

Information for Town Council Meeting on November 9, 2021

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA, Director of Finance

FROM: Dean Mealy, II CPPO Town Purchasing Manager

RE: Resolution Approving the Award of RFQ No. 2021-32 CMAR Services - N Fire Station Restoration Project to Hedrick Brothers Construction Company Inc., and Awarding a Preconstruction Services Agreement for the Project in an Amount of \$715,633 and Establishing a Project Budget of \$858,759; **Resolution No. 133-2021**

DATE: 2 November 2021

STAFF RECOMMENDATION

Staff recommends Town Council approve the Award of RFQ No. 2021-32 CMAR Services - N Fire Station Restoration Project to Hedrick Brothers Construction Company Inc., and awarding a Preconstruction Services Agreement for the project in an amount of \$715,663 and establishing a project budget of \$858,759, **Resolution No. 133-2021**

SUMMARY EXPLANATION/BACKGROUND

The Town of Palm Beach (Town) will be renovating its historic Fire Station #2. The station currently does not meet industry wide standards and codes due to its age. Not meeting these standards increases the risks to personnel.

Fire Station #2 is located at 300 North County Road, Palm Beach, 33480. This 3-story fire station is approximately 10,400 sf, with 3 apparatus bays, fire pole, fueling station, staff offices, administration offices, living space, training and conference spaces, men's & woman's locker rooms with associated restrooms and showers, kitchen, elevator, back up –generator.

The selected CMAR for this project shall prepare Construction Documents to fully define the building project and provide traditional construction administration services during the construction phase of this project and provide value engineering services for design beginning at time of award throughout the entire project. The selected CMAR will act as a team partner with the architect/engineering team to provide construction plans as soon as possible to implement the renovation of the historic/landmarked fire station. The selected CMAR will prepare trade scopes of work to obtain the best value for construction that meets the Town of Palm Beach requirements and will provide a Guaranteed Maximum Price for the construction of Fire Station #2. The selected CMAR will assume the standard role of CMAR as the primary contractor to perform to construction for this project.

Under a separate contract, Resolution No. 134-2021, the Town shall engage an independent A/E consultant firm to deliver design and construction oversight services for the Town of Palm Beach. The selected CMAR firm and A/E consultant shall work as a team delivering this renovation on time and within the Town's budget. The scope of the services to be provided during the post proposal phase of this project shall be but not limited to: • Program verification • Architectural Deliverables • Structural Deliverables • HVAC Deliverables • Plumbing Deliverables • Fire Suppression Deliverables • Electrical Deliverables • Building Permitting • Landmark Approval Construction Administration

The deliverables shall include both drawings and specifications issued by the Design A/E firm for review by the Town and its consultants.

Having a CMAR involved during early design development will help to ensure that specialized equipment is incorporated into the design efficiently. Most importantly, the CMAR can work with the Town to develop innovative approaches to this phased and sequenced work for Fire Station #2 and implement overlapping work tasks to leverage efficiencies and ensure this critical facility (and any temporary facilities) maintain life-safety operations for the community at all times.

Time is critical in delivering these facilities. Significant savings in project delivery time will be realized utilizing the CMAR value engineering during the Design phase. The CMAR Team will become a critical project partner in phasing and sequencing of work, ability to maintain ongoing emergency response and operations during construction, material selection, design details, value engineering and constructability analysis. The CMAR Team will be able to perform site investigation during preconstruction to minimize the potential of unforeseen conditions with regards to underground utilities, soils conditions, structure etc. The CMAR team will be able to identify long-lead materials and equipment and bid those items early so that the schedule is not impacted.

By developing the phasing and temporary facility strategy with the design consultant, the project can optimize on concurrent design beginning with concept design (and possibly through construction documents) as well as potential overlap of construction, streamlining the total project schedule, reducing duration of impact to emergency operations, enabling innovative solutions, and ultimately providing greater value for the tax payer's investment.

The selected Construction Manager at Risk will furnish all work, necessary permits, and construction supervision to fully complete and restore Fire Station #2 to an operable Fire Station. The Construction Manager at Risk will coordinate the schedule of the work performed by their own forces and subcontractors, and monitor the progress and schedule. The Construction Manager will oversee the work area and provide final restoration. Existing local traffic must be maintained in accordance with the Transportation Management Plan developed for the project.

The facility is intended to have all requirements for Fire station design and construction. Including but not limited to: NFPA 1500 standards, Commercial grade kitchen (gas), apparatus bays (3), fueling station, bunker gear storage, laundry facility's, elevator, conference/training rooms, impact doors and windows, complete generator power back up, co-ed sleeping quarters for staff (minimum of 8), men's and woman's locker rooms with associated shower and toilet facilities, Gym with fitness equipment, vehicle exhaust evacuation systems, administration offices, etc.

For the Preconstruction Phase, the Construction Manager (CMAR) shall function as an agent of the Town, shall be paid a fixed fee for services performed and shall be an integral part of the design team. The CMAR shall attend all design team meetings, and review construction drawings and specifications. Preconstruction services shall include developing and updating a master construction phase bar chart schedule incorporating estimated construction phase time; constructability review to identify defects, omissions, and recommendations for alternatives; value engineering for all phases of the project; prepare design development estimate and the development of a Guaranteed Maximum Price (GMP) for the construction and complete restoration of this project. Method of cost estimating shall be the Quality Survey Method. It is understood that development of the GMP will not occur until the Preconstruction Phase of the work has been completed. The Construction Manager at Risk shall provide written constructability analyses of the Project, including items to be addressed with the Town Consultants such as accessibility, construction methods, assembly, installation, materials handling, expandability, phasing and other construction phase related activities.

