Miller County School District
REQUEST FOR PROPOSAL
CONSTRUCTION PROFESSIONAL
For
Facility Additions and Improvements for Miller County Schools
Colquitt, Georgia

The Miller County School District (hereinafter referred to as MCSD) is hereby seeking proposals from construction firms to provide services through the Construction Management at Risk delivery method for Facility Additions and Improvements for the Miller County School District which may include construction of an Event Center, renovations and modifications to an existing gymnasium for indoor athletic space, construction of a new track and field at the high school, Automotive Lab Addition at Miller County PK-12, and Improvements at the Baseball and Softball Complex. The total budget for this project is $9,500,000. Request for Proposal (hereinafter referred to as RFP) package can be downloaded from:

www.altmanbarrettarchitects.com

Responses must be received by the Architect, Altman + Barrett Architects, before 2:00 PM on March 5, 2026, after which time and date they will no longer be accepted. Late responses will not be considered. To be accepted, all responses must be submitted in a sealed package marked "Proposal for Miller County School District – Facility Additions and Improvements – Construction Professional". Eight (8) hard copies and (1) electronic copy (.pdf format on a thumb drive) of each proposal must be addressed or delivered to:

Walter Altman
Altman + Barrett Architects
117 West Main Street, P.O. Box 665
Hahira, GA 31632

Oral or telegraphic (including FAX and e-mail) responses are not acceptable.

The MCSD will select the most qualified and responsive construction firm to enter a Construction Management at Risk contract for the construction of the above-mentioned projects. Award of the contract will be based on an evaluation of all required submittals noted in the RFP and, if needed, interviews.

It is the intent of the Owner to enter into a Construction Management at Risk agreement with one incorporated firm.

Please direct all questions regarding this RFP to;
Travis Petitjean with Altman + Barrett Architects and Michael Keown with Miller County School District., tpetitjean@altmanbarrettarchitects.com and michael.keown@miller.k12.ga.us.

ANY UNSOLICITED CONTACT OR COMMUNICATION REGARDING THIS PROJECT WITH ANY MILLER COUNTY SCHOOL DISTRICT SYSTEM OFFICIAL, PERSONNEL OR BOARD MEMBERS BY ANYONE FROM WITHIN OR ON BEHALF OF A PROPOSING FIRMS IS STRICTLY PROHIBITED AND WILL BE GROUNDS FOR DISQUALIFICATION. THIS APPLIES FROM THE DATE OF THIS RFP AVAILABLE UNTIL AFTER A CONTRACT HAS BEEN AWARDED TO THE CONSTRUCTION MANAGER.

GENERAL INFORMATION

Timeline:

Public Advertisement/RFP Available:	February 3, 2026
Mandatory Pre-Proposal Conference: Miller County Board of Education 96 Perry St. Colquitt, GA 39837	February 19, 2026 @ 10:00 am EST
Deadline for Questions:	March 1, 2026
Proposals Due:	March 5, 2026 @ 2:00 pm EST
Announcement of Successful Contractor or Shortlist Selection Announcement:	April 7, 2026
Interviews (if deemed necessary):	April 14, 2026
Announcement of Successful Contractor	May 1, 2026
Anticipated Preconstruction Period	May 2026 to October 2026
Anticipated Construction Begin/End Date	January 2027 to February 2028

Submission of proposals indicates Respondent's acceptance of the evaluation technique and Respondent's recognition that some subjective judgments must be made by the MCSD during the determination of ranking order and award.

The MCSD reserves the right to select or reject any and all responses as a result of this Request for Proposal. The MCSD is not liable for any costs incurred by any person or firm responding to this Request for Proposal.

The Submitter shall hold harmless and indemnify the Owner, the Architect, and other design consultants against all claims, suits, actions, costs, council fees, expenses, damages and/or judgements in decrees by reason of persons or property being damaged or injured by the Contractor or any of the Contractor's employees/subcontractors in any capacity during the progress of the work, whether by negligence or otherwise.

Project Description:

This project will consist of site development and construction of the following projects;

1) New construction of an Event Center to accommodate middle school basketball. Approximate square footage of 10,500.
2) Renovation of an existing gymnasium to create an athletic facility. Approximate square footage of 21,000.
3) Construct a new 400m running track at the high school.
4) New addition at Miller County PK-12 School to house an automotive lab and classroom. Approximate square footage of 4,000.
5) Various site, building, and field improvements at the existing baseball and softball complex.

