

The School District of Greenville County

Request for Proposal (RFP) No. 124-22-9-21

Construction Manager at Risk – Fee and Cost Structure

The Construction Manager's (CM) costs for this project shall be broken into six (6) categories:

1. Preconstruction Phase Services Fee (Lump Sum Fee)
2. General Conditions Fee – Lump sum fee for all general conditions costs as defined in this document for the defined duration of the project.
3. Trade or Subcontractor Costs – Costs for Trade work typically performed by subcontractors
These costs shall be determined through a competitive bidding process by the CM who is selected by the Owner to provide Preconstruction Phase Services. (To be determined during Pre-Construction Phase)
4. Construction Manager's Overhead, Profit, Bond and Insurance Fee (CM Fee) – Fixed percent fee to be added to General Conditions and Trade or Subcontractor costs to develop an overall GMP amount.
5. Construction Contingency (To be determined during Pre-Construction Phase)
6. Change Order Costs. (To be determined during Pre-Construction Phase)

See below for enumeration of these costs:

1. Preconstruction Phase Services Fee:

This fee shall include, but is not limited to all cost associated with office personnel labor and/or 3rd party professional fees (at CM's option) for:

- Estimating
- Subcontractor solicitation
- Scheduling
- Active participation in Construction Documents (CD) level design meetings
- Value engineering & constructability reviews
- Evaluation of design, material and method alternatives.
- Production and distribution of bid packages and all documents
- GMP preparation, presentation

Office costs including rent, supplies, technology, postage and advertising fees.
Associated vehicle mileage, fuel, rental fees.

** No invoicing of additional Pre-Construction Phase expenses shall be permitted unless prior written approval is given by the Project Manager. **

2. The General Conditions Fee shall include all costs for the following for the duration of the Construction Project:

- Project Management staff including project accounting whether stationed on-site or off-site.
- Superintendent Field Engineers, Assistant Superintendent, General Laborers, etc.
- Field quality control personnel or 3rd party consultants beyond those provided by the Owner and as deemed necessary by the CM.
- Building layout and surveying costs- includes engineers, surveyors, instruments, fees and supplies.
- Project estimating, scheduling, procurement, coordination etc. costs whether self-performed or performed by 3rd party.
- Project Clerical costs
- Any costs associated with vehicles for CMs Staff (mileage, rent, depreciation, fuel, tolls, maintenance, repairs, etc.).
- Mobilization costs
- Daily and Final jobsite cleaning costs including labor, equipment, supplies, trash recycling/removal (See clarification A below)
- All Safety measures including all OSHA requirements, safety training, fire extinguishers, first aid kits, safety signage, temporary railing and barricades, construction traffic control, etc.
- Temporary fencing and gates as shown on construction site layout plan. Include professional “No trespassing”, “Construction Entrance” and other fence mounted signage as may be required.
- Jobsite physical security measures (see clarification B below)
- Temporary office trailer(s) with fully functional heating and air conditioning, burglar alarm, secure Wi-Fi, lavatory with running water and meeting room to accommodate up to ten (10) persons.
- Office equipment and furnishings, office supplies, utilities, Wi-Fi equipment, drinking water & cups, meeting table and chairs, cleaning supplies, paper towels, toilet paper and any other items necessary to professionally administer the project on-site.
- All technology costs associated with the project including computers; monitors; printers; project management, scheduling, drawing coordination and other software costs; mobile and landline telephone, etc. CM to provide a min. 50” HD monitor in the office trailer connected to a computer to allow for easy group viewing of Project drawings, specifications, etc. during meetings.
- Costs associated with installation coordination drawings per specifications. The CM will not be required to create a Building Information Modelling (BIM model) for this purpose but may do so at their option with no additional cost to the Owner.
- Rental, purchase and repair costs associated with small tools used by the CM. All subcontractors shall be responsible for tools needed specific to their trade and shall include those costs in the subcontractor bids.
- Travel, food and living expenses, if any, for CM’s staff. (see clarification C below)
- Document printing and reproduction costs including associated delivery fees.
- Photography and all costs associated with regular Project progress documentation and reports as required by the specifications.
- Project signage including two (2) professionally fabricated 4’x 8’ full color project informational signs installed on treated wooden posts. Graphical digital file will be provided by others for CM’s use in production of signs. Sign will include Owner, Architect, CM and Project Information.

