



## AGENDA BILL

<b>Agenda Subject:</b> Approval of Ranking for RFQ: Construction Manager / General Contractor (CM/GC) for Old Boise Blocks on Grove Street Streetscape Improvements Project		<b>Date:</b> April 12, 2021
<b>Staff Contact:</b> Kathy Wanner Contracts Specialist  Karl Woods Senior Project Manager	<b>Attachments:</b> A. Resolution No. 1701 B. Request for Qualifications – issued February 25, 2021 C. Final Evaluation Tally	
<b>Action Requested:</b> Adopt Resolution No. 1701 approving the ranking for the RFQ: Construction Manager - General Contractor (CM/GC) for the Old Boise Blocks on Grove Streetscape Improvements Project and authorize the Executive Director to negotiate and execute a Construction Manager / General Contractor (CM/GC) Agreement.		

### **BACKGROUND**

The Old Boise Blocks on Grove Street are composed of the area between Main Street and Front Street, Capitol Boulevard and 3rd Street. CCDC engaged the community for assistance in developing a vision for the area from spring to fall of 2020. Agnew Beck, prepared a final vision report in October 2020. The final vision report is the product of the process to build a vision that was supported by both public and private stakeholders including developers, property owners and public agencies.

The vision report identifies Grove Street from 3rd to 6th as a priority for public space and infrastructure investment that will help accomplish the community's vision for this area. Making streetscape improvements to Grove Street can accomplish the vision through creation of a distinctive shared street and urban space that will celebrate the historic culture of the area, focus on multi-modal transportation, explore sustainable strategies and provide a venue for community events. These investments are the Old Boise Blocks on Grove Street Streetscape Improvement Project.

In February 2021, the Board approved the selection of Jensen Belts Associates as the Design Professional of Record for the Old Boise Blocks on Grove Street Streetscape Improvement Project. Jensen Belts Associates is contracted to take the project from where the vision report left off, through design, construction documents, bidding and ultimately, construction. Jensen

Belts Associates is contracted to submit a Design Review Package in June of 2021 and are on schedule to meet that milestone.

As the design for Old Boise Blocks is developed, it is critical to have the CM/GC on the team to provide pre-construction services for this complex and dynamic project. The CM/GC managing logistic planning is crucial in this area due to heavy programming on the Basque Block, active private development of the Thomas Logan and Lucy housing projects and high traffic volumes on 6<sup>th</sup> & 5<sup>th</sup> Streets. Pre-construction services will include pre-planning of high profile street closures, communication with adjacent businesses and safely detouring vehicles, pedestrians and bicycles. The CM/GC will also be managing complex contractual obligations relating to ACHD's Interagency Agreement. The CM/GC will be providing cost estimating and constructability review for a non-typical streetscape design, including complex elements such as the Boise City Canal water feature. During a time of high demand in the construction industry and shortages of subcontractor resources, the CM/GC can ensure that construction packages are receiving appropriate bid coverage. Due to the added value a CM/GC provides, the Agency staff determined the best approach for this project would be to utilize the **Construction Manager / General Contractor ("CM/GC")** construction delivery method.

### **SCOPE OF WORK**

The Agency is seeking a CMGC to construct the following improvements:

- **Streetscape Improvements: Grove Street from 3rd Street to 6th Street**
  - Full reconstruction of streetscapes compliant with the City of Boise's Streetscape Standards, including suspended pavement systems.
  - Replacement of irrigation system and street trees.
  - Installation of historic light pole assemblies.
  - Brick paving installation.
  - Coordination of Public Art.
  - Installation of Boise City Canal water feature.
  - Coordination with adjacent housing developments on the north side of Grove between 5th & 6th Streets.
- **Road reconstruction: Grove Street from 3rd Street to 6th Street.**
  - Repaving of street section. Paving section may include permeable paving and/or permeable pavers. An Interagency Agreement is anticipated with ACHD for the paving.
  - Green stormwater facilities will be constructed to address existing stormwater drainage issues.
  - Upgrade deficient utilities within the project area.
  - Upgrade existing conditions which are not ADA compliant.
- **Conduit Bank Construction: 3rd Street to existing facility on 6th Street; 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 6th Street in coordination with City of Boise.
  - Installation will require a combination of trenching and boring.

