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NOTICE OF REQUEST FOR QUALIFICATIONS FOR
CONSTRUCTION MANAGEMENT AND/OR AT-RISK CONSTRUCTION MANAGER
M4-VM010, MAPS 4 MULTIPURPOSE STADIUM PROJECT

Notice is hereby given that the City of Oklahoma City (“City”) has public improvement project that may require the services of Construction Management Services (“CM”) pursuant to 61 O.S. §217(C) and/or an At-Risk Construction Manager (“ARCM”) (collectively referred to as “Construction Manager”) pursuant to 61 O.S. §217(D) and the Oklahoma Competitive Bidding Act 61 O.S. §101 et seq. The City will receive Qualification Packets in response to this Request for Qualifications through its electronic bidding system **until 4:00:00 p.m. on March 5, 2025.**

In order to be considered, the ARCM must timely submit a response to this request electronically through the Periscope (formerly BidSync) bidding system at <https://www.periscopeholdings.com/s2g> to supply professional services specified in this request. The City does not provide access to a computer to prepare or make electronic submissions. Respondents must register with the electronic bidding system at <https://www.periscopeholdings.com/s2g> in order to submit a response to this notice. The Trust recommends respondents register and become familiar with the electronic bidding system and process in advance of the submission deadline. There is no charge to register or to submit an electronic qualifications packet to the Trust through the electronic bidding system. Instructions on how to get registered in the electronic bidding system can be found on the City of Oklahoma City’s website at <https://www.okc.gov/departments/bidding>.

Responses to this notice must be made in accordance with this RFQ including the General Instructions and Requirements, Oklahoma Open Records Act and Confidential Information, and any other documents which are a part of the complete electronic Qualifications Packet.

By submitting a response to this RFQ, the Respondent certifies that the Respondent complies with 25 O.S. §1313 and participates in the Status Verifications System. The Status Verification System is defined in 25 O.S. §1312, and includes, but is not limited to, the free Employment Verification Program (E-Verify) through the Department of Homeland Security and available at: www.dhs.gov/E-Verify.

Questions regarding the RFQ must be submitted through the electronic bidding system by 4:00:00 pm CST on **February 26, 2025**. Answers, if any, will only be through addenda published through the electronic bidding system.

The City reserves the right to waive formalities, irregularities, and defects in any or all submissions, except as otherwise state herein or required by law. The City reserves the right to: reject any or all submissions; to negotiate and execute an agreement or to not negotiate or execute an agreement with any Respondent; and to solicit additional, different or other RFQs and/or responses.

Qualification submittals timely received electronically through the electronic bidding system shall be forwarded to the Requesting Department for the Selection Committee to open and review. The

electronic bidding system does not allow Qualification Packets to be submitted after the above deadline. **There will be no exceptions to this policy.**

Project Description: M4-VM010, MAPS 4 Multipurpose Stadium

The Project will include a regulation size playing surface capable of accommodating high school, collegiate, and professional soccer competitions, as well as concerts, festivals, and other similar events. The nine-acre Project site is located south of the Oklahoma City Boulevard and east of Shields Boulevard and the BNSF Railroad. The Project will include construction of a new state-of-the-art facility and all furniture, fixtures and equipment. The Project Budget, Project Schedule, Construction budget, and Construction Schedule are on **Attachment “A.”**

Role of the Construction Manager and the At-Risk Construction Manager

An agreement for Construction Manager services is being developed and will be used for the Project (the “Construction Manager Agreement”). In this Construction Management agreement, the Construction Manager will be required to cooperate, coordinate, and complement the City’s selected architect of record to provide pre-construction services during all phases of design to include, but not limited to, attending/participating in Project meetings with the City, and architect; cost estimating; recommending construction phasing and sequencing; reviewing for constructability and material availability and substitutions, providing value engineering, draft trade contractor prequalification, trade packages, and trade contractor contracts and bonds, provide construction schedules, provide estimated cost of construction, and recommending construction means and methods. The Construction Manager will also assess and advise the City regarding schedule and budget impacts related to long lead submittals procurement, and approvals. The Construction Manager will provide an Estimated Maximum Construction Cost throughout the design process.

If the GMP exceeds the Estimated Maximum Cost of Construction, then the Construction Manager will cooperate with the architect to re-plan, re-value, re-design and re-bid the trade packages without additional cost to the City. If after re-bidding some or all of the trade packages the GMP exceeds the Estimated Maximum Cost of Construction, then the Construction Manager will return all pre-construction fees and may be liable for damages incurred by the City.

If the City determined to utilize an at-risk construction management delivery process for this Project the City will attempt to negotiate an amendment to the Construction Management Agreement. If the City cannot negotiate an amendment to the Construction Management Agreement satisfactory to the City, then the City may proceed with either a different project delivery process or may proceed with a different contractor.

Additionally, the Construction Manager will assist the City with trade contractor bidding and will hold all awarded trade contracts. The Construction Manager’s professional liability (E&O) and insurance, as defined in the Standard Specifications for Construction of Public Improvements; Section 110.22 Contractor’s Insurance; and Section 110.23 Extended Coverage and Builders Risk Insurance, will be required for the preconstruction and construction stage of the Project. The Construction Manager will be required to provide Bid Bonds for any self-perform trade packages, and will be required to provide Performance Bond, Statutory Bond, and Maintenance Bond, and

all insurance for the Project in the Standard Specification for Construction of Public Improvements.

