



**KC WATER**  
**FACILITIES & PLANTS ENGINEERING**

Date: September 9, 2022

To: Wes Minder, P.E., Director  
Jeff Martin, P.E., Chief Engineering Officer

From: Delia Heffernan, Project Manager, Facilities & Plants Engineering

Subject: Water Services Department Laboratory Remodel and Building Upgrades  
Contract Manager at Risk Bid Recommendation

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**1. PROJECT NUMBER(S):** 80002229

**2. CONTRACT NUMBER:** 9737

**3. PROJECT DESCRIPTION:**

The Project is to remodel, renovate, and expand the existing Water Services Department Laboratory to improve ongoing operations and maximize laboratory quality, efficiency and productivity, and provide a safe working environment for staff members.

**4. SCOPE OF SERVICES:**

The City seeks to hire a Construction Manager at Risk (“CMAR”) experienced in preconstruction and constructability review; estimating; planning; scheduling; procurement; relocation of underground utilities; construction of buildings; construction of parking lots and walkways; and landscaping. The CMAR contract will comprise of two distinct phases unless the City and CMAR agree to break the project into multiple Guaranteed Maximum Prices (“GMP’s”). During Phase 1 (Pre-construction Professional Agreement), the CMAR will collaborate with the City and the Design Professionals to complete the design of the project up to a point at which the plans and specifications for the project are suitable and ready to bid. Based on these plans and specifications, the CMAR may solicit prices from prospective subcontractors via public bidding process in order to accurately price the construction work for the project. The CMAR shall then negotiate with the City a mutually agreed GMP for the CMAR to construct the project. If the GMP is mutually agreed to and if the City opts to proceed with construction by the CMAR, then the included construction contract will be executed.

**5. BIDS RECEIVED:**

- a. JE Dunn Construction Company
- b. Turner Construction
- c. The Whiting-Turner Contracting Company

**6. TECHNICAL APPROACH SELECTION COMMITTEE:**

- a. Committee Meeting Date: August 16, 2022
- b. Selection Type: City Wide

- c. Selection Committee Members:
- (1) Mario Vasquez, Assistant City Manager
  - (2) Wes Minder, P.E., Director Water Services
  - (3) Jeff Martin, P.E., Chief Engineering Officer Water Services
  - (4) Aurora Shields, Utility Officer Water Services
  - (5) Blake Anderson, P.E., Facilities & Plants Engineering Division Head Water Services
- d. Selection Committee Method: Scoring for Technical Approach Proposal Only
- e. Scoring:
- TA PART I PRIOR EXPERIENCE – 40 points
- TA PART II ORGANIZATION & KEY PERSONNEL – 25 points
- TA PART III PROJECT UNDERSTANDING & APPROACH – 20 points
- TA PART IV PROJECT CONTROLS PLAN – 10 points
- TA PART V PROJECT SAFETY & HEALTH – 5 points
- City normalized Technical Approach scores by taking the highest Technical Approach sum of points, subtract from 100, and add that amount to all scores such that the maximum total points in the Technical Approach Section is 100.

## 7. PRICE SUBMITTALS:

- a. Public Bid Opening Date: August 23, 2022
- b. Price Score:
  - (1) Maximum price score is 50
  - (2) Estimated GMP (EGMP): \$15,000,000.00
  - (3) Construction Services General Contractor Fee: GCF (in dollars)
  - (4) Pre-construction Services Fee: CMF (in dollars)
  - (5) Evaluation Price = (EGMP × GCF) + CMF
  - (6) Price Submittal Score Calculation:  

$$50 - [((\text{Evaluation Price} \div \text{Lowest Evaluation Price}) - 1) \times 50]$$

## 8. TOTAL SCORES:

	JE DUNN	TURNER	WHITING-TURNER
<b><u>TECHNICAL SCORES (100 POINTS MAX):</u></b>	<b>90</b>	<b>79</b>	<b>100</b>
<b><u>PRICE SCORES (50 POINTS MAX):</u></b>	<b>41</b>	<b>50</b>	<b>34</b>
<b><u>TOTAL (150 POINTS MAX):</u></b>	<b>131</b>	<b>129</b>	<b>134</b>

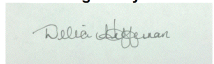
## 9. MBE/WBE PARTICIPATION:

- 14% MBE  
14% WBE

## 10. SOURCE OF FUNDS: TBD

**RECOMMENDATIONS:**

It is recommended to award Project No. 80002229: Water Services Department Laboratory Remodel and Building Renovations Contract Manager at Risk to Whiting-Turner Construction Company based on the greatest sum of the scores from the Selection Committee Technical Approach recommendation and Price Submittals.