## **THE CM/GC DELIVERY METHOD**

The CM/GC is selected through a qualifications-based selection process in accordance with Idaho Code. For public works construction, CM/GCs must hold both a Construction Manager license and a Public Works Contractor license. Throughout the project the CM/GC represents the Agency to ensure a predictable and manageable construction project that can be built on time and within the budget. The Agency has hired a CM/GC on five prior occasions with success.

During pre-construction, the CM/GC collaborates with the design team and Agency to review and modify the design as needed to improve constructability, estimate costs of the design and develop a logistics and phasing plan for construction. Around the 90% design stage, the Board will oversee amendment of the contract to provide for the Guaranteed Maximum Price (GMP) for construction. The GMP is a key benefit of all CM/GC contracts: the contractor guarantees the construction price – making the contractor “at risk” if the price goes higher. At that point, the CM (Construction Manager) becomes the GC (General Contractor) to construct the project.

## **HIRING THE CM/GC**

The Agency issued a Request for Qualifications (RFQ) on February 25, 2021, inviting licensed CM/GC companies to submit Statements of Qualifications (SOQ). Public notice was published in the Idaho Statesman newspaper on February 25 and March 4. Notice was also sent to twelve (12) general contractors holding the requisite Construction Manager license. Representatives from three different construction companies attended a pre-proposal meeting on March 4.

Three companies submitted qualifications by the March 17, 2021 submission deadline: Engineered Structures, Inc. (ESI), Guho Corp., and Wright Brothers, The Building Company. Each of these companies is to be commended for the quality of their proposals and the expertise and competency of their work as evidenced in their SOQs.

## **Public Works Contractor Licensing**

The Agency’s streetscape improvements – improvements that are constructed within the public rights-of-way in downtown Boise – require either a Type 2 Highway Construction or a Type 4 Specialty Construction public works contractors license, issued by the State of Idaho’s Division of Building Safety.

A review of the three contractor’s licensing information revealed that Engineered Structures, Inc. (“ESI”) does not hold the correct public works contractors license. ESI has a Type 3 Building Construction public works contractors license which does not allow the company to undertake construction projects in public rights-of-way. ESI confirmed the Type 3 licensing when contacted by the Agency. The Agency verified with the State Division of Building Safety that the Type 3 license was not sufficient to construct improvements in the rights-of-way. Because of this licensing deficiency, ESI is ineligible to be qualified as a general contractor for the Old Boise Blocks on Grove Street Project.

A five-person evaluation panel which reviewed the SOQs, included two Agency project managers, the project’s landscape architect, Ada County Highway District, and the City of Boise. The two SOQs were evaluated on the following criteria as specified in the RFQ: cover sheet, waiver and release, company profile, CM/GC approach, project manager/point of contact, budget control, scheduling, and previous similar experience. Because of the thoroughness of

the SOQs and the panel's extensive, firsthand experience working with the two companies, the panel felt it unnecessary to require interviews.

After review, the panel members' scoring was unanimous that **Guho Corp.** was the best qualified and highest ranked proposer for this project for these reasons:

- Guho Corp. has an extensive background in Public Works Construction in urban areas and has become the area's expert in streetscape construction;
- The company has provided Anthony Guho as project manager and Rob Cloninger as superintendent, both of whom have conducted professional management processes, exceeded expectations in schedule and budget, and delivered high quality results in past construction management and general contracting work for the Agency and other public agencies;
- Guho Corp. provides a cohesive team approach and an unparalleled understanding of the scope of work;
- Guho Corp. excels at continuous coordination and collaboration with all stakeholders and jurisdictions involved in the project from pre-construction to completion, which is exemplified in their ability to provide a well-thought-out schedule to meet all expectations;
- Guho Corp. displayed proven performance in managing projects with multiple funding sources and multiple guaranteed maximum prices (GMP);
- References attested that Guho Corp.'s pre-construction management services are strong and advantageous to the success of a project; and,
- The Agency's own experience with Guho Corp. including LIV District / Broad Street / Central District closeout public improvements and a variety of streetscapes projects, including the current 8<sup>th</sup> & Bannock Streetscapes Improvements, has been commendable and has revealed that they are dedicated to giving the project the attention it requires.

