



**Request for Qualifications
Construction Management Services
“GEIM – Greenwood Entrepreneurship at Moton”
Released May 16th, 2023**

Request copy of RFQ visiting <https://tedcnet.com/contact/>

INTRODUCTION

Tulsa Economic Development Corporation (TEDC) intends to select a Construction Manager (CM) to provide construction management at-risk services with a guaranteed maximum price (GMP) for GEIM. The selected CM will provide complete services from pre-construction through the re-design, bidding and construction, and close-out phases of this project.

Tulsa Economic Development Corporation (TEDC), an independent not-for-profit organization, helps grow communities by supporting our nation’s backbone: start-up and growing small businesses. The organization provides loan capital, entrepreneurial resources, and affordable space critical for success. Partnerships with communities, organizations, governments, and the private sector guide efforts to affect diverse, inclusive, and equitable economic prosperity. As a certified Community Development Financial Institution, creative financial capital is the engine that powers all TEDC initiatives. (1) TEDC lends to start-up and growing businesses using a CREATIVE CAPITAL brand of progressive lending. (2) TEDC delivers unique learning opportunities through entrepreneurial development programs. And (3) TEDC leads efforts important to equitable economic development, including building, rehabilitating, and curating spaces where entrepreneurs can thrive. Special consideration is given to companies that employ lower-income individuals, those in prioritized areas of the community, and those owned by individuals who have traditionally faced longstanding barriers to economic opportunity. The organization’s vision is to build an ecosystem where obstacles are removed and resources are plentiful to level the playing field for all who desire to build successful small businesses, despite their zip code, race, gender, or personal financial strength.

As one of several efforts to revitalize the entrepreneurial spirit of Historic Black Wall Street decimated during the 1921 Tulsa Race Massacre, TEDC will renovate the historic Moton Hospital located at Pine Street and Greenwood Avenue into a high-quality learning lab offering broad-based entrepreneurial support services. At GEIM, TEDC will support new and existing small business owners who desire to engage with a resource hub curated specifically with and for them. TEDC will (1) supplement, support, and partner to create 50-75 new businesses per year; (2) partner with the local tech ecosystem to increase the tech capacity of traditional businesses; and (3)

help under-resourced business owners grow into brick-and-mortar spaces, and own commercial property.

CONSTRUCTION MANAGEMENT

The successful CM will work with the owner and design team to provide services to achieve the most cost effective, quality design and provide at-risk construction management services that coordinate trade contractors to achieve the highest quality project. The CM will be involved in pre-construction and construction phases of the project, such as scheduling, estimating, value engineering, constructability reviews, bidding, project administration and continuous inspection for quality/cost control and safety. The complete scope of services will be included in the Construction Contract.

The CM selection process will involve a qualifications-based selection process to develop a short list of potential construction managers. The selection criteria for the short list is included in this RFQ announcement.

RFQ TIMELINE

Responses are due by 4:00 p.m. CDT on May 30, 2023. Respondents shall submit ONE (1) electronic copy of the Response as ONE (1) document by email to josh@tedcnet.com and accounting@tedcnet.com.

TEDC reserves the right to reject any and/or all responses, to waive informalities or irregularities in any submittal, to solicit new responses, or to proceed to do the work by other means, as determined to be in the best interest of Tulsa Economic Development Corporation.

Any questions or requests for additional information regarding this RFQ may be made no later than 4 p.m. CDT on May 23, 2023, by emailing josh@tedcnet.com.

Additional Schedule details are as follows:

Issue Request for Qualifications	May 16, 2023
Deadline for Accepting Questions	May 23, 2023
Responses to RFQ due	May 30, 2023
Notify "Short List" Construction Managers	June 5, 2023
Interview "Short List" Construction Managers on	June 12, 2023
Make Final Selection by	June 14, 2023

The above schedule is subject to modification.

