ORAL INTERVIEWS/COST PROPOSALS (STEP II)

A. SHORT LIST

From the submittals received, a short list of qualified respondents shall be identified using the scoring indicated on the enclosed Prequalification Evaluation Form, Appendix A.

Teams failing to meet the minimum required qualifications will not receive further consideration.

B. ORAL INTERVIEW

1. Mandatory oral interviews shall be conducted for the short listed teams only. Interview times and location will be arranged by the *University of Colorado Colorado Spings* and all short-listed teams will be notified in advance. At the option of the State, a visit to the short listed teams managing home office and/or representative field office may be required. **(Note that the primary focus of the Oral Interview evaluation in addition to the Cost Proposal will be the proposed Project Management Team members' capabilities.)**

C. COST PROPOSALS

1. Only those teams short listed for interview are required to submit their sealed proposals. Cost Proposals are due on the scheduled submission date prior to the start of oral interviews. Only one sealed copy is required. Cost Proposals will remain sealed until after the qualitative scoring and will then be opened. The cost amount will then be considered (30 percent) in conjunction with the qualitative score from the response and interview (70 percent).
 - a. **Submit sealed cost proposal separately. Do not include cost proposal data in the qualifications submittal or the oral interview presentation and handout.** Also, do not enclose qualification in sealed cost proposal.
2. Cost Proposals shall be submitted on the form provided in Section VII, without modification. A Cost Proposal shall be accompanied with sufficient detail to clearly identify the cost for design and management services construction and general conditions. Percentage of the cost of work is not an acceptable value. The Cost Proposal should be prepared independently in accordance with the following:
 - a. Any specific services requested in the RFP and its appendices that are not included should be clearly identified. Exclusion of any required service may result in the proposal being found non-responsive.
 - 1) Appendices D and E of this RFP include the project concept, program and specifications; and aesthetic guidelines and construction standards.
 - b. Provide a D/B staff schedule with staff by name, position and man-hours (assume 8 hour days) per month estimated on the project.
 - c. The State reserves the right to reject any Cost Proposal not prepared in the above manner. Proposals that exceed the available funds may be rejected outright but the State reserves the right to negotiate a reasonable cost for service within the available funds. The D/B contract will be a bonded lump sum contract to encompass all design, management and construction work; some allowances may be included.
3. This Cost Proposal is a binding offer to perform the services associated with the Scope of Services described in this RFP. The State, however, reserves the right to negotiate a cost adjustment based on scope clarification subsequent to selection and prior to contract execution.

D. METHOD OF SELECTION AND AWARD

The Jury Panel shall complete a combined evaluation of qualifications and Cost Proposal in accordance with the criteria as indicated in SECTION IV, B. ORAL INTERVIEWS/COST PROPOSALS/EVALUATION CRITERIA. Numerical ranking and selection of the most qualified firm (including cost) will then occur on the corresponding evaluation forms in Appendix A1.

The final cost amount and scope of services may be negotiated at the State's discretion. Award and contract will be contingent on deliverability of key proposed D/B Staff.

IV. EVALUATION CRITERIA

A. PREQUALIFICATION SUBMITTAL CRITERIA

(Note that the primary focus of the Prequalification evaluation will be the Firm(s) capabilities).

1. QUALIFICATIONS OF THE FIRM(S)

- Provide a description of the composition and management structure of your team. Identify the firm's roles and responsibilities and relevant experience with projects of similar scope and complexity and similar fast track project delivery methods. Describe how the team's experience will relate to the success of this project.
- Provide a description and separate graphic organizational chart complete with working titles identifying the lines of authority, responsibility and coordination.
- Provide a detailed description of the process of how your team selects qualified sub-contractors and manages them effectively on complex multi-phased projects.
- Provide a detailed description of how your team will maximize the Colorado construction work force on this project.
- Provide your team's safety record over the last ten years and describe your teams' efforts to retain and support employees.

2. QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS

- Describe the qualifications and relevant experience of the lead design architect/engineer including demonstrated experience working on projects of similar scope and complexity and time commitment for this project.
- Describe the qualifications and relevant experience of the construction manager/general contractor including demonstrated experience working on projects of similar scope and complexity and time commitment for this project.
- Describe the qualifications and relevant experience of other key in-house staff and time commitments for this project.
- Identify all current office locations of the assigned staff and any other resident expertise intended to be provided under this RFP.

3. PROJECT MANAGEMENT APPROACH

- Provide a strategic project approach summary: Include discussion of your team's approach in providing successful Design/Build services based on prior experience in cost, schedule and quality effectiveness. Include specific examples (1-2 page excerpts) of actual products (estimates, progress reports, schedules, constructability reviews, value engineering studies, forms, general conditions budgets, organizational structures, etc.).

- Provide a description of construction work Project Management Team has capability to competitively bid and self-perform, including qualifications to do such. It is the perception of the *University of Colorado Colorado Springs* subcontracting CM/GC construction work is in the State's best interest in terms of price competition. The *University of Colorado Colorado Springs* may, at its discretion, limit the types and amount of work Project Management Team bids and self-performs.

4. PRIOR PROJECT EXPERIENCE/SUCCESS

Select your three (3) most relevant projects and provide, at a minimum, the following:

- The project/contract name
- Description of services provided
- Overall design/construction cost of project, as applicable, including initial contract value and change orders including reasons for change orders
- Organizational structure of service delivery under the contract (include the owner's organization as it interfaced with the respondent's contract)
- Key assigned in-house staff (name and title)
- Subcontracts (service) used in the performance of the contract
- Schedule history
- Reference(s) for Owner as described in II.e of this advertisement
- Continuing services, if any

a. Timeliness

In general, Design/Build Contracting work is seen as successful if it is on time, on budget, and of acceptable quality. Timeliness is generally based on completion by the originally published date and is indicated by a Certificate of Occupancy. Please demonstrate for each of the above projects how timely delivery occurred.

b. Budget Considerations

Similar to timeliness, being on budget historically means the work was completed within the originally identified available budget. For purposes of this RFP, the State is interested not only in being within budget but also in the respondent's ability to address and implement the following issues as well:

1. Conceptual estimating
2. Value analysis
3. Alternate solutions
4. Scope reduction that maintains project function
5. Cost/benefit analysis

Demonstrate for the above projects examples of how you accomplished the above cost control services.

c. Quality

Design quality has traditional connotations (coherent, integrated, efficient, flexible, aesthetic, etc.). Construction quality has the obvious traditional connotations (workmanlike, in compliance with the specifications, normal standard of care, etc.). Demonstrate for the above project examples how a high quality of workmanship was achieved.

d. Services Disruption

Demonstrate how your services on the above project examples dealt with issues of disruption at existing facilities, etc.

e. Project Acceptability

Please discuss how your Design/Build or Construction Manager/General Contractor Contracting services helped achieve owner satisfaction with regard to project quality and acceptability on your project examples.

f. Compliance

Provide information on how compliance with industry standards of care, building codes, etc. was achieved.

5. MISCELLANEOUS CONSIDERATIONS

a. Claims/Litigation History of Firm

Provide information on any past, current or anticipated claims (i.e., knowledge of pending claims) on respondent contracts; explain the litigation, the issue, and its outcome or anticipated outcome.

b. Apprenticeship Training Program (Optional for Step I Prequalification)

Where an Apprentice Training Program certified by the Office of Apprenticeship located in the Employment and Training Administration in the United States Department of Labor exists in the State, or a comparable program for the training of apprentices is available in the State:

1. Each submitter shall demonstrate access to the certified program or a comparable alternative (Note that it is the responsibility of the submitter to demonstrate the comparability of a non-certified program) and,
2. Each submitter's subcontractor at any tier with a contract value of two hundred fifty thousand dollars or more (\$250,000) shall demonstrate access to the certified program or a comparable alternative.

c. Other

This category is included for other items provided by the respondent. Inclusions may include standard firm promotional literature, testimonials, awards, corporate memberships in professional organizations or sponsorships, additional project/contract histories, etc.

