



POLK STATE COLLEGE

RECOMMENDATION REQUEST FOR QUALIFICATIONS (RFQ)

RFQ #16-02

Construction Management at Risk Continuing Services Contract

1. Background

- a. Polk State College issued the Request for Qualification (RFQ) #16-02 in accordance with the Purchasing manual. The purpose of the public solicitation is to select three (3) to five (5) firms to provide Construction Management at Risk services associated with minor construction renovation and remodeling projects college-wide.
- b. In general, the services include:
 - i. Provision of a Guaranteed Maximum Price (GMP).
 - ii. Projects may include a study, or planning activities for a single or grouping of minor construction projects, renovation and remodeling activities
 - iii. Support the College’s Direct Material Purchase Program.
 - iv. Coordinate with Polk State College staff and Architect in the companion RFQ #16-01 as directed by the College representative.
 - v. Provide disaster recovery services as directed by the College representative

c. Evaluation Committee:

Voting members		Non-voting members	
Dr. Martha Santiago	WH Provost	Mark Lillquist	Purchasing
Stephen Hull	Lakeland Provost	George Urbano	Facilities
Val Baker	Dir. Of Equity and Diversity		
Gregg Harris	Faculty		
Lyndon Belfon	WH Facilities Plant Mgr.		
John Sheffield	Lakeland Facilities Plant Mgr.		
Robbie Manikis	Project Manager		

2. Advertisement

- a. The RFQ was advertised in the Polk County Democrat
- b. Posted on the Purchasing Department’s ITB/RFQ bulletin Board
- c. Posted on the Polk State College web-site at the Purchasing Department’s web page RFQ #16-02.

3. Distribution / Submittals

- a. The RFQ solicitation document was advertised May 6, 2016. Notification of the RFQ solicitation document availability was emailed to firms which had requested to be on our bidders list to provide this service.
- b. The RFQ document was available for download from the Polk State College Purchasing website.
- c. A Pre-Proposal conference was held on May 13, 2016
- d. Eight (8) proposals were received and the evaluation team accepted ALL proposal. In alphabetical order:

#1	AD Morgan Corporation	#5	NuJak Development
#2	Boyer Building Corporation	#6	Miller Construction Management
#3	Everett Whitehead & Sons	#7	Semco Construction
#4	Henkelman Construction, Inc.	#8	Vogel Brothers Building Co.

- e. The scores for the written submittals were:

	Average score	Action
A. D. Morgan	4.29	shortlisted
Boyer	3.95	shortlisted
Everett Whitehead	3.88	shortlisted
Henkelman	4.26	shortlisted
NuJak	3.74	shortlisted
Miller	3.92	shortlisted
Semco	3.84	shortlisted
Vogel Brothers	3.88	shortlisted

- f. The Evaluation Team agreed to interview eight (8) firms July 21 & 22, 2016.

4. Reference Check - The Facilities & Purchasing Departments performed a reference check of the firms selected to interview/present. The results of the reference check was shared with the Evaluation Team for scoring during the presentation.

5. Oral presentation were held on July 21 & 22, 2016. The Evaluation Team scored each of the presentations.

Scoring summary.

Company name	Average score
A. D. Morgan	4.59
Boyer	3.83
Everett Whitehead	3.85
Henkelman	3.99
NuJak	3.91
Miller	3.74
Semco	3.92
Vogel Brothers	3.42

6. Evaluation Team recommends approval of the rankings for CM at Risk Services RFQ #16-02 per the scoring summary noted in Par. #5 Top Five (5) firms noted below will be selected to commence the contract negotiations. Should the negotiations with any firm not prove successful, the process with that firm, will terminate and notice provided. The process resume with the next firm in line.

- #1 AD Morgan
- #2 Henkelman Construction
- #3 Semco
- #4Nujak Development
- #5 Everett Whitehead & Son
- #6 Boyer Builders Corporation
- #7 Miller Construction Management
- #8 Vogel Brothers Builders

7. RFQ#16-02 Ranking APPROVED

Eileen Holden

8/8/16

Dr. Eileen Holden

Date