GENERAL REQUIREMENTS

Contractor Responsibility

The selected Contractor will be required to assume total responsibility for all services offered in his/her proposal. The selected Contractor will be considered the prime contractor and the sole point of contact with regard to all contractual matters. The Contractor shall also be required to obtain at least three bids for each bid package (work category), exclusive of the Contractor's guaranteed maximum price for the individual bid packages (work categories). If any bid packages receive less than three qualified bids, the Owner reserves the right to require rebidding these packages. The Contractor will not perform any portion of the project with its own forces except in an event or situation deemed necessary by both the Owner and Architect. Individual trade contracts will be between the Contractor and the Trade Contractors, and subject to the MCSD approval.

Required Bonds and Insurance

The selected Contractor will be required to provide a 100% Payment Bond and 100% Performance Bond for the entire amount of the cost of construction. The Proposal shall include a letter from a bonding company indicating its willingness to issue said payment and performance bond for this project. Bonds for this project shall be issued by a bonding company listed in the current edition of the Federal Register as a surety, must be kept in force for the duration of the contract, executed by a resident agent of the State of Georgia and be in compliance with Georgia Revised Statutes.

To adequately protect the interests of the MCSD, the successful respondent shall procure and maintain insurance during the life of the agreement. See Attachment "A" "Insurance Coverage" for required coverage.

Evidence of required bonds and insurance shall be presented prior to the execution of the Mandatory Amendment. Insurance policies to be carried under the agreement shall not be changed, canceled, or allowed to expire without thirty (30) days prior written notification to the MCSD.

Immigration Reform Compliance Requirement

The successful Proposer will be required to certify compliance with the Immigration Reform and
Control Act of 1986 (IRCA), D.L. 99-603 and the Georgia Security and Immigration Compliance Act OCGA 13-10-90 et.seq., by meeting or having complied with one of the (2) following provisions and by executing any affidavits required by the rules and regulations issued by the Georgia Department of Labor set forth at Rule 300-10-1-.01:

1) The Contractor warrants that Contractor has complied with the Immigration Reform and
   Control Act of 1986 and the Georgia Security and Immigration Compliance Act by registering at https://www.vis-dhs.com/EmployerRegistration and verifying information of all new employees;

2) The successful proposer shall comply with the stipulations cited in Security and Immigration Compliance Act OCGA 13-10-91. with respect to the proper federal authorizations regarding the right to work for subcontractors and contractors.

Background Check Affidavit

Successful Offeror will be required to execute a background check affidavit attesting to compliance with said affidavit (form to be provided by Owner). Such affidavit will require that ALL personnel of the CM who enter or occupy the Project site have passed a background check performed in accordance with GBO GAPS processing service.

Similarly, the CM shall require that every subcontractor, sub-subcontractor, laborer, and any other workers who perform any work on the Project site will be required to provide the same affidavit for all their respective personnel.

Taxes, Fees, Code Compliance and Licensing

The Contractor shall be responsible for compliance of all materials and construction with the requirements of all statutes, codes, and sanitary laws in effect in the City and/or County in which the Work is performed. The Contractor shall obtain and pay all necessary permits, inspections, tests and insurance required by law. In addition, if applicable to this project, Contractor shall pay for all utility connection fees, tap fees, impact fees, taxes, and any other fees associated with any work related to this project including utility connection/service to this project, as well as Land Disturbance/Notice of Intent/Notice of Termination fees. All installation and construction work shall be done by subcontractors licensed in the State of Georgia. The Contractor shall be responsible for compliance with all applicable codes and statutes.

Payment

Contractor shall submit monthly payment applications using AlA G702 and AlA G703 Continuation Sheets.

LIST OF REPRESENTATIVE SERVICES TO BE PROVIDED BY THE CONTRACTOR

Project Planning

1. Evaluate documents for constructability, value opportunities, and scheduling at each phase of design.
2. Participate and assist in planning meetings.
3. Conduct a Value Engineering review, including Life Cycle Cost, evaluations for alternate materials and systems prior to the beginning of the Construction Documents phase.
4. Prepare and submit cash flow analysis to Owner.

