

ZEPF CENTER
REQUEST FOR STATEMENT OF QUALIFICATIONS
CONSTRUCTION MANAGER at RISK SERVICES

PUBLIC ANNOUNCEMENT OF CONTRACT FOR CMR SERVICES AND REQUEST
FOR QUALIFICATIONS AND STATEMENT OF INTEREST

Zepf Center, located in Toledo, Lucas County, Ohio, announces its intent to contract for Construction Manager at Risk Services for current and future capital and permanent improvements for a 2-year period; the first project for which services are required is Zepf Center Ashland Facility Renovations (referred to as the Project). Future projects may include, but are not limited to, phased interior renovation of the existing building, building addition, façade restoration, and site work. This project is funded in part with grant funds from the Ohio Department of Mental and Addiction Services and Lucas County Mental Health and Recovery Services Board.

Zepf Center invites CMR firms interested in providing the required professional design services for the Project to submit their qualifications, including the firm's experience and a statement of interest in the Project.

Zepf Center may select a single firm for any project with an estimated professional CM fee of less than fifty thousand dollars (\$50,000.00) as provided under ORC 153.71 Administrative Rules. Zepf Center shall determine that the selected CMR firm is the most qualified to provide the required construction management services.

Construction Management Services may include but are not limited to, project schedule development & management, construction cost estimating, value management during design, construction phasing development, sub-contractor bid package development, sub-contractor procurement, construction management, on-site construction supervision, and administration of Owner grant funding paperwork. Projects will vary in scope.

Zepf Center reserves the right to award single or multiple contracts for specific services. The Board will request firms resubmit an updated Statement of Qualifications every calendar year.

*NOTE: The primary Construction management firm shall be (1) a registered contractor holding a license with the City of Toledo.

QUALIFICATIONS AND CRITERIA FOR SELECTION

Include the following:

1. Provide a brief history of the firm. Include firm name (including any other previous names for the firm during the past five years) and location, year established, type of organization and information pertaining to major areas of expertise. *(Maximum of one page in length)*
 - a. The firm's location and proximity to the project site for purposes of attending meetings at the project site.
 - b. List a maximum of 4 unique qualities that set the firm apart from others as it relates to the required services for pre-construction and construction management of the facility renovations planned by Zepf Center.
2. Provide resumes for key personnel of firm and list the number of employees by classification. Include years of experience, education, and current professional registrations and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, CPE, and any other appropriate design and construction industry credentials. *(Maximum of one page in length for each key person)*
3. Past performance as reflected in evaluations of previous and current clients for which the firm has provided or is providing similar services; please include a list of 5 relevant projects involving similar services performed by the firm during the past five years. Include the following information for each project *(Maximum of one page in length for each key project)*:
 - a. Project owner, name of project and location;
 - b. Brief description of the project;
 - c. Building type, size, project cost, and type of construction delivery method;
 - d. Year services were completed or anticipated completion date;
 - e. Other relevant information about the project and the firm's services;
 - f. Reference contact person and phone number;
4. The firm's past experience with Zepf Center, if any;
5. Ability of the firm to provide services needed by Zepf Center;
6. List of consultants used to provide any services not performed by the design firm – TSA may request the use of Design or Engineering Firm to be included in projects.
7. Identify personnel responsible for communication with Zepf Center throughout the full duration of the project.

8. Provide specific information about any claims asserted against the firm or its professional liability carrier within the last 5 years, including the resolution of the claim.
9. Provide information about the insurance coverages carried by the firm, including builder's risk insurance.
10. Form of bid guarantee and contract bond.

COMPLIANCE WITH BOARD POLICIES, LOCAL, STATE AND FEDERAL LAW

Zepf Center will only do business with a Construction Manager that complies with all the agencies policies, local, state, and federal requirements regarding non-discriminatory hiring, fair employment practices, wage, and hour standards. Moreover, the Construction Manager must comply with all Board Policies, local, state, and federal laws, rules, and regulations applicable to the subject matter of this contract, and any contract proposed by a Construction Manager must in all respects comply with such laws, rules, and regulations.

Any contract entered between Zepf Center and the successful Construction Manager is subject to all agency policies, local, state and federal laws, rules and regulations now in effect or hereinafter enacted, and if any of these at any time require the termination of the contract, the contract shall terminate and each party shall be left in the position it then occupies, retaining any benefit it has received prior to the time of such termination. Zepf Center shall not be required by any contract to engage in any conduct which is prohibited by, contrary to, inconsistent with or pursuant to, any federal or state law, rule, or regulation.

SUBMITTAL INSTRUCTIONS

Firms submitting statements of qualifications for the available contract will be evaluated and ranked in order of their qualifications. Following this evaluation, the firms determined to be most qualified may be asked to meet with Zepf Center representatives to present the firm's qualifications and proposed approach for the Project before final selection is made. Upon selection of the firm determined to be most qualified to provide the requested services for the Project, compensation and an agreement for services will be negotiated and prepared for the Project. The anticipated form of Construction Manager at Risk agreement will be a modified AIA-133 2091 CMC contract; amendments to the agreement will address future projects as they are identified. By submitting a SOQ to Zepf Center for Construction Manager at Risk Services.

Zepf Center wishes to select a Construction Management firm for presentation to the Selection Committee as soon as possible and begin working immediately with the firm selected. Construction Managers wishing to submit qualifications for the Project must do so in writing before **2 p.m. on October 19, 2023**. Submit 1 copy of the firm's qualifications electronically to:

Rachel Freeman, Director of Grants and Contracts
Zepf Center
rfreeman@zepfcenter.org

Direct any questions concerning the Project and requested services to Rachel Freeman, rfreeman@zepfcenter.org by 4 p.m. on October 13, 2023, any questions submitted after this time will not be considered.