



Pre-Construction and CM/GC Services for the Multnomah County Downtown Behavioral Health Resource Ctr

Pre-construction and construction services for the Multnomah County Downtown Behavioral Health Resource Center.

Open	7/16/2019 8:00 AM PDT	Type	Request for Proposal (RFP)
Close	8/6/2019 4:00 PM PDT	Number	RFP-13-2020
		Currency	US Dollar
Sealed Until	8/6/2019 4:00 PM PDT		
		Payment Terms	0% 0, Net 30

Contacts

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Commodity Codes

Commodity Code	Description
72140100	Heavy construction services
72120100	General Building Construction

Description

PRE-PROPOSAL CONFERENCE:

There will not be a pre-proposal conference for this sourcing event.

SERVICE DESCRIPTION, FUNDING AND CONTRACTING INFORMATION

PURPOSE AND OVERVIEW

This Request for Proposals is part of a process to secure services of a Construction Manager / General Contractor (CM/GC) Service Provider for pre-construction services and CM/GC services for construction of the new Multnomah County Behavioral Health Resource Center.

The Facilities and Property Management Division of the Department of County Assets, Multnomah County Oregon (the "County") requests Proposals (individually, a "Proposal", and collectively, "Proposals") for pre- construction services and Construction Manager / General Contractor services (the "CM/GC Services") from qualified firms (the "CM/GC Service Provider" or "Proposer" or "Contractor"). Proposals will be considered for CM/GC Services related to the proposed Multnomah County Behavioral Health Resource Center Project in Portland, Oregon (the "Project"). The purpose of the solicitation is to secure Proposals from CM/GC Service Providers who have prior experience in pre-construction services and CM/GC Services for projects similar in scope and scale.

The County recently purchased the existing 4 ½ story, 24,000 sq ft building, located at 333 SW Park Avenue in downtown Portland, and intends to renovate the building to support the critical service needs of the Multnomah County Behavioral Health Resource Center program. This center will provide critical services to the community of Multnomah County. The need for these services has been declared an emergency and Multnomah County is seeking a partner who is committed to exploring and providing creative, cost effective, and innovative approaches to opening this center in the next 18 - 24 months. Multnomah County has developed the programming and will further refine the program as the building design takes shape.

Additionally, the County purchased the adjacent parking lot to the north of the building, located at 810 SW Oak Street, and will develop this exterior space to support the program. The sequencing of the building and the parking lot work is yet to be determined by will likely be permitted separately.

The proposed Behavioral Health Resource Center include, at a minimum, the following features:

- Day center/intake areas;
- laundry facilities;
- shower facilities;
- resource center;
- shelter;
- transitional housing;
- food preparation area;
- gathering space;
- office Area;
- exterior storage;
- vertical circulation; and
- security support areas.

Additional items to be considered in the final design of the Behavioral Health Resource Center include:

- The County has selected the CM/GC delivery method for the Project. The County has already procured Architect & Engineer (A/E) Services through Carleton Hart Architects and Owner's Representative Services through Klosh Group, Inc.
- The County, A/E Service Provider and CM/GC will work with the adjacent building owners through the design and construction phases to minimize impacts to their operations. The County and adjacent building owners will work with the CM/GC and A/E Service Provider's landscape architect to design landscaping and hardscapes to fit the neighborhood context of the adjacent building occupants including possible remodeling efforts.
- Safety of both bicyclists and pedestrians during construction and final operation of the Behavioral Health Resource Center is critical to the success of the Project and must be addressed by the CM/GC during construction.

INTRODUCTION AND PROGRAM HISTORY

Multnomah County is experiencing an unprecedented number of people accessing our shelters and living on the streets. Homeless camping is becoming more visible throughout the entire County as more people cannot access affordable housing.

The population experiencing homelessness are among the most vulnerable residents of the County. Experiencing homelessness causes tremendous human suffering. The substantial threats posed by homelessness to personal and public health, welfare, safety, and property are undisputed, well-documented, and recognized nationally.

Moreover, the number of people experiencing homelessness in the County who also report disabling conditions, including behavioral health issues such as mental illness and substance abuse, has continued to grow faster than the number of people experiencing homelessness overall. Those experiencing behavioral health issues often face additional barriers to accessing shelter and housing and participating in services.

There is a pressing need in Multnomah County for facilities and services to serve this population. Currently, services and facilities specifically serving this population are limited, which leaves these individuals to seek assistance through hospitals and crisis services, and increases their contact with law enforcement and jail. Serving this population through these systems is not the most effective or efficient approach and inappropriately strains the capacity of those systems.

This housing emergency in Multnomah County poses a substantial threat to personal and public health, welfare, safety, and property, and, in particular, there is an extreme necessity for additional dedicated behavioral health facilities and services. Remodeling the Project Site will provide shelter capacity and services to address this situation.