Cost Estimating and GMP Pricing

5. Due to the project schedule, a preliminary and schematic document estimate is not required.
6. Provide cost estimate for design development submittal. Provide separate estimates for each of the 3 projects listed.
7. Provide guaranteed maximum price for construction.

Bidding and Awarding

8. Separate construction work into appropriate bid packages for each project (**See Attachment "B").** Provide incentives for subcontractors in the event they are awarded bid packages for multiple projects.
9. Develop requirements to assure time, cost, and quality control during construction.
10. Submit bid packages to the Owner for review before issuing to bidders. Be advised that the Owner reserves the right to modify bid requirements for subcontractors, including insurance, bonding, lien waivers, etc.
11. Provide an estimated construction schedule for issuance with the bid package for each project.
12. Identify bidders and generate bidder interest. Maintain a list of firms contacted and dates of contact for review by the Owner.
13. Schedule and conduct pre-bid conferences in conjunction with the architect and representatives from the MCSD.
14. Advertise and distribute bid documents.
15. Assist in development of necessary addenda and distributing of these addenda to known bidders.
16. **Obtain at least three bids on each bid package.**
17. Monitor bidder activity.
18. Review and analyze bids and recommend awards.
19. Collect executed contracts, purchase orders, affidavits of assurance, insurance certificates, and performance and payment bonds and distribute copies to Owner, Architect and contractors.
20. Update schedule.
21. Conduct Pre-Construction meetings.

Construction Phase

22. Management staff for construction manager to include a Project Manager, on-site Superintendent, and on-site assistant superintendent. Superintendent and assistant superintendent shall have supervised past projects of similar size and scope and have excellent performance references from the Owners for a minimum of three (3) projects within a period of eight (8) years maximum. Contractor shall submit his proposed project manager, superintendent, and assistant superintendent and references for review by the Owner and Architect with this proposal. The Contractor is responsible for adequately staffing and maintaining the staff on this project at all times.
23. Mobilization of job site: Provide and maintain a fully equipped project office facility on-site to perform all required Contractor duties and meetings and coordination of on-site temporary facilities.
24. Assure timely procurement of all required permits.
25. Establish and maintain coordination procedures.
26. Develop and maintain a detailed schedule including delivery, approvals, inspection, testing, construction, and occupancy.
27. Conduct and record a minimum of monthly job progress meetings following a Contractor generated agenda with the Architect, Owner and all active trades, and follow-up with distribution of minutes to all parties.
28. Coordinate and log all request for information (RFI's).
29. Maintain a daily log of jobsite activities.
30. Prepare and submit change order documentation for review and approval by the architect and the MCSD. Review change order proposals to verify validity, purpose, and cost.
31. Maintain a system for review and approval of shop drawings.
32. Maintain written and photographic records and submit routine reports to the architect and the MCSD.
33. Maintain quality control and ensure conformity to contract documents.
34. Establish and maintain a jobsite safety program.
35. Provide cost control through progress payment review and verification according to the approved schedule and contract amounts.
36. Provide coordination of post completion activities, including the assembly of guarantees, manuals, and the owner’s final acceptance.
37. Coordinate and assure timely completion of final punch list.
38. Compile as-built drawings through-out construction.
39. Assemble close-out documents and forward to Architect for approval.
40. Coordinate any training specified for Owner's personnel.
41. Provide all services listed under "General Conditions" in **Attachment "C"** and further detailed in **Attachment “E”**.

Post Occupancy

42. Implement and coordinate the one (1) year warranty and one (1) year warranty inspection.
43. Respond to request for corrections for work items found not to be installed correctly.
44. Respond to warranty related request.

45. Assist in post-construction review of the facility.

SELECTION PROCESS

The selection of the Contractor firm will be by an Evaluation Committee consisting of representatives of the Miller County School District. The Evaluation Committee will receive and review the proposals and conduct interviews as scheduled, if deemed necessary.

Phase I - Proposal Evaluation
The Proposals will be evaluated against specified criteria and required submittals to determine the most responsible and responsive firm for this project. The specified criteria is listed as follows:

1. Firm Overview (15%)
2. Proposed Management Team (25%)
3. Relevant Construction Experience (20%)
4. Approach to CM-at-Risk (5%)
5. Approach to Warranty (5%)
6. Claims History (5%)
7. Financial Information (5%)
8. Contractor Fees (15%)
9. Local Participation (5%)

*Note: Item 8 will be used as a basis for negotiation with the highest ranked firm. In the event that these items cannot be negotiated to mutually acceptable amounts, the Owner will proceed to negotiations with the 2nd highest ranked firm.

