

The Woodlands Township

**Request for Construction
Manager at Risk for Construction
Services**

C-2023-0180



**The Woodlands Emergency
Training Center &
New Fire Station 5**

June 1, 2023



Request for Proposals

Construction Manager at Risk Proposals for General Contractor

1.1 Advertisement

- A. The Woodlands Township is soliciting proposals to award a construction contract as herein described for the purpose defined in this document. By responding to this invitation, the parties providing Proposals (referred to herein as "Offerors") agree to perform in accordance with the terms and conditions set forth in this document in the event that the response is selected for contract award regardless of whether award is made in whole or part.
- B. The Woodlands Township has contracted with Martinez Architects LP, 900 Rockmead Suite 250 Houston, Texas 77339, to provide Architectural Professional Services for the design of Fire Station 5 on McBeth Way by the Sterling Ridge Park & Ride and a renovation/addition to The Woodlands Emergency Training Center at 16135 Interstate 45 S, Conroe, TX 77385.
- C. Pursuant to the provisions of Chapter 2269, Subchapter F, Texas Government Code, it is the intention of The Woodlands Township (the "Township" or "Owner") to select via a Request for Proposals format (one-step process) a Construction Manager-At-Risk for construction of a new Fire Station and a renovation/addition to The Woodlands Emergency Training Center. The selected Construction Manager-At-Risk is to assist the Township and the project Architect with cost estimating and scheduling during the completion of the construction documents, and to construct the project thereafter as Construction Manager-At-Risk, and perform such other functions as may be designated by the Township under Chapter 2269, Subchapter F, Government Code.

1.2 Scope of Work

- A. The project shall consist of the following:
 - 1. A new Fire Station on McBeth Way by the Sterling Ridge Park & Ride, and a renovation/addition to The Woodlands Emergency Training Center at 16135 Interstate 45 S, Conroe, TX 77385. Both Sites and Projects will begin construction at the same time under one set of construction documents and one contract. Therefore, the Contractor must have the resources required for the proposed scope of work. The new fire station will consist of a 14,600 GSF first floor, a 5,100 GSF 2nd floor/mezzanine, concrete drives, and parking lot. The renovation/addition of The Woodlands ETC will consist of approximately 13,000 sf of renovation and 4,500 GSF of additions on the first floor, with the second floor consisting of approximately 1,450 GSF of additions. The site will also undergo some changes with the addition of parking stalls, new emergency generator, hydrants, and power stations.
 - 2. Schematic Design plans and exterior renderings are provided for reference as an attachment to this RFP.

1.3 Selection Criteria (Refer to 2.4 for description of Criteria)

A. The Owner reserves the right to reject any and all Proposals and to waive any informalities incidental thereto. Proposals not submitted in accordance with the Request for Proposal requirements shall not be scored or considered.

B. Selection criteria shall include an analysis of the following:

1. (5 Points)	Firm Information / Completeness of Response
2. (20 Points)	Approach to Project as Construction Manager-at-Risk
3. (5 Points)	Personnel
4. (5 Points)	Safety Experience
5. (5 Points)	Project Experience with Owner and/or Architect
6. (10 Points)	Relevant Experience of General Contractor & Proposed Personnel
7. (10 Points)	References
8. (40 Points)	Fee (Proposal Form)
9. (25 Points)	Interview

Total = 125 points

1.4 Selection Schedule

- A. Proposals will be accepted no later than 2:00 p.m. on June 15, 2023, at the offices of Martinez Architects (900 Rockmead, Suite 250, Houston TX 77339).
- B. Interviews, if desired by the Owner, would be conducted following evaluation of the Proposals.
- C. Thereafter, the Owner and its Architect will review the evaluation and scoring to select a firm at a subsequent District meeting. The selection process will follow the stipulations of Chapter 2269, subchapter F, Texas Government Code.

1.5 Instructions to Proposers

- A. Offerors shall submit in a sealed package Six (6) bound copies and (1) electronic copy of the information requested as prescribed in **Section 2.4, Submittal Requirements / Selection Criteria, items 1 thru 7**, in the same sequence as listed.
- B. Only one (1) copy of the completed Proposal Form for Construction Manager-At-Risk (item 8) shall be submitted. The Proposal Form shall be submitted in a separate sealed envelope from the other information requested in Section 2.4.
- C. Sealed package shall be clearly labeled:
 1. The Woodlands Township – New Fire Station No. 5 & Woodlands ETC Renovations
 2. RE: Request for Construction Manager-At-Risk Proposal
 3. The Woodlands Township
 4. DO NOT OPEN UNTIL 2:00 P.M. ON June 15, 2023

2.1 Inquiries

A. Queries about the project and the request for proposals should be addressed to:

Mr. Ricardo Martinez, AIA
Martinez Architects, LP
900 Rockmead, Suite 250
Kingwood, Texas 77339
Phone: 281-346-7371
Email: ricardom@martinez-architects.com

B. Queries must be received no later than 2:00 p.m. on Monday, June 12, 2023. Any final addendum will be issued no later than 5:00 p.m. on Tuesday, June 13, 2023.

2.2 Budget

A. The Construction Manager-At-Risk shall be accountable for the construction budget and shall work with the architect to identify the design, systems and finishes required to meet the established budget. **The Construction Budget is not-to-exceed \$12,000,000.**

B. Performance and Payment Bonds for 100% of the construction cost will be required upon submission of the Guaranteed Maximum Price (GMP).

C. The project shall comply with Montgomery County Prevailing Wage Rates as published for the same quarter of the year as the GMP is issued.

D. The Construction Manager-At-Risk shall provide incremental cost evaluation of the project. The project costs shall be identified at the following milestones:

1. 100% Schematic Design
2. 100% Design Development
3. 50% Construction Documents
4. 95% Construction Documents

2.3 Owner/Contractor Agreement

A. The Owner intends to use the 2017 AIA Document A133, Standard Form of Agreement Between Owners and Construction Manager where the Construction Manager is also the Constructor, subject to revisions agreed upon by the parties.