B. ORAL INTERVIEWS/COST PROPOSALS EVALUATION CRITERIA

(Note that the primary focus of the Oral Interview evaluation in addition to the Cost Proposal will be the proposed project Management Team Members' capabilities).

1. QUALIFICATIONS OF THE TEAM

- Explain the composition and structure of your project management team and how the firm will support their efforts in the field throughout this project.
- Are the lines of authority, responsibility and coordination clearly identified?

2. QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS

- Explain the prior experience with projects of similar scope and complexity and similar fast track project delivery methods of the lead architect/engineer's project manager and other project team members. Explain their roles and responsibilities and authority and why they are the right team members for this project.
- Explain the prior experience with projects of similar scope and complexity and similar fast track project delivery methods of the construction manager/general contractor's superintendent and other project team members.
- Explain anticipated project management team staff current and projected workload.
- Identify all current office locations and the resident expertise intended to be provided under this RFP. Identify the location of the staff for the performance of this contract, their expertise, and generic equipment that will be located in Colorado and act in support of the anticipated contract.

3. PROJECT MANAGEMENT APPROACH

- Explain the strategic project approach for this project in summary: Include discussion of your team's approach in providing successful D/B services based on the needs of this specific project utilizing the team's prior past experience including cost, schedule, and quality control.
- Explain the design and construction work the project management team has the capability to self-perform including qualifications to do such work.
- Provide a detailed description of how your project management team selects qualified sub-contractors and manage them effectively on this project.

4. PRIOR PROJECT EXPERIENCE/SUCCESS

- Explain the most relevant projects the lead architect/engineer, superintendent and the team members have completed together and/or separately and what their role was. *University of Colorado Colorado Springs* may at its discretion contact references and/or conduct independent performance analysis on projects on which the team member has worked).
- Provide descriptions of other related experience of lead design architect/engineer and superintendent and other project management team members.

5. MISCELLANEOUS CONSIDERATIONS

- Craft Labor Capabilities**
Describe the availability of resources that will be utilized to successfully complete the project.
- Apprenticeship Training Program (Mandatory for Step II)**
Describe access to federal or state-approved apprenticeship programs, as available.
- Other**
This category is included for other items provided by the presenter. Inclusions may include testimonials, awards, corporate memberships in professional organizations or sponsorships, additional project/contract histories, etc., intended to demonstrate why this management team is uniquely qualified for this project.

V. D/B CONTRACT INFORMATION

- A.** Carefully review the Design/Build Guaranteed Maximum Price (GMP) Agreement sample (Appendix B) before initiating your response submittal. Any exceptions to the contract must be communicated formally in accordance with the written questions schedule in II.A.
1. Appendix C of this RFP includes the project concept, program and specifications that apply to this project and are incorporated by reference into the contract agreement as required initial design criteria. Deviation from the project concept, program and specifications must be justified in writing and approved the (insert Agency/Institution) Representative before incorporation into the project.
 2. Appendix D of this RFP includes mandatory construction standards and aesthetic guidelines that are incorporated by reference into the contract agreement. Deviation from the *University of Colorado Colorado Springs* standards must be justified in writing and approved the *University of Colorado Colorado Springs* Representative before incorporation into the project. The building and site design is required to respond to the aesthetic guidelines. Formal presentation of the proposed design to a review committee for approval may be required.
 3. Appendix F and G of this RFP includes mandatory State apprenticeship and prevailing wage requirements based on the construction value of the project.
- B.** The State reserves the right to make non-material changes to the appended model agreement, including additions and /or modifications that may be necessary to more completely describe the services defined or implied herein.
- C.** Any and all products, systems, methods, and procedures developed, as a result of this agreement shall remain the exclusive property of the State.

VI. ACKNOWLEDGEMENT AND ATTESTATION FORM

- A.** Several versions of the Acknowledgment and Attestation Form follow this section. Proper completion of the appropriate form is a mandatory requirement for a respondent to be considered responsive to this RFP Prequalification Submittal.
- B.** Qualifications made by a respondent in executing this form may render a submittal non-responsive as determined by the State.

