



Request for Qualifications

Construction Manager at Risk

Project Owner: Crawford County Memorial Hospital

Project Name: Outpatient Expansion

Project Location: 100 Medical Parkway, Denison, Iowa 51442

Delivery Method: Construction Manager at Risk (CMaR)

RFQ Issuance: September 12, 2022

Questions Deadline: September 19, 2022, 2:00 PM CST

Qualifications Deadline: September 26, 2022, 2:00 PM CST

Public Opening of RFQ: September 26, 2022, 2:00 PM CST at 303 Watson Powell Jr. Way, Suite 200, Des Moines, Iowa

A. HISTORY AND BACKGROUND OF CRAWFORD COUNTY MEMORIAL HOSPITAL

Crawford County Memorial Hospital (CCMH) is a Critical Access Hospital located in Denison, Iowa and has been committed to serving the community for the past 71 years. In 2011, a replacement facility was opened to the public to serve the 18,000 residents in Denison and additional 5,000 in surrounding communities of Harrison, Shelby, Ida, Sac, Carroll and Monona. A wide range of inpatient, outpatient and diagnostic services are offered. In-house specialists include OB-GYN, General Surgery, Orthopedics, Pediatrics, Allergy Testing & Treatment, and Child, Adult and Family Counseling Services. Certified as a Level IV Trauma Center in Iowa, CCMH also directs the Crawford County EMS and Ambulance Services.

A broad range of imaging and lab services provide diagnostic treatment for patients. Labor, Delivery, Recovery and Postpartum suites are available for new babies, moms and families along with full anesthesia services. Outpatient services include an array of visiting specialists including cardiology, endocrinology, podiatry, and urology. Physical therapy services are available with the most up to date equipment.

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Vision: We strive to be the trusted choice for healthcare services by improving the health and wellness of our community.

Values: PRIDE : Professionalism | Respect | Integrity | Dedication | Expertise

B. EXECUTIVE SUMMARY

Crawford County Memorial Hospital (CCMH) is seeking statements of qualifications for Construction Manager at Risk (CMaR). The request for qualifications is part of a competitive selection process to engage a CMaR firm to provide services for the construction of multiple

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additions totaling approximately 21,350 square feet and approximately 29,300 square feet of renovation to the existing facility.

CCMH procured the services of INVISION Architecture, IMEG, and Graham Construction to provide professional services for a recently completed master facility plan.

Graham Construction from Des Moines, IA developed a scoping cost estimate to assist the owner with a project feasibility study. The scoping cost estimate was based on experience with similar projects and high-level discussions with the Owner.

CCMH plans on funding this project with USDA-Rural Development funds. Design and scope of this project will be refined with INVISION Architecture and IMEG during programming to run concurrently with the CMaR selection process. Commencement of this project is dependent on the timing of securing financing and changes of the design. Owner is hopeful for a construction start by Spring of 2024 lasting 29 months.

C. PROJECT OVERVIEW

The planned major addition will provide space for an expansion and reconfiguration of the existing Rural Health Clinic. Renovations will provide space for new, centralized Patient Registration, Physical Therapy/Rehabilitation, Lab, Pharmacy and Med/Surg. Site improvements include additional parking for staff, patients, and visitors as well as a relocated helipad.

D. SCOPE OF SERVICES

The CMaR along with the Owner, Architect and Engineer Teams will be a critical member of the project team, providing services prior to the start of construction through final acceptance and project closeout. The CMaR services are outlined below for preconstruction, construction, and post construction.

I. PRECONSTRUCTION PHASE SERVICES

The Construction Manager will provide preconstruction phase services for the project. The Construction Manager will assign a team to the project who will be the same team that will be assigned during the construction phase to work cooperatively with the Owner and A/E team. The CM team will be responsible for performing the following duties including, but not limited to, cost estimating, value management, full scale cardboard mockups, constructability review, scheduling, and preconstruction planning throughout the preconstruction phase. The CM shall provide recommendations with regard to accelerated or fast-track scheduling, procurement, and phased construction.

During the development of the drawings and specifications, the partially completed documents shall be provided to the CMaR. The CMaR shall submit to the Owner and A/E their proposed Guaranteed Maximum Price (GMP) and its qualifications and

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assumptions based upon the documents. The Owner, A/E, and CM shall meet to reconcile any questions, discrepancies, or disagreements relating to the GMP and the qualifications and assumptions. This project will be “open-book”, including, but not limited to, bids on all trade packages, general conditions, and fees. The CMaR shall then submit to the Owner, for approval, the CMaR's proposed final GMP based upon the documents including the approved qualifications and assumptions. Contingent upon the Owner’s approval of the final GMP, the parties will execute an amendment to the CMaR agreement establishing the GMP.

