



REQUEST FOR QUALIFICATIONS
For
CONSTRUCTION MANAGEMENT SERVICES

FOR PROJECTS
FOR

THE COMMUNITY COLLEGE SYSTEM OF NEW HAMPSHIRE
STATEWIDE, NH

Project CHA21-04

June 1, 2021



CHA 21-04

Request for Qualifications
For
Construction Management Services
For New Projects
For The Community College System Of New Hampshire
Statewide, NH

Purpose: - The Community College System of New Hampshire (CCSNH) is seeking qualifications from qualified, interested parties to provide “**Construction Management Services**” for facilities projects. **Several firms will be selected. Nashua Community College and NHTI Concord’s Community College will each have a Construction Manager. There is a possibility other Construction Managers will be selected to work at other colleges as needed.**

See attached sample list of projects. Some projects may be federally funded with federal requirements.

The Construction Manager will assist The Community College System of New Hampshire in cost estimating, pre-construction, bidding, and managing all phases of construction, quality control and quality assurance, according to the Community College System of New Hampshire and all applicable code requirements.

Notes:

- 1) All estimates will be detailed in material and labor costs by trade using the traditional CSI Division of the Work.
- 2) A CPM (Critical Path Method) Project Schedule will be developed and submitted with the Design Development estimate.

RESPONSIBILITIES

The Construction Manager shall be expected to perform all professional services consistent with the industry accepted roles of a Construction Manager. In general, they shall include, but shall not necessarily be limited to:

- Attending meetings with the Owner and/or Architect as necessary, throughout the design and construction processes, including public presentations as needed.
- Assuming charge of, and responsibility for all Project phasing and scheduling, including but not limited to, all construction activities as well as integrating the schedules related to cabling, furniture, and equipment systems as provided by others. The Construction Manager's preparation and maintenance of a master project schedule shall not imply responsibility for the performance of contractors separately employed by the Owner. Note: It may be necessary to construct portions of the work outside of normal business hours.

- Assuming charge of, and responsibility for, all Project cost estimating. Estimating shall be an ongoing effort as needed to inform the design process, with formal estimates presented upon completion of each design phase. Such estimating shall be accomplished by the Construction Manager, without creating obligations to prospective sub-bidders. It shall be the Construction Manager's responsibility to satisfy themselves that they have acquired an understanding of the Project adequate for the proper preparation of such estimates. The accuracy of construction estimating shall be of utmost importance.
- Conduct constructability reviews, providing recommendations regarding design strategies, materials, equipment selections, and cost assessments.
- State building permits, thru the State Fire Marshal's Office, will be attained by CCSNH. The Construction Manager will assist in providing the information required for the permits and given to CCSNH owners representative.
- Pricing of alternates and allowances as needed.
- Construction Sub-bidding and Sub-contracting, including the pre-ordering of long lead items.
- Construction coordination, inspection, supervision, safety, and quality control services.
- Review and verification of additional costs, if any, as may be requested by subcontractors.
- Construction phase submittal/shop drawing review, approval, processing, and coordination.
- Construction phase records and accounting, including electronic Record Drawings.
- Project close-out and building start-up management and coordination.

Applicants must have local experience in Construction Management of projects of similar size and scope, experience in new construction and renovation work in occupied buildings by college students and the ability to provide bonding and insurance coverage.

Response Instructions: Interested organizations must submit the attached STATEMENT OF QUALIFICATIONS FORM.

Proposal Inquires: All inquiries concerning this request shall be made to: Matthew Moore P.E., Director of Capital Planning and Development, Community College System of New Hampshire, 26 College Drive, Concord, New Hampshire, 03301-76407. Email: memooore@ccsnh.edu Phone: (603)230-3565, Cell: (603) 344-5377.

RFQ Due Date: June 22, 2021, No later than 2 pm. All submissions must be dated and signed by the submitter and received electronically by the Community College System of New Hampshire, by appropriately identifying the RFQ response in the subject area of the email and emailing: Matthew Moore, Director of Capital Planning and Development, email address: memooore@ccsnh.edu **no later than 2 p.m., Tuesday, June 22, 2021.** Submissions received after that date and time will be marked as "Late," will not be eligible for consideration in this process. There will be no exceptions to this requirement.

Evaluation and Award of Contract: All eligible responses will be considered for inclusion on a short list of accepted applicants. No interview is anticipated but may be requested. The contract will be a Community College System of New Hampshire Construction Management Agreement. If no agreement is reached with the highest scoring firm negotiations will be terminated and negotiations with the runner up will be pursued.

AWARD PROCESS:

All responses will be reviewed by the Selection Committee. The Selection Committee shall evaluate the proposals and shall be composed of CCSNH Representatives.

The Community College System of New Hampshire will enter into negotiations regarding the terms of the contract with the highest ranked firms. Should the Community College System of New Hampshire be unable to reach an agreement on contract and price, they will proceed to negotiations with the next ranked firm.

The RFQ/RFP process is a procedure allowing the Community College System of New Hampshire to award this contract for Construction Management Services to the firms whose submittals best meets the interests of Community College System of New Hampshire.

The Construction Manager Firm shall not begin work until a fully executed contract.

ADDENDUM:

In the event it becomes necessary to add to or revise any part of this RFQ prior to the scheduled submittal date, the addendum will be posted to the CCSNH website at www.ccsnh.edu/about-ccsnh/bidding-rfp/ Before your submission, always check the website for any addenda that may have been issued which would affect the RFQ.