2.4 Submittal Requirements / Selection Criteria

A. Pursuant to the provisions of Chapter 2269, Subchapter F, Texas Government Code, The Woodlands Township has approved the following selection criteria for use in the selection process for a General Contractor to enter into agreement for construction services:

1. Firm Information (5 Points)

- Defined and scored based on completeness & accuracy of information provided.
 - a. Provide Firm Information:
 - i. Name of Firm
 - ii. Address of Principal Office
 - iii. Phone Number
 - iv. Form of Business Organization
 - v. Year Founded
 - vi. Primary Individual to Contact
 - b. Provide Financial Information:
 - i. Provide contact information of Bank Reference(s)
 - ii. Provide contact information of Surety
 - iii. Provide Profit Loss Statement for the last 3 years

2. Approach to Project as Construction Manager-at-Risk (20 Points)

- Defined and scored based on value added to project by the proposer's specific approach to Pre-Construction Services and Proposed Project Schedule
 - a. Describe methodology, techniques and tools implemented in the design review and cost estimating process. Include concepts for working in a team relationship with the Owner and Design Team during all phases of the work. Include specific approach to delivery of full project scope within construction budget.
 - b. Schedule: Provide proposed project schedule for pre-construction and construction services for this project.
 - c. Cost Estimating: Provide a sample conceptual cost estimate for a similar project type prepared during the Pre-Construction Phase(s) and a sample of the final GMP by division/scope of work and fees. Redact identity of the project/Owner.
 - d. Owner/Contractor Agreement:
 - i. AIA Document A133, 2017 Edition shall be executed for the Owner/Construction Manager-At-Risk Agreement. Note any exceptions to this document.

2.4 Submittal Requirements / Selection Criteria (CONTINUED)

3. Personnel (5 points)

- Defined and scored based on relevance and quality of assigned personnel's experience and availability for the project
 - a. Identify the Project Manager, Estimator, and Project Superintendent who will work on this project.
 - b. Provide Resumes for the Project Manager, Estimator, and Project Superintendent
 - c. Include contact information for references from (3) past projects.
 - d. Include current project(s) for each proposed personnel and anticipated completion date. Provide current project contacts for verification purposes.
 - e. Provide a statement of commitment that the identified personnel will be assigned to the project throughout its duration. The Project Superintendent shall be committed during Pre-Construction Phase (min. 10 per week) for design meetings and onsite full- time during construction. No personnel changes will be permitted without written approval from the Owner unless personnel is no longer employed with the company.

4. Safety Experience (5 Points)

- Defined and scored based on demonstrated safety factors from previous projects.
 - a. Provide demonstrated safety factors as appropriate, such as:
 - i. EMR (must provide)
 - ii. Loss Indicator Rate (LIR)
 - iii. Workers' Compensation history
 - iv. Construction Safety Management procedures
 - v. Other Factors

5. Project Experience with Owner and/or Architect (5 Points)

- Defined and scored based on familiarity working with the Owner and Architect
 - a. Identify current and past projects associated with The Woodlands Township and/or Martinez Architects. Provide project name, location, date completed and delivery method.

2.4 Submittal Requirements / Selection Criteria (*CONTINUED*)

6. Relevant Experience of General Contractor and Proposed Personnel (10 Points)

- Defined and scored based on relevance and recency of firm's and personnel's construction experience. Relevance will be considered for building type, project size, project location, client type, and delivery method.
 - a. Identify Current and Completed Projects
 - i. Facility Name and Description
 - ii. Owner
 - iii. Delivery Method
 - iv. Date of Completion (or status of Current Projects)
 - v. Identification of Project Team Members

7. References (10 Points)

- Defined and scored based on quantified responses from references. The quality of references shall be weighted for this category for the overall score. Owner reserves the right to contact references from any of the proposer's past projects, whether listed or not.
 - a. Provide a minimum of five (5) references from past or current projects.
 - i. Provide at least (1) Owner and (1) Architect reference for the proposed Project Manager and Superintendent.
 - ii. Provide contact information including email and phone number.

8. Fee (40 Points)

- Defined and scored based on the completed Proposal Form including in this RFP

9. 25 Points – Interview

125 Total Available Points

3.1 Participation

- A. The Project Manager, Estimator and Project Superintendent shall attend and actively participate in regular meetings with the Owner and Design Team prior to bid date. The Project Manager and Project Superintendent shall not be replaced without approval by Owner unless they are no longer employed by the construction company.
- B. The Project Manager, Estimator and Project Superintendent shall assist the Owner and Design Team with the completion of the Construction Documents to the intended purpose and use of the facility as defined by the Owner and Design Team.
- C. The Construction Manager-At-Risk shall be responsible for the integration of the design and construction phases, utilizing their skill and knowledge of general contracting to develop schedules, prepare project construction estimates, study labor and market conditions, identify and transfer developments of the project during the pre-construction and design phases into the construction of the project under the approved GMP.

3.2 Project Schedule

- A. The Construction Manager-At-Risk shall recommend to the Owner and Design Team a schedule for the project.
- B. The Construction Manager-At-Risk shall identify procurement of long-lead items that may affect the project schedule.

3.3 Bidding

- A. The Construction Manager-At-Risk shall solicit Competitive Sealed Proposals from subcontractors on behalf of the Owner in accordance with the Bidding Statutes and as follows:
 1. Issue Solicitation Request for Proposals in accordance with Project Schedule
 2. Receive at least three (3) proposals from qualified subcontractors and suppliers for each discipline/scope of work.
 3. Identify self-performed work whereby (2) additional bids are received. The best value proposals to the project shall be awarded the contract. Bids for self-performed work shall be provided to the Owner/Architect prior to receiving public bids for consideration of best-value.
 4. Distribute proposal packages and confirm scope of work.
 5. Review proposals with Owner and Design Team prior to award of contract.

General Conditions List

4.1 General Conditions List

A. The following items shall be considered as general conditions of the contract and will not be included as part of the Construction Manager-At-Risk Fee. The cost of these General Conditions will be negotiated with the recommended Construction Manager-At-Risk as part of the overall GMP.

