

**Town of Bennington**  
**Old Benn High Re-Development Project**  
**Request for Proposals for**  
**Construction Management Services as Constructor**  
**June 6, 2022**

**Addendum #1 -- Changes Are Denoted Red**

**Project Overview**

The Town of Bennington (Town or Owner) intends to rehab and retrofit 30,000 square feet of space within the 100,000 sq. ft. former Bennington High School Building at 650 Main Street in Bennington, Vermont into a gymnasium, locker rooms, auditorium, senior center facility, offices for non-profits, commercial kitchen and dining room and offices for Meals on Wheels, workshops, and other municipal uses. A phased design and construction approach is anticipated where Phase I consists of the Senior Center area; Meals on Wheels Commercial Kitchen; Meals on Wheels Dining Area; public restrooms; and all supporting office areas for the Senior Center and Meals on Wheels. Phase I construction must be completed no later than June 30, 2023. Phase II consists of the remainder of the 30,000 sq. ft. to be re-developed by the Town. Shires Housing plans to develop approximately 40 senior, affordable, and/or market-rate multi-family housing units in the balance of the space in the building (approximately 70,000 sq. ft.). The Town and Shires Housing have separately engaged the services of Goldstone Architecture to perform feasibility, design, and construction administration services for their respective portions of the former Bennington High School redevelopment project.

The Town is seeking Construction Management Services for the project described above. The Construction Manager (CM) will become a member of the project team including the Owner, the Owner's Architect, Engineers, and other consultants. Preconstruction services are expected to commence immediately upon award of contract. In submitting proposals, please address all the items and include any relevant information regarding your firm and the proposal.

Once selected, the project manager will be asked to provide a project timeline and to help the team identify long lead-time items and critical paths. The CM will be authorized by the Owner to place orders and make purchases of long lead-time items as necessary and to coordinate with the design team to prioritize the design and production schedules and the materials and equipment selection to meet the construction deadlines.

The Town is looking for a CM firm experienced in comparable projects of similar size and complexity. Proposals will be evaluated based on experience, references, bonding capacity, proposed management team, organization and approach to the project, general conditions costs, schedule, and fees.

The budget for the project is to be determined, however, based on recent rough cost estimates obtained by the Town, \$4,000,000 has been budgeted for construction. The scope of the project and ultimately approval from the Town will determine the final scope of work from which the project budgets will be determined.

### **Project Team**

The Construction Manager (CM) will become a member of the project team including the Owner, Architect, and Engineers. The project team includes the following:

Owner:	Town of Bennington
Architect:	Goldstone Architecture
Civil Engineers:	MSK Engineering and Design
Structural Engineer:	TBD
Mechanical, Electrical, Plumbing Eng.	TBD

### **Financing**

Funding for Phase 1 of the project has been secured. Funding for the remainder of the project will consist of a combination of grants, donations, and municipal general fund expenditures.

### **CM Selection Schedule**

Thursday, May 26, 2022	RFP available
Monday June 6, 2022	RFP Addendum #1 Available
Friday, June 17, 2022	Proposals due by 3:00 PM
Week of June 20, 2022	Select Applicant Interviews – to be scheduled
Friday, June 24, 2022	Selection and Notification
Week of June 27, 2022	Sign CM Contract and Team Kick-off Meeting

### **CM Schedule**

The Construction Manager’s pre-construction services will begin in late June, consulting with the design team to aid with major decisions regarding building and mechanical systems. A full construction cost estimate is anticipated at the end of Design Development in early September 2022.

### **Project Timeline**

Construction Start:	December 2022
Construction Completion (Phase 1):	No later than June 30, 2023
Construction Completion (Phase 2):	December 2023 (anticipated)

The CM shall be prepared to discuss the timeline proposed, their ability to complete the project on time, and the impacts of the schedule on the cost of the project, if any.

## **CM Scope of Work**

### **Pre-Construction**

The selected firm will be expected to provide the following preconstruction and bid services:

1. Attend initial team meeting.
2. Review existing design documentation and provide written comments, observations and specific recommendations regarding construction cost, schedule, coordination, omissions and constructability. Meet to review findings and to plan for project moving forward.
3. Develop a timeline, in consultation with Owner and Architect, for completion of design and construction phases.
4. Attend a maximum of (4) additional in-person design team meetings to review progress, as well as conference call meetings as necessary.
5. Provide construction cost estimates and Value Engineering proposals to both the Owner and Architect as follows:
  - a. At completion of Schematic Design.
  - b. At Completion of Design Development drawings.
  - c. 60% completion of Construction Documents.
  - d. 90% completion of Construction Documents.
  - e. Final GMP.
6. Advise the Owner and Architect on construction methods, materials, and any trade coordination or permit related issues.
7. Offer Value Engineering suggestions and guidance at all stages of pre-construction.
8. Prepare bid packages in coordination with the Architect.
9. Identify and advise on long lead time material items.
10. Organize responsibilities and workflow/phasing/staging projections.
11. Solicit subcontract bidders; prepare bid requests; assess proposals in consultation with the Owner and Architect.

