ADDENDUM NO. 5
REQUEST FOR QUALIFICATIONS

PART A: PRE-CONSTRUCTION SERVICES and
PART B: CONSTRUCTION SERVICES  (Construction Manager at Risk)

New Swanson Center for Youth
Office of Juvenile Justice
Monroe, Louisiana
Project No. 08-403-04-02, Part 10 (F.08000079)

January 8, 2020

ITEM NO. 1: SCHEDULE OF ACTIVITIES
The Schedule of Activities found in subsection 2.9, page 13 of the RFQ shall be revised as follows:

State’s Response to written questions Jan 14, 2020

All other scheduled activities are unchanged.

ITEM NO. 2: PRE-PROPOSAL CONFERENCE
The following is a summary of the minutes and agenda topics of the non-mandatory RFQ Pre-
Proposal Conference held on Tuesday, January 7, 2020:

INTRODUCTIONS

- FPC (Fred Dugas, RFQ Coordinator / Charles Funderburk, Project Manager)
- Office of Juvenile Justice (Curtis Badon)
- Design Team (Bill Land representing Land 3 Architect & Grace Hebert Curtis – A Joint Venture
RFQ / CONTRACT PROVISIONS FOR CONSTRUCTION MANAGER @ RISK SERVICES

- Proposals (Statements of Qualifications) for Part A: Pre-Construction Services (design-assist) and Part B: Construction Services (Construction Management at Risk) are due 4:00 pm, Thursday January 16.
- FPC anticipates awarding Part A: Pre-Construction Services with an option to award Part B: Construction Services.
- Award of Part B: Construction Services will be predicated on applicant’s performance during Part A: Pre-Construction Services and the Owner / Construction Manager agreeing on the terms included in the GMP Proposal.
- The inability to negotiate / arrive at an agreed to GMP Proposal shall result in termination of the Part A: Pre-Construction Services contract, which at that time the project will be publicly advertised / bid.
- Per revised statute 38:2225.2.4(6), should the project be publicly bid, the Construction Manager shall be prohibited from bidding (refer to RFQ, Section 1, page 4 and Addendum 3, EXHIBIT 8, page 12).
- Part A and Part B contracts shall consist of the following: AIA A133-2009 – (Owner/Construction Manager Agreement as modified by owner - Addendum 3), AIA A201-2017 (General Conditions of the Contract as modified by owner - Addendum 4), all subsequent Addenda to this RFQ, Change Orders, Construction Change Directives, Supplemental Instructions, Drawings, Specifications (Project Manual), the Construction Manager’s Guaranteed Maximum Price (GMP) Proposal, the terms of the RFQ (reissued via Addendum 4), and the Proposal of the selected applicant.

SCHEDULE OF ACTIVITIES – CM@R SELECTION PROCESS (page 14 of RFQ)

- RFQ formally advertised / posted to LaPAC Thur, Dec 12
- Pre-Proposal Conference / tour of H P Long Field House Tues, Jan 7
- Closing date for receipt of questions Fri, Jan 10
  - all questions responded to by addendum
- State’s response to questions Tues, Jan 14
  - addendum issued / posted to LaPAC
- Proposals due- 4:00 pm cst Thur, Jan 16
  - Facility Planning & Control
  - Physical address : Claiborne Bldg, 1201 Third St, Suite 7-160 Baton Rouge LA 70802
  - Mailing address: P O Box 94095, Baton Rouge LA 70804-9095
- Phase A : Short-list announced Fri Jan 24
- Phase B: Public Opening of Cost Proposals Thur Jan 30
• DOA approval of contract award  Fri  Jan 31
• CM@Risk contract award announcement  Fri  Jan 31
• Pre-construction kick-off meeting  Wed  Feb 5
• Contract execution no later than  Fri  Feb 14

PROJECT OVERVIEW / PRELIMINARY BUDGET  (page 38 of RFQ)

• AFC (available funds for construction) = $20,000,000
• Construction deadline : 400 calendar days
• CM@R SCOPE – SITEWORK PACKAGE
  o site clearing and associated demolition
  o earthwork and storm drainage
  o utilities infrastructure
  o fencing, surveillance, security
• CM@R SCOPE – BUILDING PACKAGE
  o architectural
  o structural
  o hvac
  o plumbing
  o fire suppression
  o electrical
• CM@RISK -COORDINATION ITEMS
  o artwork provided under separate contract if applicable whether integrated into the bldg and/or sitework construction, attached to the bldg, or set within the bldg or site
  o independent testing lab services provided by owner under separate contract
  o movable furniture, finishes, and equipment provided under separate contract
  o information technology (IT)
  o surveys (geotechnical / topographic)

CM@R SELECTION PROCESS  (Section 5 pages 27-30 of RFQ)

• PHASE A – PRELIMINARY SCREENING / QUALIFYING OF APPLICANTS
  o selection review committee evaluation / scoring of statements of qualifications and the short-listing of proposers for advancement to Phase B. refer to Section 4 response instructions (pages 18 -27 of RFQ) for submission requirements
  o firm history, organization and financial condition
  o firm qualifications and staffing plan
- firm’s approach and methodology
- firm’s past performance on similar projects

**PHASE B – PUBLIC OPENING OF COST PROPOSALS**
- public opening of the Cost Proposals (sealed envelope) delivered prior to the public opening deadline from those Proposers who meet or exceed the minimum score necessary to advance to Phase B of the selection process will be held at 2:00 pm, Thurs, January 30
- a Part A: Pre-Construction Services contract may be awarded to the qualified applicant submitting the lowest cost proposal for Part B: Construction Services-Construction Management at Risk (Cost Proposal Form w/ Exhibit 12 - construction fee worksheet and Exhibit 13 - staffing / site office costs worksheet attachments)