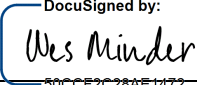
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Bl Initial \_\_\_\_\_ Date

Blake Anderson, P.E.  
Facilities & Plants Engineering Division Head

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Approved: \_\_\_\_\_  
Jeff Martin, P.E., Chief Engineering Officer Date  
Water Services Department

DocuSigned by:  
  
Approved: \_\_\_\_\_  
Wes Minder, P.E., Director Date  
Water Services Department

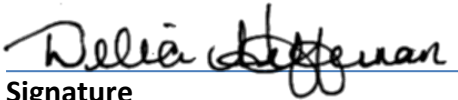

cc: Leona Walton, Contract Administrator  
Delia Heffernan, Project Manager  
Contract File #9737



# ENGINEERING AND SMART SEWER QA/QC FORM & CHECKLIST FOR DOCUMENT SUBMITTAL

Project Name: Water Services Department Laboratory Remodel and Building Renovations CMAR	Document Type: Bid Recommendation Memo
Project Number: 80002229	Contract Number: 9737
Project Manager: Delia Heffernan	Ordinance Number (If Applicable) :

The Engineering Leadership Team will establish the Quality Assessors based on the type of deliverable. The Project Manager shall submit their request through e-Builder to their Supervisor for assignment of the Quality Assessors. Supervisors shall consult with their respective Officer for assignments. QA/QC Form & Checklist will be routed for review utilizing DocuSign.

Level 1 Review With Checklist	Quality Assessor 1 Deadline: 9/8/2022
<b>Project Manager:</b> <i>I have prepared this document for review. I attest to the quality of the content, accuracy of the content and grammatical work contained herein.</i>   Signature _____ Date <u>09/08/2022</u>	<b>Quality Assessor:</b> <i>I have reviewed this document, indicated my comments and initialed the Checklist</i>   Signature _____ Date <u>09/08/2022</u>

Level 2 Review With Checklist	Quality Assessor 2 Deadline: 9/9/2022
<b>Project Manager:</b> <i>I have reviewed the Level 1 version of this document. All indicated comments and edits have been incorporated or resolved to my satisfaction. I have completed the attached Checklist.</i>  _____ Signature _____ Date _____	<b>Quality Assessor:</b> <i>I have reviewed this document, indicated my comments and initialed the Checklist.</i>  _____ Signature _____ Date _____

Level 3 Review - Final
<b>Project Manager:</b> <i>I have completed each of the review steps and initialed the Checklist. I have prepared this document for final approval and routing. I attest to the quality of the content, accuracy of the content and grammatical work contained herein.</i>  _____ Signature _____ Date _____

**\*QA/QC Form & Checklist must be transmitted with all documents routed for approval. \***



# Engineering and Smart Sewer QA/QC CHECKLIST

REFER TO SIGNATURE MATRIX FOR ROUTING OF DOCUMENTS.

QA/QC FORM & CHECKLIST MUST BE TRANSMITTED WITH ALL DOCUMENTS.

	PM Initials	QA 1 Initials	QA 2 Initials
Is the information presented in a logical order?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the document presented in consistent tense?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the document written in third person?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is proper grammar used?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is proper paragraph and sentence structure used?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is punctuation properly and consistently applied?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are abbreviations/acronyms properly defined and consistently used?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has the content been proofread for typographical/spelling errors?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Would the content make sense to a person unfamiliar with this project/work?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has the reader's perspective been considered?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has all supporting documentation/information been attached to the transmittal in the DMS (e-Builder or ACONX)?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the correct version of the memo/form being utilized (correct: letterhead and signature lines)?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has all math been verified as correct?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are the project and contract numbers correct?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are the funding strings correct?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are the descriptions, justifications and reasons accurate and defensible?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are the details and information for the ordinance and authorization correct?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
For change orders: Are the authorized/spent/remaining funds correct?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>