Upon completion of the Phase I - Proposal Evaluation, MCSD may conduct an additional evaluation of shortlisted Contractor firms via an interview if deemed necessary.

Phase II - Interviews
Contractor firms chosen for interviews will be notified of the place and time that the interview will be conducted. The interview criteria will also be given to the shortlisted firms at that time.

Negotiation and Signing of Contract
Upon completion of Phase I, and Phase II (if required), an AIA A133-2019 Miller County School District/Construction Manager as Constructor Agreement – Cost of Work Plus Fee with GMP contract without Mandatory Amendment #1 will be executed between the selected Contractor and the MCSD. A Guaranteed Maximum Price (herein after referred to as GMP) will be prepared by the Contractor. The GMP shall be submitted to the MCSD and shall include a detailed project schedule, schedule of values that includes contractor contingency, a schedule of trade packages with subcontractors, clarifications and assumptions, and a monthly cash flow chart. Upon agreement by all parties on the GMP, the Mandatory Amendment #1 will be completed, signed and attached to the contract and shall constitute the full contract for the project. Once this is completed, a Notice to Proceed will be issued.

Upon the Owner receiving a fully executed contract, the Contractor may request payment for 100% of Pre-Construction Services.

RESPONSE FORMAT AND CONTENTS

General Information

Responses must be submitted in the format outlined in this section. Each response will be reviewed to determine if it is complete prior to actual evaluation. Failure to provide accurate, up-to-date responses to any and all portions of the RFP may result in disqualification without prejudice. The MCSD reserves the right to eliminate from further consideration any responses that are deemed to be substantially or materially unresponsive to the requests for information contained in this section. The intent of the MCSD is that all responses follow the same format in order to evaluate each response fairly. The MCSD may, during the course of the evaluation process, request additional information to supplement and/or clarify the information provided.

Proposals will be evaluated in light of the material and substantiating evidence presented in the proposal, and not on the basis of what is inferred.

Any exceptions taken to the terms and conditions of this RFP must be clearly identified. If no exceptions are listed, it will be concluded that the proposer will meet, in every detail, the conditions stipulated in this RFP. The RFP and the response will be incorporated into the contract.

Proposals may be modified or withdrawn by written notice received prior to deadline for receipt of proposals. A proposal also may be withdrawn in person by a proposer or his authorized representative, provided his identity is made known and he signs a receipt for the proposal, but only if the withdrawal is made prior to the deadline set for receipt of proposals.

Each respondent shall provide the MCSD with ten (10) copies of his/her response. Begin each section and subsection as described herein on a separate page. Number the pages in each section consecutively. Each page shall have the name of the respondent indicated clearly across the bottom of each page.

Submission of a response authorizes the Owner to make inquiries concerning the respondent and its officers to any persons or firms deemed appropriate by the MCSD. Proposer consents to and authorizes the full investigation of the information given herein or in such other forms completed in connection with this proposal and consents to representatives of the MCSD contacting the named references, named financial institutions, and such other persons as may be needed to confirm such information, and waives any right proposer may have for such information or the intentional withholding of material facts (as determined by the Authority in its sole discretion), shall be a reason for rejection of the Proposal.

Questions that arise prior to the proposal submittal date shall be submitted by email to:
Travis Petitjean, Project Manager, tpetitjean@altmanbarrettarchitects.com
Michael Keown, Superintendent of School, michael.keown@miller.k12.ga.us.
Phone calls will not receive a response.

Proposal Format

Cover Letter
Each proposal shall include a one-page cover letter at the beginning of the proposal. The cover letter shall provide an overview, and summarize the key strengths of the submitting firm.

1. **Firm Overview (15%)**: Briefly describe your firm, its officers, and executive management. Explain your company philosophy as a Construction Manager, including any unique aspects of your firm that separate you from your competitors. Factors such as years-in-business and work experience will be considered.

2. **Proposed Management Team (25%)**: Furnish an organizational chart for your firm specifically indicating those who will be involved in this project, the amount of time they will be assigned to the project and their specific assignments, resumes, and construction experience. Please include detailed resumes of the management team proposed (Project Manager, Superintendent, and Assistant Superintendent).

