

REQUEST FOR QUALIFICATIONS
for:
Construction Management Services

associated with:

**Riverside University Health System – Behavioral Health
Restorative Transformation Center
Renovation Project**

July 23, 2020



SOLICITED BY:
COUNTY OF RIVERSIDE
FACILITIES MANAGEMENT
PROJECT MANAGEMENT OFFICE
3133 MISSION INN AVENUE
RIVERSIDE, CA 92507

THE OPPORTUNITY:

The County of Riverside Facilities Management (FM), Project Management Office is seeking Statement of Qualifications from a qualified construction management firms to provide construction management services during the pre-construction, bidding, construction and post-construction services delivered through the Construction Manager Multiple-Prime (CMMP) project delivery method to renovate an existing county owned 21,754 sq. ft. facility that was originally built in 1977.

THE PROJECT:

The goal of the Restorative Transformation Center Renovation Project is to promote reliable and effective means of restoring psychiatric stability of those with felony-level charges and a serious behavioral illness in a community-based setting, who are incompetent to stand trial by reducing the amount of time that is spent in custody.

The California Health Facilities Financing Authority (CHFFA) Community Services Infrastructure (CSI) Grant funds will be utilized to renovate an existing county owned 21,754 sq. ft. facility that was originally built in 1977. The scope of work includes, but is not limited to: complete removal of all interior finishes and fixtures including replacement of mechanical, electrical, fire and plumbing systems to make way for the new 30 bed facility which includes day rooms, group rooms, and conference rooms; kitchen, dining laundry, and nurse stations; offices, reception and lobby; exterior landscape, hardscape, security, fencing, and necessary parking lot improvements.

The project is located at 3950 Reynolds Road, Riverside California, 92503.

(See Attached Exhibits)

THE SERVICES:

The Facilities Management, Project Management Office will select the construction management firm which demonstrates a client focused business philosophy that is determined to be the best qualified through organization, structure, resource base, and personnel expertise and experience to deliver the required knowledge, skills, and abilities in the following subject areas to support successful multi-prime project delivery services which include, but are not limited to:

1. Preconstruction Services:
 - Work in cooperation with Westgroup Design, Inc. (Architect of Record) during the remaining design phases and complete a constructability review of architectural drawings and specifications.
 - Complete a Cost Estimate of the project at completion of DD's and CD's.
 - Develop Trade specific bid packages utilizing the current County's Pre-Qualified Construction Trade Contractor list.
 - Develop Trade specific cost estimates.
 - Develop a master construction schedule.
2. Bid/Award Services:
 - Generate bidder interest.
 - Conduct pre-bid conference and job walks.
 - Assist in responding to pre-bid information requests and preparation of pre-bid addenda.
 - Assist in conducting bidding, bid evaluations, and post-bid due diligence reviews.
3. Construction Services:
 - Administer, Coordinate, and Enforce the performance of trade contractors.
 - Monitor and document schedule and cost information for each contractor.

- Report schedule and cost impacts and provide recommended solutions to ensure completion on-time and within budget.
- Facilitate weekly jobsite meetings and prepare/circulate meeting minutes.
- Evaluate, verify, and process contractor payment applications and/or change requests.
- Document and facilitate workflow between contractors, FM, project inspectors, and architect (i.e. RFI's, submittals, non-compliance notices, etc.)
- Act as BIM Coordinator taking the Design Model and incorporating the models from the prime trade contractors. As BIM Coordinator, the models will be integrated into a composite file which will be used for coordination and clash detection for all systems and regular meetings.
- Administer and manage project safety as required by CalOSHA and provide weekly updates.
- Manage and control implantation of the Project SWPPP (as applicable).
- Manage Start-up and Commissioning (by third party)

4. Construction Project Closeout:

- Ensure completion of all punch-list work.
- Coordinate all contractor closeout requirements, including warranties, systems training, keys, manuals, as-built drawings, attic stock, verified reports and closeout documents.

The selected firms will meet the criteria described herein and be determined by the evaluation committee during the selection phase to be the best qualified firm for the Project. The screening/selection committee will be composed of representatives from the County of Riverside Facilities Management and the Riverside University Health System (RUH) Behavioral Health.

THE SPONSOR:

The County of Riverside is the public sponsor for this RFQ with the County of Riverside Facilities Management acting as lead agency. The Director of Facilities Management serves as the designated building official for county-owned buildings and has the responsibility to support other County departments and agencies by administering the countywide facilities management program. Administratively, the County will execute all required contracts to support the services and also direct and manage the same. Financially, the County will fund the services. All deliverables will be subject to final approval of the County.