- Permitting, installation, removal, tap, connection, utility and fuel costs for temporary water, electrical, telephone, building and site lighting, heating and all other services required during the construction phase for the Project, temporary trailer(s), temporary storage structure(s) as required for the duration of the project through Substantial Completion (see Clarification D below)
- Temporary sanitation facilities (delivery, rental, cleaning and supplies including stocked toilet tissue and hand sanitizer dispensers) for all construction personnel.
- Temporary storage facilities as required for secure on-site storage of Construction Manager's construction materials and supplies. (see Clarification H below)
- Site pole mounted high resolution pan, tilt zoom camera positioned to allow an overall view of the building. Camera live stream with camera control capability will be made available to the Owner, Architect and Consultants for remote viewing of site.
- Temporary weather protection, heat and dewatering costs.
- Temporary protection except for protection of flooring and casework (see clarification H below)
- All administrative, demolition and trash removal costs associated with mock-up panels and samples as required by the specifications. Trade costs associated with installation of these panels and samples will be included with the competitive subcontractor bids.
- Labor, equipment and fuel costs associated with general material handling on the site. Generally this involves a skid steer with bucket and forks for most of the project duration, hand trucks, pallet jack, wheel barrows etc. All subcontractors shall be responsible for all equipment needs specific to their trade and shall include those costs in the competitive subcontractor bids.
- Street and drive cleaning as necessitated by Construction Manager's activities: All costs and potential fines associated with public-street cleaning as requested by Jurisdictional Authorities and cleaning of Roper Mountain Science Center Campus drives as requested by Owner.
- All costs associated with reporting required by Authorities having Jurisdiction, testing agencies etc. as well as monthly written Project Update to Owner with schedule update and photographs. (see Clarification E below).
- All costs associated with substantial completion, punch list generation, final completion and the correction of deficiencies & repairs during the 1 year warranty phase.

Clarifications associated with General Conditions Fee:

- A. All subcontractors shall be responsible for placing bulk waste material associated with their trade into the appropriate trash or recycle dumpsters provided by the CM. The CM shall include in the General Conditions Fee all costs associated with general daily cleanup, sweeping and vacuuming of the jobsite and professional final cleaning of the building per specification and site prior to project turn-over to the Owner as well as all costs associated with waste recycling/disposal (container rental, waste separation, recycling, hauling, landfill tipping and/or incineration fees). See specifications for construction waste disposal and recycling requirements.
- B. Typical physical security measures such as temporary doors, locks, gates, temporary fencing, warning signs, lighting, etc. shall be required and included in General Conditions Fee. When and if a security guard is needed on site and approved by the Owner, the guard service shall be requested of, and paid for by, Greenville County Schools. Guard Services should be rarely needed for a new building project and are not intended to be used in lieu of securing the building, materials or equipment that the CM brings to the site. The CM will need to provide at least 3 business days notice to the Owner when guard services are needed.

- C. If the Owner requests any of the CM staff travel to a site outside or Greenville County or the CM's, Architect, Owner's offices then travel reimbursement fees will be negotiated with Owner as an additional cost.
- D. All tap, use, connection, capacity and relocation fees as may be charged by public utility companies for permanent utility connections to the building shall be Owner costs. Owner may request that the CM pay these fees in which case they will be reimbursed by the Owner through the Change Order process.
- E. The CM will be required to cooperate fully with the vendors hired by Greenville County Schools. Greenville County Schools will contract directly with 3rd party vendors at Owner's cost for:
 - 1. Chapter 1 and 17 inspection and testing services
 - 2. CEPSCI inspections
 - 3. Periodic roofing and waterproofing inspections
 - 4. HVAC test and balance, and commissioning services
 - 5. Furniture purchase and installation
 - 6. Moving services
 - 7. Card access equipment installations
 - 8. Video Surveillance equipment installations
 - 9. Data and telephone equipment installations
 - 10. Registered Communications Distribution Designer (RCDD)
 - 10. Other service providers as deemed necessary by the Owner.
- F. CM's labor costs are to include all costs associated with the employment of the individuals working on the project and shall include but not be limited to direct payroll costs, payroll taxes, health insurance, incentives, meals, commissions, bonuses, paid vacation, personal, parental, family & sick leave, workman's compensation insurance, drug testing, training, vehicle allowances, payroll processing costs, etc.
- G. Contractor Parking will need to be within the Construction Fence unless approval is given by the GCS Project Manager for parking in existing site parking spaces or outside the approved fenced area at specific times.
- H. As the following items may be difficult to estimate at the present phase of design, these costs will not be considered part of the General Conditions Fee.
 - 1. The following costs should be included in the competitive bids provided by related subcontractors:
 - a. Public street closure costs if any as required by the work of that trade.
 - b. Scaffolding and/or lifts for masonry, exterior skin, window, mechanical trade and above ceiling installations
 - c. Temporary stone pad(s) for steel erection equipment, if needed.
 - d. Temporary cabinetry and countertop protection as required for type and quantity.
 - e. Temporary flooring protection as required for the selected flooring material(s).
 - f. All costs for storage trailers needed for subcontractors providing materials.