Senior Project Manager/Project Executive	Mobilization/Demobilization
Project Manager	Temp Electric/Gas/Water
Project Manager Vehicle and/or Allowance/Mileage	Telephone/Fax/Computer/ Reproduction Costs
General Superintendent	Ice/Cups/Water
Superintendent	Deliver Services/Postage
Superintendent Vehicle and/or Allowance/Mileage	Progress Photography
Assistant Superintendent	Shop Drawings
Project/Cost Engineer	Stationery and Supplies
Office/Technology Engineer	Fencing
Project Expediter/Asst. PM	Temporary Weather Protection
Accounting	Temporary Partitions
Secretary/Admin. Personnel	Temporary Roads
Quality Control Manager	Temporary Plumbing
General Purpose Labor	Plans/Surveys/Blue Prints
Subsistence/Per Diem	Field Communications System
Mileage/Travel	Chemical Toilets
CPM Schedule	Cellular Telephones
Field Engineering & Equipment	Phones
Record Set	Radios
CM Office Trailer	Tractor
Architect/Owner Trailer	Generator (Portable)
CM Storage Sheds	Labor Burden Barricades
CM Job Office Expenses	Gas/Oil/Grease
CM Job Office Equipment	Vehicle Repair
First Aid Supplies	Clean Streets
Watchman/Security	Cleanup Periodical
Project Documentation	Continuous Jobsite Clean-up
Small Tools	Dumpster/Trash Haul
Building Permits/Fees	Final Cleaning
Licenses/Dues	Building/Site Dewatering
Equipment Rental/Maintenance & Insurance	Safety Equipment
Job Signage/Advertising	Safety Coordinator
Payroll Taxes on General Conditions	Job Safety Training
Insurance/Performance & Payment Bonds	Fire Protection/Fire Extinguishers
AGC Fees	General Liability/Builders Risk

Proposal Form for Construction Manager-At-Risk

5.1 Proposal Form for Construction Manager-At-Risk

A. Having examined the Request for Proposal prepared by The Woodlands Township dated June 1, 2023, the undersigned agrees to the following:

- A. This Proposal will remain subject to acceptance for 60 days after the day of the Proposal opening.
- B. The Owner maintains the right to reject any and/or all proposals, to waive informalities or minor irregularities in the proposal process and to accept the proposal that the Owner considers the Best Value.
- C. The Offeror agrees to the entirety of the Request for Proposal and take no exceptions.
- D. This Proposal has been arrived at independently and is submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over respondents in the award of this proposal.
- E. The Owner reserves the right to negotiate with any Proposer in a manner permitted by law.

B. Fee Proposal

A. Pre-Construction Phase Services: Provide Lump Sum

\$ _____

B. Construction Services Fee: Provide Fee for overhead and profit as a percentage of the actual cost of the work (omit General Conditions)

_____ Percent
amount written in words govern

_____ %
amount in figures

C. Construction Services Fee: Provide Fee for General Conditions as a percentage of the actual cost of the work

_____ Percent
amount written in words govern

_____ %
amount in figures

D. Proposed break-down of realized cost savings:

A. Owner _____ %

B. Contractor _____ %

C. Addenda

- A. The Undersigned acknowledges receipt of
- B. Addenda No. _____ Dated _____, 2023
- C. Addenda No. _____ Dated _____, 2023
- D. Addenda No. _____ Dated _____, 2023
- E. Addenda No. _____ Dated _____, 2023
- F. Addenda No. _____ Dated _____, 2023

