



Promontory School of Expeditionary Learning

REQUEST FOR PROPOSAL
GENERAL CONTRACTOR FOR SCHOOL IMPROVEMENTS

1051 W 2700 S
Perry, Utah 84302

SECTION I

SELECTION SCHEDULE

- Notice of RFP:** September 16, 2022 – September 26, 2022 published on the Utah Public Procurement Place (U3P, formerly SciQuest) and the school’s website [www. Promontoryschool.org](http://www.Promontoryschool.org)
- Submission Deadline:** September 26, 2022 by 5:00 pm Mountain Time to Jennifer Blaine jblaine@promontoryschool.org AND Monty Hardy Monty@RoundTableFunding.org . Proposals must be submitted in compliance with Section IV of this RFP.
- Questions/Inquiries** September 16, 2022 through September 23, 2022 by 11:00 am. (please submit directly to emails above) Inquiries and answers may be distributed to the entire group of responders and posted in U3P.
- Review of proposals:** September 26, 2022 through September 30, 2022
- Recommendation to Board:** October 6, 2022
- Anticipated Award Date:** October 13, 2022

SECTION II

INTRODUCTION

- A. Promontory School of Expeditionary Learning (the “School”) is requesting proposals for Construction Management General Contractor services (CMGC)
- B. Promontory School of Expeditionary Learning is a tuition free public charter school in Perry, UT that serves 450 students in grades K-8. The school provides a rich educational environment that views learning as an Expedition and uses the study of Great Thinkers to cultivate the value of excellence and love of knowledge.
- C. TERM OF CONTRACT. SCHOOL is seeking a Construction Manager General Contractor (CMGC) to provide construction services for an approximate 6,000 square foot expansion on the school’s existing building. The School will award the contract for CMGC for up to 2 years, beginning October 13, 2022.
- D. AWARD OF CONTRACT. The contract will be awarded to the offeror whose proposal is determined to be the most advantageous to Promontory, taking into consideration the price and the evaluation factors set forth in this RFP.

SECTION III

PROPOSAL INFORMATION

- A. Proposals must be submitted in compliance with Section IV of this RFP.
- B. The services required and offered in a proposal should meet the needs described below. Only one proposal from each offeror may be submitted and considered. Offerors may include any special or unique services they plan to provide.
- C. Proposals will be evaluated by a committee appointed by the School. Promontory will cooperate with all potential offerors, to the extent reasonably possible, in their attempt to obtain information. Discussions may be conducted with offerors who submit proposals for the purpose of assuring full understanding of, and responsiveness to, the solicitation requirements.

- D. If selected, the successful offeror must be prepared to execute a written CMGC agreement now, to be followed up with a Guaranteed Maximum Price contract once sub contractor bids are in.
- E. It is understood that Promontory's issuance of this RFP does not obligate the School to accept any of the proposals submitted in response to this RFP, nor does it guarantee that the School will in fact accept any of the said proposals. No agreement exists on the part of the School and any offeror until a written contract is approved and executed by Promontory's governing board.
- F. This RFP does not obligate the School to pay for any costs of any kind whatsoever that may be incurred by an offeror or any third parties in connection with a proposal. All proposals, responses and supporting documentation shall become property of the School.
- G. At any time during the evaluation process the evaluation committee may, with appropriate approval, request best and final offers as provided for in Section 63G-6a-707.5, from responsible offerors who submit responsive proposals that meet any minimum qualifications, evaluation criteria, or score thresholds identified in this RFP.

SECTION IV

PROPOSAL REQUIREMENTS

- A. Proposals must contain a cover letter, which shall include the following:
 - a. A statement of the offeror's intent to provide the services outlined in this proposal
 - b. The legal company name
 - c. Complete company address
 - d. Company contact person's name, phone number and email address
 - e. Company's website address
 - f. Signature and position/title of company's authorized representative
 - g. The date of submission
- B. Proposals must address the Proposal Specifications set forth in Section V below.
- C. Proposals must be emailed to Jennifer Blaine jblaine@promontoryschool.org AND Monty Hardy Monty@RoundTableFunding.org on or before September 26, 2022 at 5:00 p.m.

