



**ROANOKE CITY
PUBLIC SCHOOLS**

Strong Students. Strong Schools. Strong City.

Purchasing Department
P. O. Box 13145 • Roanoke, VA 24031
(540) 853-1348 • Fax (540) 853-2836
June 28, 2022

**REQUEST FOR QUALIFICATIONS
RFQ 3088**

Notice is hereby given of the intention of the School Board of the City of Roanoke (“Owner”), Virginia, to request qualifications for:

**CONSTRUCTION MANAGER AT RISK –
ADMINISTRATION BUILDING ON CAMPBELL AVENUE PROJECT**

Delivery of Statement of Qualifications: It is the responsibility of the vendor to assure that its Statement of Qualifications is delivered to the place designated for receipt of Statements of Qualifications and by the time set for receipt of Statements of Qualifications. No Statements of Qualifications received after the time designated for receipt of Statements of Qualifications will be considered. Statements of Qualifications must be in the hands of the officer or agent of the Owner whose duty it is to receive them by the time specified. The officer or agent of the Owner whose duty it is to receive Statements of Qualifications will decide when the specified time has arrived and will determine if the Statement of Qualifications was in their possession by that time.

For hand delivered Statements of Qualifications, sufficient time must be allowed for the building receptionist to contact the Purchasing Office. Receptionist will not be responsible for last minute arrivals or late Statements of Qualifications.

Due Date and Time: July 28, 2022; 3:00 P.M.

Location: Purchasing Department, Roanoke City Public Schools, 40 Douglass Avenue NW, Roanoke, VA 24012.
Electronic submissions will not be accepted.

In the event that School Board offices are closed due to inclement weather and/or emergency situations prior to or at the time set aside for Statements of Qualifications, the published due date will default to the next open business day at the same time.

ROANOKE CITY SCHOOL BOARD
Eric Thornton
Purchasing Director

THIS PUBLIC BODY DOES NOT DISCRIMINATE AGAINST FAITH-BASED ORGANIZATIONS.

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RFQ 3088

CONSTRUCTION MANAGER AT RISK – ADMINISTRATION BUILDING ON CAMPBELL AVENUE PROJECT

I. INTRODUCTION

Roanoke City Public Schools (“RCPS”, “Owner”) is soliciting Statements of Qualifications (“SOQ”) from Construction Managers (“CM”) interested in providing pre-construction and construction services for the Administration Building on Campbell Avenue Project (“Project”) located at 201 Campbell Avenue SW, Roanoke, VA, 24011, using the Construction Manager At-Risk (“CMAR”) method of project delivery. The Scope of Services for the Project is detailed below. RRMM Architects has been selected as the architectural firm for this project for the purpose of advising RCPS regarding the use of CMAR project delivery method and to assist in the preparation of Requests for Proposals (“RFP”) and the evaluation of such proposals.

This is a two-step qualifications-based competitive negotiation process as authorized by Section 2.2-4382 of the Code of Virginia, and RCPS’ Procedures for the Selection, Evaluation, and Award of Design-Build and Construction Management Contracts (adopted May 10, 2022). This RFQ comprises Step 1 of the process. Qualified offerors will be invited to respond to a RFP to be issued by RCPS, which will comprise Step 2 of the process. Qualified Offerors will be invited to submit proposals for the second step of this process. Offerors will be informed whether they meet the qualifications to receive an RFP for Step 2 of the process.

Included in the pre-construction scope of services is collaboration with the design professionals during the design phase, attendance of design coordination meetings, constructability reviews, value engineering guidance, construction scheduling, development, and negotiation of a guaranteed maximum price (“GMP”) proposal for construction services with the Owner. If GMP negotiations are successful, RCPS will amend the contract to include the GMP.

Responses to this Request for Qualifications (“RFQ”) will be evaluated to identify a CM with the pre-requisite experience, qualifications, and resources to complete the Project successfully in accordance with project requirements that will be specified by the Owner. The details of the project requirements will appear in the RFP which RCPS will issue at a later date to a short-list of selected CM who will be invited to respond to the RFP based on an evaluation of their qualifications submitted in response to this RFQ. This RFQ will place an emphasis on the CM’s demonstrated experience with past projects of similar program and size, indicating an ability to perform this Project in a manner that meets or exceeds Owner expectations, and to work with the Owner and the design team in a collaborative fashion from start to finish.

