



**SOLICITATION INFORMATION SHEET**  
**CONSTRUCTION - CONSTRUCTION MANAGER AT RISK**  
**REQUEST FOR STATEMENT OF QUALIFICATIONS**

The University of Connecticut is accepting Statement of Qualifications for:

**PROJECT NUMBER:** TL-2547

**PROJECT NAME:** RENOVATION OF IPB FOR RELOCATION OF C2E2

**PROJECT LOCATION:** STORRS CAMPUS

**PROCUREMENT AGENT:** GRIFFIN FEHRS, [GRIFFIN.FEHRS@UCONN.EDU](mailto:GRIFFIN.FEHRS@UCONN.EDU), (860) 486-2618

**INTENT OF THIS SOLICITATION:** The purpose of this Request for Qualifications (“RFQ”) is Construction Managers at Risk for pre-construction, planning, and construction services for the renovation of IPB for the relocation of C2E2 project.

**LOCATION OF THIS SOLICITATION:** Submit a Statement of Qualifications (“Proposal”) for this solicitation through the HuskyBuy Portal:

<https://bids.scquest.com/apps/Router/PublicEvent?CustomerOrg=UConnFullSuite>.

**SBE/MBE PARTICIPATION:** The University of Connecticut is committed to providing a professionally inclusive environment within which small and minority businesses are encouraged to participate in the procurement experience. As such, we encourage participation by Small (SBE), Minority-Owned (MBE), Woman-Owned (WBE) businesses, and businesses owned by persons with a disability (DisBE), certified as such by the State of Connecticut’s Department of Administrative Services (DAS) Supplier Diversity Division. For further information, visit: <https://portal.ct.gov/DAS/Services/Licensing-Certification-Permitting-and-Codes/Small-Minority-Business-Center>. To learn about the University of Connecticut’s Supplier Diversity Program (USDP), visit: <https://supplierdiversity.ubs.uconn.edu>. Additionally, the University encourages Connecticut-based businesses to participate in this public solicitation process.

**CRITICAL DATES:**

Pre-Proposal Conference Date and Time	<b>10/26/2023</b>	<b>10:00AM</b>
Pre-Proposal Conference Location	<b>PURCHASING BID ROOM, 3 DISCOVERY DR, STORRS CT, 06238</b>	
Q&A (RFI) Due Date and Time	<b>11/3/2023</b>	<b>2:00PM</b>
Proposal Due Date and Time	<b>11/16/2023</b>	<b>2:00PM</b>

**PRE-PROPOSAL CONFERENCE:** During the Pre-Proposal Conference, the RFQ and Scope of Work will be discussed. There also will be an opportunity to view existing conditions (if applicable). The Pre-Proposal Conference is not mandatory, however, interested Proposers are strongly encouraged to attend.

There are limited short-term and PayByPhone parking spaces around the University Business Services building. The North Parking Garage is recommended to all vendors as parking on campus is at your own risk. The North Garage parking is paid via online app (PaybyPhone or Flowbird) or at a kiosk and is required when parking vehicle and not when exiting the garage.

**REQUEST FOR INFORMATION QUESTIONS:** All Requests for Information (“RFI”) questions are to be posted under the Q&A Board Tab in the HuskyBuy sourcing event for this Solicitation. No phone calls or RFI questions emailed directly to the Procurement Agent will be accepted.

**CLARIFICATIONS, ADDENDA, and INTERPRETATIONS:** Proposers shall promptly notify the University of any ambiguity, inconsistency, or error which they may discover upon examination of the contract documents.

Any and all interpretations of the RFI Responses, contract documents, and supplemental instructions, will be in the form of a clarification/addendum, and posted as part of the HuskyBuy sourcing event. Failure of a Proposer to receive such clarification/addendum or interpretation shall not release a Proposer from the obligations under its Proposal as submitted.

