

**City of Columbus**  
Request for Proposal  
*Construction Manager as Constructor (CMc) Services  
for Riverfront Redevelopment*  
Columbus, IN

**9/27/2023**

**Introduction/Background**

The City of Columbus Redevelopment Commission (the “City”) is soliciting proposals from Construction Managers as Constructors (CMcs) for the redevelopment in and along the East Fork of the White River between the 2<sup>nd</sup> Street and 3<sup>rd</sup> Street bridges downtown. The Site represents an opportunity to remove a low head dam, restore river connectivity, provide in-river recreation, reinforce the riverbanks, and extend the People Trail greenway system.

**Project Description**

In 2020, the City engaged Hitchcock Design Group to provide construction documents for in-river and riverfront redevelopment, which will be completed by November 2023.

The City received approval from the Indiana Department of Natural Resources in 2021 and the Indiana Department of Environmental Management and the US Army Corps of Engineers in 2023.

At this time, the City anticipates funding largely through cash reserves, supported by TIF. The Construction Delivery Method is expected to be Construction Manager as Constructor (CMc) (Indiana Code Section 5-32-2-5). The project will also be supported by READI grants, Next Level Trail grants, donations, and other funding mechanisms.

The City wishes to engage a CMc to complete the following scope of work for this project, estimated at approximately \$14m total project budget, of which approximately \$12m is construction costs.

**Major Site Elements:**

- Low Head Dam: Removal of the concrete encased stone dam
- Riffle: Installation of a stone riffle across approximately 2/3's of the river width
- In-Water Recreation: Installation of a white water-style recreation channel across approximately 1/3 of the river width

- Riverbank reinforcement
- Extension of the People Trail, Columbus’s greenway system
- Two access points for water recreation
- Riverfront amphitheater area
- Landscaping and signage
- Interpretive signage for the historic low head dam
- Site preparation for site access and staging
- Site Description
  - The Site is located within the downtown area.
  - The Site is in a Tax Increment Financing (TIF) area.
- All project approvals are through the Columbus Redevelopment Commission and Columbus City Council.
- The design team is in-place and construction documents are 90% complete. The construction documents have been approved by the various state and federal regulatory agencies and must be followed. Modifications to the plans must be approved by the USACE.

### **CMc Scope of Work**

Provide all standard CMc services outlined in a typical Owner/Construction Manager as Constructor A133-2009 Contract. If additional services are anticipated by your team, please outline them in your proposal, as well as associated costs. The selected CMc will be required to furnish an agreement including the City of Columbus's standard contract terms. In the Proposer’s response, each Proposer must affirm their ability to meet these terms shall be acknowledged in their proposal.

The City of Columbus intends to establish a Guaranteed Maximum Price through the CMc contract. The intent is to establish a GMP at the earliest date possible. In no case shall this be later than after bids have been received from first-tier subcontractors and prior to construction commencing. The GMP will also identify a detailed construction schedule and the required date of substantial completion.

The Redevelopment Commission encourages XBE participation, including all minority, women, and veteran owned businesses.

During the project, the CMc is required to submit documentation and follow regulations associated with: READI grants, Next Level Trails grants, USACE permits, IDEM permits, DNR permits, and INDOT permits.

### Schedule

CMc RFP issued	September 27, 2023
Pre-Proposal Walkthrough	October 5, 2023, 1:30pm Eastern; meet at the parking lot of the Upland Columbus Pump House, 148 Lindsey Street, Columbus, IN
Final Questions due	October 12, 2023 by 12:00pm Eastern; send to Jason Larrison, J.S. Held, via email <a href="mailto:jlarrison@jsheld.com">jlarrison@jsheld.com</a>
Proposals Due	October 23, 2023 by 12:00pm Eastern
Shortlist Announced	On or before October 27, 2023
Interviews	October 30 – November 1, 2023
Informational Meeting	November 14, 2023 (Joint Commission and Council Meeting)
CMc Award Recommendation	November 20, 2023 (Redevelopment Commission Meeting)
CMc Award Target	Before December 31, 2023
Construction Begins	Before March 1, 2024