The successful CM will be required to furnish all labor, materials, equipment, tools, services, and incidentals to complete the Project in accordance with the specifications and drawings. In accordance with state law, procedures adopted by RCPS for CMAR contracts include a provision that not more than 10% of the construction work, as measured by cost of the work, may be performed by the CM with its own forces.

The Owner shall not be responsible for any cost incurred by the CMs because of participation in this selection process. Each CM shall bear its own expenses in connection with the preparation and submission of materials and the provision of any supplemental information requested. The Owner shall have no liability for cost incurred by the CMs in connection with the review and evaluation of qualification materials and any findings or determinations made therefrom. This is not a solicitation for proposal.

The Owner's decisions concerning which CMs to short list for the reception of an RFP are final and shall not constitute a determination that the CM is responsible. Accordingly, a short-listed CM may be rejected on the basis of subsequently discovered information. The Owner's action in rejecting a CM as non- responsible shall be final.

II. BACKGROUND

The RCPS Superintendent formally requested authority from the Roanoke City School Board (the "Board") on May 10, 2022, to use the CMAR project delivery method for the Project. The Superintendent made certain findings required by statute and RCPS Board Procurement Policy in connection with this request. On the same date, the Board granted the Superintendent's request, adopted her findings, and approved a resolution authorizing the use of the CMAR project delivery method for the Project. A copy of the Superintendent's findings and the Board resolution is attached hereto as **Attachment A** and included herein and is maintained in the procurement file for this Project.

III. SCOPE OF SERVICES

RCPS has selected architects RRMM Architects to serve as the architect firm to provide Architecture and Engineering ("A/E") services for the Project. It is anticipated that the A/E firm will start the design process so that by the time a CMAR is selected, pre-schematic design documents ("SD") will be available for use by the Contractor. The CMAR shall collaborate and work with the selected A/E firm to identify any issues with the design documents. Specifically, the CMAR shall work with the A/E firm to perform constructability reviews, identify missing elements in the project design documents, and provide on-going cost estimates as the design documents progress to a Design Development ("DD") level. A complete set of coordinated drawings is expected to be submitted at the end of the DD phase for use by the CMAR.

The Work on the Project can start on October 1, 2022. Substantial completion for the Project should be by March 31, 2024.

IV. SUBMITTAL DEADLINE

Statements of Qualifications (“SOQ”) must be received by the Purchasing Department of Roanoke City Public Schools by **3:00 P.M. on July 28, 2022**. SOQ may be mailed or delivered to the address listed below. SOQ may not be faxed or e-mailed. Please direct all inquiries to Eric Thornton, Purchasing Director for Roanoke City Public Schools.

Eric Thornton, Purchasing Director
Roanoke City Public Schools
40 Douglass Avenue, NW
Roanoke, VA 24012
540-853-1348
ethornton@rcps.info

V. SUBMITTAL REQUIREMENTS

The CM must complete and submit four (4) hardcopies (one marked as original) and one (1) flash drive containing the submission in portable document format of their submittal with all associated forms and attachments, which together comprise the CM’s SOQ. The SOQ shall be signed where indicated and submitted in a sealed envelope to the Owner. The CM’s name and the RFQ number should be clearly displayed on the outside of the envelope/package. A mailing label with the required information has been included with this RFQ.

Time and date of receipt of the SOQ will be indicated on the sealed envelope/package by the Owner. Timely submission is the sole responsibility of the CM. Fax or electronic copies will not be considered. Responses received after the specified time will not be considered.

The SOQ must be typed or neatly printed. The information presented should be clear, complete, concise, truthful, and accurate. All attachments submitted shall be identified with the name of the CM. Failure to submit a response on the official submittal forms provided in the RFQ for that purpose may be considered just cause for rejection of the response. The Owner reserves the right to decide on a case-by-case basis, at its sole discretion, whether to reject a CM’s submittal. The Owner’s decision to reject a submittal is final.

