

HENDRICKS COUNTY BOARD OF COMMISSIONERS

NOTICE OF

REQUEST FOR PROPOSALS (RFP)

CONSTRUCTION MANAGER AS CONSTRUCTOR (CMc)

NEW HENDRICKS COUNTY JAIL

I. **Authority**

Under authority of Indiana Code 5-32, the Hendricks County, Indiana Board of Commissioners (“County Commissioners”) are seeking responses from qualified Firms desiring to serve as a Construction Manager as Constructor (CMc) for the construction of a new jail project. Below are the project descriptions, selection criteria, and submittal requirements for interested parties wishing to submit their proposals for consideration.

II. **Project Description**

The project consists of constructing a new jail. The Designer (RQAW Corporation) has proposed a new jail facility with a mix of cell types that will accommodate between 500-600 beds and includes other detention related support services and Sheriff’s administrative offices. Work also includes overall site development, located on property owned by the County Commissioners at the previous Hendricks County Fairgrounds on East Main Street, Danville, Indiana. The total construction budget for this project is approximately \$58 Million.

III. **Request for Proposals - Overview**

The County Commissioners are looking for a Project Delivery method in which they will hire a Construction Management firm that will act as a consultant to the County Commissioners, or designated representatives, during the development and design of the Construction Documents and Specifications, and assume the risk for Construction Performance (Schedule and Budget/Cost) holding all trade subcontracts during the construction phase. This method is known Construction Manager as Constructor – CMc (also referred to as Construction Manager at Risk - CMar).

IV. **Guaranteed Maximum Price (GMP)**

Indiana Code 5-32 allows for the establishment of a Guaranteed Maximum Price (GMP). The County Commissioners intend to have the selected Construction Manager (CM) develop a mutually agreeable GMP based on the Construction Documents and Specifications at time of commitment, typically determined after bids are received under IC 36-1-12, but prior to construction commencement. The GMP will include not only price but it will guarantee the schedule.

V. **Jail Needs Assessment and Feasibility Study**

The County Commissioners recently commissioned a Jail Needs Assessment and Feasibility Study (“Study”) concerning a proposed new Hendricks County Jail facility and a copy of such Study may be obtained from the Hendricks County Facilities Department (contact information listed under Section XI. PROJECT COORDINATION, below).

VI. RFP Requirements

The RFP Submittal should include the following. These items will serve as the qualifications by which prospective Construction Management firms will be evaluated.

- a. Cover Letter - Cover letter should confirm that offeror's submittal is in response to this RFP.
- b. Office Location - Location of office in charge of project and location of other project team member offices, if applicable. Include appropriate contact information for any follow up.
- c. Safety Record - Provide Experience Modification Rate for the previous three (3) years.
- d. Bonding Capacity - Provide Bond Capacity Statement.
- e. MBE, WBE, VBE Participation - History of contracting with or hiring minority, women and veteran business enterprises; and good faith efforts to fulfill the state's goals for contracting with or hiring minority, women, and veteran business enterprises.
- f. Organizational Chart - Organizational chart showing the project team and their roles, including all sub-consultants or partner firms. Include resumes of all team members and the list of factors considered in forming the project team.
- g. CMc Experience - List a minimum of three (3) projects within the last 4 years awarded as a CMc with a GMP under Indiana Code 5-32.
- h. Correctional/Detention Construction Experience - The respondents should indicate their previous experience with the construction of county jails, detention facilities and other relevant experience. Experience should be limited to projects completed within the last 10 years located within the State of Indiana.
- i. Designer Experience - List a minimum of three (3) projects in which the designer of record was RQAW Corporation. The following details should be provided with each project: Staff and their role, Designer, Construction Costs, and Overview of Construction Schedule, Performance against Cost and Schedule.
- j. GMP Approach - Provide details of your approach to GMP development. Considerations should be given to timing of GMP, potential bid packages, percentages and types of contingencies at GMP, opportunity for early GMP, expectations of penalties or incentives included in the GMP.
- k. Fee Structure based on a CMc Project Delivery with a GMP - Provide fee structure for the following items. Fees should be provided on company letterhead and submitted in a separate sealed envelope with responses.
 - i. CMc Fee as a percentage of the Cost of the Work (Fee is the only compensation paid to CM outside of the Cost of the Work).
 - ii. Staff Billing Rate as a multiplier of actual staff wages (include taxes, benefits, paid holidays and vacations, misc. overhead, etc.).
 - iii. Bond Rate as a percentage of volume (100% P&P Bond).
 - iv. General Liability Insurance Rate as a percentage of subcontracted cost.
 - v. Pre-Construction Services Fee - T&M Not to Exceed - (Provide a fully detailed staffing schedule showing staff effort expected by position)

