



PRE-PROPOSAL MEETING
NEW SCHOOL OF SOCIAL WORK BUILDING
AT UNIVERSITY OF MARYLAND,
BALTIMORE

RFP# 20-399 CB

NOVEMBER 16, 2022

A link to the sign-in is posted in the Q&A.

INFORMATION AVAILABLE TO PROPOSERS

- Contract documents are available via eBid Board at <http://www.umaryland.edu/procurement/ebid-board/>.
- Documents include:
 - RFP
 - Part II Program
 - Forms (Attachment A)
 - Addenda, as applicable

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SECTION 1: SOLICITATION SCHEDULE

Issue Date	November 8, 2022
Pre-proposal Meeting	November 16, 2022
Deadline for Questions	November 30, 2022
Technical Proposal*	December 15, 2022
Oral Presentation	February 15, 2023 and February 16, 2023
Price Proposal*	March 7, 2023
Award on or about	April 12, 2023

***Late proposals will not be accepted**

A link to the sign-in is posted in the Q&A.

SECTION 2: GENERAL INFORMATION

Solicitation Purpose

The purpose of the Request for Proposal (RFP or Solicitation) is for the University of Maryland, Baltimore (UMB) to procure professional management and construction services during the design and construction of the School of Social Work at University of Maryland, Baltimore.

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SECTION 2: GENERAL INFORMATION

Response to this RFP

- Technical Proposal: Open to any firm
- Oral Interviews: (at the University's discretion) Only those firms shortlisted following the Initial Technical Evaluations will be invited
- Price Proposal Phase (shortlisted firms after the Second Technical Evaluations only)

A link to the sign-in is posted in the Q&A.

ATTACHMENT J: SOLICITATION TERMS AND CONDITIONS INCLUDING DEFINITIONS

Issuing Office –

UMB Office of Construction & Facilities Strategic
Acquisitions

Contact:

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ATTACHMENT J: SOLICITATION TERMS AND CONDITIONS INCLUDING DEFINITIONS

- MBE Participation is 30%
- Sub-goals
 - African-American-owned 8%
 - Women-owned 11%
- Joint Venture
- Electronic Funds Transfer
- eMaryland Marketplace Advantage
- Bid Bond, Payment & Performance Bonds
- Contract Documents

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SECTION 3: SCOPE OF SERVICES

Project Overview

- The purpose of this project is to create a modern School of Social Work building for the University to adequately house its current and projected courses of study, faculty, administration, and associated Program centers. The school is currently scattered across 6 buildings, including two off-campus leased locations. Beyond basic space deficiencies, its principal campus building is obsolete due to numerous intrinsic planning deficiencies, poor access, inflexible teaching spaces, and severely burdensome deferred maintenance needs. The new building will allow for the consolidation of the school's resources and departments into a single facility and will reduce the burden on the school for contracting out leased space for its programs. Housing the entire Social Work program in one physical complex that uses the synergy of teaching, professional training, student/faculty interaction, and cocurricular and extracurricular activities will create a vibrant, diverse, and professional learning and service community.

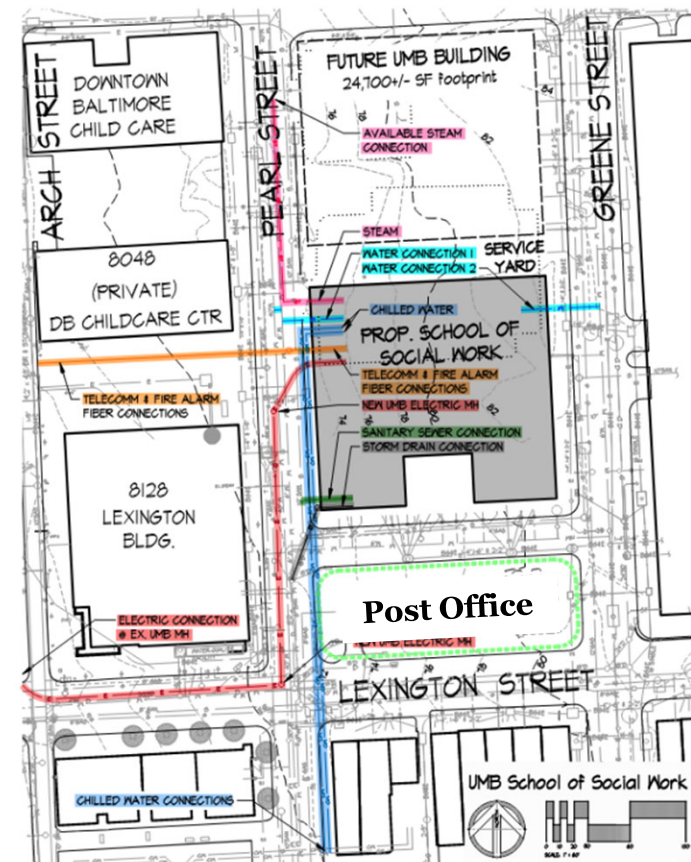


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SECTION 3: SCOPE OF SERVICES