### **Construction Period General Services and Requirements**

The form of contract shall be the AIA Document A133 Standard Form of Agreement Between the Owner and Construction Manager as Constructor. The A133 contract shall be used following the bid period with an amendment with the Guaranteed Maximum Price. The General Conditions of the contract shall be the AIA A201 General Conditions of the Contract for Construction. These documents may be amended by the Owner prior to finalizing.

1. Award Subcontracts; execute and administer all required insurance and bond information.
2. The Construction Manager will provide 100% Payment and Performance Bonds in amounts

equal to the total value of the work. Confirm that firm is bondable up to \$5,000,000.

3. The Construction Manager must review subcontractors with the Design Team before finalizing sub-contracts.
4. A minimum of three (3) bids, if possible, will be required for all aspects of the work from qualified subcontractors. All subcontractors shall be subject to the acceptance of the Architect and Owner.
5. All conditions applicable to the Construction Manager shall apply to the subcontractors. Subcontractors shall not be required to provide bonds.
6. All bids shall be summarized by the CM for the Owner's review and input prior to the CM issuing letters of intent or subcontracts.
7. All work must be in accordance with federal, state, and local requirements and regulations.
8. 100% of any savings (remaining contingency) in the GMP at the time of final payment shall accrue to the Owner.

### **Proposal Submission Requirements**

Please provide response to the following items in a clear fashion and labeled as noted below:

#### **Contact Information**

- A. Company Name, Address, Phone & Fax Numbers, Contact Person & Associated E-mail Address.

#### **References, Proposed Team and Coordination**

- B. Provide experience and a minimum of three references from projects of similar size and type completed in the past five years.
- C. Provide your proposed construction management team including, but not necessarily limited to company principles, project manager, project engineer, estimator, superintendent, support staff, etc. Provide resumes, project experience and a minimum of three references from projects of similar size for each. The proposed team must be available if your firm is selected to interview.

#### **Fees**

- D. Confirm the total costs of preconstruction services as defined above or may be required to reach the final construction costs.
- E. Provide the proposed fee for the work intended and list all services, insurances, office expenses and management included in the fee.
- F. Provide a fee proposal for any and all General Condition costs listing all services, insurances, office expenses, management, field costs, general construction costs, etc. not included in the profit and overhead fee. Please qualify this proposal as it relates to project cost and duration.
- G. Confirm ability to bond the final contract values, your firm's bonding rate and provide a

- letter from your bonding company confirming your firm's bonding capability for this project.
- H. Confirm what estimating contingency percentage would be anticipated in the final GMP and what factors are considered in making this determination.
  - I. Confirm the fee percentage to be applied to additive and deductive change orders.
  - J. Provide a list of rental rates and hourly rates, including small tools, travel & vehicle expense for the following: Project Managers, Superintendent, Foreman, Carpenters, Laborers, and any other staff that may be involved in the project.

### **Company and General Information**

- K. List the names and contract amounts of construction projects presently under contract with your firm and anticipated to be under contract during the duration of this project. Note those that are bonded or have letters of credit and for what amounts.
- L. Explain your approach to value engineering during the design process especially as related to systems and materials choice. Include example(s) of VE from similar project(s).
- M. Describe your experience and approach to renovating existing buildings.
- N. Describe your approach to maintaining accurate record drawings project information and the preparation of Operating & Maintenance Manuals. If construction project management software or cloud service is provided, what method will you use? How will the cost of the PM management program be carried in the GMP?
- O. Describe your firm's approach to on-site safety and provide a current, written copy of your Experience Modification Rate signed by your insurer.
- P. Provide indication of the historical accuracy of your estimating and scheduling activities.
- Q. List all occasions where a claim may have been made under your bid, performance or payment bonds. List all instances in which your firm was party to a lawsuit out of a construction contract.

### **General Information and Construction Management Proposal Submission**

The **DEADLINE** for the proposal is **Friday, June 17, 2022, by 3 PM**. Please provide five (5) copies of the proposal. Proposals shall not exceed 20 pages in length. Proposals (five copies) must be submitted in a sealed envelope in print format either via mail, delivery service, or dropped off in person at the Town Office:

Town of Bennington  
Attn: Paul T. Dansereau, Director of Facilities  
205 South Street  
Bennington, Vermont 05201

Please direct all questions via e-mail to Paul Dansereau, Town of Bennington Director of Facilities, at [pdansereau@benningtonvt.org](mailto:pdansereau@benningtonvt.org)

All questions must be asked prior to end of business on **June 9, 2022**.

1. The development team assumes no responsibility or liability for any cost incurred by

applicants in responding to this RFP.

2. The development team reserves the right to reject, in whole, or in part, any proposal for any reason.
3. Candidates will be evaluated on the following categories:
  - a. All fees requested above including, but not limited to, O&P, general conditions, preconstruction services, bonding costs and change order mark-up.
  - b. Proposed project team.
  - c. Bonding capability.
  - d. References.
  - e. General information.
  - f. Interview.

Marketing materials may be added as a supplement to the submission requirements but must be at the end of the submission.

**Attached Documentation**

1. Preliminary cost estimate from Apex Consulting including preliminary proposed uses for the 30,000 sq. ft. to be re-developed by the Town (other sections of the building are depicted as envisioned by a previous re-development proposal).

**END OF Addendum 1 to RFP**