Please see Attachment C for the panel's scoring of the companies. In accordance with Idaho Code § 67-2320(2), securing the services of the CM/GC firm will involve negotiating with the highest ranked firm for a contract to perform the services at a reasonable and fair price. If the Agency is unable to negotiate a satisfactory contract, the Agency may undertake negotiations with the next highest ranked firm for a contract at a reasonable and fair price. State statute establishes this process so that the public receives a fair price for professional services.

### **FISCAL NOTES**

The CM/GC agreement shall define the terms of the contractual relationship between the Agency and the chosen firm, including the hourly rates charged for the CM/GC services. The FY 2021 budget includes sufficient funding for this project.

### **STAFF RECOMMENDATION**

Staff recommends that the Board find it in the best interest of the public and of the Agency to adopt Resolution No. 1701 approving the ranking for the RFQ: CM/GC for the Old Boise Blocks on Grove Streetscape Improvements Project; authorize the Executive Director to negotiate and execute a Construction Manager / General Contractor Agreement in accordance with that ranking and the requirements set forth state statute.

**Suggested Motion:**

I move to adopt Resolution No. 1701 approving the ranking for the RFQ: CM/GC for the Old Boise Blocks on Grove Streetscape Improvements Project, and to authorize the Executive Director to negotiate and execute a Construction Manager / General Contractor Agreement for the Old Boise Blocks on Grove Streetscape Improvements Project.

**RESOLUTION NO. 1701**

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO, APPROVING THE RANKING FOR THE AGENCY'S REQUEST FOR QUALIFICATIONS FOR A CONSTRUCTION MANAGER / GENERAL CONTRACTOR (CM/GC) FOR THE OLD BOISE BLOCKS ON GROVE STREET STREETScape IMPROVEMENTS PROJECT IN ACCORDANCE WITH IDAHO CODE SECTION 67-2320; FINDING THAT ENGINEERED STRUCTURES INC. IS NOT ELIGIBLE FOR THE PROJECT FOR LICENSING REASONS; AUTHORIZING THE AGENCY'S EXECUTIVE DIRECTOR TO NEGOTIATE THE CM/GC AGREEMENT BASED ON THE RANKING AND TO EXECUTE THE AGREEMENT AND ANY OTHER NECESSARY DOCUMENTS OR AGREEMENTS, SUBJECT TO CERTAIN CONTINGENCIES; AND PROVIDING AN EFFECTIVE DATE.

THIS RESOLUTION is made on the date hereinafter set forth by the Urban Renewal Agency of Boise City, Idaho, an independent public body, corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, as amended, Chapter 20, Title 50, Idaho Code, and the Local Economic Development Act, as amended and supplemented, Chapter 29, Title 50, Idaho Code (collectively the "Act"), as a duly created and functioning urban renewal agency for Boise City, Idaho (hereinafter referred to as the "Agency").

WHEREAS, the City Council of the City of Boise City, Idaho (the "City"), after notice duly published, conducted a public hearing on the River Street-Myrtle Street Urban Renewal Plan (the "River Street Plan"), and following said public hearing the City adopted its Ordinance No. 5596 on December 6, 1994, approving the River Street Plan and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the First Amended and Restated Urban Renewal Plan, River Street-Myrtle Street Urban Renewal Project (annexation of the Old Boise Eastside Study Area and Several Minor Parcels) and Renamed River Myrtle-Old Boise Urban Renewal Project (the "River Myrtle-Old Boise Plan"); and,