VII. COST PROPOSAL FORM

- A.** Immediately following the Acknowledgement and Attestation Form is a Cost Proposal Form to be utilized to summarize the cost proposal for the services. Only those teams short-listed will be required to submit cost proposals as directed by the *University of Colorado Colorado Springs*
- B.** This RFP document, its appendices, and any written addenda issued prior to the submittal of cost proposals, and written clarifications prior to the interview shall serve as the only basis for cost proposals.
- C.** The respondent, by submitting this proposal, does hereby accept that minor changes by the State to the exhibited contract and its exhibits, which do not adversely affect the

respondent, shall not be cause for withdrawal or modification of the amounts submitted herein. Exceptions to the RFP documents and/or modification of the proposal may render the proposal non-responsive.

- D.** Upon due consideration and review of this document along with its appendices, written addenda, and written clarifications prior to the interview, the respondent does hereby submit the following proposal for Design/Build Guaranteed Maximum Price (GMP) Contracting services, consistent with the schedules provided in the Statement of Work. Respondents are hereby advised that it is the State's desire to accelerate design and construction schedules where reasonably possible, without adverse cost impact.
- E.** Respondent should complete the Cost Proposal Form by filling in all blanks on the form that follows.
- F.** Appendix E is the estimated budget for the project. The distribution of contract costs is permitted to differ in the Cost Proposal.

End of RFP

**ACKNOWLEDGEMENT AND ATTESTATION FORM
(Partnership Format)**

Date: _____

Page 1 of 1

By responding to this RFP, the respondent(s) certify that he/she has reviewed the Design/Build sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and finds them expressly workable without change or modification.

We certify and declare that the foregoing is true and correct.

Subscribed on _____ at _____
Date City

_____, State of _____
County State

1) _____
Partner Signature

Typed Name: _____

2) _____
Partner Signature

Typed Name: _____

Notary: _____ Date _____

Commission Expires: _____

Note: Add additional signature if there are more than two partners.

**ACKNOWLEDGEMENT AND ATTESTATION FORM
(Joint Venture Format)**

Date: _____
Page 1 of 1

By responding to this RFP, the respondent(s) certify that he/she has reviewed the Construction Manager/General Contractor sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and finds them expressly workable without change or modification.

We certify and declare that the foregoing is true and correct.

Subscribed on _____ at _____,
Date City

_____, State of _____
County State

1) _____
Venture Partner Binding Signature Date

Type of Business Typed Name: _____
Title: _____

Witness Date

Typed Name: _____

2) _____
Venture Partner Binding Signature Date

Type of Business Typed Name: _____
Title: _____

Witness Date

Typed Name: _____

Note:

1. Add additional venture partners as necessary.
2. Witnesses of venture partners shall be corporate secretary for corporations, partners for partnerships, and notaries for sole proprietorships.
3. Attach venture agreement
4. Type of business shall identify the venture partner as a corporation, venture, partnership, sole proprietorship, or other legal entity.

**ACKNOWLEDGEMENT AND ATTESTATION FORM
(CORPORATE FORMAT)**

Date: _____
Page 1 of 1

By responding to this RFP, the respondent(s) certify that he/she has reviewed the Design/Build sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and finds them expressly workable without change or modification.

We certify and declare that the foregoing is true and correct.

Subscribed on _____ at _____,
Date City
_____, State of _____
County State

Corporate Officer Signature Date

Secretary Date

Note: Use full corporate name and attach corporate seal here.

(SEAL)

**ACKNOWLEDGEMENT AND ATTESTATION FORM
(Sole Proprietorship Format)**

Date: _____
Page 1 of 1

By responding to this RFP, the respondent(s) certify that he/she has reviewed the Design/Build Guaranteed Maximum Price (GMP) sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and finds them expressly workable without change or modification.

We certify and declare that the foregoing is true and correct.