2. The following costs should be addressed as allowances. With amount of allowance suggested by the CM (unless \$ figure noted below) and approved by the Owner:
 - a. Crushed stone, ramps as required for equipment and personnel access to building and site.
 - b. Temporary protection/touch up painting of walls after Owner move-in.
 - c. Ceiling tile removal and replacement for un-renovated existing spaces where new systems components such as fire alarm cabling or HAC components are installed.
 - d. Builder's Risk Deductible (\$5,000)

The quoted General Conditions fee shall be fixed and shall not change unless there is a substantial change in Project scope or substantial delay of the Project at no fault of the CM.

3. Subcontractor/Trade Costs:

- Requests for bid (RFB) to subcontractors and suppliers shall be sent to at least 3 qualified firms for all trades to assure that at least 3 competitive quotes are received for each trade.
- The CM may provide a competitive self-performed quote for trade work if fully licensed, experienced and qualified to do so.
- The Owner shall be consulted concerning the list of firms who will receive RFBs.
- The Owner shall be provided with the subcontractors written quotations and a bid tabulation produced by the CM for each trade with quoted amounts over \$5,000. Owner shall have input regarding the selected subcontractor or supplier for each trade.

4. Construction Manager's Overhead, Profit, Bond and Insurance Fee (CM Fee):

CM Fee shall be quoted as a percent mark-up on total Cost of Work as defined by AIA A133-2019 (including General Conditions Fee). CM Fee percentage mark-up shall include.

- All Overhead and Profit as defined by AIA A133-2019
- Construction Manager's Performance and Payment bond for the Project.
- General Liability Insurance costs associated with the project.
- Business License Fees associated with this project only.
- All Contractor association fees, if any (AGC Fees as an example)

*Builder's Risk Insurance shall be purchased and maintained by the Owner. The Construction Manager shall carry an Allowance of \$5,000 to cover the policy deductible. This Allowance shall not be included in CM Fee or General Conditions Fee.

**Subcontractor Bonds shall be permitted for subcontract values in excess of \$200,000. The subcontractor bond cost shall be considered Cost of the Work and the bond cost for individual subcontractor providing bids shall be considered part of the subcontractors total bid and shall be considered in with the selection of subcontractors.

5. Construction Contingency Costs:

A two and one half percent (2.5%) Construction Contingency shall be included in the GMP for unanticipated costs of work (as defined by AIA A133-2019) and not defined as Design Contingency or Owner Contingency costs. This Contingency shall not be used for General Conditions related costs as outlined in the General Conditions Fee. This Construction Contingency amount shall be calculated below the Subcontractor or Trade costs total. Calculation of Contingency costs will not include additional General Conditions or CM Fee. The CM will manage this Construction Contingency and report on a monthly basis on the proposed use of the Contingency for Owner's approval.

The Owner shall carry a Design Contingency outside of the GMP for design related errors and omissions. The Owner shall carry an Owner Contingency, outside of the GMP, for unforeseen site conditions, regulatory agency requirements that could not have been reasonably anticipated by the design team or CM and for Owner requested changes in scope which may be assigned to the CM through the Change Order process.

6. Change Order Costs:

CM's change order mark-up shall be the same percentage as the CM Fee for change orders with positive value. Additional General Conditions Fee will not be permitted to be added to change orders unless the change order work will significantly increase the project duration or require significant additional supervision and/or project management. For deductive Change Orders, the CM shall credit the full quoted CM Fee. A General Conditions credit shall not be expected for deductive Change Orders unless the Change Order will significantly decrease the project duration or complexity. Subcontractor mark-up shall be limited to 10% for subcontractor general conditions and 5% for subcontractor profit only.

Savings:

100% of cost savings as calculated by the AIA contract shall be returned to the Owner. The Pre-construction Phase Services Fee, the Subcontractor/Trade costs and the General Conditions Fee as quoted and agreed to prior to establishment of the GMP, and as possibly modified by Owner approved Change Order, shall be considered fixed Costs of Work