D. Proposer

Authorized Signature

Affix Seal (Corporation)
Identify Form of Business Organization

Name

Title

Name of Contracting Firm

Street Address

City/State/Zip Code

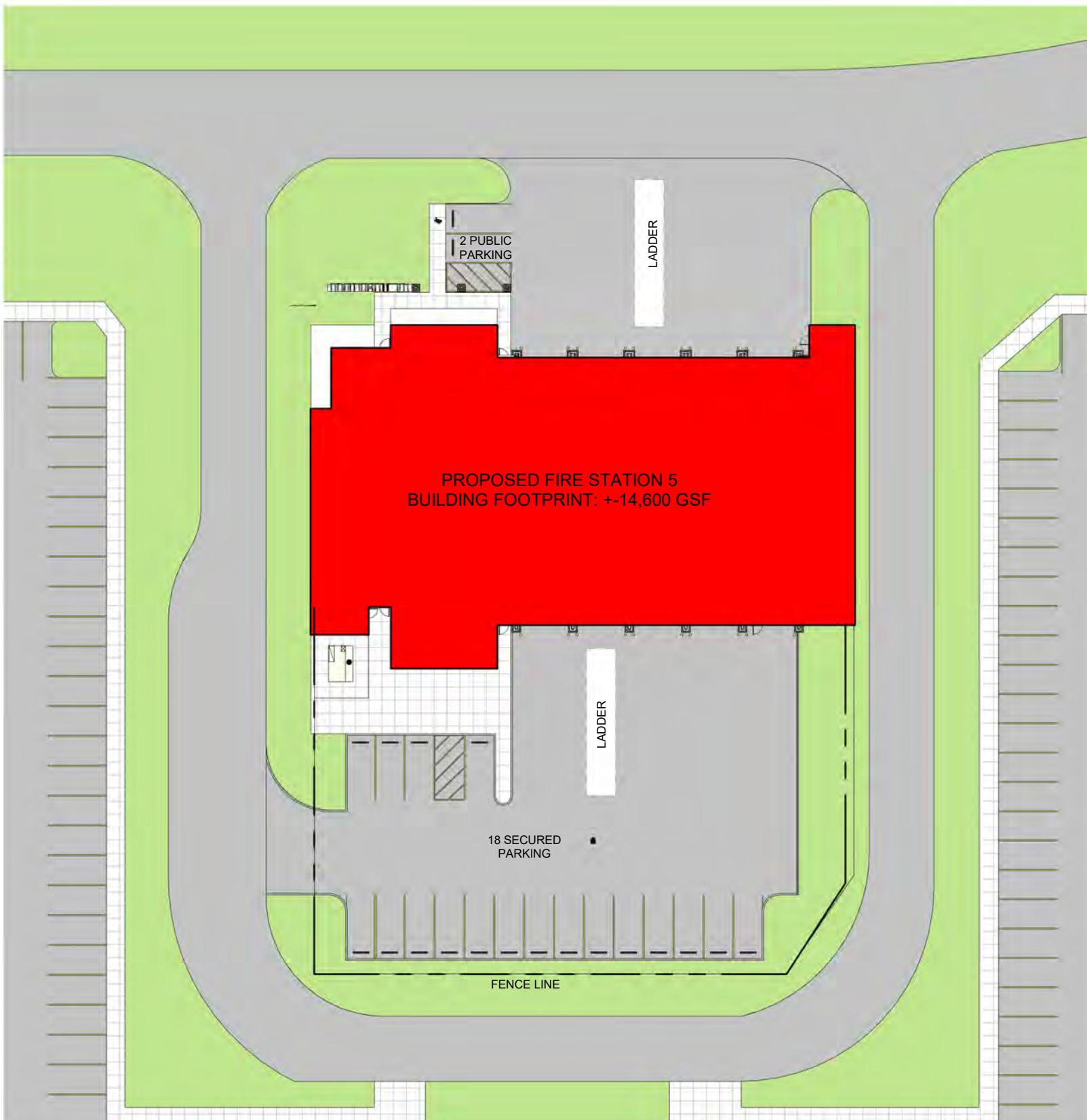
Telephone Number

Date

E. Submitted By:

THE WOODLANDS
FIRE STATION 105

PROPOSED PAVING: 18,000 SF
PROPOSED SIDEWALK: 2,250 SF

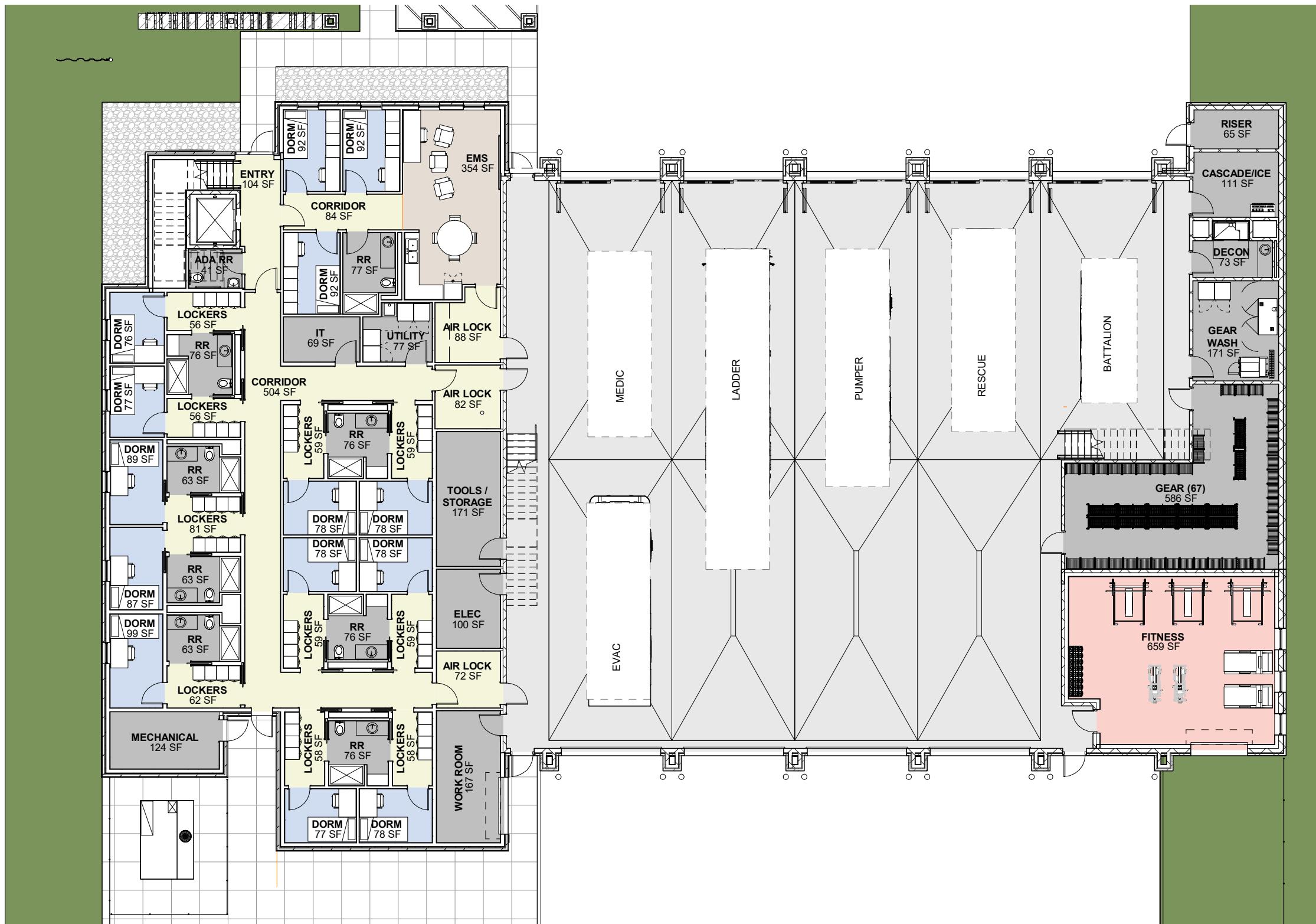


PROJECT NORTH
SITE PLAN SHED LAYOUT
SCALE: 1" = 40'-0"