Confidential/Proprietary Information: The CM should give specific attention to the identification of those portions of their SOQ which they deem to be confidential, proprietary information, or trade secrets, and provide any justification of why RCPS should not disclose such materials, upon request. RCPS is a public body subject to the Virginia Freedom of

Information Act (Va. Code § 2.2-3700 et seq.) and must disclose information, upon request, unless the law contains an exception permitting RCPS to withhold the information. The submissions of CMs are also subject to the provisions of Virginia Code § 2.2-4342(F) and this section.

The CM must clearly indicate each page that is deemed confidential, proprietary or a trade secret. The CM may NOT preface their entire SOQ with a proprietary statement; such statements will not be effective to prevent disclosure of any portion of the SOQ. The CM should submit physical materials in such a way that pages marked as confidential, proprietary, or trade secrets can be readily separated, physically, from portions of the submission that are not so marked.

If RCPS determines that a page that the CM has designated “confidential” or “trade secret” is not entitled to protection from public disclosure under FOIA and Virginia Code § 2.2-4342(F), RCPS will provide notice of that determination to the contact person designated by the CM, in any reasonable manner that RCPS can provide such notice. If the CM does not initiate judicial proceedings to protect the confidentiality of the document within five (5) business days after the designated person received such notice, RCPS will not have any obligation to withhold the document from public disclosure.

By submitting to RCPS a page that the CM designates as “confidential” or “trade secret”, the CM agrees that in the event a third party brings any action against RCPS or any of its officials or employees to obtain disclosure of the document, the CM will indemnify and hold harmless RCPS and each organization’s affected officials and employees from all costs, including attorney’s fees incurred by or assessed against any defendant, of defending against such action. The CM also agrees that at RCPS’ request the CM will intervene in any such action and assume all responsibility for defending against it, and that the CM’s failure to do so will relieve RCPS of all further obligations to protect the confidentiality of the document. All materials and information submitted during the RFQ process will become the property of RCPS and will not be returned to the CM, except for the financial information, which shall be returned upon request after RCPS has determined to discontinue the procurement, after RCPS has selected its short-list of CM to receive RFPs, or, if a CM is selected for the short-list, after the award of the contract.

VI. EVALUATION CRITERIA

All SOQ will be evaluated by the Owner’s Evaluation Committee (“EC”). The EC reserves the right to waive any and all irregularities or informalities in the submittal, reject any and all submittals, and to accept the submittals most favorable to the Owner. The Owner may summarily reject any submittal that is nonconforming to the requirements of this RFQ.

Written notification of each CM's status regarding an invitation to respond to the RFP will be provided at the conclusion of the SOQ evaluation process. In evaluating each SOQ, RCPS will consider the criteria included in **Section A** and **Section B** below.

A. PASS/FAIL EVALUATION REQUIREMENTS

A FAIL rating on any item in the category titled "PASS/FAIL Requirements" will be considered sufficient cause to reject the CM's SOQ.

The following are PASS or FAIL criteria:

1. **Responsiveness to RFQ** – Only responsive SOQs, submitted by the deadline indicated previously, will be considered, and evaluated. A responsive SOQ must be completed according to the instructions, include all required attachments, and requested information and be comprised of, but not limited to, the following:

- Attachment B: Cover Page
- Attachment B-1: CM Information
- Attachment B-2: Details of Past Projects
- Attachment B-3: CM Affidavit
- All additional information as needed to provide a complete response to the RFQ.

2. **Debarment Status** – By submitting an SOQ, the CM certifies that neither it nor any affiliated entity is currently debarred from submitting bids or has otherwise agreed not to submit bids on contracts with any government or business entity. If the CM experiences a material change in its debarment status after the SOQ is submitted and prior to the award of the contract for the Project, the CM shall notify the Owner of the change in writing at the time the change occurs or as soon thereafter as is reasonably practicable. If at any time during the evaluation process the CM is debarred as described above, it will be considered grounds to reject the CM's submittal.

3. **Contractor's License** – The CM must provide a copy of their valid Virginia Class A Contractor's License.

4. **Bonding Capacity/Statement** – CMs must provide a signed statement from its Surety stating that, based on present circumstances, the Surety will be willing to provide performance and payment bonds exceeding \$20 million for the CM in connection with the Project.