**CONSIDERATION OF PROPOSALS:** This is a two-part Quality-Based Selection solicitation process. During the first part, a Proposer shall demonstrate, to the satisfaction of the University, that it possesses the proven financial ability, managerial ability, technical ability, and the integrity, necessary to perform the Scope of Work faithfully and efficiently for this Project, without conflict of interest. Proposals shall be evaluated utilizing the objective technical criteria listed within the RFQ, as well as any additional information obtained from persons or other sources identified in the Proposal with the intent of developing a shortlist of qualified Proposers.

During the second part of the process, the short-listed Proposers are invited to submit a Cost Proposal during the Request for Proposal phase. The University may choose to interview the short-listed Proposers as part of the selection process; however, the Proposer should not assume interviews will be conducted. The technical proposal shall be a “stand-alone” document and may be the sole basis of selection.

**PROJECT SCHEDULE/DURATION:**

- Anticipated Contract Issuance/Notice to Proceed: **03/01/2024**
- Construction is planned to start: **10/01/2024**
- Construction Duration: **9 MONTHS**

**PROJECT DESCRIPTION/SCOPE OF WORK:** The Owner intends to utilize a Construction Manager (CM) at Risk contract format with a Guaranteed Maximum Price, (GMP), with a separate negotiated pre-construction services contract.

The goal of this project is to renovate existing shell spaces within the Innovation Partnership Building into a wet lab on the 1<sup>st</sup> floor and dry lab on the 3<sup>rd</sup> floor. The group that is relocating to this space is the Center for Clean Energy (C2E2). C2E2 is a multi-disciplinary research center focusing on education, research, and innovation in sustainable energy systems. By catalyzing the transformation of science-to-systems for a global "Sustainable Energy Economy," our faculty and students work together in partnership with federal, state, and industrial leaders to develop and accelerate cost-effective solutions to tackle global energy and environmental concerns. Their Mission is to become a leader in transforming science to systems; bridging the gap from fossil fuels to 100% renewable energy and enabling the development of economical solutions for critical technical issues; and providing guidance and leadership in solving global societal issues ranging from sustainable energy to the environment.

The renovation project will comprise a total of 8,107 SF. The spaces have a variety of valved and capped services for future use. This project will bring the building to 100% occupancy. This project will include lab equipment relocation and heavy MEP customization. Coordination with equipment vendors and specialty materials will be present during the project.

**QUALIFICATIONS OF PROPOSER:** All Proposers must provide information/documentation with their submission that demonstrates the following:

- **DAS CLASSIFICATION:** Proposers must be prequalified by the Department of Administrative Services (DAS) in the specified classification for this project (**CONSTRUCTION MANAGER AT RISK GROUP (B OR C)**) as of the due date of the Statement of Qualifications.
- **FINANCIAL ABILITY:** The Proposer must demonstrate the financial ability and bonding capacity to complete a construction project with a minimum value of at least **\$10,000,000**. See the *Financial Ability Prequalification Requirements* Document for further information.
- **NARRATIVE OF PROJECT APPROACH:** Prepare a narrative that demonstrates your Company's understanding of the Scope of Work for this Project. **The Narrative must include information on A through D as further described below and should be no more than ten (10) pages.** Concisely present an approach that includes the following:
  - a. **Technical Approach:** Describe your company's process for completing this Project's Scope of Work within the proposed schedule, including Pre-Construction and Construction activities. Explain in detail key considerations unique to research lab renovation projects, and any anticipated challenges including your strategy to mitigate those that may negatively impact the schedule.
  - b. **Quality Assurance/Quality Control:** Describe your company's process and procedure for managing and assuring quality during construction activities unique to this Project's Scope of Work.
  - c. **Cost Control and Budgeting:** Describe your company's approach to developing both project and construction cost estimates and managing costs once budgets are developed throughout this Project's proposed schedule.
  - d. **Supplier Diversity:** Describe your company's approach to meeting the set-aside goals and CHRO requirements for this Project.
  - e. If submitting as a joint venture, describe the proposed joint venture arrangement between the joint venture partners.