JUNE 2023



THE WOODLANDS
FIRE STATION 105



CONDITIONED SPACE
LEVEL 1: 6,250 GSF
LEVEL 2: 3,750 GSF
TOTAL: 10,000 GSF

UNCONDITIONED SPACE
LEVEL 1: 8,450 GSF
LEVEL 2: 2,000 GSF
TOTAL: 10,450 GSF

GRAND TOTAL: 20,450 GSF

PROJECT NORTH

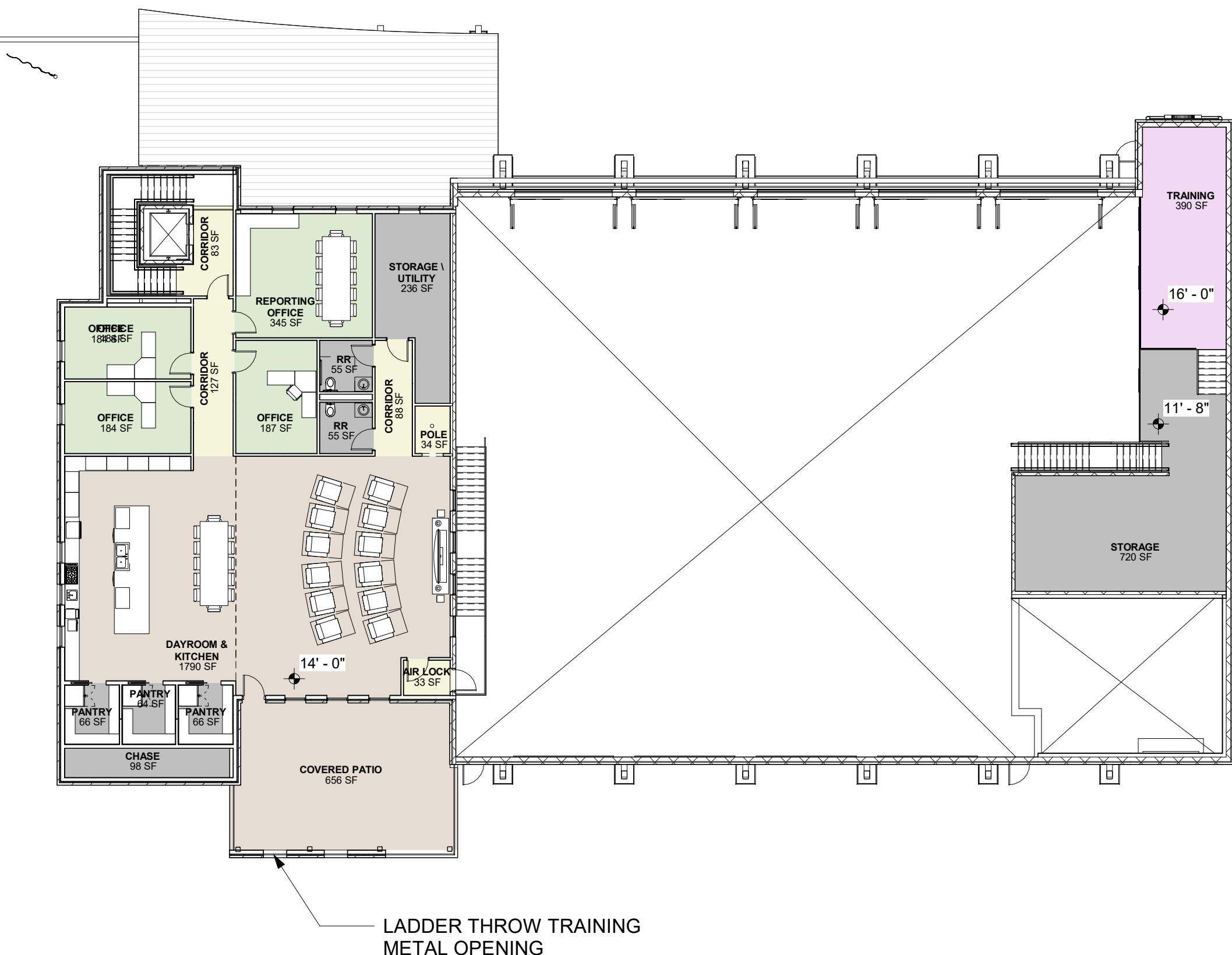


THE WOODLANDS
FIRE STATION 105

CONDITIONED SPACE
LEVEL 1: 6,250 GSF
LEVEL 2: 3,750 GSF
TOTAL: 10,000 GSF

UNCONDITIONED SPACE
LEVEL 1: 8,450 GSF
LEVEL 2: 2,000 GSF
TOTAL: 10,450 GSF

GRAND TOTAL: 20,450 GSF

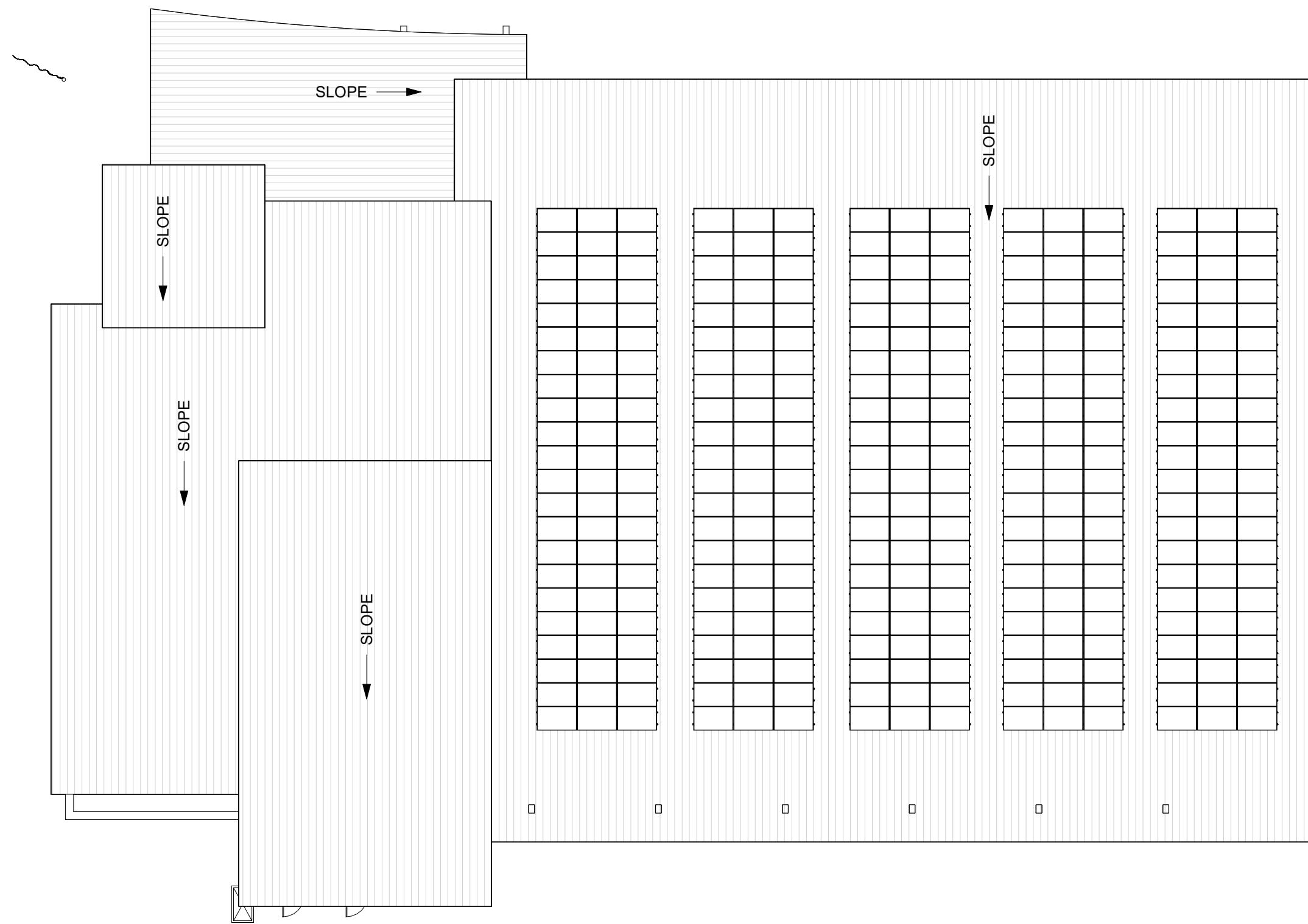


LADDER THROW TRAINING
METAL OPENING

LEVEL 2 SHED LAYOUT
SCALE: 1/16" = 1'-0"