- vi. Site management and/or general conditions costs outside of the Cost of the Work.
- I. References - Provide at least three (3) named client references with contact information for related projects.

VII. Selection Process

The County Commissioners have appointed a Review Committee consisting of a County Commissioner, County Sheriff, and County Facilities Manager to review all RFP responses. Based on the initial qualifications presented in the RFP, the Review Committee may conduct in-depth interviews with select respondents. Interviews will last no more than one hour and will consist of an opportunity for selected firms to present their proposal followed by a question and answer discussion. The County Commissioners request that interview teams be limited to no more than five (5) individuals. From these interviews and related information provided, the Review Committee will recommend a single firm to the full Board of County Commissioners for formal contract negotiations.

VIII. Timing for Submittal

Responses to this RFP shall include six (6) paper copies and a USB flash drive copy of the full response. All responses shall be addressed and delivered in a sealed envelope to:

Hendricks County Facilities Department
355 South Washington Street, Suite G20
Danville, IN 46122
Attn: Mr. Kevin J. Cavanaugh
Facilities Manager

Responses will be received until 2:00 p.m. (Eastern Time) on Friday, February 7, 2020. Any response received after that time and date will not be opened or considered.

IX. MISCELLANEOUS PROVISIONS

- a. The County Commissioners reserve the right to terminate or amend this RFP process for any reason, to be the sole judge of the responses submitted, to reject all responders to this RFP, and to waive any informalities or irregularities in any of the responses.
- b. The County Commissioners create no obligation, expressed or implied, of any kind or description in issuing this RFP or receiving a response. Neither this RFP nor the response shall be construed as a legal offer.
- c. The County Commissioners assumes no responsibility or liability for any expenses incurred by the selected or prospective Construction Manager as Constructor, in connection with the preparation or delivery of a response, requested interview or any action related to the process of completing and submitting a response to this RFP.
- d. Prospective Construction Managers as Constructors shall, if requested by the Selection Committee, provide a fully completed Financial Statement specific enough for the County Commissioners to make a proper determination of the CMc Firm's capability for completing the project if awarded.
- e. The County Commissioners will negotiate the terms of a contract with the selected CMc Firm. If an agreement is reached, the CMc Firm may enter into a written contract and will perform all work pursuant to that contract.

XI. PROJECT COORDINATION

All questions, comments, or concerns from interested parties should be addressed to:

Mr. Kevin J. Cavanaugh
Facilities Manager
Hendricks County Government
355 South Washington Street, Suite G20
Danville, IN
317-745-9236
kcavanaugh@co.hendricks.in.us

XII. PUBLIC RECORDS

Respondents acknowledge by submitting a proposal that any and all information may be subject to the Public Records Law of Indiana.

We look forward to reviewing your responses.

Dated this 31st day of December, 2019.

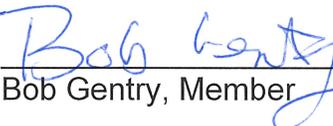
BOARD OF COMMISSIONERS OF HENDRICKS COUNTY, INDIANA



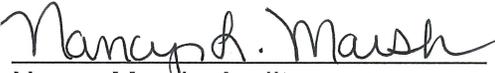
Phyllis A. Palmer, President



Matthew D. Whetstone, Vice President



Bob Gentry, Member

ATTEST: 

Nancy Marsh, Auditor