Project Overview

- The University of Maryland, Baltimore envisions a building that embodies our core values of Respect and Integrity, Well-Being and Sustainability, Equity and Justice, and Innovation and Discovery. Additionally, a building that recognizes and reflects the mission of the School of Social Work locally, nationally and internationally. Lastly, and in anticipation of legislation SB528, the University desires to incorporate high-performance strategies into the design of the building, with the goal of obtaining net-zero energy usage (NZE), while conforming to the budget restraints.



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SECTION 3: SCOPE OF SERVICES

Project Development/Scope

- Razed building site
- Excluding: The areas of the site identified as Proposed Green Space and Future UMB Building
- Scope for a geothermal system capable of accommodating UMB's Lexington and/or Saratoga buildings in addition to the new SSW.
 - Included in all phases of design for pre-construction services
 - It's anticipated that this will be an additional cost for installation, beyond the DTD amount, and within the RFP construction schedule duration. To be bid as an Alternate for Construction.

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SECTION 3: SCOPE OF SERVICES

Project Development/Scope

- Provide Pre-construction CM services inclusive of an acceptable GMP for the project. Article 4 Part A. **New: Biddability Review**
- Provide CM services required to complete construction of project while maintaining the established GMP. Article 4 Part B

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SECTION 3: SCOPE OF SERVICES

Project Development/Scope

- Design-to-Dollar value; \$91.25M
- Design is Eighteen (18) months followed by four (4) months for bidding, including BPW approval
- Thirty (30) month construction schedule with a two (2) month overlap with preconstruction (design/bidding phases).
- CM @ Risk contract method.

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SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

- Technical Proposal Submittals
- Oral Interviews (if requested by University)
- Price Proposal Submittals

A link to the sign-in is posted in the Q&A.

SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

Technical Proposal Submittals

- Transmittal Letter
- Organizational Chart
- Detailed responses to Section 4, Article 1 Technical Proposal Criteria Items (Item #4.1.4)
- RFP Attachment A Forms
- Contractor's License
- ~~eBuilding~~ eBuilder Affidavit

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A link to the sign-in is posted in the Q&A.

SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

Technical Proposal Submittals

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- Bid/Proposal Affidavit
- Addenda Acknowledgement (if applicable)
- MBE Utilization/Fair Solicitation Affidavit
- Due by: December 15, 2022 at 2:00 p.m.

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SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

A-D. CM Team / Key Personnel / Anticipated Hours/ Services

- Project Executive
- Project Manager – 100% during construction
- Field Superintendent – 100% on-site
- Project Estimator
- BIM/VDC Manager
- MEP Project Engineer – 100% once MEP trades start

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SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

E. Firm Experience

- Projects submitted are to be similar in size, function, and complexity to the University's project. The criteria used in the evaluation of these projects include, but is not limited to, the following:
 - ~~Renovations of academic buildings on a higher education campus; (n/a)~~
 - Projects which are new facilities that include classrooms, training facilities, class labs, research areas, offices and meeting rooms;
 - Projects that include active learning environments and collaborative student, workspaces;
 - Projects located in a higher education setting, preferably professional schools
 - Projects which are constructed utilizing a Construction Management at Risk method;

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SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

E. Firm Experience

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- Projects submitted are to be similar in size, function, and complexity to the University's project. The criteria used in the evaluation of these projects include, but is not limited to, the following:
 - Projects which are constructed utilizing design assist;
 - Projects which are constructed utilizing BIM, ideally during design and construction;
 - Projects included significant public hardscape and landscape features in an urban setting; and
 - Projects that incorporated high-performance building design strategies and net-zero energy usage goals.