WHEREAS, following said public hearing, the City adopted its Ordinance No. 6362 on November 30, 2004, approving the River Myrtle-Old Boise Plan and making certain findings; and,

WHEREAS, the City, after notice duly published, conducted a public hearing on the First Amendment to the First Amended and Restated Urban Renewal Plan, River Street-Myrtle Street Urban Renewal Project and Renamed River Myrtle-Old Boise Urban Renewal Project ("First Amendment to the River Myrtle-Old Boise Plan"); and,

WHEREAS, following said public hearing, the City adopted its Ordinance No. 24-18 on July 24, 2018, approving the First Amendment to the River Myrtle-Old Boise Plan deannexing certain parcels from the existing revenue allocation area and making certain findings; and,

WHEREAS, in cooperation with the City of Boise and the Ada County Highway District, the Agency seeks to make certain transformative improvements and enhancements to certain portions of Grove Street between 3<sup>rd</sup> Street and 6<sup>th</sup> Street, including installation of fiber optic resources, innovative storm water solutions, creative streetscape design, coordination of Public Art, installation of Boise City Canal water feature, and street reconstruction, all in an effort to contribute as a catalyst to economic development and downtown reinvestment by private entities; and,

WHEREAS, due to the complexities of the construction site and the unique improvements and enhancements that are planned and due to the desired timelines associated with the construction, the Agency determined that the best approach for construction of the improvements is to hire a Construction Manager/General Contractor (“CM/GC”); and,

WHEREAS, Idaho Code § 54-4511 allows for public agency utilization of CM/GC services upon selection of the CM/GC in accordance with Idaho Code § 67-2320; and,

WHEREAS, the Agency issued a Request for Qualifications (“RFQ”) inviting properly licensed CM/GC firms interested in managing the construction of the Old Boise Blocks on Grove Street Streetscape Improvements Project to submit Statements of Qualifications (“SOQ”), in accordance with the criteria and procedures set forth in the RFQ; and,

WHEREAS, the Agency published the requisite public notice of the RFQ in the *Idaho Statesman* newspaper on February 24 and March 3, 2021; and,

WHEREAS, the SOQ submissions were due to the Agency on March 10, 2021, by 3:00 p.m., and the Agency did receive three (3) SOQs from the following firms: Engineered Structures, Inc., Guho Corp., and Wright Brothers, The Building Company LLC; and,

WHEREAS, the Agency examined the three (3) RFQ Submissions and, based on the information provided, found that Guho Corp. and Wright Brothers, the Building Company, LLC, provided sufficient information regarding the pre-qualification criteria stated in the RFQ and that each held the requisite Construction Manager License and correct Public Works License, and,

WHEREAS, the Agency examined the RFQ Submission from Engineered Structures, Inc. and found that the company is not eligible to be ranked because the company does not hold the correct Type 2 Highway Construction nor Type 4 Specialty Construction public works contractors license required to undertake streetscape improvements construction; and,

WHEREAS, the SOQs from Guho Corp and Wright Brothers, The Building Company LLC were evaluated for compliance with the technical requirements as prescribed in the RFQ and were scored and ranked on the bases of qualifications and demonstrated competence by a five-person panel; and,

WHEREAS, following the evaluation of the SOQs, the Agency ranked the SOQs as follows:

1. Guho Corp.
2. Wright Brothers, The Building Company, LLC

WHEREAS, the Agency’s collective scoring showed that Guho Corp. was the best qualified and highest ranked proposer because:

- Guho Corp. has an extensive background in Public Works Construction in urban areas and has become the area's expert in streetscape construction;
- The company has provided Anthony Guho as project manager and Rob Cloninger as superintendent, both of whom have conducted professional management processes, exceeded expectations in schedule and budget, and delivered high quality results in past construction management and general contracting work for the Agency and other public agencies;
- Guho Corp. provides a cohesive team approach and an unparalleled understanding of the scope of work;
- Guho Corp. excels at continuous coordination and collaboration with all jurisdictions involved in the project from pre-construction to completion, which is exemplified in their ability to provide a well-thought-out schedule to meet all jurisdictions' expectations;
- Guho Corp. displayed proven performance in managing projects with multiple funding sources and multiple guaranteed maximum prices (GMP);
- References attested that Guho Corp.'s pre-construction management services are strong and advantageous to the success of a project;
- The Agency's own experience with Guho Corp. including LIV District / Broad Street / Central District closeout public improvements and a variety of streetscapes projects, including the current 8<sup>th</sup> & Bannock Streetscapes Improvements, has been commendable and has revealed that they are dedicated to giving the project the attention it requires; and,

WHEREAS, for these reasons, Agency is recommending that the Agency Board approve the ranking in accordance with Idaho Code § 67-2320(2); and,

WHEREAS, the Agency Board of Commissioners finds it in the best public interest to approve the ranking for its RFQ – CM/GC Old Boise Blocks on Grove Street Streetscape Improvements and to authorize the Agency Executive Director to negotiate and execute a Construction Manager / General Contractor Agreement in accordance with that ranking and the requirements set forth in Idaho Code § 67-2320.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF BOISE CITY, IDAHO, AS FOLLOWS:

Section 1: That the above statements are true and correct.

Section 2: That the Agency Board affirms the following ranking for the RFQ – CM/GC Old Boise Blocks on Grove Street Streetscape Improvements Project:

1. Guho Corp.



2. Wright Brothers, The Building Company LLC

Section 3: That the Agency Board finds that Engineered Structures Inc. is ineligible for the project because the company does not hold the correct public works contractors license to undertake streetscape improvements construction within public rights-of-way.

Section 4: That the Agency Board authorizes the Agency Executive Director to negotiate a Construction Manager / General Contractor Agreement with the top-ranked proposer, Guho Corp., for the Old Boise Blocks on Grove Street Streetscape Improvements Project, and in the event an agreement cannot be reached, that the Executive Director is authorized to negotiate the agreement with the next ranked proposer, in accordance with Idaho Code § 67-2320.

Section 5: That the Board authorizes the Agency Executive Director, upon successful negotiations, to finalize, sign, and enter into the Construction Manager / General Contractor Agreement consistent with the Board's stated instructions at the April 12, 2021, Agency Board Meeting and further authorizes the Agency Executive Director to execute all necessary documents required to implement the actions contemplated by the Agreement, subject to representations by Agency legal counsel that all necessary conditions have occurred; and further, the Agency Executive Director is authorized to perform any and all other duties required pursuant to the Construction Manager / General Contractor Agreement, including the expenditure of funds.

Section 6: That this Resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED AND ADOPTED by the Urban Renewal Agency of Boise City, Idaho, on April 12, 2021. Signed by the Chair of the Agency Board of Commissioners and attested by the Secretary to the Agency Board of Commissioners on April 12, 2021.

URBAN RENEWAL AGENCY OF BOISE CITY

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By: \_\_\_\_\_  
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Dana Zuckerman, Chair

ATTEST:

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Lauren McLean, Secretary



## REQUEST FOR QUALIFICATIONS

### **OLD BOISE BLOCKS ON GROVE STREET STREETScape IMPROVEMENTS PROJECT**

CONSTRUCTION MANAGER / GENERAL CONTRACTOR  
(CM/GC) SERVICES

**PROPOSALS DUE: MARCH 17, 2021 by 3 P.M. local time**

**February 25, 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 Old Boise Blocks on Grove Street Streetscape Improvements Project. Proposers must be licensed in Idaho with both construction manager and public works contractor licenses.

CCDC plans to hire a CM/GC to deliver a complex, multi-layer public works improvements project in the River-Myrtle / Old Boise Urban Renewal District. This project will incorporate construction of standard and custom streetscape improvements in public rights-of-way including unique features such as: a Boise City Canal design feature; street furnishings; historic street lights; suspended pavement systems; green storm water infrastructure; brick paving systems; permeable paving systems, patterned concrete; integrated bike facilities; 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 March 17, 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 may, in its discretion, cancel this process at any time prior to execution of a contract without liability.