5. **Failure to Complete** – By submitting an SOQ, the CM certifies that neither it nor any affiliated entity has failed to complete a contract. If the CM experiences a material change in this status after the SOQ is submitted and prior to the award of the contract for the Project, the

contractor shall notify the Owner of the change in writing at the time the change occurs or as soon thereafter as is reasonably practicable. If at any time during the evaluation process the CM fails to complete a contract as described above, it will be considered grounds to reject the CM's submittal.

6. **Judgments-** By submitting an SOQ, the CM certifies that it or any officer, director or owner thereof have not had judgments entered against them within the past ten years for the breach of contracts for governmental or nongovernmental construction, including, but not limited to, design-build or construction management.

7. **Noncompliance with Prior Construction Contracts-** By submitting an SOQ, the CM certifies that it, or any officer, director, or owner thereof have been found to be in substantial noncompliance with the terms and conditions of prior construction contracts with a public body without good cause.

8. **Conviction of Crime –** By submitting an SOQ, the CM certifies that it, or any officer, director, owner, project manager, procurement manager or chief financial official thereof have not been convicted within the past ten years of a crime related to governmental or nongovernmental construction or contracting, including, but not limited to, a violation of (i) Article 6 (§ 2.2-4367 et seq.) of this chapter, (ii) the Virginia Governmental Frauds Act (§ 18.2-498.1 et seq.), (iii) Chapter 4.2 (§ 59.1-68.6 et seq.) of Title 59.1, or (iv) any substantially similar law of the United States or another state.

PASS / FAIL EVALUATION SCORING

CATEGORY	PASS	FAIL
Responsiveness to RFQ		
Debarment Status		
Contractor's License		
Bonding Capacity/Statement		
Failure to Complete Contract		
Judgments		
Noncompliance with Prior Construction Contracts		
Conviction of Crime		

B. POINT-RATING EVALUATION ITEMS

All SOQ that pass the PASS / FAIL Requirements and comply with the other requirements of this RFQ will be evaluated by the Owner's Evaluation Committee in accordance with the Point-Rating Evaluation Scoring below. Based on the Point Rating System, the Evaluation Committee will form a short-list comprised of up to four (4) of the highest ranked CM. The short-listed CM will be invited to respond to the RFP. No other CM will receive an RFP.

If any of the short-listed CM subsequently withdraws or is removed for causes stated herein, the Owner reserves the right to add the next highest ranked CM to the short-list to ensure there are up to four (4) proposals considered in response to the RFP. In considering a CM's points rating, the Evaluation Committee shall be the sole judge of the CM's financial soundness, history of satisfactory project performance, and whether or not the contractor possesses a sufficient number of experienced qualified personnel at its management and supervisory level and has demonstrated a commitment on its projects to accommodating changes and disruptions in the work, all of which indicate the ability to successfully complete the Project at a reasonable cost to the Owner in accordance with the Project's schedule.

1. **Project Performance** – During evaluation of project performance, emphasis will be placed on past performance on projects of a similar size, nature, and scope to RCPS' Administration on Campbell Avenue Project, including CM's ability to meet scheduled completion dates and project budgets. Preference will be given to CM with management, manpower, and expertise located in the Mid-Atlantic region. Preference will also be given to CM who have demonstrated significant experience, ingenuity, transparency, and collaborative approaches in performing projects of similar size, nature, and scope to the Project.
2. **Personnel Qualifications/Experience** – The potential project manager(s) and superintendent(s) must have experience on projects of similar size, nature, and scope. The qualifications of other key personnel the contractor would like to provide will also be considered in this evaluation.
3. **Organization Structure and Financial Data** – Both the organizational structure and the financial soundness will be evaluated.
4. **Safety Performance** – Safety data will be reviewed and compared to current OSHA and insurance industry standards.

POINT-RATING EVALUATION SCORING

ITEM	POINT RATING ITEMS	WEIGHT	GRADE SCALE (0 thru 5)	TOTAL
1	Project Performance	40%		
2	Personnel Qualifications/Experience	30%		
3	Organizational Structure / Financial Data	15%		
4	Safety Performance	15%		
TOTAL				

GRADING SCALE

0 = Poor, 1 = Questionable, 2 = Below Average, 3 = Average, 4 = Above Average, 5 = Most Favorable.