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SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

E. Firm Experience

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- All projects preferably a max of 10 yrs, with further preference less than 5 yrs
- Two (2) project must be complete and occupied for at least 6 months.
- One (1) project can be substantially complete (available for use for its intended purpose) with completed projects preferred.
- Projects should have been performed using the CM at Risk contract method.
- Construction costs must exceed \$50M, and should be over \$70M

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SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

F. Project Specific Items

- Project Challenge
- Schedule
- Project Specific Background (opportunity to provide additional relevant projects)
- Pre-Construction Services (example reports should be from one of the projects listed under firm experience; **all should be from same project**)

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SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

G. Profile of Proposer

- Company Background
- Annual Sales Volume – 2019 thru 2021 with a breakdown of percentage completed via use of CM at Risk, CM Agent, D/B, D/B w GMP, GC or other
- Current Workload Form

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SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

Technical Evaluation

- By Committee
- First Phase – evaluation of the technical merit in accordance with the evaluation criteria.
- Second Phase
 - Following oral interview session
 - Same order of importance
 - References will be called
 - Re-evaluate all categories
 - Shortlist following second phase evaluation

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SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

Oral Interviews/ Second Phase Technical Evaluation

- Oral Interviews: At the sole discretion of the University.
- Anticipated dates: February 15, 2023 and February 16, 2023
 - Advised to set aside these dates on calendars of key personnel whose attendance is required.

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SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

Price Proposal Phase

- Only requested from Short-Listed Proposers following the Second Phase Technical Proposals will be asked to provide a price proposal.
- Price Proposal Due: March 7, 2023
 - Bid Bond

A link to the sign-in is posted in the Q&A.

SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

Price Proposal Phase

- Fixed fees for Pre-Construction (including \$620K of allowances; they are - \$10K reproduction allowance, \$10K partnering allowance, \$50K site readiness investigation allowance, \$100K geothermal feasibility allowance, and a \$200K design assist allowance) and Construction phases.
- Not-to-Exceed Reimbursables
 - General Conditions for On-Site Staff
 - Non-Personnel General Conditions (Inclusive of \$350K Third Party Testing and Inspection allowance) – minimum 3% of Construction Budget excluding Bonds/Insurance
 - CM Contingency – minimum 1.75% of Construction Budget
- CM Hourly Billing Rates

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SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

Price Proposal Phase

- Price proposals opened privately.
- Price proposal to be evaluated on total price.
- University may request Best and Final price.

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SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

Award

- Based on combination of the second technical evaluation and Price Proposal evaluation.
- Technical merit has much greater weight.
- Proposal which best serves the interest of the University.
- The successful firm will sign the University's Standard contract documents (Attachment B) prior to Board of Public Works submission.

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SECTION 4: PROCUREMENT PHASES AND EVALUATION PROCESS

Award

- Initial contract awarded for pre-construction CM services only.
- After approval by BPW the University shall fully execute the contract with the successful firm.
Anticipated: April 12, 2023.
- Anticipated amendments for construction services to follow.

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Forms & Attachments

- ATTACHMENT A: Technical Proposal Forms (Word version on eBid Board)
- ATTACHMENT B: Contract Forms
- ATTACHMENT C: Campus Map
- ATTACHMENT D: UMB Shop Drawings/Submittal Flow Chart
- ATTACHMENT E: (Intentionally Omitted)
- ATTACHMENT F: (Intentionally Omitted)
- ATTACHMENT G: Price Proposal Forms
- ATTACHMENT H: MBE Forms
- ATTACHMENT I: University Standard General Conditions
- ATTACHMENT J: Solicitation Terms And Conditions
- DOCUMENTS PACKAGED SEPARATELY:
 - Part II Program (on eBid Board)
 - Design & Construction Documents Procedures / Standards / Guidelines
 - Addenda (on eBid Board)

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Attachment I: UNIVERSITY'S STANDARD GENERAL CONDITIONS

- Section 00700, Revised May 2022
- Insurance requirements #6.06 and #6.07
- Apprenticeship Requirements for Public Works Contracts #9.07 (Attachment B; Subcontractor Affidavit, Apprenticeship Training Fund Verification)

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KEY POINTS TO REMEMBER

- Pay special attention to the new organization of the RFP, including any new clauses
- Questions must be submitted in writing via email to cblair@umaryland.edu
- Follow directions in the RFP
- Addenda, Q&A, and other documents will only be published on the UMB eBid Board at www.umaryland.edu/procurement/ebid-board/.

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KEY POINTS TO REMEMBER

- Addenda must be acknowledged with your submittal(s)
- Late proposals will not be accepted
- References must be accurate
- Set dates aside for oral presentations



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