Subscribed on _____ at _____,
Date City
_____, State of _____.
County State

Respondent Date

Typed Name: _____

Notary: _____
Date

Commission Expires: _____

COST PROPOSAL FORM
DESIGN/BUILD GUARANTEED MAXIMUM PRICE (GMP) SERVICES
 Page 1 of 2

Date: _____

Project Title: _____

Design Build Entity's Architect/Engineer Basic Services Fee

- | | | | |
|-----------|---|-----------------|--|
| .1 | Pre-Design Phase (If Applicable) | \$ _____ | |
| .2 | Schematic Design Phase | \$ _____ | |
| .3 | Design Development Phase | \$ _____ | |
| .4 | Construction Document Phase | \$ _____ | |
| .5 | Construction Administration Phase | \$ _____ | |
| .6 | Post Construction Phase (If Applicable) | \$ _____ | |
| .7 | Reimbursable Expenses (Not to Exceed) | \$ _____ | |
| .8 | Total Design Build Entity's Architect/Engineer's Fee | \$ _____ | |

Construction Management Fee

- | | | | |
|------------|---|-----------------|--|
| .9 | Pre-Construction Phase Fee | \$ _____ | |
| .10 | Construction Phase Fee | \$ _____ | |
| .11 | General Conditions Direct Personal Expenses of On-Site D/B staff (Not to Exceed) | \$ _____ | |
| .12 | Other Reimbursable General Conditions (Not to Exceed per 6.1.3 of the Agreement SC-9.0) | \$ _____ | |
| .13 | .13 Total Construction Management Fee | \$ _____ | |

Design Build Entity Fee (.8 + .13) \$ _____

Please provide a detailed breakdown to adequately describe the D/B staff provided, term of their services, and associated costs so as to demonstrate as complete an understanding as possible of the services provided.

The cost shall include pre-construction phase fees, construction phase fees, general conditions, profit, overhead, home office staff, home office expenses, accounting and/or legal fees, insurance and any other costs or expenses.

Acknowledge receipt of Addendum Nos. _____

Anticipates Services outside the United States or Colorado* Yes No

If the respondent anticipates services under the contract or any subcontracts will be performed outside the United States or Colorado, the respondent shall provide in a written statement which must include, but need not be limited to the type of services that will be performed at a location outside the United States or Colorado and the reason why it is necessary or advantageous to go

outside the United States or Colorado to perform such services. (Does not apply to any project that receives federal moneys)

Will comply with 80% Colorado Labor Yes No

For State Public Works project per C.R.S. 8-17-101, Colorado labor shall be employed to perform at least 80% of the work. Colorado Labor means any person who is a resident of the state of Colorado at the time of the Public Works project. Respondents indicating that their bid proposal will not comply with the 80% Colorado Labor requirement are required to submit written justification along with the bid submission. (Does not apply to any project that receives federal moneys)

Bidder is a Service-Disabled Veteran Owned Small Business* Yes No

A Service-Disabled Veteran Owned Small Business (SDVOSB) per C.R.S. 24-103-905, means a business that is incorporated or organized in Colorado or maintains a place of business or has an office in Colorado and is officially registered and verified by the Center for Veteran Enterprise within the U.S. Department of Veteran Affairs. Attach proof of certification along with the proposal submission.

**Does not apply to projects for Initiations of Higher Education that have opted out of the State Procurement Code.*

Applicant or Corporate Officer Signature

Title

Appendix A

**STATE BUILDINGS PROGRAM
PREQUALIFICATION SUBMITTAL/EVALUATION FORM
DESIGN/BUILD GUARANTEED MAXIMUM PRICE (GMP) SERVICES**

Name of Team: _____
Name of Project: _____
Evaluator No: _____ Date: _____

RFP REFERENCE
MINIMUM REQUIREMENTS Y ____ N ____

If the minimum requirements (including letter from surety) have not been met, specify the reason(s):

Acknowledgement and Attestation included: Y ____ N ____

SCORE

Weight² x Rating³ = Score

1. QUALIFICATIONS OF THE FIRM(S)¹

- | | | | | | |
|--|-------|---|-------|---|-------|
| <input type="checkbox"/> Qualifications of the team | _____ | x | _____ | = | _____ |
| <input type="checkbox"/> Organizational structure/lines of authority | _____ | x | _____ | = | _____ |
| <input type="checkbox"/> Subcontractor selection and management | _____ | x | _____ | = | _____ |
| <input type="checkbox"/> Colorado workforce | _____ | x | _____ | = | _____ |
| <input type="checkbox"/> Safety/Employee support | _____ | x | _____ | = | _____ |

2. QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS¹

- | | | | | | |
|--|-------|---|-------|---|-------|
| <input type="checkbox"/> Qualifications and relevant experience of the architect/engineer | _____ | x | _____ | = | _____ |
| <input type="checkbox"/> Qualifications and relevant experience of the construction manager/general contractor | _____ | x | _____ | = | _____ |
| <input type="checkbox"/> Qualifications and relevant experience of in-house staff | _____ | x | _____ | = | _____ |
| <input type="checkbox"/> Location/Access | _____ | x | _____ | = | _____ |

3. PROJECT MANAGEMENT APPROACH¹

- | | | | | | |
|---|-------|---|-------|---|-------|
| <input type="checkbox"/> Approach to successful D/B or CM/GC Services | | | | | |
| a. Cost effectiveness | _____ | x | _____ | = | _____ |
| b. Schedule effectiveness | _____ | x | _____ | = | _____ |
| c. Quality effectiveness | _____ | x | _____ | = | _____ |
| <input type="checkbox"/> Competitively Bid/Self Performed Work | _____ | x | _____ | = | _____ |

4. PRIOR PROJECT EXPERIENCE/SUCCESS¹

- | | | |
|--|--|-----------------------|
| <input type="checkbox"/> Project #1
a. Timeliness
b. Budget Considerations
c. Quality | d. Disruption
e. Acceptability
f. Compliance | _____ x _____ = _____ |
| <input type="checkbox"/> Project #2
a. Timeliness
b. Budget Considerations
c. Quality | d. Disruption
e. Acceptability
f. Compliance | _____ x _____ = _____ |
| <input type="checkbox"/> Project #3
a. Timeliness
b. Budget Considerations
c. Quality | d. Disruption
e. Acceptability
f. Compliance | _____ x _____ = _____ |
| <input type="checkbox"/> Related experience of the team | | _____ x _____ = _____ |

5. MISCELLANEOUS¹

- | | |
|--|-----------------------|
| <input type="checkbox"/> Claims/litigation history | _____ x _____ = _____ |
| <input type="checkbox"/> Apprenticeship Training Program | _____ x _____ = _____ |
| <input type="checkbox"/> Other | _____ x _____ = _____ |

TOTAL SCORE: _____ ⁴

NOTES:

1. **Criteria:** Agencies/Institutions are encouraged to include additional criteria that reflect unique characteristics of the project under each category to help determine the submitter's overall qualifications.
2. **Weights:** Agency/Institutions to assign weights, using whole numbers, to all criteria on evaluation forms for inclusion into RFQ document and prior to evaluations.
3. **Ratings:** Evaluator to assess the strength of each firms qualifications and assign a numerical rating of 1 to 5 with 5 being the highest rating, 0 is missing information. (Use whole numbers)
4. **Total Score:** Includes the sum of all criteria. Note: a passing score (as a percentage of the total points available) is optional and should be assigned by the agency/institution prior to evaluation.

Appendix A1

STATE BUILDINGS PROGRAM ORAL INTERVIEWS/COST PROPOSALS EVALUATION FORM DESIGN/BUILD GUARANTEED MAXIMUM PRICE (GMP) SERVICES

Name of Team: _____
Name of Project: _____
Evaluator No: _____ Date: _____

SCORE

Score	Weight ²	x	Rating ³	=
1. <u>QUALIFICATIONS OF THE TEAM</u> ¹	_____	x	_____	= _____
2. <u>QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS</u> ¹	_____	x	_____	= _____
3. <u>PROJECT MANAGEMENT APPROACH</u> ¹	_____	x	_____	= _____
4. <u>PRIOR PROJECT EXPERIENCE/SUCCESS</u> ¹	_____	x	_____	= _____
5. <u>MISCELLANEOUS</u> ¹				
<input type="checkbox"/> Craft Labor Capabilities	_____	x	_____	= _____
<input type="checkbox"/> Apprenticeship Training Program	_____	x	_____	= _____
<input type="checkbox"/> Other	_____	x	_____	= _____
TOTAL SCORE:				_____ ⁴

