

**CAYUCOS SANITARY DISTRICT**  
**200 Ash Avenue**  
**P.O. Box 333, Cayucos, California 93430-0333**  
**www.cayucossd.org**  
**805-995-3290**

**REQUEST FOR QUALIFICATIONS**  
**FOR**  
**CONSTRUCTION MANAGER AT RISK (CMAR) SERVICES**  
**WITH GUARANTEED MAXIMUM PRICE**

**Cayucos Sustainable Water Project**  
**Toro Creek Road**  
**Cayucos, CA 93430**

**1. INTRODUCTION**

The Cayucos Sanitary District (CSD) is requesting Statements of Qualifications (SOQ) from interested and qualified CMAR (Respondents) to provide design phase assistance and complete construction services with a guaranteed maximum price (GMP) for the design and construction of the Cayucos Sustainable Water Project (Project).

It is expected that the CMAR contract will consist of a design phase and a construction phase with separate contracts for each phase. During the design phase, the CMAR will collaborate with the CSD and Engineer on the design, constructability, cost and schedule of the Project and develop an open book GMP proposal to construct the Project. Upon the CSD's acceptance of the GMP the CSD will issue a contract to the CMAR for the construction phase. If the CSD and the CMAR do not agree upon a GMP, the CSD will not award the construction phase of the Project to the CMAR.

**2. PROJECT DESCRIPTION**

The Project generally consists of the design, construction, commissioning, and warranty phase of a new 400,000 gallon average daily flow water resource recovery facility located off of Toro Creek Road in Cayucos California. The facility will likely consist of: a headworks; flow equalization basin; membrane bioreactor; disinfection facilities; dewatering and solids handling; associated lift station, on site and off site pipelines, pumping, and operations and maintenance improvements. More Project details are provided in exhibits issued with this RFQ and listed below.

The Project Engineer's Estimated Construction Cost Budget is \$ 22,400,000.

The construction is estimated to start in October 2017.

The CMAR is required to be licensed in the state of California with an 'A' license.

The Project is more fully described on the Project's webpage located on the internet at:

<http://www.cayucossd.org/cayucos-sustainable-water-project-cswp-c7a4d87>.

**3. SCOPE OF CMAR'S WORK**

The work to be performed by the CMAR is specified in the design phase contract and construction phase contract documents. Form contracts will be provided in the RFP. In submitting an SOQ, the Respondent represents that it is qualified and capable to provide all the requirements of both contracts. The following is a brief overview of the services the CMAR will be required to perform, if awarded both the preconstruction phase contract and the construction phase contract:

1. Review the initial cost estimate and provide continuous cost management to assure the design is within the budgeted cost estimate.

2. Participate in the development of the design and provide constructability reviews and analysis. Offer suggestions to improve the quality of the Project, lower its overall cost and reduce its environmental foot print.
3. Provide construction planning, phasing, and scheduling during design and through construction completion.
4. Develop and maintain a Project schedule that incorporates all tasks and approvals of all involved parties necessary to complete the Project within the contract durations.
5. Incorporate integrated project management practices into the Project.
6. Provide quality control assurance.
7. Bring design-assist and design-build trade subcontractors into the design phase appropriate for the Project and as approved by the CSD.
8. Provide cost estimating and value engineering. Reconcile CMAR cost estimates with Engineer's cost estimates.
9. Coordinate with and provide information as required to regulatory agencies. Schedule and monitor required agency approvals.
10. Prequalify trade contractors to comply with CSD's standards.
11. Develop Trade Contractor Bid Packages and receive bids in the most logical, competitive, and seamless manner.
12. Warrant the completeness and constructability of the construction documents and ensure that trade bid packages include a complete scope of work.
13. Submit a Guaranteed Maximum Price proposal.
14. Manage and administer the Project construction phase to achieve construction completion within the contract time and budget and with high quality workmanship.
15. Assist in operating the plant during the start up, commissioning and warranty period.

**4. CMAR SELECTION PROCESS**

The CSD will select the CMAR using a two-step process. The first step is this Request for Qualifications (RFQ) from which Respondents may submit SOQs to the CSD. The CSD will appoint a selection committee to review and score the SOQs, and the highest scoring three firms will continue in the selection process. Unsuccessful firms will be notified. The successful firms will be sent a Request for Proposal (RFP). The CSD's selection committee will score the RFP from the finalists, conduct interviews, and conduct reference checks. The highest scoring firm will be the successful CMAR. The judgment of the CSD's selection committee and the CSD's final decision in this selection process are not subject to appeal.