GOALS AND VALUES AND OTHER IMPORTANT CONSIDERATIONS

Important Project objectives include, but are not limited to, the following:

- The building must reflect the prominence and importance of Multnomah County's commitment to providing dignified services to all members of the community, while demonstrating fiscal responsibility to the taxpayers with the use of durable, sensible materials and systems, focused on efficiency, flexibility, and sustainability.
- The facility must be flexible, efficient, durable, and economical to operate and maintain. The facility is intended to be an 80 year facility.
- The County is committed to achieving a high level of participation from COBID Certified Subcontractors, vendors and suppliers. The County has achieved at least 20% participation by COBID Certified firms on its construction projects. An aspirational goal of 20% or more for MWSDVESB participation is encouraged under this contract. See link for more information on the County's Supplier Diversity program: <https://multco.us/purchasing/minority-women-and-emerging-small-business>
- The Behavioral Health Resource Center floor plan, systems and configuration need to protect the safety of the public, clients, and the staff.
- The facility will achieve LEED Gold Certification or better. The facility will strive to achieve Architecture 2030 goals (<http://architecture2030.org/>), 2009 Climate Action Plan (<https://multco.us/climate-action-plan-0>) and relevant portions of the material elements of the Living Building Challenge (<http://living-future.org/lbc>).
- The Project will be completed on time and within budget.
- The original construction costs will be balanced with the need to keep life-cycle costs low.
- The County is committed to achieving overall apprentice workforce participation of 20% during the construction phase.
- The County is committed to creating opportunities for Workforce Training and Hiring and obtaining a high level of participation from local businesses and local workers, in particular MWSDVESB firms. The selected CM/GC will be required to comply with the [County's Workforce Training and Hiring Program](#) requirements.
- The County seeks to conduct business with vendors who demonstrate responsible business practices through [sustainability and social equity innovations](#).

FUNDING

The County has budgeted approximately \$12 - \$15 million for the project. It is 100% local funding. Multnomah County will fund this project through general fund contributions along with any grant or contributions from partnership agencies.

SCOPE OF SERVICE

The CM/GC Service Provider will be responsible for working with various County representatives, the A/E Service Provider, various consultants, and the Owner's Representative Firm (collectively, the "Project Team") on this Project.

The selected Proposer is expected to possess strong experience in the following areas:

- Pre-construction services;
- CM/GC construction services;
- seismic retrofit of unreinforced masonry buildings;
- accurate cost estimating
- detailed value engineering analysis and life-cycle cost studies analyzing alternative designs;
- studying labor conditions, understanding construction methods and techniques;
- understanding local climate conditions and requirements for weather protection during construction
- performing constructability reviews;
- sequencing of work;
- coordinating and communicating the activities of the CM/GC's team throughout the design and construction phases to all members of the Project Team;
- management of construction schedules and site logistics in an urban context;
- management and coordination of Building Information Modeling (BIM) process and protocols;
- management of Diversity and Equity(COBID certified), and WorkForce Hiring Training programs and bidding procedures;
- involvement in development and execution of sustainable building practices; and
- management, execution and development of best-practice construction practices.

The selected Proposer will be engaged at a very early stage in the development of the design and will be expected to provide informed recommendations and opinions regarding detailed elements of the Project and to assist in the Owner's decision-making process.

The County is looking to develop a collaborative team approach to manage all phases of the Project. In CM/GC project delivery this is particularly important on projects of great complexity like the Multnomah County Behavioral Health Resource Center.

INTEGRATED PROJECT TEAM

The County is looking for a fully integrated Project Team between the A/E Service Provider/County/Owner's Representative, the CM/GC and Subcontractors.

The Project involves multiple stakeholders, committees, groups and team members including those detailed below.

- Board of County Commissioners (BCC):

The BCC is composed of the elected Chair and four elected Commissioners of Multnomah County. The BCC is the Project owner and has the ultimate responsibility to taxpayers for the success of the Project.

- Executive Steering Committee (ESC):

The Executive Steering Committee is composed of Project Sponsors, Department Leadership and other Key County Stakeholders. This team meets monthly with PMT Representatives to review the status of the project development. The ESC will meet monthly.

- Project Leadership Team (PLT):

The Project Leadership Team is composed of the Chief Operating Officer, Chief Financial Officer, Department Directors to provide the Project Management Team (PMT) with direction on decisions that impact the delivery of the project. The PLT will meet monthly.

- Project Executive Team (PET):

This team consists of Executive Leadership representatives from the agencies and companies directly involved in the project. It provides executive level communication and guidance, and to monitor the overall progress and performance of the PMT and other partners as needed. The PET will meet as needed.

- Project Management Team (PMT):

The main responsibility of the PMT is to manage the Project. The PMT will be composed of County staff, Owner's Representative, the A/E Service Provider and the selected CM/GC. The required members will generally be the lead manager of each staff plus any specialists significant to the current issues. The PMT will meet weekly.

- Technical Working Groups (TWGs):

The County will form specialized TWGs composed of technical experts in specialized fields to advise the PMT and the County on recommendations on specific issues. This may include County staff from the Facilities Division and IT. TWGs will meet as needed.

