



REQUEST FOR QUALIFICATIONS

**LINEN BLOCKS ON GROVE STREET  
STREETSCAPE IMPROVEMENT PROJECT**

CONSTRUCTION MANAGER / GENERAL CONTRACTOR  
(CM/GC) SERVICES

**PROPOSALS DUE: SEPTEMBER 9, 2021 by 3 P.M. local time**

[bids@ccdcb Boise.com](mailto:bids@ccdcb Boise.com)

**August 10, 2021**

Dear Proposer:

In accordance with the qualification-based selection process set forth in Idaho Code § 67-2320, Capital City Development Corporation (CCDC) will accept submissions about qualifications to perform Construction Manager / General Contractor (CM/GC) services for its Linen Blocks on Grove Street Streetscape Improvements Project. Proposers must be licensed in Idaho with both construction manager and public works contractor licenses.

CCDC seeks to hire a CM/GC to deliver a complex, multi-layer public works improvements project spanning the Westside and River-Myrtle / Old Boise Urban Renewal Districts. This project will incorporate construction of streetscape improvements and pavement reconstruction/rehabilitation in public rights-of-way including unique features such as integrated bike facilities, street furnishings, historic street lights, suspended pavement systems, green storm water infrastructure, conduit banks, and utility infrastructure upgrades. The construction may be phased to coincide with adjacent private development.

Proposals must be delivered **electronically** prior to **3 p.m. local time on September 9, 2021** at this email address: [bids@ccdcboise.com](mailto:bids@ccdcboise.com). Proposals will be evaluated on the basis of qualifications as specified in this Request for Qualifications (RFQ). A multi-agency selection committee will evaluate each of the proposals and may choose to conduct interviews with one or more of the Proposers.

CCDC reserves the right to reject any and all proposals, to waive any irregularities in the proposals received, and to accept the proposal that is in the best interest of CCDC and the public. The issuance of this RFQ and the receipt and evaluation of proposals does not obligate CCDC to award a contract. CCDC will pay no costs incurred by Proposers in responding to this RFQ. CCDC, in its discretion, may cancel this process at any time prior to execution of a contract without liability.

A Pre-Proposal Meeting will be held on ZOOM on August 19, 2021, at 2 p.m. Attendance is strongly recommended but not required. Information about the Pre-Proposal Meeting is provided in Section 4.1 of this document.

CCDC appreciates your interest in meeting the needs of the agency and the citizens of Boise.



Kathy Wanner  
Contracts Specialist



121 N 9TH ST, SUITE 501 BOISE, ID 83702  
208-384-4264 [WWW.CCDCBOISE.COM](http://WWW.CCDCBOISE.COM)

# INSTRUCTIONS TO PROPOSERS

## 1.1 Proposal Information

The CCDC offices are closed as we do our part to help slow the spread of the COVID-19 virus. Please follow these instructions for submitting a proposal.

**PROPOSAL DEADLINE is 3:00 p.m. local time, September 9, 2021**

The proposal must be submitted electronically by email to: [bids@ccdcboise.com](mailto:bids@ccdcboise.com)

Please include this subject line on the email:

**“RFQ SUBMITTAL: CM/GC SERVICES – LINEN BLOCKS”**

All required submittal documents must be *signed and dated* and must be submitted by email either in one PDF or a separate PDF of each required document. Late or incomplete submittals will not be accepted; CCDC takes no responsibility for submittals received after the Proposal Deadline or incomplete in any way. Respondent assumes full responsibility for the timely submittal of all proposal documents via the email process.

## PROJECT INFORMATION

### 2.1 Background

The project area is composed of the Grove Street public right-of-way between 9<sup>th</sup> Street and 17<sup>th</sup> Street, with a focus given to between 10<sup>th</sup> and 16<sup>th</sup> Streets. CCDC conducted an inclusive, community-driven visioning process for the Linen Blocks on Grove Street from September 2020 to June 2021. The process included a series of stakeholder meetings and public surveys. The consulting firm Agnew::Beck prepared a final vision report in August 2021. The final vision report is the product of the process to build a vision that is supported by both public and private stakeholders including developers, property owners and public agencies.

