

Construction Manager at Risk

DRAFT

Composite

Received: _____

Project: _____

EVALUATION MATRIX

Project Manager: _____

	Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7	Item 8	Item 9	Item 10	Item 11		Item 12	
	Yes or No	Yes or No	Yes or No	Yes or No	[20]	[25]	[10]	[10]	[10]	[20]	[5]	[100]	[25]	[125]
Proposer (or Joint Venture)	Proposer on Debarment or Suspension List	Proposer turns in all required documents	Proposer meets or exceeds all technical specs & req.	Proposer meets MBE/WBE goals or G.F.E.	Budget and Cost Control	Team's Comparable Project Experience	Proposer's Past Relationship with the City	Safety	Proposer's Financial Stability	Team Structure, Work Approach & Delivery Schedule	Team's Experience with Austin Issues	SUB TOTAL	Interview	TOTAL POINTS

EVALUATION CRITERIA

Construction Manager at Risk

The following is a description of items to receive consideration in the evaluation of Proposals for the selection of Construction Manager at Risk (CMR) services for the City of Austin. Following each description are the evaluation points associated with the item. TOTAL POSSIBLE POINTS EQUALS 125. Wherever used, "page" refers to single-sided, single-spaced; 10-point minimum font printed 8-1/2 x 11-inch pages. **Proposals with an excess volume of information may NOT be thoroughly reviewed.**

Evaluation Factors for Solicitation:

Item 1: **Proposer on Debarment or Suspension Lists** **Yes or No**

The City is interested in whether the Offeror is currently suspended or debarred from federal, state or city governmental agencies. Proposer must provide a certification that their company and principals are not currently debarred or suspended from federal, state or City of Austin governmental agencies. If the Proposer is on a suspension or debarment list, the Offeror will not be considered for award of contract.

☐ Section 00405CMR - Certificate of Non-Suspension or Debarment

Item 2: **Proposer Turned in All Required Documents** **Yes or No**

The City requires that the Proposer submit all documents required by this solicitation. Failure to submit all documents required may cause a Proposer to be deemed "non-responsive" and disqualify the Proposer. Proposer should also comply with project and page number limitations requested in the submittal requirements. If "No", then Proposer may be disqualified.

Requirements in addition to those outlined in other Evaluation Items:

- ☐ Section 00400CMR, Attachment A – Offeror's Information
- ☐ Section 00475CMR – Nonresident Offeror
- ☐ Section 00440CMR – Affidavit - Prohibited Activities
- ☐ Section 00220CMR - Geotechnical Data
- ☐ Include name, address, and telephone number of person in your organization authorized to negotiate contract terms and render binding decisions on contract matters
- ☐ Copy of Articles of Partnership or Incorporation and resolution, or corporate board minutes empowering signatory to bind Offeror, attested by an officer of Offeror
- ☐ Section 00400CMR, Attachment J – Authentication of Submittal

Item 3: **Proposer Meets or Exceeds All Technical Specifications & Requirements** **Yes or No**

The City requires that the Proposer meets or exceeds all technical specifications and requirements established in this solicitation. Failure

to do so may cause a Proposer to be deemed “non-responsive” and disqualify the Proposer. If No, then Proposer may be disqualified.

Item 4: Proposer Meets MBE/WBE or DBE Goals or G.F.E. Yes or No

The City is interested in the Proposer complying with MBE/WBE or DBE participation requirements. During the development of the Guaranteed Maximum Price (GMP), or partial GMPs, the City will work with the selected Proposer to assure the highest reasonable MBE/WBE or DBE participation during construction. If the Proposer has neither met the goals nor made good faith efforts to meet the goals, the Proposer will not be considered for award.

- ☐ Section 00890CMR - Statement of Utilization
- ☐ Volume 2 – MBE/WBE or DBE Compliance Plan and Letters of Intent for all subconsultants participating in the design phase. Submit only one (1) MBE/WBE or DBE Compliance Plan which must be submitted separately in a second envelope, furnished by OWNER, prior to the date and time set forth in Section 00020CMR, Request for Qualifications. The Compliance forms are included in the MBE/WBE Procurement Program Package or DBE Procurement Program Package (a separately bound volume).

Item 5: Budget and Cost Control 20 points maximum

The City is interested in obtaining pricing on the items identified. The lowest cost receives 30 points, with others receiving a percentage of 30 points based on a percentage comparison with the lowest cost proposed. Price components will include Construction Management Fee (overhead and profit) stipulated sum and General Conditions stipulated sum. Price components may include an estimated allowance for Pre-Construction Phase Services and an estimated allowance for any identified initial Construction Trade Packages.

Points will also be allocated on the value of previous City of Austin work authorized to the Proposer in accordance with the following:

Past City Work \$	Points
\$0 to \$10,000,000	5
\$10,000,001 to \$20,000,000	4
\$20,000,001 to \$30,000,000	3
\$30,000,001 to \$40,000,000	2
\$40,000,001 to \$50,000,000	1
Over \$50,000,000	0

- ☐ Section <00300L-CMR/00300U-CMR> - Cost Form
- ☐ Section 00400CMR, Attachment H - Current Project Listing (Including all City of Austin Projects)
- ☐ Section 00400CMR, Attachment I - Project History Listing (including all City of Austin Projects)

(NOTE: Attachments H & I are to be completed only once. They are also used for evaluation of Consideration Item 7: Proposer's Past Relationship with the City and Consideration Item 10: Team Structure, Work Approach & Delivery Schedule.)