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KEY PERSONNEL

If a proposer is awarded a contract under this RFP, but is subsequently unable to provide staff with the training, education, and experience of those staff whose résumés were submitted as part of its proposal, then proposer acknowledges that the County may elect to terminate the contract immediately upon such a finding.

CM/GC BEST PRACTICES

The selected Proposer shall follow CM/GC “Best Practices.” CM/GC “Best Practices” require that all Project participants embrace the following principles of an integrated process for the management and execution of the Project:

- Mutual respect and trust;
- mutual benefit and reward;
- collaborative innovation and decision making;
- early involvement of key participants;
- early goal definition;
- intensified planning;
- enhanced communications;
- open and transparent communication;
- appropriate technology; and
- high performance organization and leadership.

CONTRACT PROCESS

The Contractor selected under this RFP will be expected to sign the CM/GC Contract and will, at a minimum, perform the Phase 1 pre-construction services scope of work set forth in that contract. Thereafter, the County retains the right to:

Proceed with construction of the Project utilizing the CM/GC Services of the Contractor, in which case the County will negotiate the following terms of the CM/GC Contract with the Contractor: The Guaranteed Maximum Price (GMP), insurance requirements, the construction schedule, the dollar amount assigned and any other details related to liquidated damages. All other terms and conditions of the CM/GC Contract are non-negotiable.

- Terminate the CM/GC Contract and issue a new solicitation for CM/GC Services.
- Issue an Invitation to Bid for construction of the Project
- Take any action that may be in the County’s best interest, including termination of the Contract for convenience.

PROJECT PHASES

The work on this Project is divided into three phases:

- Phase 1 – Pre-construction Services: Phase 1 is for pre-construction services.
- Phase 2 – CM/GC Construction Services: Phase 2 includes construction, management and completion of all construction work elements necessary to deliver the entire Project within the required schedule at the agreed upon Guaranteed Maximum Price (GMP).
- Phase 3 – Warranty period: A two-year warranty period

PHASE 1 - SCOPE OF PRE-CONSTRUCTION SERVICES

The following tasks, supporting efforts, deliverables, and reviews are intended to be a part of the pre-construction phase of the Project, prior to the issuance of the GMP. The descriptions of these tasks may be similar to items undertaken by the CM/GC during construction but the subject phase is intended for pre-construction period services only. The CM/GC Service Provider will be expected to:

- Participate as a member of the Project team to advise, assist, and provide recommendations on all aspects of the Project throughout the design and documentation phases.
- Contribute to public presentations and provide information for the Multnomah County website, updating the Project throughout design and construction for the benefit of the public.
- Provide recommendations regarding construction phasing, temporary facilities, site use, and worker and public safety.
- Provide recommendations regarding current industry construction practices, building materials, building systems, products, equipment, labor market and materials availability.
- Review and comment on the drawings and specifications, as they are developed and periodically released for general review, regarding suitability for supporting proper cost estimating, suitability for proper bidding, constructability and work sequence issues, and impact to the Project schedule.
- Provide continuous in-progress review of design documents, including the documents generally described in the industry as schematic development documents, design development documents, and construction documents and provide input and advice on construction feasibility, alternative materials, and availability. The CM/GC shall review these completed schematic development documents, design development documents, and construction documents and make timely suggested modifications to improve completeness and clarity.
- Advise on work phasing options to facilitate bidding and award of subcontracts and early work amendment packages, in order to minimize impacts to Work and to accelerate the schedule whenever practical.
- Develop procedures for timely and accurate coordination for processing shop drawings and other similar Project documentation.
- Develop an effective quality control program for all Work to ensure that materials furnished satisfy the quality control plan and Work is performed in accordance with the contract documents.
- Provide information and advice at all times on ways to reduce costs of the Project and the duration of the Project schedule.
- Develop a Project Site Management Plan consisting of a site plan showing work activity locations, security and safety features, secure materials storage, parking, temporary facilities, cranes and equipment, demolition, recycling, adjacent property access and other various activities.
- Develop a Project Safety and Security Plan and a Quality Control Plan to be used for the Project.
- Develop a proposed Contractor's Construction Schedule using Microsoft Project or other software approved by the County.
- Provide supporting documentation for the proposed Contractor's Construction Schedule, including but not limited to; schedule of values, manpower resource loading, assumed progress rates, equipment and labor.
- Identify the critical path activities for monitoring the Project progress and managing the work.
- Monitor and update the proposed Contractor's Construction Schedule.
- Provide construction cost estimating services throughout the course of design including, at a minimum, the following:
 - Prepare comprehensive cost estimates for major milestones of design, including Schematic Design, Design Development, Intermediate Construction Documents (% completion to be determined) and Final Construction Documents. (The comprehensive cost estimate format will be determined in conjunction with the Owner's consulting cost estimator, to ensure that the same format is used for major milestone cost estimates.)
 - At each major milestone described above, provide estimates to the Owner and work with the Owner's consulting cost estimator to reconcile the estimate to produce a single cost estimate for that major milestone.
 - As needed, provide general advice and information about materials, costs, systems, and products.
 - Value Engineering: Advise and inform the Owner to support timely decision-making regarding products, systems and materials that need to be comparatively analyzed not only for cost, but other factors such as schedule impact, constructability, quality, performance, maintenance and long-term operational life-cycle costs.
 - Track and keep the Project Team informed of new products, changes in market conditions, labor practices and laws, legislation and other factors that may affect Project materials, systems and products being considered.
- Develop an Aspirational Target plan for participation of COBID Certified Contractors, vendors, and suppliers.
- Develop with the Owner a mutually agreeable list of subcontracting opportunities, including identification of scope of each subcontracting opportunity; estimating cost/value of work; identifying specialty needs and schedule requirements; and identifying subcontracting opportunities and needs that should be addressed or acquired during Pre-Construction Services and before Construction commences.
- In collaboration and coordination with the Owner, develop a mutually agreeable Subcontracting Plan to be implemented under the Contract with the goal of maximizing the utilization of COBID Certified Subcontractors. The MWSDVESB Subcontracting Plan will address the following:
 - Identify all divisions of the work (including supplies, materials, and services) in a way that offers viable subcontracting opportunities for MWSDVESB companies, regardless of the subcontracting tier in which the division of the work is to be performed.
 - Develop outreach procedures designed to generate the submission of competitive bid Proposals from MWSDVESB Subcontractors at all subcontracting tiers.
 - Develop with the Owner mutually agreeable procurement procedures to solicit and award subcontracts at all subcontracting tiers to maximize MWSDVESB Subcontractor participation.