CCDC envisions creating a unique urban space that will focus on multi-modal transportation through the use of universal/accessible design best practices and with the goal of drawing more people and economic activity to the area and being a catalyst for private investment. Anticipated improvements include installation of an integrated bike facility, new sidewalk, curb and gutter, green storm water facilities, new street trees and suspended pavement systems, historic streetlights, pedestrian ramp upgrades, installation of fiber optic conduit bank, and furnishings such as bike racks, litter receptacles, concrete planters, and seating. The project also includes pavement maintenance work on Grove Street that was originally part of ACHD's Downtown Boise Implementation Plan, but was removed because of CCDC's planned project on Grove. Together these investments are the Linen Blocks on Grove Street Streetscape Improvements Project.

In July 2021, CCDC selected GGLO as its Design Professional of Record for the project. GGLO, in coordination with HDR Engineering, will be meeting with public agencies and stakeholders to coordinate design and to gain approvals as well as working closely with the CM/GC during pre-construction and construction phases.

## **2.2 Project Budget**

CCDC has budgeted approximately \$6,685,000 for all costs (including design) related to the construction of the improvements listed in this document. Budget control is critical to the success of this project. The CM/GC shall provide current market pricing as a basis of its cost estimates during design. Furthermore, the CM/GC will be expected to make necessary recommendations so that the final construction cost for the work does not exceed the budget.

## **2.3 Contemplated Improvements**

The following list summarizes the improvements to be delivered by the CM/GC through multiple bid packages. Please see Exhibit C for a depiction of these improvements.

- **Streetscape Improvements: Grove Street from 10<sup>th</sup> Street to 16<sup>th</sup> Street**
  - Select reconstruction of streetscapes compliant with the City of Boise's Streetscape Standards, including suspended pavement systems.
  - Installation of an integrated bike facility.
  - Replacement of irrigation system and street trees.
  - Installation of historic light pole assemblies.
  - Coordination of public art.
  - Coordination with CCDC's 11th Street Bikeway and Streetscape Improvements project planned for 2022 as well as numerous private redevelopment projects being proposed along Grove Street.
  
- **Grove Street Pavement Reconstruction/Rehabilitation: 9<sup>th</sup> Street to 16<sup>th</sup> Street**
  - Asphalt repaving.
  - Green storm water facilities may be constructed to address existing storm water drainage issues.
  - Upgrade deficient utilities within the project area.
  
- **Conduit Bank Construction: Grove Street from State Street to River Street; exact limits to be coordinated with City of Boise**
  - Install underground conduit runs and vaults for future fiber optic and telecommunication expansion.
  - Connect new facilities to existing conduit bank/vault system on Grove Street in coordination with City of Boise.
  - Installation may require a combination of trenching and boring.

## **2.3 Project Schedule**

GGLO anticipates submitting for City of Boise Design Review (DR) approval in October 2021. The successful CM/GC will be given the concept design plans prior to DR submittal in order to develop an initial estimate. Preconstruction is expected to start in October 2021 and continue

until the last Guaranteed Maximum Price (GMP) is approved. Construction is expected to start June 2022 and be completed by December 31, 2022. Construction may be phased to build streetscapes adjacent to the various private redevelopment projects being proposed along Grove Street.

## **2.4 CM/GC Scope of Services**

All CM/GC contracted services must be performed by staff properly licensed in the State of Idaho. The following services are anticipated in the CM/GC Services agreement with CCDC. The descriptions are illustrative in nature and not exhaustive. The actual scope of services will be negotiated after this RFQ selection process has concluded.