The County of Riverside Facilities Management, Project Management Office's assigned project manager is Rebecca McCray, who will serve as the point of contact for all issues related to any future professional services contract resulting from this RFQ.

THE SELECTED FIRM(s):

Firms submitting a Statement of Qualifications will be evaluated for selection based on the following criteria:

- Indication of specific interest
- History of the firm including: years in business, current number of professional personnel and current volume of work
- Firm's description of experience for a minimum of five (5) of its largest projects that **best represent your firm's portfolio of construction management of multiple-prime projects**
- Firm's experience on public facilities projects with Riverside County and for other public sector clients.

- Relevant experience of sub-consultants, if applicable, and assigned staff as a “project team”
- Overall project approach including, but not limited to, quality control program, work organization, management and customer service philosophy.
- Firm’s demonstrated ability and management commitment to successfully complete a project within budget and schedule.
- Resumé and current workload of listed team members.
- Client References with addresses and telephone numbers
- Relative location of firm to Riverside County

Following evaluation of the Statement of Qualifications (SOQs) by the committee, a short list of firms will be selected for interviews. The number of firms selected for interview would be at the committee’s discretion.

Firms selected for interview would make a presentation limited to one hour: (30) minutes for presentation and (15) minutes for questions and answers. The firms would be encouraged to bring no more than four (4) individuals to the presentation and to focus exclusively on the scope of work identified herein.

COSTS ASSOCIATED WITH THE RFQ PROCESS:

Each respondent will be responsible for all his/her expenses incurred during the RFQ process.

THE PRE-QUALIFICATION SELECTION PROCESS:

The elements and sequence of this qualification-based selection process are as follows:

- Issuance of this RFQ to Riverside County Pre-Qualified Construction Management Firms (Minute Order 3.9 June 19, 2018)
- Submittal of a bound Statement of Qualifications (SOQ) package from prospective firms to the County
- Evaluation of Qualifications by the County (including review of SOQs and interviews as deemed necessary by the County)
- Selection of a top ranked firms
- Notification to all respondents of the apparent successful firm
- Board approval of selected firm

Significant criteria to be used in selection process may include, but not be limited to:

- Written response adherence to the RFQ
- Reference information
- Experience, demonstrated history of construction management for multi-prime projects, and resources available
- Presentations and, if necessary, interviews

PUBLIC RECORDS ACT:

Responses to this RFQ become the exclusive property of the County. "Statement of Qualifications" become a matter of record and shall be regarded as public record when the County of Riverside Facilities Management recommends firms to the Board of Supervisors, and such recommendations appear on the Board Agenda.

CONTRACT AWARD

Contract award(s) will be based on the selection of the firm, deemed most qualified for the Project as well as successful scope/fee negotiations. The County reserves the right to accept or reject any or all proposals, waive any irregularity and to require the proposer to verify, clarify or explain any part of the submitted proposal, including conflicts of interest.

ANTICIPATED SELECTION PROCESS SCHEDULE:

Task	Date
Issuance of SOQ	July 23, 2020
SOQs Due (by 5:00 PM)	August 4, 2020
Interviews	August 11, 2020
Final Determination	August 13, 2020
Board of Supervisors Approval	TBD

ANTICIPATED PROJECT SCHEDULE:

Task	Dates
Bidding and award (3 Months)	January 2021
Construction Start	April 2021
Substantial Completion	May 2022
Post-Construction/Close-out Phase	June 2021

Dates indicated are tentative and subject to change.

Alternate formats of this notice for individuals with disabilities are available upon request. Respondents to this RFQ should submit three (3) SOQ packages. Packages should clearly define the firm's project team, including background/experience, and contain lists of similar projects (including financial information) worked on with references for same and relevant current project information.

Packages must be delivered to the County of Riverside Facilities Management, Project Management Office by no later than 5:00 p.m. on August 4, 2020. Three (3) copies of the SOQ should be submitted. They should be labeled "RFQ – Construction Management Services for the Transformative Restoration Center Renovation Project." No electronic submittals are accepted.

Address packages to:

County of Riverside
Facilities Management
Project Management Office
3133 Mission Inn Avenue
Riverside, CA 92507
Attention: **Rebecca McCray, Project Manager**

Please Contact **Rebecca McCray** with any questions or comments at **(951) 955-8764** or RMcCray@rivco.org.