JUNE 2023







1 NORTH ELEVATION
SCALE: 1/16" = 1'-0"



2 WEST ELEVATION
SCALE: 1/16" = 1'-0"



1 EAST ELEVATION
SCALE: 1/16" = 1'-0"



2 SOUTH ELEVATION
SCALE: 1/16" = 1'-0"

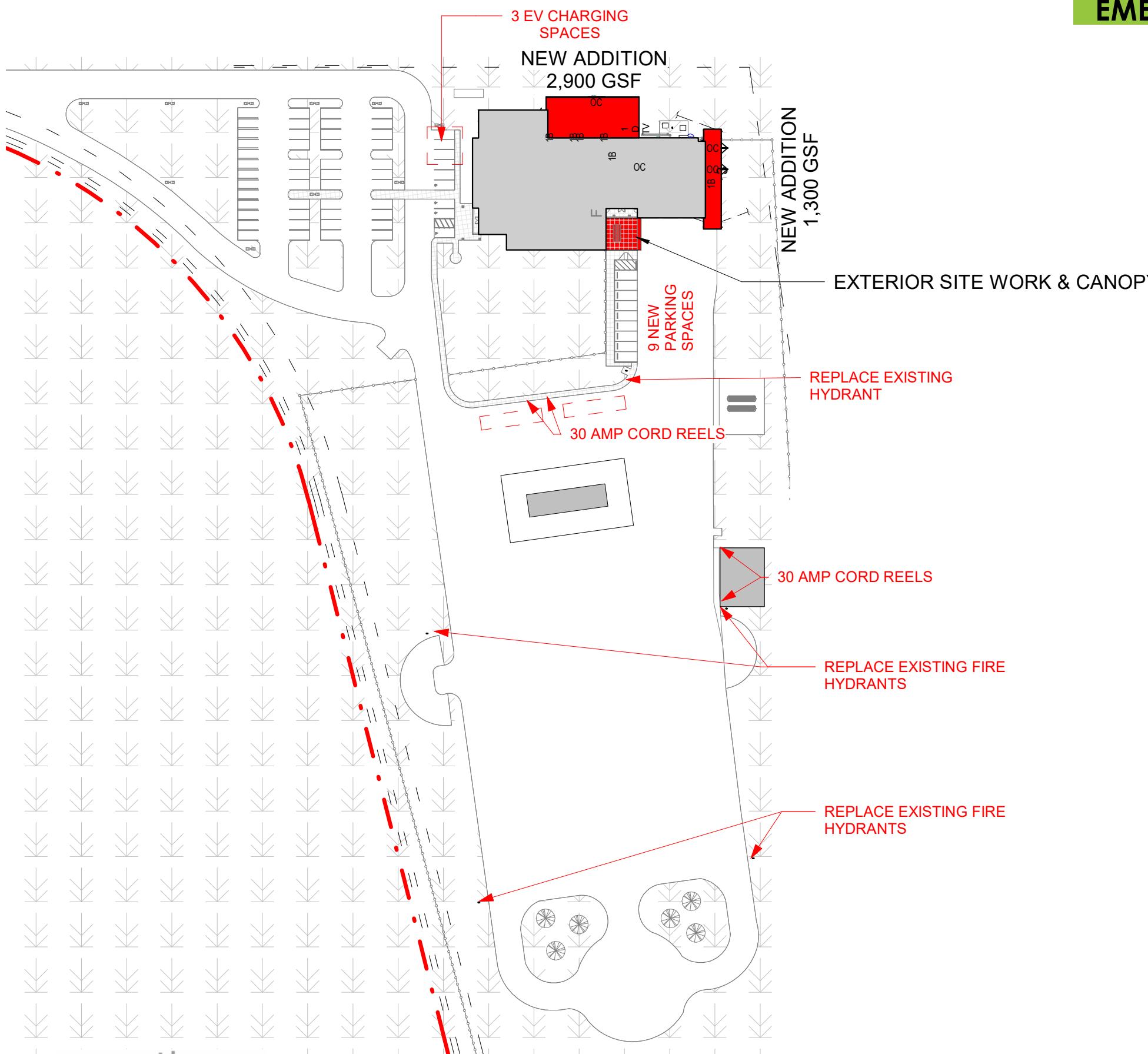


THE WOODLANDS FIRE STATION 5