- Develop with the Owner a mutually agreeable reporting plan to track progress toward and achievement of the MWSDVESB Subcontracting Plan objectives.

The MWSDVESB Plan must become an integral part of Contractor's overall approach and management plan for performance of the work. The MWSDVESB Subcontracting Plan shall include the requirement that Contractor make additional efforts to maximize participation beyond the Aspirational Target level throughout Project construction by procuring unanticipated and/or unscheduled materials, services, etc. from MWSDVESB Subcontractors, whenever possible.

- Develop a Workforce Training & Hiring Program Plan in collaboration and in coordination with the Owner that:
 - Provides apprenticeship hours in each trade throughout the Project on all subcontract awards of \$100,000 or more.
 - Ensures that a minimum of 20% of labor hours in each apprenticeable trade performed by the Contractor and Subcontractors, of \$100,000 or more, are worked by state-registered apprentices.
 - Employs a workforce that reflects the diversity of Multnomah County with the expectations to successfully recruit, train, retain and graduate participants.
 - Ensures Subcontractors submit monthly employment reports.

PHASE 2 - SCOPE OF CONSTRUCTION SERVICES:

The Phase 2 Construction Services work includes construction management and completion of all construction necessary to deliver the Project.

ESTIMATED PROJECT SCHEDULE

Due to the emergency nature of this project, we anticipate early construction to start in the Fall of 2019 and that it will overlap with design and permitting activities. We intend to have the building open for services by early Summer 2021. Specific construction milestones will be negotiated with project team once the GM/GC has been selected.

See Buyer Attachment 1 - CM/GC Contract, Section 3.2, for more information on Construction Phase Services requirements.

FEE / PRICE PROPOSAL REQUIREMENTS

Proposer should include a Fee / Price Proposal in the Appendix Section of their proposal response based on the deliverable requirements outlined in this RFP solicitation and supporting documents. The first part of the fee proposal will be a list of your firm's hourly rates, for personnel by job classification. The second part will be to provide a Not to Exceed Fee Proposal for Pre-Construction Services. The total Not-to-Exceed (NTE) Fee amount for this contract is subject to separate evaluation by the County and Owner's Rep and final negotiations with the successful Proposer.

Price Proposals must be firm for a period of one hundred and twenty (120) days from the deadline for Proposal submission.

SCOPE OF LEED® - RELATED SERVICES:

Selected Proposer shall perform all services to LEED Gold Standard. **See Buyer Attachment 2 - Board Resolution 08-004 LEED Gold High Performance Buildings.**

Specifically, the LEED® program requires a comprehensive and coordinated approach to Contractor-required documentation throughout Phases 1, 2 and 3 of the Project. This includes:

- Participation in meetings or work sessions related to the establishment and documentation of LEED® elements including sustainable demolition and construction practices to be pursued in the Project.
- Consulting with the A/E Service Provider and County, research applicable criteria, attend Project meetings and workshops, communicate with members of the Project team, and coordinate with the A/E Service Provider in relation to the A/E Service Provider's provision of LEED®- based services for sustainable design and construction.
- Supplying documentation and research as necessary to the A/E Service Provider to meet LEED® certification documentation for "points" at appropriate intervals for purposes of certification (such LEED® "points" may include, but are not limited to, (i) storage and collection of recyclables, (ii) origin of Materials, (iii) construction waste management, (iv) location of material manufacture; and (v) enhanced commissioning.
- Providing comparative cost estimates for multiple Project elements to support the evaluation of options as they are identified, including LEED elements and options.