Mountain Time. Proposals should be in a PDF format. **All Cost information provided by the offeror must be contained in a separate pdf file and clearly identified as cost information. One separate pdf for the qualifications Section and one separate pdf for your cost proposal.**

D. Proposals must be signed by the offeror.

SECTION V

PROPOSAL SCOPE AND SPECIFICATIONS

Promontory School of Expeditionary Learning is seeking CMGC services to build an approximate 6,000 square foot addition onto the school's existing building, make other necessary improvements to the school's existing building to meet the School's programming needs and expand the parking lot. Offerors are expected to address the following key elements in their proposal:

A. Narrative related to Qualifications

1. Experience, Qualifications and Track Record. Provide you experience in the design and construction of public charter schools, or similar projects, including your experience within the state of Utah.
2. Design Team. If you are proposing an in-house design team or design team under your umbrella of control, describe your team including architect, Civil, MEP and any other design consultants. The School is running a separate RFP for Design services. If you will not be including a design team in your proposal, you may ignore this element of the RFP.
3. Pre-Construction Phase. Describe your proposed services related to pre-construction including your role with entitlements and permitting.
4. General Construction. Describe your typical model regarding your coordination with design team, admin of the project, general conditions and if you plan on self-performing any of the trades.
5. Supply Chain and Inflation. Describe how you are compensating for the current supply chain challenges in construction. Note any critical items with longer lead times. Note any challenges you are currently having with subs who may not be willing to fix pricing and how you deal with that challenge while still providing a GMP on the project.

6. Proposed Schedule. While the CMGC may begin making preparations and start some sitework as soon as practical after funding and permitting, any work that may pose a disruption for students should begin after school is out of session, June 1, 2023. By the start of school in August 2023, the CMGC will need to have the site secured to be able to finish the project without disrupting in-session school or jeopardizing the safety of students. Completion of the project and occupancy is expected some time in the late fall, as determined by the construction schedule of the CMGC.
7. Other Information. Provide any other information you feel would be beneficial to supporting your firm's qualification and experience for this project.

B. Cost Proposal – separate PDF to include

1. If you use an in-house design team, what would be your fee including architect, Civil, MEP and any other design consultants?
2. If you are proposing to provide any services in the pre-construction phase (permitting, entitlements, etc.), would there be a fee? If so how much?
3. What % of the project do you charge as a General Contractor fee?
4. What would you estimate your General Conditions costs would be on a project like this?
5. Please provide a project budget on your most recent relevant project that would help demonstrate your current cost per sf.
6. Please list any other fees you would typically charge on a CMGC project such as the one described in this RFP.

SECTION VI

EVALUATION CRITERIA

Criteria Unrelated to Cost

- A. Experience and qualifications of offeror (20 points)
- B. Scope of services (30 points). This is an evaluation of how the proposed scope of services fits the needs of School.

- C. Support of School Mission (20 points). This is an evaluation of how the offeror's proposal supports the school's mission and vision. The evaluation committee will score this criteria based on the offeror's culture, experience and model.

Criteria Related to Cost*

- D. This criterion is based on the total fees proposed in section V(B) above (30 Points). The points assigned to each offeror's cost proposal will be based on the lowest proposal price. The offeror with the lowest Proposed Price will receive 100% of the price points. All other offerors will receive a portion of the total cost points based on what percentage higher their Proposed Price is than the Lowest Proposed Price. The formula to compute the points is: $\text{Cost Points} \times (\text{Lowest Proposed Price} / \text{Proposed Price})$.

Total points available based on Evaluation Criteria: 100 points.

*NOTE: Cost is evaluated and scored independently.