II. CONSTRUCTION PHASE SERVICES

The CMaR shall construct the project pursuant to the construction documents and in accordance with the schedule requirements. The CMaR shall hold all subcontracts and shall be fully responsible for the means and methods of construction, project safety, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations including monitoring compliance with all diversity participation, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Owner.

III. POST-CONSTRUCTION PHASE SERVICES

The CMaR shall collect all as built drawings from vendors and consultants and approved by architect. The CMaR will also collect and categorize all warranty and maintenance manuals, certify all vendor bills after collecting all documentation, prepare the completion certificate based on all documents and drawings, and assist in submitting all occupancy documents to relevant governing bodies. The CMaR will also assist in facilitating/requiring training sessions for appropriate employees regarding the operation and maintenance of technical equipment, provide follow-up and call back services for the duration of the longest warranty period covered by a contractor on the project and conduct a post-occupancy walk-through appropriately timed to address project issues prior to expiration of applicable warranties.

E. ANTICIPATED SCHEDULE

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|--|----------------------------------|
| RFQ Issued: | September 12, 2022 |
| Notice of Intent to Respond: | September 19, 2022 |
| RFQ Questions Due: | September 19, 2022 2:00 PM CST |
| RFQ Responses Due: | September 26, 2022 2:00 PM CST |
| RFQ Results Announced; | |
| RFP issued to Qualified Candidates: | October 3, 2022* |
| Mandatory CM Site Walk: | October 6, 2022* |
| RFP Questions Due: | October 10, 2022 2:00 PM CST |
| RFP Responses Due: | October 17, 2022 2:00 PM CST |
| Selection Committee Interviews: | October 24, 2022* |
| Notification of Selected CMaR: | October 31, 2022* |

*Subject to change

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F. ANTICIPATED COSTS

The anticipated cost for the content related to the CMaR is \$22.7M. The total cost of the project is estimated at **\$27M**.

G. QUALIFICATIONS CONTENT

To facilitate the review of the anticipated responses, each candidate firm shall submit its information via e-mail electronically on standard letter size, 8 ½" x 11". The proposal shall not exceed 10 total double-sided pages (cover, cover letter, and table of contents excluded from that quantity). All content pages shall be consecutively numbered. The submittal response shall address the following specific criteria and present the information in the order identified below:

Section 1.0

Background Information / Corporate Structure

- Company profile, contact information.
- Company capacity and projected volume of work.
- List company's total construction dollar volume, over past 3 years, by year. Include breakout of % of healthcare construction during these years.
- Company philosophy and core values.
- Company mission statement.
- Provide a corporate organizational chart for your company, inclusive of any parent companies.
- Identify your principal office and what office would service this project.

NOTE: We are NOT asking for the proposed project team in this question.

Section 2.0

Experience, Qualifications, References

- Provide five (5) profiles of projects your company has completed where one (1) profile can be of a project in the works that are of similar size-and complexity, where your company was the CMaR. NOTE: Do not include multiple phase projects without noting size and scope of each phase. Include both public and private sector projects.

CMaR firms must have experience in successfully completing a project that is similar in size and complexity to this project. Profiles should reference projects that are more than \$14 million and have a commensurate level of complication to this project as described in the project overview.

- Brief description of project and photo, including relevance to this project and any unique features or challenges
- Size, e.g. square feet and scope
- Original contract construction costs and final contract construction costs
- Project delivery method

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- Names and positions of CM firms key staff on the project and their specific role
 - Owner and contact information
 - Completion date. Note if completed on schedule or if not, provide reason for delay
 - Architect/Engineer of record
 - Sustainability features / practices incorporated in the design and construction
- Describe your experience and knowledge of Iowa contractors, and the contractor market specific to this project area.
 - Describe your company's experience in working with state and local review agencies applicable to this project.
 - Provide project information for CMaR / CMc healthcare projects completed in the last 5 years where a guaranteed maximum price was established.
 - Provide project information for USDA funded healthcare projects in last 5 years.
 - Provide 3-5 references in addition to the projects listed above.

Section 3.0

Insurance, Litigation

- Indicate your insurance coverage limits.
- Provide your current and historic (3 prior years) experience modifier rating for your Workers Compensation program.
- Provide your current and historic (3 prior years) general liability insurance cost on a cost/\$ thousand basis.
- Has your organization been involved in litigation within the past five years? If so, please describe and note the disposition of all cases.