Item 6: Team's Comparable Project Experience 25 points maximum

The City is interested in the Team's history and successful completion of similar projects utilizing the construction manager at risk project delivery method. Projects on which the proposed team or key personnel assigned to this project actively participated are desirable. List no more than three (3) construction manager at risk projects of similar type, size, and scope as this project, that were successfully completed within the last five (5) years.

- ☐ Section 00400CMR, Attachment B – Statement of Experience
- ☐ Section 00400CMR, Attachment C – Statement of Experience for Proposer's listed Project Manager & Superintendent
- ☐ Section 00400CMR, Attachment E – Statement of Experience for Proposer's Listed Subcontractors

Item 7: Proposer's Past Relationship with the City 10 points maximum

The City is interested in the performance of Proposers who have worked with the City on previous projects. The City will consider the history of the Proposer in complying with project programs, schedules, and budgets on previous City projects within the last five (5) years. Proposers who have not had previous projects with the City will receive a score of five (5) points. Points will be awarded on the basis of the prime Proposer's past relationship with the City and performance on City projects. Specific consideration items may include:

- Timely completion of projects
 - Cooperative working relationship with City
 - Prompt payment of subconsultants, subcontractors and suppliers at all levels
 - Compliance with other contract terms, including prevailing wage provisions
 - Compliance with City ordinances on substitution/addition/deletion of subconsultants, subcontractors and suppliers
 - Provided contracting opportunities for small businesses and DBEs or MBE/WBEs
 - Compliance with City standards
 - Conformance to City budget requirements
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- ☐ Section 00400CMR, Attachment I – Project History Listing (including all City of Austin Projects)

(NOTE: Attachment I is to be completed only once. It is also used for evaluation of Consideration Item 5: Budget and Cost Control.)

Item 8: Safety 10 points maximum

The City is interested in the Proposer's safety experience and safety program. Only one copy of the Proposer's Written Safety Program and other "Safety Submittals" listed in Section 00415CMR is required.

- ☐ Section 00410CMR – Statement of Bidder's Safety Experience
- ☐ Section 00415CMR – Safety Information Form

Item 9: Proposer's Financial Stability 10 points maximum

The City is interested in the Proposer's legal entity status and ownership, and financial viability and stability. Any or all points allocated to this consideration item will be awarded on the basis of the Proposer's comparative financial status.

- ☐ Letter from Proposer's Surety stating Proposer's ability to acquire bonding in the full amount of the contract.
- ☐ Financial Statements for the most recent two (2) years, including all notes to the financial statements.

Item 10: Team Structure, Work Approach & Delivery Schedule 20 Points maximum

The City is interested in team's management, reporting, and administrative structures and methods required to successfully complete the work, their understanding of the techniques and sequencing required, and Proposer's reasonably supported ability to meet or beat the specified construction schedule. Identify project leadership, reporting responsibilities, and how Proposer will interface with the City's appointed representative and sponsoring department. The Proposer must also submit a summary level schedule for the work.

- ☐ Section 00400CMR, Attachment F – Available Equipment List
- ☐ Section 00400CMR, Attachment G – Available Workforce
- ☐ Section 00400CMR, Attachment H – Current Project Listing (Including all City of Austin Projects)
- ☐ Provide a general explanation and organizational chart which specifies project leadership and reporting responsibilities, and interface with Consultant and OWNER's personnel. If use of Subcontractors is proposed, identify their placement in the primary management structure, and provide internal Quality Assurance process descriptions for each Subcontractor. The total number of pages should not exceed five (5) pages.
- ☐ Describe your technical plan for accomplishing the Work. Include a general description of your work plan by tasks (i.e. Task 1, Task 2 etc). Summarize the steps you will take in proceeding from Task 1 to the final tasks. The total number of pages should not exceed five (5) pages.

- ☐ Provide a summary level schedule for this Work indicating the Proposer's proposed construction schedule. The total number of pages should not exceed five (5) pages. *<OPTION: The PM may propose additional information on the necessary level of detail for this item and may adjust the page length requirement accordingly.>*

(NOTE: Attachment H is to be completed only once. It is also used for evaluation of Consideration Item 5: Budget and Cost Control.)

Item 11: **Team Experience with Austin issues** **5 points maximum**

The City is interested in the team's experience with Austin issues as may be evidenced by existence of staffed local offices or work in the Austin area during the past five (5) years. Briefly describe the team's experience in the following areas and reference projects relating to that experience:

- City of Austin site development and building permit requirements.
- Austin environmental conditions, constraints and community issues.
- Austin area construction costs and practices.
- Austin area construction trades; availability and experience contracting with them.
- Public awareness and involvement in project development in the Austin area.

- ☐ Provide a brief narrative of no more than four (4) pages.

Item 12: **Mandatory Interview** **25 points maximum**

The number of Proposers invited to interview will depend on the scores following evaluation of the written submittal responses. Staff will consider significant gaps in point separation between the top ranked Proposer in determining the number of Proposers to be interviewed. Only Proposers that are considered, on the basis of their written submittal responses, qualified to perform the work will be invited for interviews. No more than five (5) Proposers will be interviewed.