If the CSD does not award the design phase contract or the construction phase contract, the Respondents or CMAR will not be entitled to recover any monetary awards of any type whatsoever. The CSD reserves the right to reject all responses to this RFQ. The CSD may terminate the CMAR's design phase contract prior to the construction phase and seek competitive public bids for the construction phase. There is no guarantee the design or construction phase contracts will be awarded.

Interested parties may obtain selection documents and Project description documents by the Project's webpage located on the internet at: <http://www.cayucossd.org/cayucos-sustainable-water-project-cswp-c7a4d87>.

**5. SELECTION PROCESS SCHEDULE:**

Schedule Activities	Schedule
RFQ Advertised	July 1, 2016
Last day to submit RFQ questions	July 21, 2016
RFQ Addenda issued (if needed)	July 25, 2016
Statement of Qualifications due	July 29, 2016 4:00 PM
Proposer shortlist published by e-mail	August 4, 2016
RFP distributed to shortlist (anticipated)	August 5, 2016
RFP Site conference (anticipated)	August 24, 2016
Proposals due date and time (anticipated)	September 7, 2016

Proposing firms interviewed (anticipated)	Week of September 11 <sup>th</sup> , 2016
Successful Proposer announced (anticipated)	September 26, 2016
Preconstruction agreement executed (anticipated)	October 7, 2016
Preconstruction services duration (anticipated)	12 months
Construction agreement executed (anticipated)	September 2017
Construction start date (per Notice to Proceed)	October 2017

This is a proposed schedule that is subject to change. The design and construction (if awarded) phase contracts will identify the schedule commitments. Any changes to the schedule for the RFQ/RFP process will be issued to all Respondents/Proposers via addenda.

**6. INSTRUCTIONS FOR SUBMITTING AN SOQ**

**Statement of Qualifications must be received in WSC’s Office shown below before the date and time shown in the Selection Process Schedule.**

Respondents for this Project shall submit a Statement of Qualifications in accordance with the following instructions:

1. Provide all information requested by this RFQ.
2. Provide information as it pertains to your firm and specifically your anticipated Construction Manager and other key personnel. When referencing projects that were joint ventures, indicate such and explain your firm’s role in the project.
3. The SOQ should be well organized and as concise and complete as possible while still providing the requested information.
4. Information you believe is relevant to the selection of your firm for this Project but not requested by the RFQ may be submitted as an appendix to the SOQ.
5. Where contact information is requested, include the company name, address and a company representative’s name, phone number and e-mail address.
6. Submit five copies of the SOQ in “8 ½ x 11” format and one copy as a digital file in PDF format.
7. Deliver the SOQ in a sealed package marked on the outside “SOQ for” and add the Project Name.
8. Deliver the SOQ to the CSD’s Selection Coordinator’s Office for the Selection Process prior to the date and time indicated in the Selection Process Schedule.

**7. MANAGING THE SELECTION PROCESS**

All communications concerning the selection process should be directed to the (Selection Coordinator). In e-mail communications, place the name of the Project in the subject line.

The Selection Coordinator for the CMAR Selection Process is:

Name	Dylan Wade, P.E.
Address (mailing):	3765 South Higuera St., Ste. 102 San Luis Obispo, CA 93401
Telephone:	805-457-8833 ext. 111
Fax:	(805) 888-2764
E-Mail:	dwade@wsc-inc.com

Questions related to this RFQ should be addressed to the person named above. Please contact the above named person to be added to the registered Respondent list to receive any addenda.

**8. SOQ REQUIRED INFORMATION AND SCORING**

Provide the following information in your SOQ. Each question will be scored against an ideal response which, in the opinion of the CSDs’ Selection Committee, would receive the maximum number of points possible, as indicated herein. If all information is not provided, the SOQ may not be considered. The CSD may, at its discretion, call the contacts provided or others as may become known for reference checks. SOQs should be organized with numbered

tabs corresponding to the following questions. Provide concise and complete responses; non-requested information and lengthy responses are discouraged.