FISCAL REQUIREMENTS AND REPORTING

The County will negotiate final reports with the selected Proposer during contract negotiations.

PERFORMANCE MEASURES/PERFORMANCE CONTRACTING

Performance measures will be negotiated during contracting.

CONTRACT NEGOTIATION

Time is of the essence in successfully delivering this project on an expedited schedule. The County intends to enter into a contract with the successful proposer within 7 days of award. The contract is attached to this sourcing event. **See Buyer Attachment 1 CM/GC Contract.** Proposers must identify any material changes to this contract and upload them as a Supplier Attachment. Any material changes requested during the contract negotiation process that were not identified, in a Supplier Attachment will not be considered.

CONTRACT AWARD

Through this RFP process, the County is seeking to award one contract. Award, as determined by the County, will be made to the responsible Proposer whose Proposal the County determines is most advantageous to the County based on the evaluation process and evaluation factors described in this RFP. Specific procurement authority for awarding this contract via an expedited procurement process is the Emergency Exemption approved by the Chair per PCRB Rule 47-0280.

Multnomah County strongly encourages the participation of Minority-Owned, Women-Owned, and Emerging Small Businesses and Organizations in providing these services.

CONTRACT TERM

The contract term shall be five (5) years with an option to renew for two additional one (1) year periods.

COMPENSATION AND METHOD OF PAYMENT

The Oregon Bureau of Labor and Industries (BOLI) prevailing wage rates that will apply to the Contract shall be the prevailing wage rates that were in effect at the time the RFP was advertised.

Pre-construction Fee Proposal for Phase 1 Services:

The selected Proposer will perform all the Pre-Construction Phase 1 Services for a Not to Exceed Fee provided in the RFP Proposal. The Proposer will bill monthly, on a time and materials basis, per the rates, agreed to by the County, in the Contract. The County will not pay any rates that do not match the fee proposal from the Proposer nor will the County pay any invoices that total more than the Not to Exceed Fee without an amendment executed by both parties.

Guaranteed Maximum Price (GMP) for Construction Phase Services:

The County must complete construction within the available funding. The Project Team will be responsible for developing the design and construction of the Project within the County's budget. The County has not yet determined the final scope of construction work. For purposes of this RFP only, the Proposer should assume that the County's current estimate for the capital construction of the Project is \$12 - 15 million.

- The County intends to negotiate the GMP with the awarded Proposer prior to the commencement of any construction work on the Project. The construction work would be authorized by the County under a Guaranteed Maximum Price Amendment for Construction Phase Services. The County, at its sole discretion, may elect to execute one or more Early Work Amendment(s) for Construction Phase Services if the County determines it to be in the County's best interests.
- The County will not pay any amount that exceeds the GMP as negotiated between the County and awarded Proposer under the Contract terms unless (i) the amount results from material changes to the scope of Work set forth in the Contract Amendment and (ii) the County issues a Contract Change Order to compensate the awarded Proposer for the material changes.

- The Contract shall specify the terms and conditions that govern how the Guaranteed Maximum Price set forth in an Amendment for Construction Phase Services will be determined. Further, the Contract Amendment will specify whether the price includes or is based upon unit pricing. Any savings that the awarded Proposer realizes in performing the Work will accrue to the County unless the Contract provides otherwise. Savings means a positive difference between a fixed price, GMP or other Guaranteed Maximum Price set forth in an Amendment for Construction Phase Services and the actual cost of the Work, including costs for which the County reimburses the awarded Proposer and fees or profits the awarded Proposer earns. **See Buyer Attachment 1 - CM/GC Contract.**

INSURANCE REQUIREMENTS

Phase I - Insurance Requirements

The table below reflects the minimum insurance required of a Contractor to provide services in Phase I. Final insurance requirements will be subject to negotiation between, and mutual agreement of the parties prior to contract execution.

Types of Insurance	Per Occurrence Aggregate	
Professional Liability	\$5,000,000	\$5,000,000
Commercial General Liability	\$1,000,000	\$2,000,000
Commercial Auto Liability	\$1,000,000	\$2,000,000
Workers Compensation	Required	

Phase II Insurance Requirements

Refer to Buyer Attachment 1 - CM/GC Contract Exhibit E.2, for additional insurance coverage that may be required. Final insurance requirements will be subject to negotiation between, and mutual agreement of the parties prior to contract execution.

The County will purchase Builder's Risk insurance for this Project.

JOINT PROPOSALS

The County will not accept joint proposals

MULTIPLE OR ALTERNATE PROPOSALS

The County will not accept multiple or alternate proposals for this sourcing event.

MINIMUM REQUIREMENTS

At the time of proposal submission, Proposers must meet the following minimum requirements. Failure to provide any of the required documents or meet any of the below requirements may result in rejection of the proposal.