### ***Preconstruction Phase for Design, Bidding, and Long Lead Time Procurement Services:***

- Work with CCDC staff and the design team to review the project and visit the work areas to become familiar with the project;
- Work cooperatively with other agencies including the City of Boise and Ada County Highway District, as well as owners of adjacent properties;
- Review draft design drawings and specifications to identify clarity and constructability issues;
- Provide cost estimates as needed;
- Work with CCDC staff and the design team to value engineer the design and reconcile budget overruns as needed;
- Research and coordinate with specialty contractors and vendors on specialized items such as suspended pavement systems;
- Work with staff to refine a project schedule and define the logistics plans;
- Procure long-lead time material items such as specialty site furnishings, historic streetlights, suspended pavement systems, and other specialty items as required.
- Develop pedestrian and bicycle temporary traffic control plans;
- Develop and obtain trade contract scopes and other contract documents;
- Obtain competitive bids for all the work, materials, and equipment; conduct pre-bid meetings and site tours;
- Work with CCDC staff and the design team to address questions during bidding, issue addendums, and publically open bids;
- Work with CCDC staff to derive and negotiate project Guaranteed Maximum Price.

Prior to release of the first package for the subcontractor bidding, the CM/GC shall submit a bid package estimate that itemizes all bid packages to be bid and awarded and which includes the CM/GC's estimate of the cost of each bid package. As permitted by CCDC, the bid package estimate will include line items for any work the CM/GC proposes to self-perform. The CM/GC's overhead, profit, and contingencies shall be identified in separate line items. The total of the bid package estimate shall equal the construction cost on the CM/GC's most recent estimate.

### ***Construction Phase Services:***

- Obtain project bonding, issue subcontracts and trade contracts, and obtain permits for all the work;
- Serve as the General Contractor and as a licensed Construction Manager, including:
  - Manage the construction process including coordination, planning, trade contractor management, submittals management, and requests for information;

- Coordinate with the CCDC’s project manager and design team;
  - Plan and provide general condition services such as superintendence, mobilization, storage areas, staging, et cetera.
  - Manage accounting of multiple project scopes and funding sources as requested by CCDC
  - Review and negotiate change orders, coordinate safety programs, resolve issues and claims;
  - Conduct and coordinate inspections, review and pay trade invoices, update construction schedules;
  - Conduct coordination meetings; and
  - Maintain records, record documents and manuals, develop and monitor punch list, coordinate and assist with warranty corrections.
- Obtain permission from and coordinate access with public and private property owners affected by the construction activity.

## **2.5 Special Instructions**

Throughout the project, the CM/GC shall provide CCDC with professional construction management and contractor services and represent CCDC’s interests in completing the project on time, within set budgets, and as planned with minimum difficulties. It is anticipated that a contract based on ConsensusDocs will form the basis of agreement for CM/GC services to be entered into for the project; provided however, CCDC reserves the right to change, modify, or amend the final contract to be entered into by the parties.

## GENERAL CONDITIONS

### 3.1 Intent of RFQ

It is the intent of CCDC to run a Qualification Based Selection process to select a company capable of providing the CM/GC services outlined within this proposal. The CM/GC ranked highest will be approached to negotiate the contract necessary for this project. If a contract cannot be negotiated, CCDC will then approach the next highest ranked company to negotiate the contract. CM/GC is not guaranteed work nor compensation until under contract with CCDC.

### 3.2 Reserved Rights

CCDC reserves the right to act in the public best interest and in furtherance of the purposes of the Idaho Code Title 50, Chapter 20 (Idaho Urban Renewal Law) and Idaho Code Title 67, Chapter 28 (Purchasing by Political Subdivisions). CCDC reserves the right to waive any formalities or defects as to form, procedure, or content with respect to its Request for Qualifications and any irregularities in the proposals received, to request additional data and information from any and all Proposers, to reject any proposals based on real or apparent conflict of interest, to reject any proposals containing inaccurate or misleading information, and to accept the proposal or proposals that are in the best interest of CCDC and the public. The issuance of this RFQ and the receipt and evaluation of proposals does not obligate CCDC to select a company nor award a contract. CCDC may in its discretion cancel, postpone, or amend this RFQ at any time without liability.

### 3.3 Public Records

CCDC is a public agency. All documents in its possession are public records subject to inspection and copying under the Idaho Public Records Act, Chapter 1, Title 74, Idaho Code. The Public Records Act contains certain exemptions – one of which that is potentially applicable to part of your response is an exemption for trade secrets. Trade secrets include a formula, pattern, compilation, program, computer program, device, method, technique or process that derives economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by other persons and is subject to the efforts that are reasonable under the circumstances to maintain its secrecy. Prices quoted in a proposal are not trade secrets.

