



MANATEE COUNTY
FLORIDA

December 6, 2016

TO: All Interested Proposers

SUBJECT:

Request for Proposal (RFP) 17-0176JE
Construction Management at Risk Continuing Services

ADDENDUM No. 1

The following items are issued to add to, modify and clarify the Request for Proposal document. Proposals are to be submitted on **December 20, 2016 at 3:00 P.M.**, in conformance with the additions and revision listed herein.

The deadline to submit all inquiries concerning interpretation, clarification or additional information pertaining to this RFP is December 7, 2016 at 5:00 P.M.

Proposer Note 1: Revised Scope of Services

Section B: Scope of Services has been revised to remove transportation and utility construction from Section B.01 Background Information. The attached Revised Section B: Scope of Services shall replace Section B: Scope of Services in the RFP document.

Proposals are to be prepared as instructed in this Request for Proposal and shall be received at Manatee County Purchasing Division, Suite 803, 1112 Manatee Avenue West, Bradenton, FL 34205 on or before **3:00 P.M. on December 20, 2016.**

Cordially,

A handwritten signature in black ink, appearing to read "J. Erickson".

Jacob Erickson
Contracts Negotiator

FINANCIAL MANAGEMENT – PURCHASING DIVISION
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REVISED
SECTION B:
SCOPE OF SERVICES

B.01 BACKGROUND INFORMATION

Manatee County, a political subdivision of the State of Florida, is soliciting proposals from experienced and qualified firms to provide Construction Management at Risk (CMAR) services on an as needed basis for capital construction projects with an estimated construction value up to two million (\$2,000,000) dollars. Projects may include, but not be limited to civil construction.

The intent of this solicitation is to select one or more firms to provide professional CMAR services, on an as needed basis, as part of a team that includes County representatives and the County's selected design team.

B.02 GENERAL REQUIREMENTS

The successful CMAR's will provide pre-construction management services during the design phase of a particular project and serve as the general contractor during construction of the project. The successful CMAR's will be responsible for construction means and methods, will be required to solicit bids from subcontractors to perform the work and establish a Guaranteed Maximum Price.

B.03 TECHNICAL REQUIREMENTS

1. CMAR services to be provided shall include, but are not necessarily limited to:
 - a. Services consisting of pre-construction, bidding, and construction phase services. The County will compensate the selected CMAR for these services by a negotiated Construction Manager (CMAR) fee, based on a percentage of the cost of the work.
 - b. A portion of this CMAR fixed fee shall be incrementally paid to the selected CMAR for Preconstruction Phase Services.
 - c. The services to be provided by the CMAR during the design and preconstruction phase may include (but not be limited to) :
 1. Preliminary site investigations
 2. Quality assurance during the design phase
 3. Value Engineering
 4. Recommendations for material and systems alternatives
 5. Constructability and sustainability reviews
 6. Code compliance review to ensure permits are attainable
 7. Cost estimating during design to keep project in budget

8. Ongoing monitoring and controlling of the schedule
 9. Testing
 10. Bidding
 11. Presentation of a Preliminary Guaranteed Maximum Price (GMP) to the County based on 100% plans and specifications.
- d. Preconstruction Phase Services may also include the oversight of any early preconstruction work deemed beneficial to the project by the County.
2. The GMP shall be inclusive of all elements of construction from the submission of all required upfront documents to final inspection and acceptance by the County as a completed project including all required final close out documents. The CMAR shall be responsible for all elements of work that require subcontractors and shall be held responsible for replacement of subcontractors that fail to perform.
 3. The construction phase shall commence upon the County's acceptance of the GMP. The CMAR shall become the single point of responsibility for the performance of the construction contract for the project. The selected firm shall be required to provide payment and performance bonds each in a value equal to 100% of the GMP. The services required for the construction phase shall include, but not be limited to, the following:
 - a. Development and management of all electronic records in a centralized, automated project management information system including project scheduling. The CMAR will provide and distribute meeting minutes of all construction meetings.
 - b. Project management to ensure performance of the work in accordance with the resulting Agreement.
 - c. Construction supervision to ensure compliance with design documents and permitting conditions.
 - d. Contracting with all sub-contractors, materials suppliers, surveying firms, testing and inspection firms, and equipment suppliers as necessary for the construction of the project.
 - e. Coordination and cooperation with any third party contracts or contractors that the County may provide for this project.
 - f. Development and administration of quality control systems to ensure the work is performed in strict accordance with design requirements, applicable building codes and the County's objectives.
 - g. Process payment requests for approval by the design team and appropriate County representatives.
 - h. Preparation of Owner direct purchase documents.

- i. Provide construction phase accounting and reporting to the County.
- j. Administration of jobsite safety programs.
- k. Providing temporary facilities for use by others.
- l. Maintenance of on-site and off-site traffic.
- m. Maintenance of all project records.
- n. Scheduling of inspections by authorities having jurisdiction over the project.
- o. Supervision of third-party testing to assure independence and proper conduct.
- p. Oversight of field surveying services.
- q. Administer post construction closeout, final completion, and start-up and warranty periods.

END SECTION B