- **PREVIOUS RELEVANT EXPERIENCE:** Describe the overall qualifications of the Proposer, including background in this field and the services that it provides. Utilize the *Previous Relevant Experience Form, Const-RFQ (3 Projects)* provided with this RFQ. The Proposer shall:
  - a. Provide **three (3) examples** of projects that are in progress (at least 75% complete) or completed, comparable in size, scope, and similar environment to this project, **with an emphasis on research lab experience** completed within the past **five (5) years**. **Note: Only provide the required number of project examples listed in this section.**
  - b. For a project to be considered, the value of that project must have a minimum value of **\$5,000,000**. A detailed description of the work performed and how it relates to the scope of work outlined in the RFQ shall be included. **Note: only one (1) project performed for UConn may be included as part of your Proposal.**
  - c. If a joint venture is proposed, provide project examples demonstrating the joint venture partners have worked together. Include a description and percentage of the work performed by each joint venture partner.
  
- **PROPOSED TEAM QUALIFICATIONS:** The Proposer must demonstrate the ability to staff the project with high quality, experienced personnel. Describe the qualifications and responsibilities of the key project team personnel who will be assigned to the project including their experience on similar assignments and their specific responsibilities for the proposed project. Utilize the *Resume for Proposed Key Personnel Form, Const-RFQ* provided with this RFQ.
  - a. During Pre-Construction, it is mandatory to provide at minimum a full-time Project Manager, Project Executive, Estimator, Scheduler, MEP Coordinator, and support staff as needed. During Construction, it is mandatory to provide at minimum a full-time Project Manager, full-time Superintendent, MEP Coordinator, and support staff.
  - b. The Proposal shall include resumes for each key project team personnel listed in “a” above.
  - c. Provide an Organizational Chart that identifies the primary team members’ roles and includes any subconsultants for this project. **Note:** if the Company’s Organizational Chart lists additional roles from those that are mandatory and listed in “a” above, then the Company shall also provide a resume for each additional role. However, only provide resumes for the key project team; do not include resumes for members not assigned to the team.

**MISCELLANEOUS REQUIRED DOCUMENTS:** The Proposal shall include the following documents:

- a. **Supplier Diversity Certificate:** If certified, provide your Company’s current Supplier Diversity Certificate issued by the Connecticut Department of Administrative Services.
- b. **Joint Venture Agreement:** If a joint venture is proposed, provide the Joint Venture Agreement.

Note: During the Request for Proposal phase, the short-listed Proposers will be required to submit a copy of their current Certificate of Legal Existence or Authorization from the CT Secretary of State (or copy of the Application submitted to the State of Connecticut). No information is required during the RFQ phase.

**CONTRACT:** A draft of the contract has been provided with the solicitation documents. The University reserves the right to modify the contract or waive any informality as it deems to be in the best interest of the University. By submitting a Proposal, your Company accepts the contract and any modifications that the University deems necessary to it without exception. Proposers will be notified of any modifications to the contract made by the University. Any exceptions to the contract submitted by the Proposer will not be considered.

**JOINT VENTURE:** If submitting as a joint venture, a new HuskyBuy Vendor Profile must be created with the joint venture company name. The Proposal must be submitted under this profile; it cannot be submitted under one of the joint venture partners' profile.

**SELF-PERFORMANCE REQUIREMENT:** The Construction Manager At-Risk is not permitted to complete any portion of the construction work with its own forces. The Construction Manager is responsible for developing subcontractor bid packages, conducting a solicitation process for each established bid package, and contracting with each subcontractor to complete the construction work.

**SET-ASIDE REQUIREMENTS:** The Set-Aside Requirement for this Project is that (1) not less than thirty percent (30%) of the Guaranteed Maximum Price be awarded to subcontractors who are certified by the Connecticut Department of Administrative Services as "Small Business Enterprises" ("SBEs") and (2) not less than ten percent (10%) of the Guaranteed Maximum Price be awarded to subcontractors who are certified by the Connecticut Department of Administrative Services as "Minority Business Enterprises" ("MBEs") (the 10% set aside for MBEs may be included in the 30% set aside for SBEs). The Construction Manager is responsible for ensuring that the S/MBEs they have selected are eligible Connecticut-certified S/MBE contractors.

***End of Solicitation Information Sheet***