If any Proposer claims any part of a proposal is exempt from disclosure under the Idaho Public Records Act, the Proposer must: 1.) Indicate by marking the pertinent document “CONFIDENTIAL”; and 2.) Include the specific basis for the position that it be treated as exempt from disclosure. Marking the entire proposal as “Confidential” is not in accordance with Idaho Public Records Act and will not be honored.

CCDC, to the extent allowed by law and in accordance with these Instructions, will honor a nondisclosure designation. By claiming materials to be exempt from disclosure under the Idaho Public Records Act, Proposer expressly agrees to defend, indemnify, and hold CCDC harmless from any claim or suit arising from CCDC’s refusal to disclose such materials pursuant to the Proposer’s designation. Any questions regarding the applicability of the Public Records Act should be addressed to your own legal counsel prior to submission.

### **3.4 Insurance**

Prior to executing any contract for CM/GC services with CCDC or commencing any work under the contract, the CM/GC will be required to provide evidence of the coverages listed below and pay all costs associated with the insurance coverage. Insurance policies or certificates of insurance will name CCDC as the named insured, and the CM/GC will maintain these minimum insurance coverages during the entire term of the contract:

- a. Professional Liability Insurance coverage with minimum coverage of One Million Dollars (\$1,000,000.00) per occurrence and a minimum aggregate limit of One Million Dollars (\$1,000,000.00). NOTE: CGL policies do not provide coverage for the type of professional services the CM will be performing during the pre-construction phase of the project, therefore Professional Liability Insurance coverage must be obtained.
- b. Commercial General Liability Insurance coverage with minimum coverage of Two Million Dollars (\$2,000,000.00) on an occurrence basis (not a claims-made basis).
- c. Automobile Insurance coverage with minimum coverage of One Million Dollars (\$1,000,000.00) per occurrence for owned, non-owned, and hired vehicles.
- d. Worker's Compensation Insurance in an amount as required by statute and Employer's Liability Insurance in an amount not less than One Million Dollars (\$1,000,000.00) for each occurrence, for all of the company's employees to be engaged in work on the project under contract and, in the case any such work is subcontracted, the CM/GC company will require Subcontractors and trade contractors similarly to provide Worker's Compensation and Employer's Liability Insurance for all the Subcontractors and trade contractors to be engaged in such work.

### **3.5 Bonding**

As the General Contractor, the CM/GC must have the capability to bond for 100% of the contract price of the project estimated at the time the contract is negotiated and until such time that the entire project bids, the overall GMPs for the work are established, and the bond is delivered to CCDC. Proposer shall indicate within their cover letter that they certify that they have the bonding capacity to meet the requirements of this RFQ.

The performance and payment bonds shall be AIA Document A312 (2010 or the most recent edition) or a standard surety form certified approved to be the same as the AIA A312 form and shall be executed by a surety or sureties reasonably acceptable to CCDC and authorized to do business in the State of Idaho.

### **3.6 Taxes**

CCDC is exempt from federal and state taxes. Items purchased by CCDC and put into use by a contractor are subject to Idaho Use Tax. All other taxes are the responsibility of the Contractor and are to be included in the Contractor's pricing.



### **3.7 Legal Residency Requirement**

By submitting a proposal, the Proposer attests, under penalty of perjury, that they are a United States citizen or legal permanent resident or that they are otherwise lawfully present in the United States pursuant to federal law. Prior to being issued a contract, the company will be required to submit proof of lawful presence in the United States in accordance with Idaho Code § 67-7903.

### **3.8 Dual-Capacity License Requirements**

Proposals will be accepted from Idaho licensed construction managers and the company of which they are a principal or full-time employee who, prior to the proposal deadline, also have a valid public works contractor license as a general contractor pursuant to Idaho Code § 54-1902. Idaho Code § 54-1902 requires that public works contractors and subcontractors have the appropriate Public Works License for the particular type of construction work involved, and the general contractor must perform at least 20% of the work under contract.