1. The Proposal response must be received by Multnomah County Purchasing no later than 4:00 P.M. local Portland time on the proposal submission deadline.
2. The Proposer must certify that they agree to the Proposers Representation and Certification terms in the Pre-requisite page of the Sourcing Event.
3. In the event the County holds Oral interviews, they would be on Thursday, August 22, 2019. Proposers must certify they will attend this session, if selected. Failure to attend may result in rejection of the proposal. *Place a statement in your proposal as follows: "I certify that if selected, [insert Proposer entity name] will attend the oral interviews on [Insert Date]." – include as a Supplier Attachment. This will not count towards the page limits.*


At the time of Contracting, Proposers must meet the following minimum requirements. Failure to provide any of the required documents or meet any of the below requirements shall result in cancellation of the contract

1. Proposers must be legal entities, currently registered to do business in the State of Oregon (per ORS 60.701).
2. Proposers must submit verification that all insurance requirements are met.

Proposer's Checklist

1. Complete all Prerequisites

2. Answer all Questions in the Questions section. Upload one Proposal document, as a Supplier Attachment that includes all questions and documents required in the Appendix section and type the page number in the Text (Single Line) field where each answer can be found in the proposal response.
3. Include in the Proposal Appendix, all resumes of key staff.
4. Include in the Proposal Appendix, a letter from your Surety company to show bonding capacity.
5. Include in the Proposal Appendix, an Hourly Rate of Personnel sheet.
6. Include in the Proposal Appendix, a Not to Exceed (NTE) Fee proposal for Pre-construction services per the Fee / Price Proposal Requirements section above.
7. Enter the Pre-construction Services Fee into the Items tab as a Service Line Item.
8. Carefully review Buyer Attachment 1 - CM/GC Contract. Proposers must identify any material changes to this contract and upload them as a Supplier Attachment. Any material changes requested during the contract negotiation process that were not identified, in a Supplier Attachment, as part of the RFP proposal, will not be considered.
9. Provide a statement as a Supplier Attachment certifying your firm can attend the Oral Interview on August 22, 2019 if County chooses to offer one.
10. Click the "I Certify" button and submit your proposal.

 Required to View Event

Prerequisites

★ Required to Enter Bid

- ★ 1. Proposer/Bidder agrees to receive all correspondence electronically and are responsible for keeping their supplier portal updated with current contact information.
- ★ 2. Please review the statements in this certification regarding Assurances, Certification Regarding Debarment, Suspension and Other Responsibility Matters and Certification Regarding Conflict of Interest.
- ★ 3. CONFIDENTIALITY - Please read the statutory requirements in the prerequisite link.
In the event the County holds Oral interviews, they would be on Thursday, August 22, 2019. Proposers must certify they will attend this session, if selected. Failure to attend may result in rejection of the proposal. Place a statement in your proposal as follows: "I certify that if selected, [insert Proposer entity name] will attend the oral interviews on [Insert Date]." – include the statement as a Supplier Attachment. This will not count towards your page limit.
- ★ 4. Proposer must certify that the reference link has been read in its entirety. By certifying, you are hereby acknowledging that you will notify the county regarding any potential conflicts of interest. See the Company Certification page to identify any conflicts.

Buyer Attachments

1. [Responding to a Sourcing Event - MMP Supplier Guide](#)
2. [Attachment 1 - County Contract](#)
3. [Attachment 2 - Board Resolution for LEED Gold Buildings](#)

Questions

★ Required Questions

- | | | |
|-------------------|--|---|
| Group 1.1: | Company Certification Information - This section is not scored | |
| 1.1.1 | State of Incorporation | |
| 1.1.2 | Date of Incorporation | |
| 1.1.3 | ASSURANCES - Proposer attests that Proposer is a resident proposer, as described in ORS 279A.120, of the State of (ENTER STATE) and has not discriminated against any minority, women, or emerging small business enterprises certified under ORS 200.055 or a business enterprise that is owned or controlled by or that employs a disabled veteran as defined in ORS 408.225 in obtaining any required subcontracts, in accordance with ORS 279A.110. Enter State: | ★ |
| 1.1.4 | Where Proposer is unable to certify to any of the statements in Proposer Representations and Certifications of the pre-requisite, Proposer shall provide an explanation to their offer here. | |

- The Proposer certifies to the best of its knowledge and believe that neither it nor any of its principal participants and agents has or has had the following relationships with the specific firm(s)/individual(s), identified below, which may be determined to be an organizational conflict of interest. I understand that based on the information provided by Proposer, Multnomah County may exclude the Proposer from further consideration and may withdraw its selection if the real or apparent organizational conflict of interest cannot be avoided or mitigated. Proposer further certifies that the degree and extent of the relationship of the Proposer with these named firm(s)/individual(s) will be fully disclosed:
- 1.1.5
 - 1.1.6 Upload additional explanation as needed
 - 1.1.7 Name of person submitting the Proposal: ★
 - 1.1.8 Title of person submitting the Proposal: ★
 - 1.1.9 I represent that I am at least eighteen (18) years of age. ★
 - 1.1.10 I represent that the printing of my name and the submittal of a Proposal is intended to authenticate this writing and to have the same force and effect as my manual signature. ★
 - 1.1.11 I represent that I am either authorized to bind the Proposer, or that I am submitting the Proposal on behalf of and at the direction of the Proposer's representative authorized to contractually bind the Proposer. ★
 - 1.1.12 I represent that the Proposer and/or its applicable representative(s) has reviewed the information contained in this Proposal and that the information submitted is accurate. ★