DESIGN SUMMARY – GEIM

The Project consists of the demolition of an addition and restoration of an existing 9,500 sq. ft. building originally constructed in 1931. Architectural renderings are attached. General specifications are provided here:

Building Exterior:

- Restored to its origin.
- Tuck Pointing of original mortar and replacement of damaged or deteriorated masonry bricks and units.
- Demolition and reconstruction of roof decking and roofing system including all drainage and guttering and downspouts.
- All necessary and specified structural work to roofing trusses, decking, bridging, brick ledges and lintels, other structural supports as specified by KKT Architects.
- Sandblasting/Paint removal of paint from all exterior surfaces as necessary for this scope of work.
- All Glazing and rework of glazing and glass systems, in accordance with relevant Historical Tax Credit guidelines and program.
- Colors and textures of materials will complement the original building.
- Landscaping will be an integral component of the project.

Building Interior:

The Project accommodates the following building components:

- Interior and external demolition
- Main entry vestibule
- Coffee shop with seating area (potentially)
- Multiple offices
- Open workstation area for business incubation
- Men and women's public bathrooms
- Elevator and stairwells
- Basement and three above ground floors
- Fire alarm and fire sprinkler systems
- Elevator modernization

Site:

Site work includes modification of an existing parking area to allow for ease of navigation of vehicular and pedestrian traffic, and restoration of utilities to the building.

Site Preparation:

Erosion Control:

- Silt fence to control sediment from areas disturbed by the construction.
- Storm Water Pollution Prevention Plan.

Grading:

- Provide proper drainage and ADA compliance where required.

Site Improvements:

Pavement:

- Sidewalks.
- Concrete Paving.
- Heavy Duty Paving (will defer to geotechnical recommendations)
- New curb and gutter along street perimeter and internal parking lot

- All expansion and contraction joints in paving, curb and gutter, and sidewalks to be sealed with self-leveling silicone sealant.
- ADA accessible ramps.
- All IDP and right of way work as called out in project civil drawings

CONSTRUCTION MANAGEMENT SERVICES

At the completion of this RFQ process, TEDC will conditionally select a CM to provide preconstruction services and negotiate a Guaranteed Maximum Price Contract to start demolition. The cost of pre-construction services shall be mutually agreed upon and included in the Contractor's overall fee of General Conditions in the GMP contract.

While finalizing the construction document package, the CM will work with TEDC and the design team to further refine the Project's design in order to meet the Project budget. During pre-construction, the CM will be required to attend team meetings, participate on conference calls, reference preconstruction materials, provide input on various structural systems and cost saving measures, and attend site visits as may be required.

The CM will be required to provide a GMP based on complete Construction Documents. As a publicly funded project, it is incumbent upon the Project team, including the CM, to design and construct the project within the established budget and as efficiently and cost-effectively as is feasible.

If during preconstruction services or the GMP negotiation process the selected CM is deemed by TEDC to be non-responsive or not negotiating in good faith, TEDC reserves the right to terminate the negotiations and enter negotiations with the next highest ranked responder from the short list. Further, TEDC will be under no obligation to enter into a contract with and will only owe compensation for the mutually agreed upon pre-construction services fee to the selected CM should TEDC decide not to proceed with Project.

At completion of construction documents, the CM will competitively bid the Project to multiple qualified subcontractors per TEDC requirements. If TEDC and the CM are unable to negotiate a GMP contract, TEDC reserves the right to competitively bid the project or select another contractor with whom to negotiate.

For purposes of the RFQ, TEDC has assumed a fifteen (15) month construction period to achieve substantial completion. However, if respondents believe the project will be completed on a different timeframe, please indicate this in your response.

SELECTION CRITERIA

TEDC is seeking a Construction Manager with the following **minimum** qualifications.

- Experience with the successful completion of similar type and size projects, and similar type construction.
- Experience with projects involving federal funding.

- The Construction Manager's financial capacity and resources, including the ability to properly insure and provide performance, payment and maintenance bonds.
- Technical resources, including ability to work with the Owner, Architect and Professional Services Team to perfect drawings.
- The ability to complete the project within the proposed schedule.
- A proven record of accomplishment for completing projects on time and within the original contract amount.
- Commitment and demonstrated ability to maximize Section 3, Small (SBE), Minority-Owned (MBE) and Women-Owned (WBE) Business Enterprise participation, and Section 3 employment opportunities.

CONSTRUCTION CONTRACT AND GENERAL CONDITIONS

TEDC will use AIA Document A133-2009 Edition – Standard Form of Agreement Between Owner and Construction Manager as Constructor (or current version, if applicable), as modified by TEDC and the CM, where basis of payment is the cost of work plus a fee with a negotiated Guarantee Maximum Price.