A Pre-Proposal Meeting will be held on ZOOM on March 4, 2021, at 2 p.m. Attendance by Proposers 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)

RFQ: CM/GC Services – Old Boise Blocks on Grove Street Streetscape Improvements Project

## 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, March 17, 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 – OLD BOISE BLOCKS ON GROVE STREET STREETScape IMPROVEMENTS”**

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 late 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 Old Boise Blocks on Grove Street are composed of the area between Main Street and Front Street, Capitol Boulevard and 3rd Street. CCDC engaged the community for assistance in developing a vision for the area from spring to fall of 2020. Agnew Beck, prepared a final vision report in October 2020. The final vision report is the product of the process to build a vision that was supported by both public and private stakeholders including developers, property owners and public agencies.

The vision report identifies Grove Street from 3rd to 6th as a priority for public space and infrastructure investment that will help accomplish the community’s vision for this area. These investments are the Old Boise Blocks on Grove Street Streetscape Improvement Project. CCDC has budgeted approximately \$3,475,000 for all costs (including design) related to the construction of the improvements listed in this document.

In December 2020, CCDC completed its selection process for a professional design team for the Old Boise Blocks on Grove Street Streetscape Improvement Project. The selection panel determined that Jensen Belts Associates was the best qualified and highest ranked proposer as the Design Professional of Record for the project.

As the Design Professional of Record for the project, Jensen Belts Associates 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 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 3<sup>rd</sup> Street to 6<sup>th</sup> Street**
  - Full reconstruction of streetscapes compliant with the City of Boise’s Streetscape Standards, including suspended pavement systems.
  - Replacement of irrigation system and street trees.
  - Installation of historic light pole assemblies.
  - Brick paving installation.
  - Coordination of Public Art.
  - Installation of Boise City Canal water feature.
  - Coordination with adjacent housing developments on the north side of Grove between 5<sup>th</sup> & 6<sup>th</sup> Streets.
- **Grove Street reconstruction: 3<sup>rd</sup> Street to 6<sup>th</sup> Street.**
  - Repaving of street section. Paving section may include permeable paving and/or permeable pavers.
  - Green stormwater facilities will be constructed to address existing stormwater drainage issues.
  - Upgrade deficient utilities within the project area.
- **Conduit Bank Construction: 3<sup>rd</sup> Street to existing facility on 6<sup>th</sup> Street; 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 6<sup>th</sup> Street in coordination with City of Boise.
  - Installation will require a combination of trenching and boring.

## 2.3 Project Schedule

Jensen Belts Associates has been hired by CCDC as the landscape architect of record. They anticipate submitting for DR approval in June 2021. The successful CM/GC will be given plans prior to DR submittal (25% drawing set) to develop an initial estimate. Preconstruction is expected to start as early as April 2021 and continue until the last Guaranteed Maximum Price (GMP) is approved. Construction is expected to start April 2022 and completed by December 31, 2022. Construction may be phased to build streetscapes adjacent the housing developments between 5<sup>th</sup> & 6<sup>th</sup> Streets during the summer and fall of 2021.

## 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 and Bidding and Long Lead 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, the Ada County Highway District, the State of Idaho, Boise Canal company 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 staff to refine a project schedule and define the logistics 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, issue addendums, and publically open bids;
- Procure long-lead material items such as specialty site furnishings, historic street lights, suspended pavement systems, and other specialty items as required.
- Work with CCDC staff and the design teams 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 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;
  - 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;
  - Maintain records, record documents and manuals, develop and monitor punch list, coordinate and assist with warranty corrections;
  - Coordinate with the CCDC's project manager and design teams; and
  - Plan and provide general condition services such as superintendence, mobilization, storage areas, staging, et cetera.
- 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 March 4, 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://zoom.us/j/98922653932?pwd=UGJJCZ2N6TFcyR3FvVXBSamtQbGVHZz09>

Meeting ID: 989 2265 3932

Passcode: 165728

One tap mobile

+16699006833,,98922653932# US (San Jose)

+12532158782,,98922653932# US (Tacoma)

#### **4.2 Required Submission Materials and Format**

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 0 Points**

A signed letter briefly stating the Proposer's understanding of the work to be done, the commitment to perform the work within the time period, a statement as to why the company believes it is qualified to perform CM/GC services for the project, and a statement certifying that they have the bonding capacity to meet the requirements of this RFQ.