Group 2.1:

Programmatic Questions - Firm Qualifications (15%)

- 2.1.1 Firm Qualifications and Safety Record | 70% *** 1. Provide a description of your firm's qualifications, experience and organizational structure. Provide information on the number of years of continuous operation and annual gross dollar volume for construction work per calendar year. 2. Describe your current workload and ability to commit staffing resources to this project. 3. Provide your firm's Accident Injury Incident Rate [Emergency Modification Rating (EMR)] for the past five years. Describe any OSHA violations and abatement efforts within the last five (5) years. ★
 *** Suggested Page limit: 3 Proposer must identify page number(s) where this information is located within the proposal document within the text box. *** Evaluation Criteria: 1. Requested information is supplied.
 2. Proposer demonstrates it has depth and capacity to provide Services contemplated in the RFP. 3. Proposer has demonstrated a strong safety record in the past five (5) years.
- 2.1.2 Personnel Resumes | 20% *** Provide resume(s) of the key staff committed to this project. Resume(s) to be limited to 1 page per staff member. Resumes do not count against the page limit for this section but please include as an Appendix to your Proposal response.. Proposer must provide résumés for all proposer staff who will perform the services described within the RFP. Proposer staff résumés must provide a concise and detailed description of staff training, education, and professional experience directly relevant to services in the RFP. *** Proposer must identify page number(s) where this information is located within the proposal document within the text box. *** Evaluation criteria: 1. Individuals have relevant experience. ★
- 2.1.3 Bonding Capacity | 10% *** 1. Provide a letter from your Surety stating the bonding capacity of the company or entity submitting a response to this RFP. The surety letter is to be included in the Appendix section, and will not count as part of the total page limit for the Proposal. ★
 *** Proposer must identify page number(s) where this information is located within the proposal document within the text box. *** Evaluation criteria: 1. Company is able to provide sufficient Bonding Capacity for level of work being performed on this project.

Group 2.2:

Programmatic Questions - Similar Projects (15%)

- 2.2.1 Similar Projects | 75% *** 1. List three (3) projects that best describe your firm's experience and expertise in renovating government or health facilities. A. Briefly describe the scope, scale, type and complexity of each project and the date of completion. B. Indicate the final project cost and final construction cost for each project listed. C. Describe your firm's specific responsibility or role and list all project team members and/or the stakeholders providing services to the projects. *** Suggested page limit: 3. Proposer must identify page number(s) where this information is located within the proposal document within the text box. *** Evaluation criteria: 1. Proposer has demonstrated experience in government or health facilities renovations in a similar climate and urban context to Portland. 2. Proposer provides all requested information. 3. Proposer shows specific relevant experience. ★
- 2.2.2 MWSDVESB Participation for Similar Projects | 25% *** 1. Identify the level of MWSDVESB participation achieved in the three projects listed and described in Question 2.2.1. Clarify your firm's specific role during pre-construction and construction to facilitate MWSDVESB participation. *** Suggested page limit: 1. Proposer must identify page number(s) where this information is located within the proposal document within the text box. *** Evaluation criteria: 1. Proposer demonstrates a high level of MWSDVESB participation. ★

**Group
2.3:**

Programmatic Questions - Project Approach for Pre-Construction Services (25%)

- 2.3.1 Project Understanding 1 of 2 | 25% *** 1. Describe your understanding of the Downtown Behavioral Health Resource Center remodel project and the approach and Management philosophy you would take if selected to perform this work. Proposer will provide a detailed narrative of its Project Approach to services, duties, and responsibilities described below: Provide a list of Project challenges you have identified that will require special attention to ensure the Project's successful completion. For each item, list specific actions you will take to mitigate the problem. *** Suggested page limit: 1 Proposer must identify page number(s) where this information is located within the Proposal document within the text box. *** Evaluation criteria: 1. Proposer's demonstrates a good understanding of what it takes to deliver this type of project including valid mitigation strategies for project challenges. ★
- 2.3.2 Project Understanding 2 of 2 | 25% *** 1. Describe the specific procedures and tools that would be implemented by the Proposer to establish and maintain the budget, and to garner opportunities to lower overall Project costs. 2. Describe your firm's experience and approach in assisting the Architect in the planning and permitting with the local Authority having Jurisdiction (AHJ). *** Suggested page limit: 1 Proposer must identify page number(s) where this information is located within the Proposal document within the text box. *** Evaluation criteria: 1. Proposer demonstrates an ability to establish and maintain the budget, and to garner opportunities to lower overall Project costs. 2. Proposer has experience and understanding the level of effort required to satisfy the permitting with the local AHJ. ★
- 2.3.3 Pre-Construction Services Hourly Rates | 25% *** 1. Provide hourly rates of firm's personnel by classification. Hourly Rates Proposal does not count against the page limit for this section but please include as an Appendix to your Proposal response. *Proposer must identify page number(s) where this information is located within the Proposal document within the text box. *** Evaluation criteria: 1. Hourly rates by classification are reasonable. ★
- 2.3.4 Pre-Construction Not to Exceed Fee | 25% *** 1. Provide a Not to Exceed Fee proposal for Pre-Construction Services. Fee Proposal does not count against the page limit for this section but please include as an Appendix to your Proposal response. Proposer must identify page number(s) where this information is located within the Proposal document within the text box. *** Evaluation criteria: 1. Not to Exceed Fee proposal is comprehensive and the price is reasonable. ★