## SUBMISSION, EVALUATION, AND SELECTION

### 4.1 Pre-Proposal Meeting

A Pre-Proposal Meeting will be held on ZOOM on August 19, 2021, at 2 p.m. The design team will be in attendance to explain the project and answer questions. Attendance by Proposers is strongly recommended, but not required.

Join Zoom Meeting

<https://us06web.zoom.us/j/88335217764?pwd=Y3lMcKhzQXFzZjI3VjQ5S0l2TjZQZz09>

Meeting ID: 883 3521 7764

Passcode: 413962

One tap mobile

+12532158782,,88335217764#,,,,\*413962# US (Tacoma)

+13462487799,,88335217764#,,,,\*413962# US (Houston)

### 4.2 Required Submission Materials and Format

Proposals shall be prepared simply and economically, providing a straightforward, concise description of the Proposer's capabilities to satisfy the requirements of the RFQ and the scope of services outlined in Section 2.4. Proposers must submit a PDF of the following completed forms via email by the due date and time:

- RFQ Submittal Cover Sheet (attached to this RFQ as Exhibit A)
- RFQ Waiver and Release (attached to this RFQ as Exhibit B)
- Signed Cover Letter
- ONE (1) signed proposal

Failure to submit all requested information may render any proposal unresponsive and void.

### 4.3 Addenda

In the event it becomes necessary to revise any part of this RFQ, addenda will be issued. Information given to one Proposer will be available to all other Proposers if such information is necessary for purposes of submitting a proposal or if failure to give such information would be prejudicial to uninformed Proposers. It is the Proposer's responsibility to check for addenda prior to submitting a proposal. Failure to do so may result in the proposal being declared non-responsive. No addenda will be issued fewer than four (4) business days before the proposal deadline unless the deadline is extended. Proposer shall indicate within their cover letter the addenda number(s) which they have incorporated into their submittal.

### 4.4 Scoring

Proposals must include the following information in the sequence set forth below. This format is meant to allow uniform review and easy access to information by the evaluation committee. For each of the specific articles listed below, Proposers should include a complete description of qualifications to serve as a CM/GC. Proposers are invited to include information about

innovative methods and/or procedures that they can provide to assist in ensuring successful completion of this project; unique qualities and/or capabilities and cost efficiencies should be identified. Proposers acknowledge they will be ranked according to each article below, with points applied per article (200 points total):

**RFQ Submittal Cover Sheet (Exhibit A) 5 Points**

**RFQ Waiver and Release (Exhibit B) 5 Points**

**Signed Cover Letter (Limit one page) 5 Points**

Provide a signed cover letter with introductory information, such as point of contact, address, phone number and email address. This letter should reference the RFQ by name, provide a concise summary of the Proposer's organization by firm and responsibility, identify the key individual for Project Manager and his/her relevant experience, and generally introduce CCDC to the capabilities of the firm.

**Detailed Proposal (Limit 20 pages) – organized with the following information:**

**a. Company Profile: 30 Points**

Describe the company's history, size, resources, philosophy of service, typical volume of work, and construction management techniques and methods. Describe how your particular expertise, experience, techniques, and culture can be an advantage to CCDC in completing the project. Include current firm commitments and confirm that Proposer can meet CCDC's insurance and bonding requirements as stated in Sections 3.4 and 3.5. Explicitly identify all work the Proposer intends to self-perform.

**b. Proposed CM/GC Project Team Staff: 45 Points**

A dynamic, well organized, and experienced team is needed for this project. Key personnel proposed shall be expected to reside in the Boise region for the duration of the project. Identify the personnel to whom construction management responsibility will be assigned by names, titles, roles, qualifications, years of experience, relevant project experience, resumes, and describe why the specific personnel were selected for inclusion on the team. Some individuals may fulfill multiple positions on the project, but the Proposer should demonstrate how multiple assignments are within the capacity of the management team. Include personnel information for both pre-construction and construction services. Resumes and Idaho Public Works Construction Manager License information shall be included in an appendix for all key personnel listed on the organizational chart. Resumes and license information are not counted within page limits noted above.