VII. MISCELLANEOUS

1. **Minority/Small Business Participants:** Although there are no specific project requirements for the Project, RCPS encourages CM to seek such participants.
2. **Interpretations and Addenda:** All requests for interpretation of the RFQ and the associated attachments must be made in writing to RCPS. Such requests shall be addressed to Eric Thornton, Director of Purchasing, by email at: ethornton@rcps.info. To be given consideration, such requests must be received not later than ten (10) days prior to the date fixed for the submittal of the SOQ. Any and all such interpretations and any supplemental instructions or changes to the RFQ will be in the form of written addenda which, if issued, will be sent to all prospective CM at the addresses furnished for such purposes and posted to the RCPS website, not later than five (5) days prior to the date fixed for submittal of the SOQ. Failure of any CM to receive any such addenda shall not relieve such CM from any obligation under the SOQ as submitted. All addenda so issued shall become part of the RFQ.
3. **Notice of Substantial Changes:** If the CM experiences a change in its debarment status, financial condition, corporate structure, or personnel after the SOQ is submitted and prior to award of the contract for the Project, the CM shall notify the Owner of the change in writing at the time the change occurs or soon thereafter. Failure to notify the Owner of any material change in the contractor’s debarment status, financial condition, corporate structure, or personnel may constitute grounds for rescinding an “invitation to propose” or for rejection of the related proposal.
4. **Misrepresentation:** If any CM knowingly makes a misrepresentation in submitting information to the Owner, or fails to provide all required information, or provides

information that is misleading, such misrepresentation, omission or misleading information will be sufficient grounds to reject the CM's submittal, to rescind a previously issued invitation to propose, or for rejections of a proposal submitted as a result of this selection process.

5. **Collusion Among CM:** More than one response from an individual, firm, partnership, corporation, or association under the same or different name will be rejected. Some or all responses may be rejected if there is any reason for believing that collusion exists among the potential CM. Participants in such collusion will not be considered in future RFQs/RFPs for the same work. Each CM, by submitting a response, certifies that they are not a party to any collusive action or to any action that is otherwise unlawful.

Other Matters: This RFQ is subject to (i) all the terms, conditions, and procedures contained in the RCPS Procurement Policy which are applicable to a CMAR project, as amended from time to time, and which are incorporated herein by reference, and (ii) all applicable provisions of the Virginia Public Procurement Act and other state law. RCPS reserves the right to discontinue the procurement process initiated under this RFQ at any time, for any reason or for no reason, and subsequently to begin the procurement process for the Project under a new RFQ or under any other procurement method permissible under Virginia law.

ATTACHMENT B

COVER PAGE

A copy of this page shall be the cover page for the SOQ. A set of attachments and any additional information should be included with each copy of the SOQ submittal.

1. CM Name: _____

Provide all names under which the CM does business:

Is the CM related to another firm as a parent, subsidiary, or affiliate? Yes ___ No ___

If yes, attach names and addresses for all affiliated, parent and/or subsidiary companies, and state the nature of each affiliation.

2. Address: _____

3. Tax Identification Number (EIN/SNN): _____

4. Is CM a corporation or limited liability company? Yes ___ No ___

If yes, what is the State of Incorporation or Organization? _____

5. If not incorporated as a corporation or organized as an LLC, specify method and date of organization: _____

If a partnership, attach partnership details (such as partner's names and individual contact information for each partner). If a Joint Venture (JV), attach the JV agreement and provide details of the intended role of each JV member, including appropriate additional attachments (at a minimum submit an Attachment C for each JV member).