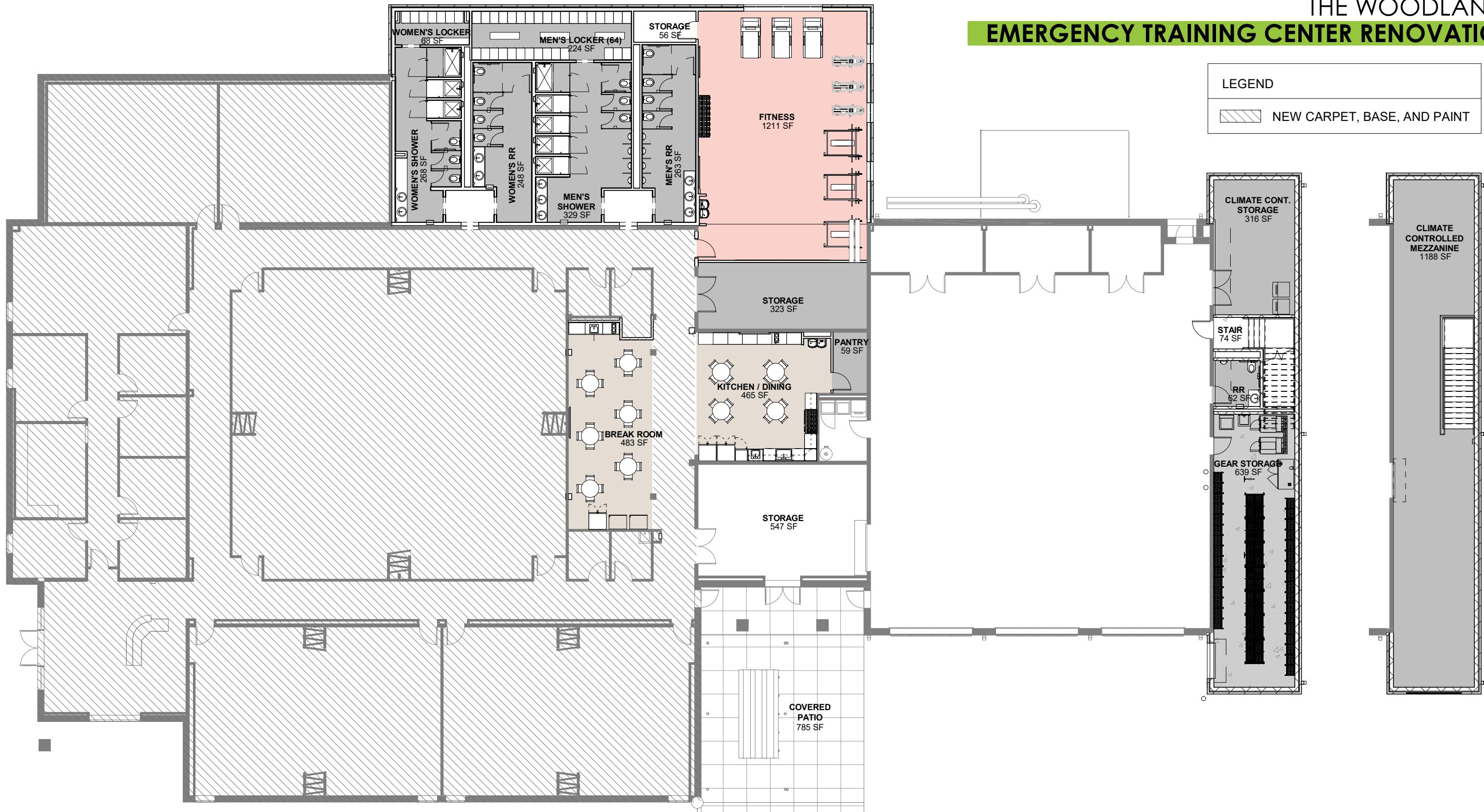








THE WOODLANDS
EMERGENCY TRAINING CENTER RENOVATION



1 LEVEL 1
SCALE: 1/16" = 1'-0"

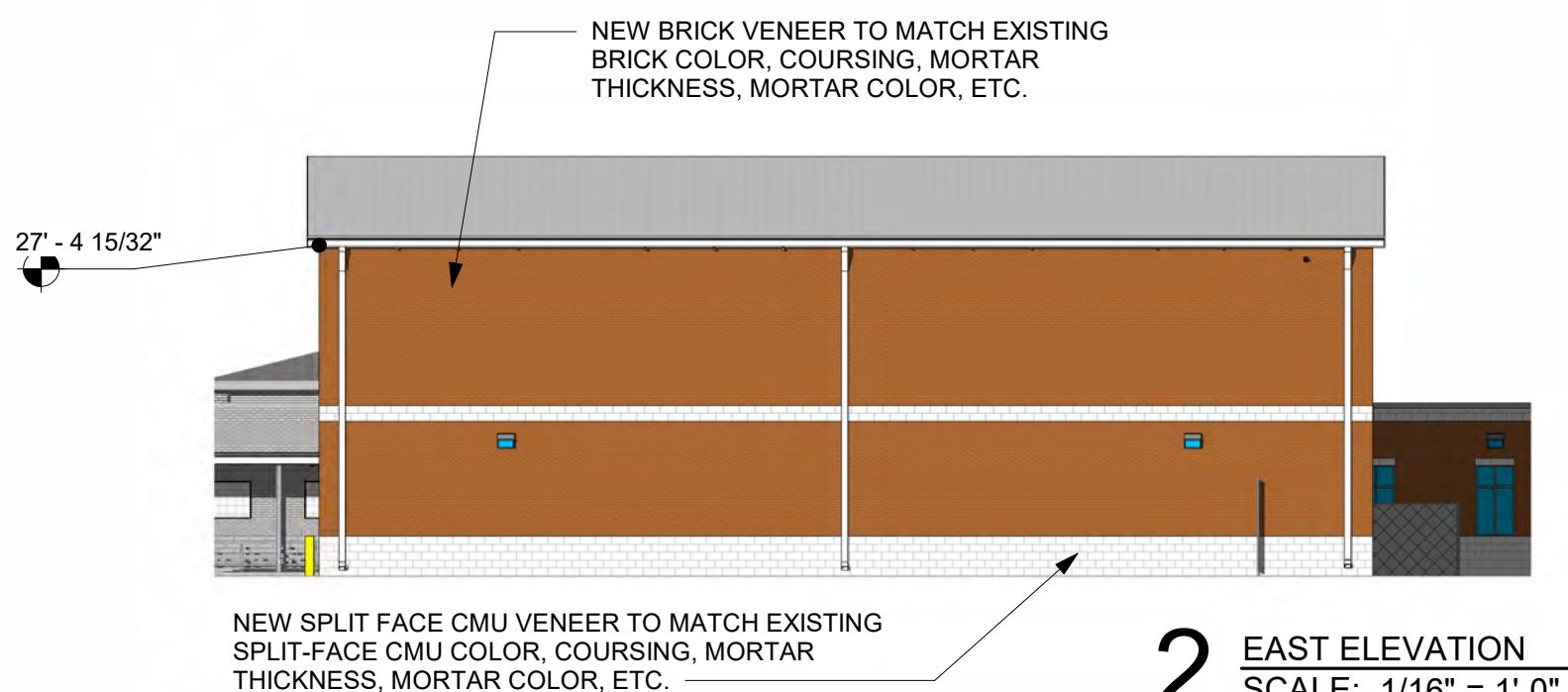
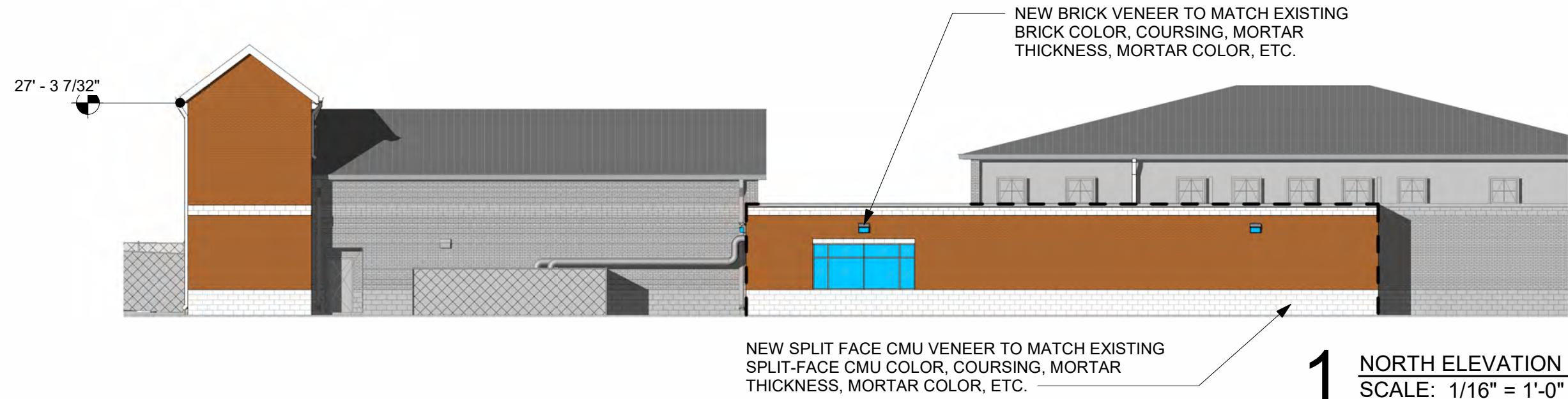
2 LEVEL 2
SCALE: 1/16" = 1'-0"