**Group
2.4:**

Programmatic Questions - Project Approach for Construction Services (25%)

- 2.4.1 Project Understanding 1 of 4 | 25% *** 1. Describe your approach for establishing and maintaining a contingency fund to ensure that the Project budget is not exceeded, your proposed methodology for documenting the line item components of the GMP, your proposed method for determining whether Project changes are within or outside the scope of the GMP, and how this Project could potentially be managed as a \$0 change order Project. *** Suggested page limit: 1. Proposer must identify page number(s) where this information is located within the Proposal document within the text box*** Evaluation criteria: 1. Proposer provides a detailed approach for establishing and maintaining a contingency fund and provides a detailed method for documenting the line item components of the GMP and method for determining when Project charges are within or outside the scope of the GMP. ★
- 2.4.2 Project Understanding 2 of 4 | 25% *** 1. Provide narrative and optional graphic tools to describe your firm's approach to cost estimating, resource utilization, and procedures for staying current on costs, and project forecasting, etc. 2. Describe the programs and procedures your firm will implement to ensure safety of the public and all construction workers at and near the Project site. *** Suggested page limit: 1. Proposer must identify page number(s) where this information is located within the Proposal document within the text box. *** Evaluation criteria: 1. Proposer has the necessary tools for staying on cost. 2. Proposer provides a program to ensure safety of the public and all construction workers at and near the Project site. ★
- 2.4.3 Project Understanding 3 of 4 | 25% *** 1. Describe your approach to managing the construction schedule. Include a description of the elements of this Project that are likely to put the schedule at risk and how they would be proactively managed. Include descriptions of schedule tracking tools and summary reports. 2. Describe your expectations for labor and materials availability on this Project. Describe how anticipated challenges with availability of labor or materials could be mitigated. Explain your plan to generate sufficient Subcontractor and material supplier competition in the bidding to minimize Project costs. *** Suggested page limit: 1. Identify page number(s) where this information can be located in the Proposal document. *** Evaluation criteria: 1. Proposer provides a detailed approach to managing the construction schedule and understands the Project risks and how to manage them. 2. Proposer demonstrates an understanding of the local labor and materials market. ★

2.4.4 Project Understanding 4 of 4 | 25% *** 1. Describe in detail your Subcontractor and supplier procurement/selection process. Address what criteria you would propose to use in evaluating Subcontractor/supplier bids before making Subcontractor and supplier selections on this Project. Discuss how your firm mitigates project risks due to potential Subcontractor insolvency. *** Suggested page limit: 1. Proposer must identify page number(s) where this information is located within the Proposal document within the text box. *** Evaluation criteria: 1. Proposer has a detailed Subcontractor and supplier procurement/selection process. ★

**Group
2.5:**

Responsible Business Practice Questions - COBID Subcontracting Plan (20%)

2.5.1 Subcontracting Plan-COBID - | 100% *** 1. The County is committed to providing COBID firms with bidding opportunities & subcontracts. Provide a subcontracting plan that describes activities to be performed for Pre-Construction/Construction services in support of County values. The plan should include methods for identifying subcontracting opportunities, outreach, mentoring of COBID Certified firms, tracking utilization and reporting. The plan should present Proposer's anticipated subcontracting outcomes in terms of overall percent utilization and anticipated utilization by certification (e.g.: 30% overall, with 12% MBE, 10% WBE, 2% SDV and 6% ESB). *** Suggested page limit: 2. Please identify page number(s) where this information can be located in the Proposal document. *** Evaluation Criteria: 1. Proposer has a detailed approach during Phase 1 to achieve maximum MWESB Contractor utilization. 2. Proposer has a detailed approach during Phase 2 to achieve maximum MWESB use. ★

Product Line Items

★ Product Line Items

There are no Items added to this event.

Service Line Items

★ Service Line Items

#	Item Name, Commodity Code, Description	Allow Alternates	Qty.	UOM	Requested Service Delivery
S1	Pre-construction Services Fee Preconstruction Services		1	USD - US Dollar	