<b>Tab</b>	<b>Required Information:</b>	<b>Points</b>
1.	Cover letter confirming that your firm's submittal is in response to this RFQ, <u>acknowledges addenda issued</u> and agrees to enter into preconstruction and construction contracts if selected.	5 points
2.	Organization Information:	5 points
3.	<ul style="list-style-type: none"> <li>◦ Identify your firm's full legal name, address, phone, fax, and website.</li> <li>◦ Include organization chart of the company. Give titles and names of positions.                             <ul style="list-style-type: none"> <li>A. Provide the address of the office that will manage this Project.</li> <li>B. Evidence of compliance with the California Apprentice standards. The Respondents will ultimately be required to provide an enforceable commitment to the CSD to use and require it's subcontractors to use skilled and trained work force to perform all work on the Project that falls within an apprenticeable occupation in the building and construction trades. <u>5 points</u></li> <li>C. Copy of your firm's California Contractor License and DIR number. <u>5 points</u></li> </ul> </li> </ul>	5 points
63.	Your firm's general qualifications and experience managing projects of similar size and type. List up to five projects and provide contact information for the owner and Engineer. <u>60 points</u>	60 points
47.	Your firm and your firm's key personnel, who will be assigned to this project, qualifications and demonstrated successful experience with CMAR projects in the public sector. Provide information for at least two projects that have been completed, or are 75% complete, <u>in California</u> , within the last five (5) years for which the Respondent has worked directly with the Engineer and owner on a project of similar size and scope to the Project which demonstrates the Respondent's ability to act as a CMAR and include: <ul style="list-style-type: none"> <li>A. A project description in summary form showing key data for each project submitted.</li> <li>B. Identify key personnel by roles that proposed for this project.</li> <li>C. A narrative project description and include the processes that were used to:               <ul style="list-style-type: none"> <li>(1) Provide design coordination and review with the Engineer.</li> <li>(2) Address and incorporate constructability issues into the design.</li> <li>(3) Provide cost estimating and value engineering; explain how issues were addressed and used to revise or develop the Engineer's design to meet the project construction budget.</li> </ul> </li> <li>D. A narrative for the delivery method and include information that details:               <ul style="list-style-type: none"> <li>(1) The manner that trade contractor bids were solicited and awarded.</li> <li>(2) The types and qualifications of the trade work for the project type.</li> <li>(3) Demonstrates the firm's ability to effectively use CMAR delivery.</li> </ul> </li> <li>E. Provide reference and contact information for the project owner or the owner's representative, and Engineer, and their roles, responsibilities and everyday interaction with your project team.</li> <li>F. Your firm's experience incorporating local subcontractors into the design phase by methods such as design-assist or design-build. Provide contact information for owner and Engineer. <u>10 points</u></li> </ul>	60 points
59.	Evidence of your firm's financial capacity to complete the project including: audited financial statements, bonding capacity, evidence of liability insurance, etc.... <u>20 points</u>	20 points
106.	Provide a description of your firm's safety record. Provide your Experience Modification Rate. A Respondent's safety record shall be deemed acceptable if its experience modification rate for the most recent three-year period is an average of 1.00 or less, and its average total recordable injury or illness rate and average lost work rate for the most recent three-year period does not exceed the applicable statistical	30 points

standards for its business category or if the proposer is a party to an alternative dispute resolution system as provided for in Section 3201.5 of the Labor Code.

<del>117.</del>	Your firm and key personnel's unique qualifications to perform on this Project. <u>(No tab required)</u>	30 points
<del>128.</del>	Your firm's experience in constructing similar projects within California. <u>(No tab required)</u>	20 points
<del>139.</del>	Your firm's experience using Integrated Project Management methods. <u>(No tab required)</u>	10 points
<del>1410.</del>	Your firm's process for assuring the Project cost is within the scope and budget and completed on time. <u>(No tab required)</u>	50 points
<del>1511.</del>	During the past five (5) years was your firm required to pay penalties for failure to pay prevailing wages? If yes, please explain.	30 points
<del>16</del>	A. During the past five (5) years has your firm been assessed CAL-OSHA fines in the serious, repeat, or willful category? If yes, provide circumstances, number of instances, and the amount of fine(s).	30 points
<del>1712.</del>	Response to RFQ was clear, concise and responsive. (No tab required)	30 points
	<b>TOTAL</b>	<b>400 points</b>

**9. QUESTIONS**

All questions regarding this RFQ for the CMAR selection process listed herein must be submitted in writing by e-mail, fax or mail to the Selection Coordinator and received no later than the due date indicated in the Selection Process Schedule. Questions received after the due date will not be considered. Written responses to submitted questions will be sent to all registered Respondents. Clarifications may be requested verbally, however, verbal responses will not be considered binding.

End of Request for Qualifications