NOTES:

- 1. Criteria:** Agencies/Institutions are encouraged to include additional criteria that reflect unique characteristics of the project under each category to help determine the submitter's overall qualifications.
- 2. Weights:** Agency/Institutions to assign weights, using whole numbers, to all criteria on evaluation forms for inclusion into RFQ document and prior to evaluations.
- 3. Ratings:** Evaluator to assess the strength of each firms qualifications and assign a numerical rating of 1 to 5 with 5 being the highest rating, 0 is missing information. (Use whole numbers)
- 4. Total Score:** Includes the sum of all criteria. Note: a passing score (as a percentage of the total points available) is optional and should be assigned by the agency/institution prior to evaluation.

Appendix A2

**STATE BUILDINGS PROGRAM
SUBMITTAL AND ORAL INTERVIEW RANKING MATRIX**

QUALIFICATIONS 70%/COST 30% (Optional 80%/20%)

TEAM	QUALIFICATIONS ¹						AVERAGE QUALS ²	QUALS SCORE ³	COST SCORE ⁴	QUALS & COST SCORE ⁵	RANK ⁶
	EVAL #1	EVAL #2	EVAL #3	EVAL #4	EVAL #5	EVAL #6					

NOTES:

1. Insert total score from each evaluator's ORAL INTERVIEW/ COST PROPOSALS/EVALUATION FORMS. (Note that the use of the Matrix for the PREQUALIFICATION SUBMITTAL EVALUATION does not consider cost proposals only qualifications). DO NOT combine the scores of the two evaluation forms.
2. Add all evaluators' total scores and divide by the number of evaluators to determine the average score for each team's qualifications.
3. The highest score for qualifications on the evaluation form is to receive 70 points and the other team scores are to be determined as a percentage of the 70 points. To score each average qualification score, use the example formula.

Assume the highest score is 700.

SCORING OF QUALIFICATIONS

FIRM B: $\frac{700}{700} \times 70 \text{ points} = 70 \text{ points}$

FIRM C: $\frac{600}{700} \times 70 \text{ points} = 60 \text{ points}$

FIRM A: $\frac{500}{700} \times 70 \text{ points} = 50 \text{ points}$

4. Determine score for each team's sealed cost proposal with the lowest cost being equivalent to a score of 30 points. To score each cost, use the example formula.

Assume the lowest cost was \$100,000.

SCORING OF COSTS

FIRM A: $\frac{\$100,000}{\$100,000} \times 30 \text{ points} = 30 \text{ points}$

FIRM B: $\frac{\$100,000}{\$125,000} \times 30 \text{ points} = 24 \text{ points}$

FIRM C: $\frac{\$100,000}{\$150,000} \times 30 \text{ points} = 20 \text{ points}$

5. Add the average qualification score to the cost score to determine cumulative qualifications and cost score.
6. Numerically rank all teams with the highest scoring team being the most qualified.

Appendix B

DESIGN/BUILD GUARANTEED MAXIMUM PRICE (GMP) AGREEMENT (SC-9.0)
(Sample)

THE GENERAL CONDITIONS OF THE DESIGN/BUILD GUARANTEED MAXIMUM PRICE (GMP)
AGREEMENT (SC-9.1)
(Sample)

Appendix C

PROJECT CONCEPT, PROGRAM AND SPECIFICATIONS

Appendix D

AESTHETIC GUIDELINES AND CONSTRUCTION STANDARDS

Appendix E

PROJECT BUDGET DIRECT LABOR BURDEN CALCULATION (SBP-6.18)

Appendix F

APPLICABLE PREVAILING WAGE RATES and APPRENTICESHIP CONTRIBUTIONS (if Applicable)

Appendix G

APPRENTICESHIP UTILIZATION CERTIFICATION (SBP-6.17)