Provide an organizational chart for the project. The organizational chart shall identify position titles, and for key personnel only, the names of the people proposed to fulfill these roles, along with the proposed percentage of time that each of the key personnel will be dedicated to the project. The organizational chart shall also indicate reporting and chain of command structure for the team and interfaces with CCDC and the design team.

**c. Proposer Experience and Past Performance: 40 Points**

Describe five (5) projects similar in scope, complexity and budget to this project that the company has completed within the last 10 years. Projects including green storm water infrastructure, suspended pavement systems, bicycle facilities, pavement reconstruction, utility infrastructure upgrades and downtown streetscape improvements are of particular interest. Please focus on company experience – do not include individual experience for projects performed while individuals were employed by other companies.

Provide the following key information for each noted project:

- Brief description of the project, highlighting scope, budget, complexity, context, key interfaces, and project delivery method similarities.
- Client reference and current contact information including name, title, phone number, and role on the project.
- Location of the project and completion date.
- The company's responsibilities on the project, and where applicable, identify proposed team staff that participated in the project and their specific role.
- Amount of Proposer's initial contract award and final contract closeout or projected price. Proposer's portion of contract, scope of Proposer's portion, and value of Proposer's portion, and identification of whether Proposer was a prime or subcontractor on the project.
- Number of claims greater than \$100,000, and the value of each that required mediation, arbitration or litigation to settle and their current disposition.

**d. Project Approach, Work Plan, & Schedule: 40 Points**

i. Project Approach

Provide a brief narrative describing the Proposer's approach to this work and project management control systems that will be used on this project to achieve efficiency, schedule adherence, and budget certainty.

ii. Work Plan, including Schedule

Provide a preliminary baseline schedule showing the Proposer's proposed phasing, sequencing of work, durations, and options to be considered by CCDC that provides value and minimizes adverse impacts to the public and adjacent businesses and property owners. The baseline schedule should assume the current schedule outlined in Section 2.3 as a starting point for planning.

iii. Conduct of Construction

Describe actions and procedures used to minimize adverse impacts to the public and adjacent businesses and property owners. Explain how good relations will be established and maintained and how open and productive communications will be fostered with all interested parties. Specific examples of successful implementation of these actions and procedures from past projects are encouraged.

**e. Project Management : 30 Points**

i. Preconstruction Services

Outline a specific approach to guide the review of preliminary drawings and specifications and the review of subsequent revisions to final construction documents. Detail how the review will ensure constructability and how the Proposer will successfully propose changes to the drawings if deemed necessary.

ii. Budget Control/Value Engineering

Submit detailed information of how your company provides and periodically updates cost estimates and participates in Value Engineering (VE). Describe how opportunities will be identified that will make the project a better value. Include the means and methods that will be used and, specifically, how key personnel will interact with stakeholders and the design team to introduce VE proposals and work through updates to cost estimates. Describe past projects where VE has been an integral part of the relationship with the owner, including VE processes that were not successful and VE means and methods successfully used on past projects.

Describe how your company tracks and reports construction costs, including line item costs for each bid package, fees, permits, reimbursable costs, CM fees, and all other project costs. Finally, describe how your company would administratively manage, track, and invoice for the various separate cost categories that comprise the Guaranteed Maximum Price especially given multiple funding sources.

iii. Scheduling

Outline your company's understanding of the local construction market as it relates to this project and how your company will ensure the proposed staff will be available at the proper times to complete this project on schedule. Include explanations of your existing and upcoming projects within the area, subcontractor availability, and approaches to reach-out/solicit to subcontractors.

Describe the primary scheduling techniques the company uses and the software you will employ to produce an effective construction schedule. Provide examples of successful construction management and scheduling services provided on projects of similar complexity. Discuss in detail how you intend to enforce contract schedule compliance.

**4.5 Evaluation of Proposer**

Proposals will be evaluated based on the Proposer's response and qualifications by a selection committee that may include CCDC employees and consultants. Before a CM/GC is selected, CCDC will conduct reference investigations and may conduct interviews to evaluate the Proposer's ability to perform the size and type of work anticipated and to determine the quality of the service being offered. By submitting a proposal, the Proposer authorizes CCDC to conduct reference investigations as needed and to conduct interviews where the Proposers will be evaluated based on the information described in this RFQ.

