



**RECOMMENDATION TO AWARD
REQUEST FOR QUALIFICATIONS (RFQ)
RFQ 25-01 – AUGUST 4, 2025**

Construction Management at Risk Continuing Services Contract

1. Background

- a. Polk State College issued the Request for Qualifications (RFQ) #25-01 - Construction Management at Risk in accordance with Polk State College's Purchasing Manual. The purpose of the public solicitation is to select qualified firms to provide high-quality Construction Management (CM) services for minor projects across all Polk State College locations.
- b. Generally, the services include the following:
 - i. Study planning activities, cost estimates, or a combination of minor construction, renovation, and remodeling tasks.
 - i. Renovation, remodeling, and/or retrofitting of building systems in existing facilities.
 - ii. Providing disaster recovery services as directed by the College's Director of Facilities.
 - iii. Ensuring that the construction budget for continuing services contracts does not exceed \$7.5 million per minor project.
 - iv. Understanding that a continuing services contract does not guarantee the award of a specific project nor exclusivity to perform services for any specific project.
- c. Evaluation Committee:

Voting Members:

- Brad McConnell
- Cindy Baker
- Johny Stewart
- Lisa Correll
- Melvin Thompson
- Tamara Sakagawa

Non-voting Members:

- Martin Chicas
- Angie Armbruster
- Robbie Manikis
- George Urbano

2. Advertisement

- a. The RFQ was advertised in the Winter Haven Sun.
- b. The RFQ was posted on the Polk State College website at the Procurement Department's web page - RFQ 25-01.

3. Distribution / Submittals

- a. The RFQ document was available for download from the Polk State College BidNet Direct procurement website.
- b. The RFQ solicitation document availability was emailed to firms which had previously requested to be included on the College's bidders list.
- c. A pre-proposal conference was held on June 11, 2025
- d. Sixteen (16) submittals were received. Fifteen (15) submittals were determined to be responsive and accepted for evaluation. One (1) submittal was determined to be unresponsive and not accepted for evaluation.

Responsive Submittals in alphabetical order:

- Barton M
- Charles P
- Creative
- Henkelman
- Lebolo
- Lego
- LEMA
- Manhattan
- Miller
- Nicholas
- Nujak
- SEMCO
- Springer V
- AD Morgan
- Votum
- Welbro

Unresponsive proposals in alphabetical order:

- Springer Voss-No

- e. The scores for the written submittals in ranking order were the following:

Firm	Score	Rank	Action
Henkelman	483	1	Shortlisted
CPPI	480	2	Shortlisted
Creative	479	3	Shortlisted
Lego	476	4	Shortlisted
Nujak	476	4	Shortlisted
Miller	475	5	Shortlisted
SEMCO	475	5	Shortlisted
Manhattan	468	6	Shortlisted
LEMA	464	7	
AD Morgan	464	7	
Nicholas	453	8	
Barton Malow	452	9	
Lebolo	452	9	
WELBRO	450	10	
Votum	448	11	

- f. The Evaluation Committee agreed to a presentation/interview of the eight (8) top ranked firms on July 15, 2025.
4. Reference Check - The Procurement Department performed a reference check of the firms to interview/present. The results of the reference checks were shared with the Evaluation Committee via email.
5. Oral presentations/interviews were held on April 8, 2024. The Evaluation Committee scored each presentation as follows:

Firm	Score
SEMCO	383.00
CPPI	381.60
Creative	380.80
Henkelman	379.40
Nujak	377.20
Miller	376.20
Manhattan	376.00
Lego	351.60

6. The Evaluation Committee recommends approval of the following ranking of firms to provide services in accordance with RFQ 25-01 per the scoring summary noted in the posted document.

The ranking allows for the negotiation to begin with the top five (5) tiered firms to provide Construction Management at Risk services. Should that effort with any of the firms prove unsuccessful, the process with that firm will be terminated and the process will resume with the next firm in line,

Firm # 1 SEMCO

Firm # 2 – CPPI

Firm # 3 – Creative

Firm # 4 – Henkelman

Firm # 5 – Nujak

President Signature

Date