LEVELS 1 & 2
SCALE: 1/16" = 1'-0"

JUNE 2023

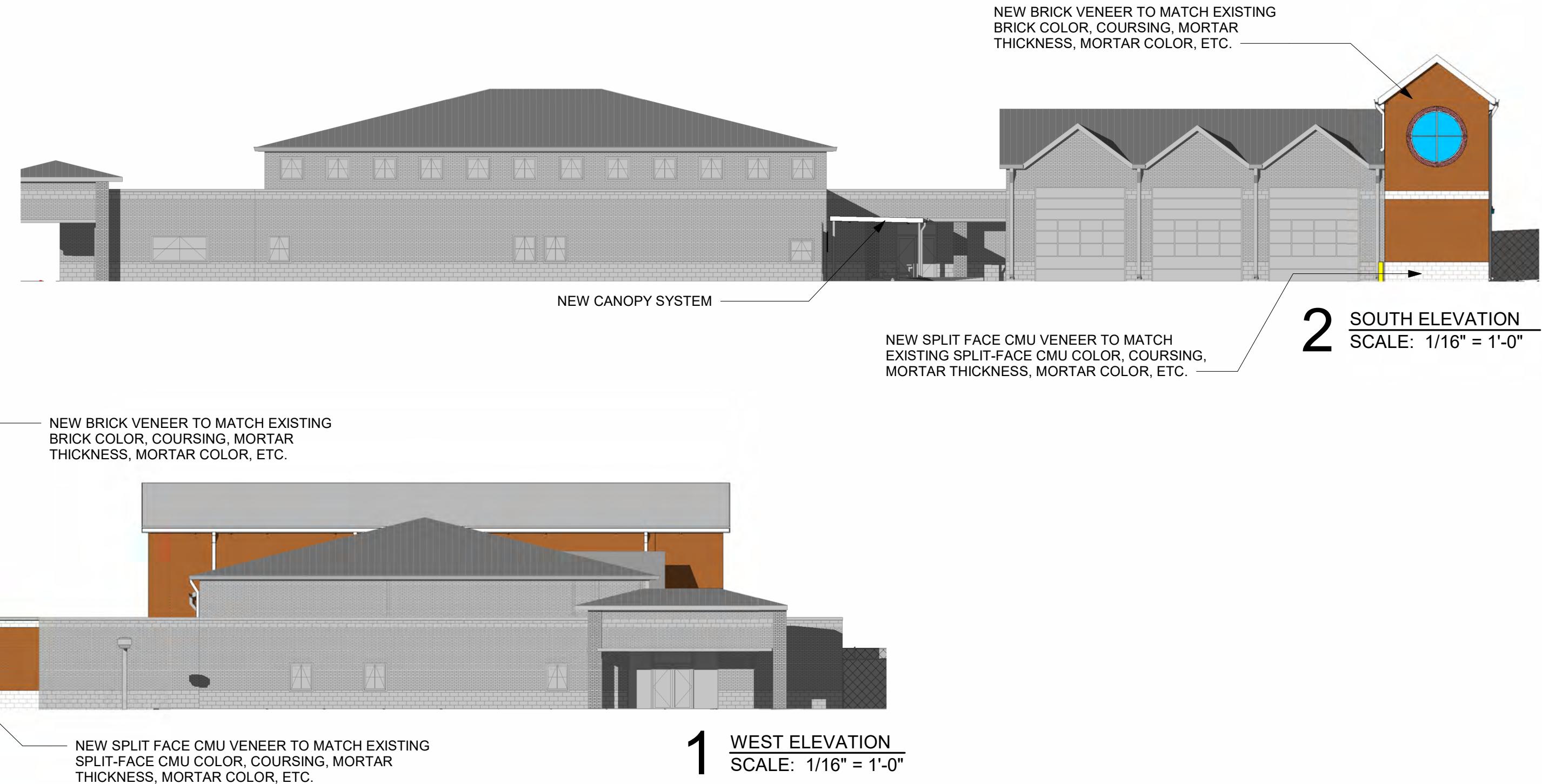
THE WOODLANDS
EMERGENCY TRAINING CENTER RENOVATION



BUILDING ELEVATIONS
SCALE: 1/16" = 1'-0"

JUNE 2023

THE WOODLANDS
EMERGENCY TRAINING CENTER RENOVATION



THE WOODLANDS
EMERGENCY TRAINING CENTER RENOVATION