3. **Relevant Construction Experience (20%)**: Specifically identify the top ten (10) most related projects your firm has completed, and include the following information:
    - Project name, location & description
    - Original GMP or original bid compared to final cost
    - Original schedule compared to actual completion time
    - Reference for the project with name, address and phone number

4. **Approach to CM-at-Risk (5%)**: Describe your general approach to the cost, schedule, quality control, and safety methods for this project as they relate to Construction Management-at-Risk. Describe your firm's project management systems and how your firm intends to provide preconstruction and construction management services. Submit your firm's safety rating on the last 5 projects over $7 million and your firm's overall safety rating.

5. **Approach to Warranty (5%)**: Describe your firm's process for responding to warranty issues that may arise and what level of service the owner can expect after project completion and throughout the warranty period.

6. **Claims History (5%)**: List all litigations, arbitrations, and mediations in which the firm has been involved in the past ten (10) years and indicate the disposition of each such claim, the name of the owner, and the nature of the claim.

7. **Financial Information (5%):** Provide one copy, in a separate sealed envelope marked **"FINANCIAL INFORMATION"**, of a reviewed and/or audited financial statement, balance sheet and income statement for the firm prepared by a certified public accountant. The financial statement must be within 6 months of year end, but in no case more than 18 months old. Provide a compliance letter from your bonding

company showing consent to provide 100% Performance and Payment Bonds for your services as a Contractor. Each respondent shall provide a certificate of insurance detailing their firm's present coverage and limits. Insurance agent shall certify that they are licensed to perform business in the State of Georgia. The certificate of insurance should be addressed to MCSD and be dated within 30 days of the RFP due date.

8. **Fees (15%)**
    a. **Pre-Construction Services Fee:**
        i. Provide a lump sum fee for preconstruction services listed in **Attachment "C"** and further detailed in **Attachment "E".**

    b. **General Conditions Fixed Fee**:
        i. Provide an itemized listing of General Condition with the associated cost for each item with duration and unit rate following the format indicated on Attachment "E". Basis for calculation should be a 15 month construction schedule with an overall construction phase budget of $18.8 million that includes Construction Contingency, General Conditions Fixed Fee, and Overhead and Profit. **Grouping of costs is not allowed.**

    c. **Proposed Percentage Fee for Overhead and Profit**:
        i. Contractor shall stipulate a percentage fee for Overhead and Profit on **Attachment "D".**

9. **Local Participation (5%)**:
    a. It is requested by the Miller County School District to encourage local participation of subcontractors and suppliers in this construction project. The Contractor shall demonstrate their process to provide the opportunity for local contractors and suppliers contractors and suppliers to compete for contracts to provide goods, services, and/or construction."

*Note: Item 8 will be used as a basis for negotiation with the highest ranked firm. In the event that these items cannot be negotiated to mutually acceptable amounts, the Owner will proceed to negotiations with the 2nd highest ranked firm.

Firms must also provide supporting documentation as follows;

1) Proposer must provide a sworn statement attesting to compliance with the following minimum criteria.
2) The firm or its principals are not currently ineligible, debarred, suspended, or otherwise excluded from bidding or contracting by any state or federal agency, department, or authority.
3) Firm must have sufficient bonding capacity for anticipated total cost of Work. Provide a letter from Surety Company, signed by an officer of the Surety Company listing State of Georgia license, A.M. Best A-/VII rating (or better), and US Treasury Circular 570 listing including underwriting limitation, and confirming surety company's willingness and ability to issue the required performance and payment bonds for this project to this Contractor.
4) Firm must have current Commercial General Liability Insurance policy, and must be able to provide all insurance coverages, limits, and endorsements as required by Attachment A - Insurance Requirements.
5) Firm must currently have and maintain Worker's Compensation insurance as required by the State of Georgia Workers Compensation statutes.
6) Firms must have all necessary, valid and current licenses to do business in the State of Georgia. Provide a copy of GC license, business license and Georgia Certificate of Existence.
7) Firm must demonstrate sufficient cash flow to undertake the project as evidenced by a quick ratio (current assets/current liabilities) of 1.0 or higher.
8) The firm must demonstrate a commitment to safety with regard to Worker's Compensation by having an Experience Modification Rate (EMR) over the past three years of 1.1 or less. Provide documentation verifying this requirement.
9) The firm or its principals must not have not been terminated for cause or currently in default on any contract.
10) Proposer affirms that no person, by himself or herself, or anyone associated with Proposer in any way whatsoever, has prevented or endeavored to prevent competition in bidding or proposals by any means whatsoever. No person who desires to procure such work for himself or herself or for another shall prevent or endeavor to prevent anyone from making a bid or proposal therefore by any means whatsoever, nor shall such person so desiring the work cause or induce another to withdraw a bid or proposal for the work. Proposer further affirms and covenants that it will make an oath confirming the foregoing (as required by O.C.G.A. § 36-91-21(e)) prior to commencing any work, should it be awarded the contract which is the subject of this proposal.