Section 4.0

Safety Program

- Describe your Safety Program and proposed methods to protect residents in an occupied Healthcare environment.

H. SELECTION CRITERIA

Selection of the successful CMaR firm will be made based on the following criteria:

1. Responsiveness to this RFQ. Completeness of qualifications in responding to the information requested and in the designated format.
2. Current and past experiences of the proposed firm and its identified personnel on projects of similar size, scope, complexity and delivery method.
3. Qualifications (including technical training and education) and relevant experience of the key personnel.
4. Ability of the firm in terms of its workload and the availability of qualified personnel, company resources, and facilities to perform the required services competently and expeditiously. This includes the availability of the key personnel to commence active

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- engagement on the project.
5. Demonstrated knowledge of the firm's ability to manage the project schedule and team activities in a timely manner.
 6. The firm's understanding of the strategies to complete the project's objectives as completely and effectively as possible.
 7. Relevant project and client references and evidence of successfully executing similar projects for the firm and designated project personnel, including sub consultants, for projects of a similar nature.
 8. Any other relevant criteria as determined by the Owner.

This RFQ sets forth the intent of Crawford County Memorial Hospital as to the procedure and criteria by which the construction management firm will be offered the opportunity to respond to the expansion and renovation RFP.

Except as required by statute, Crawford County Memorial Hospital reserves the right, in its sole discretion, to modify this procedure and criteria to select a short list of potential candidates.

Crawford County Memorial Hospital reserves the right, in its sole discretion, to have any Candidate firm clarify or supplement its submittal, including making such request through direct contact with the Candidate firm. CCMH may hold discussions with individual firms to explore further the firm's statement of qualifications. Based on the identified criteria, CCMH will request clarifications of qualifications. Any attempt to influence any member of CCMH with regard to this RFQ prior to the selection will be grounds for disqualification.

I. SUBMISSION INSTRUCTIONS

Please submit one (1) electronic copy via email or delivered/mailed on an external drive to the address listed below by the project deadline stated. Please keep submissions under 20mb if emailing.

Heidi Willis
INVISION Architecture
303 Watson Powell Jr. Way, Suite 200
Des Moines, Iowa 50309
heidw@invisionarch.com
515-657-4714

Electronic submittals should be combined into one PDF file. The file name shall include the project name listed on the RFQ and the Candidate firm's name. Clearly marked on the outside of the package shall be "Crawford County Memorial Hospital Expansion and Renovation." Each candidate is individually responsible to ensure that its submittal meets the delivery requirements to the designated delivery destination at the designated time.

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J. OTHER INSTRUCTIONS
Notice of Intent to Respond

Candidate firms are not to rely on any oral instructions or answers. Questions shall be submitted prior to the Questions Deadline outlined above. Questions may be submitted by email in writing to Heidi Willis, Architect, at the following email address: heidiw@invisionarch.com. Any questions will be collected, responded to, and issued to all parties after the Questions Deadline. Oral responses affecting the information provided by the Candidate firm in its submittal will not be binding on Crawford County Memorial Hospital, its employees, agents, or representatives.

1. No visitor access to the site will be allowed.
2. CCMH reserves the right to reject any or all RFQ responses and to exercise its discretion and apply its judgment with respect to any aspect of this request and the evaluation of responses.
3. CCMH reserves the right to reject any, part of any, or all submittals received and to waive informality in any submittal. The construction management firms whose submittals are not accepted will be notified.
4. By submission of a RFQ response, Consultant agrees to preserve the confidentiality of information of the Owner used by the consultant or to which it shall be granted access for purposes of preparing the response or in performance of work pursuant to any selection resulting from the response. Such information regarding the Owner shall be protected from disclosure by the consultant and access thereto, limited to the consultant or those having a need therefore in performance of services to the Owner. Such information may not be disclosed to any other persons, or entities whatsoever without prior written consent of the Owner or unless such information shall have become otherwise generally available, without fault of the consultant.
5. CCMH assumes no responsibility, and no liability, for costs incurred in the preparation or submission of any RFQ response.
6. If provided by the Owner, any provided documents are complimentary. They are provided for use in preparing a response for the requested service only. CCMH cannot guarantee their accuracy.



September 21, 2022
Addendum 01

ADDENDUM
Construction Manager at Risk – RFQ

The following addendum is issued to provide clarification to the Request for Qualifications (RFQ) for Crawford County Memorial Hospital.

CLARIFICATIONS

G. QUALIFICATIONS CONTENT

The proposal shall not exceed 10 total double-sided pages, 20 pages total (cover, cover letter, and table of contents excluded from the quantity).

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