The General Conditions will be included in AIA Document A201-2007 Edition - General Conditions of the Contract for Construction (or current version, if applicable), as modified by TEDC and the CM.

FINANCING AND CONTRACTUAL PROVISIONS

The Project is receiving funding from the City of Tulsa, the County of Tulsa, and federal agencies. The project is subject to applicable laws, regulations, and U.S. Executive Orders; including but not limited to: HUD Safe Harbor limits on the Construction Manager's General Requirements, Overhead, and Profit; Section 3 Business and Employment Opportunities; Small Business Enterprise (SBE); Minority Business Enterprise and Women Owned Business Enterprise (MBE/WBE) participation opportunities; and compliance with the Davis Bacon Act and the Copeland Act, among others. The contract will describe in more detail the documentation, compliance, and elaborate reporting requirements that will be applicable to the Project.

ADDITIONAL CONTRACTUAL PROVISIONS

All respondents are encouraged to partner with local firms to maximize Section 3, SBE and MBE/WBE participation.

A. SBE, MBE, WBE, Section 3 Participation Plan

TEDC is committed to facilitating Section 3 Business, SBE, MBE and WBE participation on all phases of the project, and in creating opportunities for employment by Section 3 residents. Pursuant to goals and/or requirements under the various development and funding agreements with project funders, the CM will be required to follow the guidelines and reporting procedures relevant to the project. By responding to the RFQ, the CM is acknowledging that they are familiar with the requirements listed below and will meet or exceed them.

To achieve greater participation of Section 3 Business, Small Business Enterprises (SBEs), Minority-Owned Business Enterprises (MBEs) and Women-Owned Business Enterprises ("WBEs"), and greater participation by Section 3 residents in employment opportunities created by the Project, the CM agrees to use its "Best Efforts" to:

- (1) Place qualified Section 3, SBEs, MBEs and WBEs and small business concerns on solicitation lists and take all necessary affirmative marketing steps required, in connection with each contract the Contractor awards, to meet Section 3, SBE, MBE and WBE participation goals;
- (2) Divide construction services into smaller tasks or quantities to increase the potential participation by Section 3 businesses, SBEs, MBEs and WBEs;
- (3) Use the services and assistance of local minority assistance organizations and various state and local government small business agencies and resources to attract and recruit Section 3 businesses and residents, SBEs, MBEs, and WBEs and residents to participate in the project;
- (4) Use and demonstrate "best efforts" to award at least 10% of the dollar value of the total sub-contracts to Section 3 business concerns, at least 10% to MBEs **AND** 10% to WBEs/SBEs.
- (5) Implement a hiring and training plan for prospective Section 3 and other community-based new hires. Meet Section 3 training and employment goals, where feasible, when filling vacant or new positions and seek to recruit qualified minorities and women to fill vacant or new positions on the Project.

As part of the Qualification's response, respondents will be responsible for describing in detail their plan to meet and exceed the goals detailed above for the Project. During the construction of the Project, the Contractor shall submit monthly reports to TEDC, and other parties, as required, to demonstrate compliance with the above obligations.

B. Joint Ventures

TEDC encourages potential CMs to consider joint venture(s) with local qualified contractor(s), especially with Section 3 businesses, SBEs, MBEs, and/or WBEs. If a joint venture is proposed for this project, the respondent must submit detailed information on all of the joint venture participants including: the degree of participation by percent of the contract amount, responsibilities in terms of scope as well as financial responsibilities; an organizational chart; and a description of any previous experience working together.

C. Pre-Bid Construction Meeting

The CM shall collaborate with TEDC to coordinate a process for soliciting interested subcontractors and suppliers prior to submission of the CM's GMP. This process will give the selected CM an opportunity to engage with local subcontractors and suppliers, including Section 3 businesses, SBEs, MBEs, and WBEs, and to provide them with project details and potential contracting opportunities. However, the CM is responsible however for developing, implementing and documenting their own plan for soliciting proposals from Section 3 businesses, SBEs, MBEs, and WBEs including contractors and suppliers.