#### **4.6 Qualification-Based Selection**

Selection will be based on the procurement rules set forth in Idaho Code § 67-2320. Final selection is made by the CCDC Board of Commissioners. CCDC has the right to waive or alter submission requirements or to reject any or all proposals, consistent with Idaho law. It is the Proposer's responsibility to conform to all applicable federal, state, and local statutes or other applicable legal requirements. The information provided herein is intended to assist Proposers in meeting applicable requirements but is not exhaustive, and CCDC will not be responsible for any failure by any Proposer to meet applicable requirements.

#### **4.7 Modification or Withdrawal of Proposal**

A proposal may be modified or withdrawn by the Proposer prior to the submission deadline set forth in this RFQ. After the submission deadline, the submitted proposal shall remain in effect for a minimum of 90 days for evaluation and contracting purposes.

#### **4.8 QUESTIONS**

Direct questions to: Kathy Wanner, Contracts Specialist  
(208) 391-7304 or [kwanner@ccdcoise.com](mailto:kwanner@ccdcoise.com)

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#### **EXHIBITS TO THIS RFQ:**

- A: RFQ Submittal Cover Sheet
- B: RFQ Waiver and Release
- C: Grove Street Streetscape Improvements Location Map

**EXHIBIT A**

**RFQ: CM/GC SERVICES – LINEN BLOCKS ON GROVE STREET  
STREETSCAPE IMPROVEMENTS PROJECT  
SUBMITTAL COVER SHEET  
(REQUIRED FOR SUBMISSION)**

TO: Capital City Development Corporation  
Attn: Kathy Wanner, | Contracts Specialist  
121 N. 9<sup>th</sup> Street, Suite 501  
Boise, Idaho 83702

FROM:

**Company Name:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Physical Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**Company officer responsible to CCDC for CM/GC services contemplated by this RFQ:**

**SIGNATURE:** **X** \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

**License Information:** Idaho Public Works Contractor License # \_\_\_\_\_

Idaho Public Works Construction Management License # \_\_\_\_\_

held by \_\_\_\_\_ (name of licensed CM who will be responsible).

**EXHIBIT B**

**REQUIRED WAIVER & RELEASE  
(REQUIRED FOR SUBMISSION)**

The undersigned has read this waiver and release and fully accepts the Capital City Development Corporation's (CCDC) discretion and non-liability as stipulated herein, and expressly for, but not limited to, CCDC's decision to proceed with a qualification based selection process in response to the Request for Qualifications (RFQ) to select a company to supply CM/GC services to CCDC for the project.

- A. Discretion of CCDC: The Proposer submitting a response to this CM/GC RFQ agrees that CCDC has the right to, unless contrary to applicable state law:
  - a. Modify or suspend any and all aspects of the process seeking proposals and making any decisions concerning the CM/GC services RFQ;
  - b. Obtain further information from any person, entity, or group regarding the Proposer, and to ascertain the depth of Proposer's capability and experience for supplying CM/GC services and in any and all other respects to meet with and consult with any Proposer or any other person, entity, or group;
  - c. Waive any formalities or defects as to form, procedure, or content with respect to CCDC's RFQ to select a CM/GC firm and any response by any Proposer thereto;
  - d. Accept or reject any sealed proposal received in response to the RFQ, including any sealed proposal submitted by the undersigned; or select any one proposal over another in accordance with the selection criteria; and
  - e. Accept or reject all or any part of any materials or statements, including, but not limited to, the nature and type of proposal.
  
- B. Non-Liability of CCDC:
  - a. The undersigned agrees that CCDC shall have no liability whatsoever of any kind or character, directly or indirectly, by reason of all or any decision made at the discretion of CCDC as identified above.
  - b. The undersigned, including all team members, have carefully and thoroughly reviewed the RFQ and has found it to be complete and free from ambiguities and sufficient for their intended purpose.

Proposer's Signature: **X** \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Title: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Date: \_\_\_\_\_



# Exhibit C