### Submission Requirements

Proposer shall submit twelve (12) paper copies of their response along with one electronic version via flash drive. Emailed submissions will not be accepted. The response submittal must be received no later than the date and time listed above. Please seal all submittal documents in a separate envelope or box labeled as follows:

Columbus Redevelopment Commission  
123 Washington Street  
Columbus, Indiana 47201

The submittal shall include the following components, submitted in this order. The total submission shall not exceed 22 pages (including cover letter and cover page, excluding tabs). All responses must be submitted in 8 1/2" x 11" format, paginated, tabbed with the section titles listed below, bound with spiral binding and printed double sided.

The City of Columbus reserves the right to reject any or all responses and to waive any informalities or irregularities in any of the responses.

Submitted Responses to Request for Proposal should include the following items:

1. Cover Sheet (Page 1)
2. Cover Letter (Page 2)
3. Section 1 – Company description (Pages 3-6)
  - a. Organization Chart identifying all team members and roles
    - i. Identify the main point of contact for the duration of the project
    - ii. Identify each team members' office location (by each team member)

- b. Provide key resume highlights for each key team member
  - c. Please provide a brief history of the Proposer's company, including number of years in business and identify all previous business names.
  - d. What is the current capacity of the Proposer's and team members to complete this project in a timely manner?
4. Section 2 – Project experience and references (Pages 7-12)
- a. Please describe your team's experience constructing and managing successful CMc projects (completed and in progress) and quantify and list size of the projects your team has constructed under the CMc construction delivery method. Please be specific on the CMc of record for each.
  - b. Does your team typically self-perform any of the construction work? If yes, please provide details.
  - c. Please share three similar projects of scope and/or complexity and identify if they were constructed as CMc. Projects should be completed within the last five-ten years; including the following information for each project:
    - i. Name and location of the project.
    - ii. Contact person and telephone number at the completed facility.
    - iii. Company name, contact person, and telephone number of the architect of record.
    - iv. General scope of the project and names of the individuals involved with this project.
    - v. Approximate total project budget, construction budget and schedule.
    - vi. Was this project completed within the Owner's total project budget, without factoring in Owner-requested changes and unforeseen conditions? If no, please provide details.
  - d. What are your communications methods with the Owner and identify frequency?
  - e. MBE, WBE and VBE Participation (XBE Participation)
    - i. Proposer should provide a summary of the Proposer's history of contracting with or hiring minority, women and veteran owned business enterprises; and
    - ii. Proposer should provide a summary of good faith efforts to fulfill goals for contracting with or hiring minority, women and veteran business enterprises
5. Section 3 - Bidding & Construction (Pages 13-16)
- a. Bidding:
    - i. When does Proposer establish a GMP for this type of project? If you use different levels for different projects, please identify how often you use each one. Please share why you may prefer one-time frame over another and what's the benefit to the Owner.
      - 1. Upon completion of Design Development
      - 2. At 50% Construction Documents
      - 3. Upon completion of Construction Documents.
    - ii. What safeguards do you utilize to prevent scope gaps between the bid packages?
  - b. Construction Processes:

- i. Please describe your construction and management approach and how Proposer manages the budget, schedule, quality and safety on a project.
      - ii. What are your biggest concerns about completing this project?
      - iii. Please provide a description of the project management software
      - iv. Based on your experience with similar projects, please share Proposer's initial thoughts on schedule for this project.
6. Section 4 - Insurance, Claims, & Safety (Pages 17-18)
  - a. Claims:
    - i. Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against the Proposer or its officers? If yes, please provide details.
    - ii. Please identify all judgments, claims, arbitration proceedings or suits pending against any of the submitting companies of your proposal.
  - b. Safety:
    - i. Please provide a report listing the number of recordable incidents and lost day incidents the Proposer has experienced over the past three years.
    - ii. Please list the Proposer's current experience modification rate ("EMR"), as well as the rate over the past three years.
  - c. Insurance:
    - i. Please list your liability insurance and bonding company name and coverage limits. Please confirm your current limits are in compliance with the City's insurance requirements listed below.
    - ii. Bonding:
      1. Provide documentation from your surety or bonding agent regarding the Proposer's bonding capacity. The selected Construction Manager as Constructor will be required to provide a payment and performance bond in the amount of the Guaranteed Maximum Price.
    - iii. Certificate of Insurance Requirements:
      1. Construction Manager as Constructor shall maintain the following minimum insurance: Commercial General Liability (Occurrence Form)
        - a. Each Occurrence \$1,000,000
        - b. Products/ Completed Operations Aggregate \$3,000,000
        - c. General Aggregate (other than Prod/ Comp Ops Liability) \$3,000,000
        - d. Personal & Advertising Injury Liability \$1,000,000
        - e. CMc to purchase and maintain general liability and other insurance as specified and to cause The City of Columbus, Indiana and Owner's Representative to be listed as Additional Insured with respect to such liability and other insurance purchased by CMc for Project.

- f. Contractor's Professional Errors & Omissions
    - i. CMc shall carry Contractor's Professional Errors and omissions with a limit of \$1,000,000
  - g. Automobile Liability
    - i. Combined Single Limit \$1,000,000
  - h. Workers Compensation and Employer's Liability
    - i. Workers Compensation State Statutory Limits
    - ii. Employer's Liability
    - iii. Bodily Injury by Accident \$500,000 Each Accident
    - iv. Bodily Injury by Disease \$500,000 Policy Limit
    - v. Bodily Injury by Disease\$ 500,000 Each Employee
  - i. Umbrella Liability: Each Occurrence and Aggregate \$4,000,000 CMc to purchase and maintain general liability and other insurance as specified and to cause The City of Columbus, Indiana and Owner's Representative to be listed as Additional Insured with respect to such liability and other insurance purchased by CMc for Project.
  - j. All coverages must be placed with an insurance company with an A.M. Best rating of A (Financial Size Category of VII or better).
7. Section 5 - Guaranteed maximum price (Pages 19-22)
- a. Fee: For the development of your proposed fee, please use an anticipated hard construction cost of \$12,000,000.
    - i. Provide your proposed fee percentage for construction phase services.
    - ii. Provide your proposed lump sum fee for pre-construction services.
  - b. General Conditions
    - i. Identify the anticipated monthly general conditions cost.
    - ii. Identify specific line items proposed to be included in the general conditions (cost of each is not required)
    - iii. Describe how you would staff this project, through the Pre-Construction Phase and Construction Phases. Be specific in the types and quantities of people with anticipated hours per person per phase.
  - c. Other:
    - i. How would the Proposer participate in cost savings? If any.
    - ii. Identify type and cost of any additional services proposed

## Selection Process

The evaluation committee, in consultation with the City’s independent advisors, will review responses and may invite shortlisted teams for an in-person interview. The interviews will last 45-60 minutes and will consist of an opportunity to present your proposal followed by a question and answer discussion. At the interview, the City expects to meet with the actual team assigned to the project, including the project manager. After the interviews, the evaluation committee will review all information received and forward a recommendation to the Redevelopment Commission for formal action.

The evaluation committee reserves the right to meet and confer with one another and advisors for the Project as part of its evaluation process. All offerors are restricted from contacting the Committee during the selection process. The selection process will be facilitated by Jason Larrison, Assistant Vice President, J.S. Held. All Questions and Clarifications should be directed in writing to Jason at [jlarrison@jsheld.com](mailto:jlarrison@jsheld.com).

The evaluation criteria for the project is as follows:

Evaluation Criteria	Maximum Points
General Experience and Qualifications	15
CMc Experience & Specific Experience of the Team	30
GMP and Construction Approach	20
Compliance with RFP	10
Fees	25
TOTAL	100

**Downloads**

Construction Documents:

<https://hitchcockdesigngroup-my.sharepoint.com/:f:/p/rroyer/EgK6i2mluH5PnTecSe4E8NgB8uqhk2OI9SXwN78z6TsLPA?e=vc59yY>