Any change, correction, or deviation to this RFQ must be addressed in a written addendum. Verbal changes will not be allowed.

The Community College System of New Hampshire reserves the right to waive any and all informalities in its best interest.



CHA 21-04

Request for Qualifications/Proposals

**Construction Management Services
For New Projects For
The Community College System Of New Hampshire
Statewide, NH**

STATEMENT OF QUALIFICATIONS FORM

Submit this Qualification Form for each CCSNH College location your firm is interested in, with personnel and experience local to that area.

This submittal is for college: _____

Qualifications to perform the work: Construction Manager must have a minimum of three (3) years' experience with Construction Management of projects of similar scope and complexity within New Hampshire.

NAME OF FIRM SUBMITTING QUALIFICATIONS: _____

Proposal Instructions: Each response must include the following information:

- 1) Name, address, email & phone number of the Construction Management Firm.

- 2) Brief history and description of firm. *(Include area of expertise and list past pertinent projects) (Score up to 15 Points)*

3) List of key personnel to be assigned to this project. *(Include recent, with time employed with firm)*

Project Manager _____

Principal in Charge _____

4) Related projects / areas of expertise / experience. Include descriptions of other projects of similar scope built by this firm. Include reference contact information. (Score up to 10 points)

5) A brief description of the firm's approach to project Construction Management, substantial completion, and successful project close out. (Score up to 10 Points)

6) Provide the firm's Construction Management Fee and Rates. (Score up to 30 Points)

Construction Management Services Fee (Percentage) _____ %

Construction Changes in the Work Fee (Percentage) _____ %

Insurance \$ _____

Performance and Payment Bonds (Percentage) _____ %

RELATED PROJECTS (FIVE MAXIMUM USING THESE FORMS)

(Score up to 10 points for each of the five related projects)

1) NAME OF REFERENCE PROJECT _____

Location of Project _____

Date work performed _____

Description of Project _____

Approximate Contract value _____

Name of Owner _____

Address _____

Contact Information _____ Phone _____

2) NAME OF REFERENCE PROJECT _____

Location of Project _____

Date work performed _____

Description of Project _____

Approximate Contract value _____

Name of Owner _____

Address _____

Contact Information _____ Phone _____

3) NAME OF REFERENCE PROJECT _____

Location of Project _____

Date work performed _____

Description of Project _____

Approximate Contract value _____

Name of Owner _____

Address _____

Contact Information _____ Phone _____

4) NAME OF REFERENCE PROJECT _____

Location of Project _____

Date work performed _____

Description of Project _____

Approximate Contract value _____

Name of Owner _____

Address _____

Contact Information _____ Phone _____

5) NAME OF REFERENCE PROJECT _____

Location of Project _____

Date work performed _____

Description of Project _____

Approximate Contract value _____

Name of Owner _____

Address _____

Contact Information _____ Phone _____

END OF QUALIFICATION FORM

Sample List of CCSNH Projects for
Construction Manager
Project # CHA21-04

Description (projects may be funded thru federal monies thus federal requirements)	Estimate
GBCC	
Possibility of Parking Lot and Sidewalk repair	Unknown
Possible MEP projects if funded in July	\$50,000
LRCC	
Nothing at this time	
Possible MEP projects if funded	\$290,000
MCC	
Nothing at this time	
Possible MEP projects if funded in July	\$300,000
NCC	
Classroom and Labs Renovation - 2nd and 3rd Floors	\$3,000,000
Possible MEP projects if funded in July	
NHTI	
Roofing Projects	\$700,000
Sweeney Hall Roofing Replacement	
Little Hall Re-Roofing	
MacRury Hall Re-Roofing	
System Office Re-Roofing	
College Drive Paving & Drainage Improvements	\$500,000
Some examples of MEP type projects	\$1,000,000
NHTI Energy Management System (EMS)	
CFDC AC	
Little Hall HVAC systems upgrade	
Library and South Hall sprinkler upgrade	
Little hall natural gas upgrade	
MacRury install new natural gas boiler	
MacRury Dental Annex - ductless AC steri room	
North Hall Hydrotherm Boiler	
North Hall Air Separator	
North Hall Floor Mount Pump	
South Hall Domestic Water Service Pipe	
South Hall electrical distribution system	
Strout Hall Domestic Water Service Pipe	
Strout Hall Sprinkler Upgrades	
Sweeney natural gas boiler and install new air separator	
Sweeney intergrate exist base mount variable speed pumps/int w EMS	
Sweeney exhaust fans - three	
Sweeney Pneumatic valve	
Sweeney AC Condensing UnitHV-1/AHU-4	
Possible MEP projects if funded in July	\$1,200,000
RVCC	
Nothing at this time	
Possible MEP projects if funded in July	\$300,000
WMCC	
Littleton Campus MEP replacements	\$450,000
Littleton and Berlin Energy Management System	unknown
Littleton exterior energy improvements	
Berlin Campus Mechanical Work	\$75,000
Berlin Campus south end exterior energy improvements	\$250,000
Possible Moble Diesel new building	\$5,000,000
Possible MEP projects if funded in July	\$150,000
Total	\$13,265,000

**Please be advised there may be federal funded projects added