6. Specify the portions of the work that the CM expects to subcontract:

7. Provide contact information including name, title, phone number and email address of the person who can respond authoritatively to any questions regarding this response:

Signed by: _____

Printed name and title: _____

ATTACHMENT B-1
CM INFORMATION (TO BE COMPLETED BY THE CM)

A. PASS / FAIL EVALUATION

1. **Responsiveness to RFQ** – Responsiveness is defined in the RFQ section titled Evaluation.
2. **Debarment Status: Has the CM or any affiliate experienced:**
 - a. Debarment Yes ___ No ___
 - b. Deletion from a Prequalified Bidders List Yes ___ No ___
 - c. Other action which resembles disbarment Yes ___ No ___
3. **Contractor’s License** – Attach a copy of the CM’s valid Virginia Contractors Class A License or attach a statement about CM’s ability to acquire one in a timely fashion consistent with the Project’s schedule.
4. **Bonding Capacity/Statement** – Attach a signed statement from CM’s Surety stating that, based on present circumstances, the Surety will be willing to provide performance and payment bonds for the CM in connection with the Project.

Total bonding capacity \$ _____

Available bonding capacity \$ _____

5. **Failure to Complete** – Has your organization ever failed to complete any work awarded to it? This includes termination for the convenience of the Owner or any other reason for failing to complete a project.
Yes _____ No _____

ATTACHMENT B-1
(Continued)

B. POINT RATING ITEMS

1. **Project Performance** – Using a separate copy of Attachment B-2 for each project, provide details of construction projects that have reached substantial completion and that are of similar size, scope, and nature to the Project. RCPS suggests that information regarding at least three (3) such projects would be helpful to the Evaluation Committee as it fully analyzes the CM’s prior comparable experience. If you have completed any Design-Build or CMAR projects that meet the above criteria, details about these projects may be informative to RCPS and assist in the evaluation of your SOQ; however, such previous experience is not a prerequisite. Include the following data for each project you discuss: project name, Owner, engineer and/or construction manager, completion date, description of each work package performed by the CM’s own forces, original and final contract value for each work package (trade), total project cost, project delivery method, other information listed on the form, and any other information you believe may be helpful to RCPS for an objective evaluation of your project performance. If your response includes discussion of any CMAR projects, or if you have comparable experience in any of the following areas, the following information may be helpful to the Evaluation Committee: the CM’s level of participation in design development, preparation of progressive construction estimates, and value engineering reviews/recommendations; the CM’s prior development of GMP proposals using open-book pricing; if subcontractor pre-qualification and work package bidding was administered by the CM; and if the CM was required to submit competitive bids for work packages the CM intended to self-perform.

The Owner intends to contact references listed in the CM’s SOQ. The Owner may also contact other potential references if referred to them in the course of this evaluation. The Owner reserves the right to contact any party it deems appropriate and by submitting an SOQ, the CM releases the Owner and any references from all liability concerning this exchange of information. CMs should ensure that the reference information provided is current. Letters of reference shall NOT be included in the CM’s SOQ, since such letters do not follow a standard objective format.

Have any of the following actions occurred on, or in conjunction with, any project performed by the CM, any affiliate, or their officers, partners, or directors in the last ten (10) years?

- | | |
|--|----------------|
| (a) Legal Action Implemented by CM against Owner | Yes ___ No ___ |
| (b) Legal Action Implemented by CM against Subcontractor | Yes ___ No ___ |
| (c) Legal Action Implemented by Owner against CM | Yes ___ No ___ |
| (d) Legal Action Implemented by Subcontractor against CM | Yes ___ No ___ |
| (e) Settlement or Close Out Agreement in effect with Owner | Yes ___ No ___ |
| (f) Judgments | Yes ___ No ___ |
| (g) Arbitration | Yes ___ No ___ |

If the answer to any of the items, a. through g., above is “yes”, provide details on a separate sheet for each instance.

Have actions from a third party occurred on, or in conjunction with, any project performed by the CM, any affiliate, or their officers, partners, or directors in the last ten (10) years related to the following:

- | | |
|--|----------------|
| a. Erosion and Sediment Control Permit Violations | Yes ___ No ___ |
| b. Violation of Owner’s Discharge or Non-Discharge Permits | Yes ___ No ___ |
| c. 401/404 Permit Violation | Yes ___ No ___ |

If the answer to any of items, a. through c., above is “yes”, provide details on a separate sheet for each instance.

2. Personnel Qualifications / Experience – Provide proposed project organization chart and attach resumes of key personnel. Emphasize years of construction experience, last employer, last position, and experience on similar projects.