D. Wage Rate Requirements

The CM and all Subcontractors on this project will be required to utilize and comply with the latest applicable Davis Bacon Federal wage determination ("prevailing wage"). Submission of certified payrolls for all employees working on the project will be required weekly and with each payment application.

E. Performance, Payment and Maintenance Bonds

The CM selected shall be required to furnish Performance, Payment, and Maintenance Bonds.

BASIC ELIGIBILITY

The successful Respondent must be licensed to do business in the State of Oklahoma and the City of Tulsa and must have the appropriate state and local business licenses. In addition, the successful Respondent must not be debarred, suspended, or otherwise ineligible to contract with TEDC, and must not be included on the General Services Administration's "List of Parties Excluded from Federal Procurement and Non-procurement Programs" or the Department of Housing and Urban Development's "Limited Denial of Participation" list.

RESPONSE REQUIREMENTS

Response should be organized as follows:

1. **Cover Letter**
2. **Company Description** to include the company's standard marketing information.
3. **Contractor's Qualification Statement** (AIA Document A305 - 1986)
4. **Profiles of Similar Projects** (AIA Document A305 - 1986, Section 3.5)
Please provide detailed information on three similar projects that the firm has completed, preferably within the last five years. For each of the projects listed, please provide a photograph; the contact information for primary project staff and partners; the original contact amount, the final contract amount, and the total number and dollar value of change orders that were **not** due to owner upgrades.
5. **Project Organization and Staffing** (AIA Document A305 - 1986, Section 3.6) Include key personnel bios and their qualifications.
6. **Experience Implementing, Complying With, and Reporting on Section 3 Business, SBE, MBE, and WBE Utilization Plans**

7. **Experience Implementing, Complying With, and Reporting on Section 3 Employment Plans**
8. **Proof of Insurability**
 - a. Submit letter regarding coverage from insurance company or insurance certificate that meet project requirements. Project requires carrier coverage of all insurance provided for the project. This project will not have a Contractor Controlled Insurance Plan.
9. **Proof of Bonding Capacity**
 - a. Submit letter from bonding company stating bonding capacity of up to \$9 million per project and Construction Manager's aggregate bonding capacity.
10. **Copy of State and Local business licenses**
11. **References** Provide a minimum of three references with contact information including: Contact Name, Company Name, Address, Phone Number including at least one Developer, one Architect, and one Major Subcontractor.
12. **Code Regulations Knowledge**
 - a. Demonstrated knowledge of state/local codes and ordinances.
 - b. Demonstrated knowledge of the City of Tulsa and federal regulations, including to but not limited to, International Existing Building Code, the National Electrical and Mechanical Plumbing Codes, The American Disabilities Act, and requirements listed in the Attached Documents: Cross-Cutting Federal Requirements and Physical Project Requirements.

FEE CONSIDERATIONS FOR SHORT LISTED CMS

Fee considerations shall include Preconstruction Fee, Construction Fee, General Conditions (and associated estimated construction duration) and Contingency. General Conditions are to include monthly costs specifically for the following, as well as Labor Burden for associated project personnel. Short listed CMs will be required to list separately these associated costs:

- Project Manager
- Superintendent
- Other Project Personnel Support
- Jobsite Office Equipment & Supplies
- OSHA & Safety Requirements
- Record Document Management

The selected CM will be required to hold the final agreed upon contract amount for 60 days from the date approved by the Owner.

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<i>EVALUATION CRITERIA:</i>	<u>POINTS</u>
<i>General Responsiveness to RFQ and Completeness of Proposal:</i> The proposal thoroughly and satisfactorily addresses all requested aspects of the RFQ.	15
<i>Staffing and Qualifications of Personnel:</i> The proposal includes biographical sketches of qualified staff who will directly participate in the project.	25
<i>Previous Experience:</i> The proposal includes a thorough and satisfactory representation of similar work performed within the last five years.	25
<i>Familiarity and previous experience with projects involving demolition, masonry restoration, and reconstruction of building.</i>	15
<i>Section 3 Residents and Businesses, Small, Minority and/or Women-Owned Business Participation:</i> A written plan ensures, to the greatest extent feasible, that small, minority, women-owned businesses and <i>Section 3 Residents and Businesses</i> will be part of the project as sub-contractors and employees.	20
TOTAL POSSIBLE POINTS	100

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THE END.