**Detailed Proposal – organized with the following information:**

- a. Company Profile:** 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 CCDCC in completing the project. 20 Points

**b. CM/GC Approach:** Describe the company's philosophy and approach to providing CM/GC services. Include a description of how the company will work to successfully meet the needs of the agency from design through construction in a seamless, efficient, and non-disruptive manner. Identify the activities that you see as being most important to the success of the project and elaborate on the anticipated benefits of these activities to the project. 40 Points

**c. Project Manager/Point of Contact:** A dynamic, well organized, and experienced team is needed for this project. Identify the personnel to whom construction management responsibility will be assigned by names, titles, roles, qualifications, years of experience, relevant project experience, and resumes. Include personnel information for both pre-construction and construction services and describe why the specific personnel were selected for inclusion on the team. Include Idaho Public Works Construction Manager License information and resumes. 40 Points

**d. Budget Control:** Submit detailed information of how your company provides and periodically updates cost estimates and participates in Value Engineering; specifically describe the role of your company in the decision making process when cost overruns are anticipated. 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 Total Contract Cost. 20 Points

**e. 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, sub-contractor availability, and approaches to reach-out/solicit to sub-contractors. 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 complex, multi-phase projects. Discuss in detail how you intend to enforce contract schedule compliance. 20 Points

**g. Previous Similar Experience:** List the company's experience for the five (5) most similar projects (in terms of size, nature and complexity) completed within the last 10 years. Projects including public urban space construction, green storm water infrastructure, suspended pavement systems, bicycle facilities, water feature construction, utility infrastructure upgrades and downtown streetscape improvements are of particular interest. Clearly identify the project scope, cost, and the company's responsibilities on the project, and identify the year each project was completed. For each project, provide a current reference contact name, title, and phone number, and role on the project. Please focus on company experience – do not include individual experience for projects performed while individuals were employed by other companies. As applicable, describe the company's systems approach, including a management plan and project management control systems that will be used on this project for CCDG. 50 Points

#### **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: Old Boise Blocks on Grove Street Improvements Location Map

**EXHIBIT A**

**RFQ: CM/GC SERVICES – OLD BOISE 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





## Final Evaluation Tally

### RFQ: CM/GC SERVICES: OLD BOISE BLOCKS ON GROVE STREET STREETSCAPES

		GUHO CORP	WRIGHT BROTHERS
Category		Points	Points
Cover Sheet	5	5	5
Waiver/Release	5	5	5
Company Profile	20		
Member #1		15	15
Member #2		20	14
Member #3		18	15
Member #4		15	15
Member #5		20	20
CMGC Approach	40		
Member #1		40	30
Member #2		38	20
Member #3		30	25
Member #4		35	35
Member #5		40	35
PM / Point of Contact	40		
Member #1		40	30
Member #2		40	30
Member #3		35	30
Member #4		35	37
Member #5		40	35
Budget Control	20		
Member #1		17	15
Member #2		18	17
Member #3		15	10
Member #4		15	16
Member #5		20	20
Scheduling	20		
Member #1		20	15
Member #2		19	14
Member #3		17	17
Member #4		17	17
Member #5		20	20
Previous Similar	50		
Member #1		50	40
Member #2		50	30
Member #3		45	40
Member #4		46	40
Member #5		50	40
<b>Total Points</b>	<b>1000</b>	<b>890</b>	<b>747</b>
<b>Rank</b>		<b>1</b>	<b>2</b>