Attachment A
INSURANCE REQUIREMENTS

Upon Notice of Award, Vendor may submit this form to their insurance agent as this form contains requirements that may be non-standard in the insurance industry.

Contractor shall furnish the Miller County Board of Education certificates of insurance as follows from company or companies acceptable to the Miller County Board of Education.

A. Required Certificates

1. Commercial General Liability Insurance Policy Vendor shall procure and maintain a Commercial General Liability Insurance Policy, including products and completed operations liability, and contractual liability coverage covering bodily injury, property damage liability and personal injury. The policy or policies must be on any "occurrence" basis. The policy shall include contractual liability coverage. The policy purchased by the Vendor must be issued by a company authorized to conduct business in the State of Georgia or by a company acceptable to the Miller County Board of Education. The policy must include separate aggregate limits per project. Excess liability coverage may be used in combination with the base policy to obtain the limits listed below.

   Limits
   $1,000,000 per Occurrence
   $300,000 Damage to Rented Premised each Occurrence
   $10,000 Medical Expense per person
   $1,000,000 Personal & Adv Injury
   $2,000,000 General Aggregate
   $2,000,000 Products – Comp / OP Aggregate

2. Business Automobile Liability Insurance Policy
   The Contractor shall procure and maintain a Business Automobile Policy with liability limits of not less than $1,000,000 per person and $1,000,000 per occurrence or a policy with a combined single limit of not less than $1,000,000 covering any owned, non-owned, or hired autos. Excess liability coverage may be used in combination with the base policy to obtain these limits.

3. Workers' Compensation Insurance
   Workers' Compensation Insurance in accordance with applicable state laws with the following limits:

   Limits
   $1,000,000 each accident - Bodily Injury by Accident
   $1,000,000 each employee - Bodily Injury by Disease
   $1,000,000 policy limit - Bodily Injury by Disease

IF YOUR COMPANY IS EXEMPT FROM WORKERS' COMPENSATION INSURANCE IN ACCORDANCE WITH GEORGIA LAW, PLEASE HAVE YOUR INSURANCE COMPANY SUBMIT A LETTER VERIFYING YOUR EXEMPTION.

B. Certificates to contain policy number, policy limits and policy expiration date of all policies issued in accordance with this contract.

C. Certificates shall contain the location and operations to which the insurance applies.

D. Certificates shall contain Vendor's insurance coverage. If coverage is included in General Liability, please indicate this on the Certificate of Insurance.

E. Certificates are to be issued to:

Miller County Board of Education
96 Perry St.
Colquitt, GA 39837

F. The Contractor shall mail insurance document listed in this form to:

Miller County Board of Education
96 Perry St.
Colquitt, GA 39837

Attachment B
ESTIMATED MINIMUM BID PACKAGE LIST

Site Work
Site Utilities
Site Paving
Site Concrete
Termite Control
Chain Link Fence
Cast-in-place Concrete
Masonry
Structural & Miscellaneous Steel
Metal Stair & Railing
Carpentry
Building Insulation
Doors, Frames & Hardware
Windows, Storefront, Glass & Glazing
Overhead Coiling Doors
Framing, Drywall & Acoustical
Epoxy Flooring
Resilient Flooring & Carpet
Painting & Joint Sealant
Specialties
Signage
Manufactured Canopy Covers
Toilet and Bath Accessories
Toilet Partitions
Roofing
Kitchen Equipment
Plumbing
Fire Protection
HVAC
Electrical System (Including low voltage systems)
Pre-Engineered Metal Building
Running Track Surfacing
Field Construction