**RFQ PACKET / CONTRACT KEY ELEMENTS**

- **EXHIBIT 3 - PART A : PRE-CONSTRUCTION SERVICES (design assist)**
  - refer to RFQ (pages 34-35) & Addendum No. 3 (AIA A133-2009, Article 2, 2.1-2.2 pages 6-12 and 2.4-2.5 page 14)
- **EXHIBIT 4 - PART B : CONSTRUCTION SERVICES (construction w/ gmp) services**
  - refer to RFQ, page 36 & Addendum No. 3 (AIA A133-2009, Article 2, 2.3-2.5 pages 12-14)
- **EXHIBIT 5 – PRELIMINARY PROJECT SCHEDULE** (page 37 of RFQ and Addendum No. 1)
  - construction schedule 400 calendar days based in part on accelerated startup as generally referenced in Section 1.3 of RFQ (pages 5-7)
- **EXHIBIT 6 – PRELIMINARY PROJECT BUDGET** (pages 38 of RFQ)
  - $20,000,000 based on preliminary program
- **EXHIBIT 7 – PRELIMINARY PROGRAM** (page 39 of RFQ and Addendum No. 2)
  - new swanson center for youth
- **EXHIBIT 8 – draft AGREEMENT BETWEEN OWNER AND CONSTRUCTION MANAGER – AIA A133-2009 (Addendum No. 3)**
- **EXHIBIT 9 – GENERAL CONDITIONS of the CONTRACT for CONSTRUCTION – AIA A201-2017 (Addendum No. 4)**
- **EXHIBIT 10 – COST PROPOSAL FORM** (page 43 of RFQ)
  - Delivered prior to deadline of Phase B public opening of cost proposals from those applicants who meet or exceed the minimum score to qualify to advance to Phase B
  - Cost Proposal Form shall be filled in with Exhibit 12 and 13 fixed price totals as well as a total overall fixed price amount for Part B: Construction Services without altering the form.
- **EXHIBIT 11 – PRE-CONSTRUCTION FEE WORKSHEET** (page 44 of RFQ)
  - Submitted following execution of Part A: Pre-Construction Services contract by successful Proposer. This is a post-selection activity and not part of the CM@R selection process.

- **EXHIBIT 12 – CONSTRUCTION FEE WORKSHEET** (page 45 of RFQ)
  - Submitted with / attached to Cost Proposal Form by those applicants who meet or exceed the minimum score to qualify to advance to Phase B of the selection process.

- **EXHIBIT 13 - CM@R STAFFING & SITE OFFICE COSTS WORKSHEET** (page 46-47 of RFQ)
  - Submitted with / attached to Cost Proposal Form by those applicants who meet or exceed the minimum score to qualify to advance to Phase B of the selection process.

- **EXHIBIT 14 – BIM PROTOCOL**
  - refer to RFQ (pages 48-55) – CM shall employ BIM modeling beginning with the Design Development phase of design and continuing thru construction and project closeout

- **EXHIBIT 17 – CRITICAL PATH METHOD (CPM) SCHEDULE REQUIREMENTS**
  - refer to RFQ (pages 67-80) – CM shall employ CPM Scheduling beginning with the Design Development phase of design and continuing thru construction and project closeout

- construction manager is prohibited from self-performance (refer to RFQ - EXHIBIT 4, page 36 and Addendum No. 3, AIA A133-2009 page 12)

- contractor insurance (refer to Addendum No. 4 - Exhibit 9 - AIA A201-2017, Art 11, pages 47-54)
  - traditional insurance based on current FPC requirements and limits
  - requirements for professional liability insurance (Pre-Construction Services - design assist)

- time and liquidated damages (refer to Addendum No. 4 - Exhibit 9 - AIA A201-2017, Art 8, 8.2.2 page 34)

- questions regarding the RFQ and/or related exhibits shall be submitted via email only to the RFQ Coordinator, Fred Dugas @ fred.dugas@la.gov by no later than close of business Fri, January 10

**OVERVIEW OF PRELIMINARY PROGRAM / PROJECT SCOPE** (Bill Land)

Bill Land gave a brief overview of the design and concept drawings included in the RFQ packet.

**QUESTIONS AND RESPONSES**

**QUESTION 1:** Will the documents (RFQ and related Exhibits) determine the site office requirements?

**RESPONSE 1:** No. It will be the Construction Manager’s (Proposer’s) responsibility to determine management, personnel and site office requirements in order to deliver the project within the stipulated budget and contract time. The RFQ and related Exhibits establish the performance criteria, but it is the CM’s responsibility to manage staffing and site logistics.
TOUR OF PROPOSED SITE
OJJ escorted attendees to the proposed site. Construction logistics including site access, staging and security fencing to facilitate construction was briefly discussed. It was noted that personnel clearances, facility procedures including no contraband, and access to the construction site would be via the facility main gate until such time the construction site is sufficiently isolated from the campus and the campus perimeter is secure. Until then, construction work hours would be limited to 7:00 am to 3:30 pm Monday thru Friday.

SIGN-IN SHEET (attached)

END OF ADDENDUM
**SIGN-IN SHEET**
**PRE-PROPOSAL CONFERENCE**
PART A: PRE-CONSTRUCTION SERVICES and PART B: CONSTRUCTION SERVICES
(CONSTRUCTION MANAGEMENT @ RISK SERVICES)
NEW SWANSON CENTER FOR YOUTH
Office of Juvenile Justice Monroe
Project No. 08-403-04-02, Part 10 (F.08000079)

Attendees:

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