



## BoardDocs Cover Page

(Due to final Cabinet-level approval on Monday at noon, 2+ weeks prior to BOE meeting date)

Meeting Date:	October 30, 2019	
Agenda Session: (Category)	<input checked="" type="checkbox"/> Work Session (Bids, former F&F items, etc.) <input type="checkbox"/> Closed <input type="checkbox"/> Regular, Preliminary Items (System Recognitions)	<input type="checkbox"/> Regular, Action/Consent <input type="checkbox"/> Board Items <input type="checkbox"/> Public Hearing
Title (Subject):	RFP 19A4, Request for Letters of Interest Oakdale Middle School Addition	
Access:	<input type="checkbox"/> Private <input checked="" type="checkbox"/> Public	
Type:	<input type="checkbox"/> Business Item <input type="checkbox"/> Policy Item <input type="checkbox"/> Strategic Plan Item <input type="checkbox"/> System Recognition <input checked="" type="checkbox"/> Action (e.g., bids, action/consent items) <input type="checkbox"/> Consent (e.g., staffing, policies, grants over \$25k)	<input type="checkbox"/> Information (e.g., grants under \$25k) <input type="checkbox"/> Discussion <input type="checkbox"/> Minutes <input type="checkbox"/> Report <input type="checkbox"/> Special Agenda Type <input type="checkbox"/> Procedure
Aspirational Goals: (May select multiple)	<input type="checkbox"/> 1-Student Achievement <input type="checkbox"/> 2-Effective and Engaged Staff <input checked="" type="checkbox"/> 3-Resource Allocation	<input type="checkbox"/> 4-Family and Community Involvement <input type="checkbox"/> 5-Health and Safety
Recommended Action:	Board approval of RFP 19A4, Request for Letters of Interest Oakdale Middle School Addition	
Backup Documents:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If yes, how many? <u>1</u> Submitted: <input checked="" type="checkbox"/> Herewith <input type="checkbox"/> Later <input type="checkbox"/> Both Is one a PowerPoint (PPT): <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Comment: _____	
<b>Immediately following receipt of an email confirmation that this item has been approved by the Superintendent, the person posting this item to BoardDocs is responsible for emailing the approved PPT to <a href="mailto:jeremy.eccard@fcps.org">jeremy.eccard@fcps.org</a> and <a href="mailto:kelly.gordon@fcps.org">kelly.gordon@fcps.org</a>.</b>		

**PURPOSE OF PRESENTATION:** Staff has reviewed the attached contract and recommends approval by the Board of Education of Frederick County.

**BACKGROUND/SUMMARY:** The intent of this solicitation is to establish a contract with a Design-Build team for the building addition at Oakdale Middle School (OMS). Oakdale Middle opened in 2002 with a state rated capacity (SRC) of 600 students and core facilities designed to support future capacity of 900 students. The planned addition will be approximately 22,000 gross square feet and include new classrooms and related programmable space and increase the SRC to 1073 students. The project is scheduled to be completed and available for students in the Fall of 2021.

**PRESENTER(S) & TITLE(S):**

Kim Miskell, CSBO, Assistant Purchasing Manager  
 Adnan Mamoon, Director of Capital Programs, Capital Programs Department

**SUBMITTED BY:**

Kerrie Koopman CPPB, CPPO, Purchasing Manager  
 Leslie R. Pellegrino, Chief Financial Officer

**RFP 19A4**  
**REQUEST FOR LETTERS OF INTEREST FOR DESIGN BUILD OF OAKDALE MIDDLE SCHOOL ADDITION**

**FACT SHEET**

- A. **Overview:** The intent of this solicitation is to establish a contract with a Design-Build team for the building addition at Oakdale Middle School (OMS). Letters of Interest were opened on June 3, 2019.