Attachment C

PRE-CONSTRUCTION FEE AND CONSTRUCTION PHASE GENERAL CONDITIONS FEE

1. Pre-Construction Phase Services
    a. Estimating
    b. Subcontractor solicitation
    c. Scheduling
    d. Value engineering & constructability reviews
    e. Reproduction & distribution of bid documents
    f. Postage
    g. Advertising
    h. Office supplies
    i. Cost of personnel & associated costs (labor burden, cell phone, vehicle)
    j. Payroll taxes
    k. Bid packages
    l. Office costs
    m. Participation in design meetings
    n. GMP preparation & delivery
2. Construction Phase Services (General Conditions)
    a. Project Management (minimum 1 full-time project manager)
    b. Assistant Project Manager
    c. Project Engineer
    d. Field Supervision (min. 1 full-time on-site superintendent)
    e. Assistant Superintendent (min. 1 full-time on-site assistant superintendent)
    f. Project Clerical
    g. Additional Project Personnel
    h. Development of Reports (provide daily and monthly written reports including a daily log and pictorial records of the project progress.)
    i. Safety and security measures to include all OSHA requirements.
    j. Performance Bond & Payment Bond
    k. Payroll Taxes
    l. Labor Burden
    m. Builder's Risk Insurance
    n. Insurance for Construction Manager, personnel, equipment and building
    o. Temporary office trailer(s) with fully functional lavatory & separate meeting room to accommodate 10 people.
    p. Office equipment and furnishings, office supplies, telephone, fax, utilities, wireless internet access, drinking water & cups, meeting table and chairs, cleaning supplies, paper towels, toilet paper and any other items necessary to administer the project on-site.
    q. Vehicles for Contractor's staff.
    r. Installation, maintenance and removal of Temporary Fencing.
    s. Project construction signage.

t. Temporary sanitation facilities.
u. Jobsite security
v. Portable construction heat
w. Dumpsters, labor, tools, supplies, and disposal fees for daily and final project cleanup.
x. Building layout including engineers, instruments, and supplies.
y. All insurance listed in the "General Information" section.
z. All required permits, fees, and applicable state and local taxes.
aa. Provide EPD storm water monitoring associated with construction activity.
bb. Travel and living expenses for Contractor's Staff.
cc. Temporary utilities required during the construction phase.
dd. Temporary lighting.
ee. Temporary weather protection.
ff. Printing cost for submittals and close-out documents.
gg. Monthly progress photos.
hh. Equipment for site logistics and clean-up.
ii. Itemize any additional General Condition cost not specified above.

Pre-Construction Phase Services Fee: $_____

Construction Phase Services Fee (General Conditions): $_____

Attachment D

CONSTRUCTION MANAGEMENT SERVICES FEE

Overhead & Profit: _____%

Alternates and Change Orders

1. Any Contractor fee for alternates accepted by the owner shall be paid using the percentage stipulated herein.
2. Change Orders will only be considered on Owner requested changes and unforeseeable conditions. For all executed change orders (changes in the work), the contract sum, and Contractor Fee shall be as specified in AIA A201 -2017 General Conditions, Article 7. Delete from paragraph 7.3.4 the words "the Agreement, or if no such amount is set forth in the agreement, a reasonable amount" and insert the paragraph below:

   A. In AIA A201-2017 General Conditions, paragraphs 7.3.3 and 7.3.4 the allowance for overhead and profit combined, included in the total cost to the owner shall be based on the following:

      1) For the Construction Manager, for any work performed by his forces for changes in the work, ten percent (10%) of the costs.
      2) For the Construction Manager, for any work performed by his subcontractors for changes in the work, five percent (5%) of the cost due to the subcontractor, or no more than as stated in the Contractor @ Risk proposal form, whichever is least.
      3) For each subcontractor involved, for any work performed by his own forces for changes in the work, ten percent (10%) of the subcontractor's cost.
      4) Overhead and profit is to be applied to only those costs identified in AIA A201-2017 General Conditions, paragraph 7.3.4.
      5) In order to facilitate checking and verification of change order proposals for both increases and decreases in the contract amount, all change order proposals shall be accompanied by a complete cost breakdown of the items in AIA A201-2017 General Conditions, paragraph 7.3.4 for both the Construction Manager and the subcontractors.
      6) The only allowable mark-up for the cost of changes in the work shall be for overhead & profit as stated in subparagraphs above.