3. Organizational Structure / Financial Data –

- a. Submit a copy of the CM’s corporate organizational chart. Provide the total quantity of company employees as well as the quantity of employees identified by discipline and project with names and titles down through field superintendents.
- b. Submit your organization’s most recent audited financial statements for a 3-year period. Complete balance sheets and income statements must be included. The statements shall be enclosed in a separate sealed envelope and included in the SOQ package. Data provided for parent or child entities related to the CM firm in lieu of the CM’s data shall not be reviewed and shall be considered non-responsive.
- c. Has the CM, or any affiliate, ever been denied bonding or had boning revoked?
Yes ___ No ___

4. **Safety Performance** – On a separate sheet provide the following:

- a. Experience Modification Factor (EMF) with 3-year and 5-year trends
- b. Loss Ratio with 3-year and 5-year trends
- c. Accident Frequency Rate with 3-year and 5-year trends
- d. A list of OSHA citations levied during the past five (5) years. Describe infractions and indicate whether there was a warning or fine imposed and the dollar amount of each.
- e. Details from your organization's OSHA 300A log for the past five (5) years indicating:
 - Number of lost workday cases,
 - Number of restricted workday cases,
 - Number of cases with medical attention only,
 - Number of fatalities.

ATTACHMENT B-2
DETAILS OF PAST PROJECTS

(Use a separate copy of this form for each project)

1. CM Name: _____ If CM's name is not the same, state relationship (i.e., parent company, subsidiary, JV, etc.).
Project Manager: _____ Superintendent: _____

Nature of Services Performed (e.g., General Contractor, Construction Manager, Design-Builder, etc.): _____

2. Project Name: _____

Facility Name: _____

Project Location: _____

Contract # _____ Project # _____

3. Owner: _____

Address: _____

Contact Person: _____

Contact Title, Phone, Email: _____

4. Engineer: _____

Address: _____

Contact Person: _____

Contact Title, Phone, Email: _____

5. Construction Manager (if any): _____

Address: _____

Contact Person: _____ Title: _____

Phone, Email: _____

6. Contract Dates (completion dates should reflect substantial completion)

Notice to Proceed: _____

Contractual Completion: _____

Actual Completion: _____

7. Description of Project:

(Include Project Delivery Method Used – Design, Bid, Build; Design-Build (DB), Construction Manager At-Risk (CMAR), or other (describe)). Use additional attachment if necessary.

8. Contract Value:

Original \$ _____

Final Contract Value \$ _____

Final Subcontract Value \$ _____

Total % of GC and OH&P \$ _____

Value of Change Orders \$ _____

Outstanding Claims (if any) \$ _____

Owner Budget (if known) \$ _____

9. Bonding Company: _____

Address: _____

Contact Person: _____ Title: _____

Phone, Email: _____

10. Work Packages (Trade) Self-Performed (Use addition attachments if necessary):

a. Work Performed: _____

Work Package Contract Value: \$ _____

b. Work Performed: _____

Work Package Contract Value: \$ _____

c. Work Performed: _____

Work Package Contract Value: \$ _____

d. Work Performed: _____

Work Package Contract Value: \$ _____

e. Work Performed: _____

Work Package Contract Value: \$ _____

f. Work Performed: _____

Work Package Contract Value: \$ _____

g. Work Performed: _____

Work Package Contract Value: \$ _____

11. List the five (5) largest subcontracts on this project.

a. Subcontractor Name _____

Trade: _____ Subcontract Value: _____

Work Performed: _____

Address: _____

Contact Person: _____ Title: _____

Phone, Email: _____

b. Subcontractor Name _____

Trade: _____ Subcontract Value: _____

Work Performed: _____

Address: _____

Contact Person: _____ Title: _____

Phone, Email: _____

c. Subcontractor Name _____

Trade: _____ Subcontract Value: _____

Work Performed: _____

Address: _____

Contact Person: _____ Title: _____

Phone, Email: _____

d. Subcontractor Name _____

Trade: _____ Subcontract Value: _____

Work Performed: _____

Address: _____

Contact Person: _____ Title: _____

Phone, Email: _____

e. Subcontractor Name _____

Trade: _____ Subcontract Value: _____

Work Performed: _____

Address: _____

Contact Person: _____ Title: _____

Phone, Email: _____

ATTACHMENT B-3
CM AFFIDAVIT

The undersigned hereby attests under penalty of perjury and by personal knowledge to the following:

1. The contents of the SOQs (including all submitted attachments and other documentation) are true, correct, and not misleading.
2. To the best of my knowledge neither the CM, nor its agents, affiliates, partners, employees, officers, directors, or other associates of any kind, have colluded with any individual or entity on behalf of the CM, or themselves, to produce an unfair advantage over others or to gain favoritism in the award of any contract resulting from this RFQ.
3. By responding to this RFQ and submitting the SOQ, the CM agrees to indemnify and hold harmless all parties to this RFQ, including, but not limited to, RCPS and any architect, engineer, or other professional RCPS employs or retains in connection with the Project or this RFQ, or any associated RFP for any conceivable damages arising therefrom; and affirms that no compensation is expected as a result of the preparation of said response.

CM Name: _____

Officer's Signature: _____

Printed Name and Title: _____

Telephone Number: _____

E-mail: _____

COMMONWEALTH OF VIRGINIA

CITY/COUNTY OF _____, to-wit:

BEFORE ME, a Notary Public of the Commonwealth of Virginia, and the jurisdiction aforesaid, appeared this _____ day of _____, 2022, one _____, known to me to be _____ of _____, and swore to me under penalties of perjury on behalf of the CM that the statements contained in the attached affidavit are true and correct to his or her knowledge and belief.

[NOTARY SEAL]

Notary Public

**DETACH AND SECURELY AFFIX
THIS FORM TO THE FRONT OF
THE OUTERMOST ENVELOPE**



Detach Here-----

Company Name	
Company Mailing Address	
Company City, State, Zip	
<div data-bbox="500 1121 1281 1394" data-label="Text"><p>Roanoke City Public Schools Attn: Eric Thornton, Purchasing Director Department of Purchasing 40 Douglass Avenue NW Roanoke, VA 24012</p></div>	
Roanoke City Public Schools	<u>RFQ No. 3088</u>
Closing Time and Date of Proposal	<u>July 28, 2022; 3:00 PM</u>

RFQ 3088 - ATTACHMENT A

A RESOLUTION OF THE SCHOOL BOARD OF THE CITY OF ROANOKE
AUTHORIZING CONSTRUCTION MANAGER AT RISK

A RESOLUTION authorizing the use of Construction Manager at Risk ("CMAR") construction contracting for the Administration on Campbell (AOC) Project at the formally Roanoke Times office building.

WHEREAS, Roanoke City Public Schools ("RCPS") is engaged in planning construction for the Administration on Campbell (AOC) Project ("Project"), which involves the renovation of an existing office building; and

WHEREAS, in lieu of competitive sealed bidding to procure a contractor for the Project, RCPS desires to utilize CMAR construction contracting for the Project, as authorized by the Virginia Public Procurement Act, Section 2.2-4300 *et seq.*, Code of Virginia (1950) as amended, upon a determination by the public body that competitive sealed bidding is not practicable or fiscally advantageous.

NOW THEREFORE, BE IT RESOLVED BY THE SCHOOL BOARD OF THE CITY OF ROANOKE AS FOLLOWS:

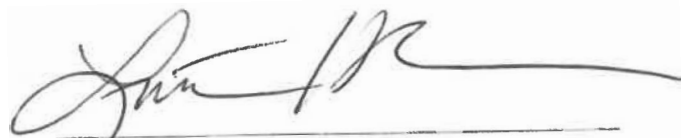
1. The School Board of the City of Roanoke hereby determines and finds that the use of competitive sealed bidding to procure a contractor for the Project is not practicable or fiscally advantageous due to the complexities of the Project, for the reasons more fully set forth in the Superintendent's letter to this School Board dated May 4, 2022, and the attachment to such letter.

2. Based upon this determination, the School Board authorizes RCPS to utilize CMAR construction contracting for the Project.

Adopted by the School Board of the City of Roanoke, on the 10th day of May, 2022.

ATTEST:

Dawn Winter-More
CLERK Deputy Clerk


CHAIR