For the Construction Phase, the CMAR shall cease to be an agent of the Town and shall become the single point of responsibility for performance of the construction contract for the Town. The CMAR shall function in the role as the general contractor providing all necessary services including but not limited to the following:

- a. Prepare an overall Construction Management Plan for the project, including a procurement plan with a recommended procurement schedule to coordinate and expedite the procurement of materials and equipment;
- b. Recommend contracting strategies for the project;
- c. Should the Construction Manager at Risk desire to self-perform any of the portions of the Work, this intention must be clearly conveyed to the Owner prior to the receipt of any other bids for the same scope of work. The Construction Manager at Risk shall not self-perform more than 20% of the Work.
- d. Competitively bid subcontract work, in accordance with Town established purchasing procedures, and share the results with the Town and its consultants, manage the bidding process with oversight by the Town for all the construction work, enter into subcontracts and administer such subcontracts with the understanding that the Town has the right to review and reject any subcontractor;
- e. Prepare shop drawings, RFI's and other documents necessary to accomplish the work;
- f. Manage the construction site and provide for the administration and supervision of the project;
- g. Establish and maintain the construction schedule including identifying variances, delays or early completion of tasks, and the maintenance of the schedule; 3
- h. Develop a system for cost control;
- i. Develop and manage the pay application and change order process, including coordination with the design staff and Town personnel;
- j. Provide the means and methods of construction;
 - . Provide jobsite safety and security;
- l. Provide continuous monitoring and inspection of work to determine progress and conformance with design documents documenting same;
- m. Schedule and coordinate all required inspections with appropriate disciplines including the Town Inspectors;
- n. Maintain written project progress records and provide written reports of project progress and status at least once a month relating to budget, progress payments, change orders, performance and schedule adherence;

- o. Guarantee the quality of construction;
- p. Perform or cause to be performed, all required remedial work identified through the inspection process and at direction of the Town's appointed project manager;
- q. Participate in meetings on the project with the Town and design staff or public individuals or groups as may be directed by the Town's project manager;
- r. Work in cooperation with the Town's public outreach professionals in keeping those in the work zone informed of construction activities including specific coordination with property owners when work is to occur on private property or when any interruptions in utility service are anticipated;
- s. Develop plan, coordinate, and assist in the start-up testing and certification of any building systems and equipment, replaced and/or affected by the construction;
- t. Provide project close out coordination; u. Provide Certificate of Completion and all documents of record to Town staff and/or consultants for archiving;
- v. Provide all other services generally provided by Construction Manager on a project of like magnitude, scope, use, and complexity;
- w. Keep written minutes of all meetings, decisions and discussions pertaining to this project and submit copies of same to the Town and/or Town designees for archiving;
- x. Coordinate the activities and required field work of the electric, cable, telephone and/or other communications service providers as required to facilitate the project.

METHOD OF PROCUREMENT

The Public Works Department developed a scope of services which was reviewed by the Fire Department and Purchasing. The Request for Qualifications (RFQ) was issued on August 30th and closed on September 30th.

The solicitation was broadcast nationwide to 781 firms through DemandStar. In addition, Town Purchasing sent emails to nineteen known firms/individuals advising of the solicitation and invited the firms to review and participate in the solicitation. Only two firms responded.

When a RFQ is issued, price is not an evaluation factor. The proposal is based solely on qualifications of the firms submitting.

The initial ranking Selection Committee was held on October 14th. The Selection Committee consisted of the following members:

<u>Voting</u>	<u>Non-Voting</u>
Eric Brown, P.E.	Patricia Strayer, P.E.
Paul Colby	Sean Baker
Jason Debrincat, P.E.	Jie House, P.E.
Darrel Donatto, Fire Chief	Brett Madison
Jane Le Clainche, CPA, Finance Director	

The Selection Committee reviewed the two proposals and did not recommend moving forward with oral presentations. The second ranked firm had an overall quality score of 63.1%. Town Purchasing has an established policy that an overall qualitative threshold of 75% is required to move forward for consideration of an oral presentation and award.

Town Purchasing approached Paul Brazil regarding securing a proposal for preconstruction services from the recommended awardee, Hedrick Brothers Construction Company Inc. By proceeding with this methodology, time can be saved by having a proposal for preconstruction services when this resolution is approved by the Town Council. A second agenda item will be presented after a GMP is established at the following Town Council Meeting.

The Preconstruction Service Agreement is a Time and Material Award. Hedrick Brothers has provided a cost of \$715,633 which includes exploratory work and limited construction services.

The Town Purchasing Policy and Procedures Manual, Administrative No. 1-21-1 permits for securing a proposal from a firm qualified to the solicitation with the goal of streamlining the process.

Due to the nature of the facility, the expedited process provides for elimination of time delays.

FISCAL IMPACT/FUNDING SOURCE

The funding for this program is from the Capital Improvement Fund.

USER DEPARTMENT CONCURRENCE

Public Works is in full concurrence with this recommendation.

DUE DILIGENCE

Due Diligence was conducted to determine vendor responsibility, including corporate status and that there are no performance and compliance issues.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

CC: Paul Brazil, P.E., Public Works Director
Jason Debrincat, P.E., Senior Project Engineer
Darrel Donatto, Fire Chief