Any Respondent that wishes to be considered for the Project must be registered with or in the process of registering with the Oklahoma Office of Management and Enterprise Services, Capitol Assets Management Division, Construction and Properties Department [www.https://oklahoma.gov/omes.html](http://www.oklahoma.gov/omes.html), and be prequalified or in the process of prequalification by the City of Oklahoma City's Prequalification Review Board, <http://www.okc.gov/departments/public-works/contractor-resources/prequalification>, for the class of work at the time of submission of its Qualification Packet. **There will be no exceptions to this policy.**

The following information should be included in the Qualification Packet:

1. Business –

- a. Identify the name and business address of the Respondent.
- b. Name, address, and contact information for Respondent's primary contact.
- c. Identify form of business entity that would be entering into the Construction Management Agreement and, if not the parent company, confirm that the parent company will guarantee performance at no additional cost to the City.
- d. If Respondent plans on partnering, entering into a joint venture, or subcontracting with another firm, please provide the name and business address of the other business entity or entities, a description of the business arrangement, and the contracting entity that will be established to enter into the Construction Manager Agreement.

2. Project Experience & Current Commitments

a) Provide construction management and at-risk construction management experience of your firm on similar projects (in terms of size, scope, complexity) within the last five (5) years, and for each such project include the following items in the narrative:

- 1) Project name and location.
- 2) Project owner or owner's representative's name, title, address, e-mail address, and telephone number.
- 3) Project description, and project budget, project schedule, cost of construction and construction schedule at the time of project commencement and project completion.
- 4) The name, title, address, and contact information of each architect and engineer on each project.
- 5) The Respondent's experience with project delivery methods (e.g., Design, Bid, Build/ Design Build / CM / CMAR (Lump Sum or Cost Plus) and a breakdown of what percentage of all Respondent's similar project by project delivery method.
- 6) The Respondent's project manager and members of the key project team member names, titles, role and commitment of all time to this Project and the role and commitment to other existing project assignments by project and location.
- 7) Scope of services provided by Respondent on each similar project, the major challenges faced in each project, and how Respondent met or resolved such challenges.

- b. Respondent shall provide a listing of current and future major projects with service contract start dates, project award dates, project construction commencement dates, project completion dates. Respondent must identify key project team members and their roles and time commitments.
 - c. Respondent may provide supplemental information of projects completed in the Oklahoma City area as well as reference projects that includes substantial construction manager work similar to the Project.
- 3. Safety Plan and Procedures – Respondent shall provide a copy of its Company Safety Policy manual.
- 4. Quality Assurance and Control Plans and Procedures
 - a. Describe the Respondent's proposed approach to quality assurance and quality control.
 - b. Provide a copy of Respondent's typical Quality Assurance and Control Plans, Respondent's design review process, submission review process, trade contractor management process, construction cost control process, cost accounting process, and invoicing process from a recent construction management project delivery process.
 - c. Provide a copy of Respondent's Inspection process and Testing Plan(s) from a similar recent construction management project delivery process.
- 5. Pre-Construction Services Execution Plan –
 - a. Respondent shall prepare and submit an execution plan for the performance of pre-construction services. **This plan shall address how the Respondent intends to perform the Scope of Services described in this RFQ and in compliance with 61 O.S. §217(C) and (D), the Oklahoma Competitive Bidding Act, the Oklahoma City Charter and ordinances,** and the Standard Specifications for Construction of Public Improvement.
 - b. The Execution Plan should also include the following:
 - 1) Staffing plan and organization chart (pre-construction services)
 - i. Supply resumes, and pre-construction experience and expertise for each of Respondent's Key Project Team members.
 - ii. For each Key Project Team Member indicate their current commitments and planned commitment each has to other project and the role and commitment each will make to this Project.

6. Construction Services

a. Provide resumes for Respondent's Key Project Team Members and their similar construction services project expertise and each member's experience within the last 10 years, including:

- 1) Project Director and/or Principal in Charge
- 2) Overall Project Manager
- 3) Construction Project Manager
- 4) Project General Superintendent
- 5) Any other Key Project Team Members

b. Organization Charts –Clearly describe the prime responsibility of each entity comprising the Respondent's Qualification Packet as well as the roles and responsibilities of individuals and entity's proposed as Respondent's consultants and subcontractors (if applicable). Include Key Project Team Members submitted above.

7. Assurances and Certifications

- a. A statement from the Respondent and each individual or entity with which comprises the Respondent and each's ability to commence services immediately upon completion of the selection process and receipt of a notice to proceed.
- b. A completed CAP M254 form and verification of registration with The State of Oklahoma Office of Management and Enterprise Services (OMES) Official List of Registered Construction Managers.
- c. Certification that each of the Construction Manager and each of its Key Project Team Members has read, understands, and will operate in compliance with 61 O.S. §217(C) and (D), the Oklahoma Competitive Bidding Act, and the Oklahoma City Charter and ordinances, and the Standard Specifications for Construction of Public Improvement.
- d. Provide a sample copy of Respondent's standard Certificate of Insurance ("COI").
- e. Provide a Bond Assurance Letter demonstrating the ability of the Respondent to obtain the required bonds.
- f. Affidavit of Prequalification of each entity comprising the Respondent.