1. **RFP participation:**

142 proposals downloaded  
20 companies submitted proposals

2. **Proposals were received from:**

Callas Contractors, Inc. (Hagerstown, MD)  
Centennial Contractors Enterprises, Inc. (Rockville, MD)  
Coakley & Williams Construction (Bethesda, MD)  
Consigli Construction Co., Inc. (Washington, DC)  
Cooper Building Services, LLC (Frederick, MD)  
Dustin Construction (Ijamsville, MD)  
Forrester Construction (Rockville, MD)  
Henley Construction Co., Inc. (Gaithersburg, MD)  
HESS Construction + Engineering Services, Inc. (Gaithersburg, MD)  
**Keller Construction Management, a Division of Keller Brothers, Inc. (Mt. Airy, MD)**  
MCN Build, Inc. (Baltimore, MD)  
Morgan-Keller Construction, Inc. (Frederick, MD)  
North Point Builders of Maryland, LLC (Baltimore, MD)  
Oak Contracting, LLC (Towson, MD)  
Plano-Coudon, LLC (Baltimore, MD)  
Quandel Construction Group, Inc. (Harrisburg, MD)  
Scheibel Construction (Huntingtown, MD)  
Wagman Construction, Inc. (York, PA)  
Warner Construction, a Division of R.W. Warner, Inc. (Frederick, MD)  
Waynesboro Construction Co., Inc. (Frederick, MD)

3. **Other Facts:**

- Oakdale Middle opened in 2002 with a state rated capacity (SRC) of 600 students and core facilities designed to support future capacity of 900 students. The planned addition will be approximately 22,000 gross square feet and include new classrooms and related programmable space and increase the SRC to 1073 students.
- The project is scheduled to be completed and available for students in the Fall of 2021.
- Staff members from different departments reviewed and scored the letters of interest. Firms scoring a total of 70 points or higher were invited to submit full technical and fee proposals. A team of six staff members reviewed the technical proposals and interviewed each of the candidate firms. Fee proposals were opened for firms scoring a total of 65 point or higher. Selection is based on the total score of each vendor's technical and cost proposal.
- The contract will be administered by Adnan Mamoon, Director of Capital Programs, Capital Programs Department.

4. **Source of Funding:** FY20 Approved Capital Improvement Projects Budget.

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- B. **Recommendation:** Staff recommends that RFP 19A4, Request for Letters of Interest Oakdale Middle School Addition, be awarded to Keller Construction Management (Mt. Airy, MD), at a cost not to exceed \$1,399,133.
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C. **Action taken by the Board (Purchasing use only):**

<u>AB</u> Approved	<u>      </u> Denied	<u>      </u> Deferred	<u>      </u> Other	KM/ab
<u>10.30.19</u> Date	<u>      </u> Date	<u>      </u> Date	<u>      </u> Date	BOE Meeting: 10.30.19

**RFP 19A4, REQUEST FOR LETTERS OF INTEREST FOR DESIGN BUILD OF OAKDALE MIDDLE SCHOOL ADDITION  
SCORING SUMMARY**

<b>FIRM</b>	Total <b>Technical</b> Points (80 Max)	Total <b>Fee</b> Points (20 Max)	Final Overall Score
<b>Keller Construction Management</b>	<b>75.50</b>	<b>20.00</b>	<b>95.50</b>
MCN Build, Inc.	72.97	19.36	92.33
Forrester Construction	67.57	18.44	86.01
Coakley & Williams Construction	67.93	12.99	80.92
HESS Construction + Engineering Services, Inc.	63.42		
Oak Contracting, LLC	Withdrew from consideration		
Scheibel Construction	Withdrew from consideration		

October 2, 2019

Ms. Kimberly Miskell, Assistant Purchasing Manager  
Frederick County Public Schools  
Purchasing Department  
191 South East Street  
Frederick, MD 21701

RE: Solicitation for Proposals to RFP # 19A4, Design-Build an Addition to the Oakdale Middle School

Dear Ms. Miskell:

We are pleased to provide Frederick County Public Schools with the Keller Design-Build Team's Cost Proposal for the Oakdale Middle School Addition project.

Keller has an especially high level interest in this project due to its unique delivery method, and even more so because we desire to work with FCPS and grow our relationship. Keller is located in Frederick County and we see this project as an exceptional opportunity to work FCPS and demonstrate our full range of skills and services that has been key to our success in the K-12 schools industry.

In support of this, we want to highlight to FCPS that we are being intentionally competitive with our preconstruction costs and design-build fee. We are confident in our ability to provide our services to FCPS within our proposed numbers. We evaluated the Oakdale MS project comprehensively and we see this as an investment and our team members have a distinct understanding of the value of our preconstruction services. We have worked with our A/E Team partners previously under a design-build delivery and they endorse the benefits of working with Keller and our ability to provide leadership to our clients and project teams.

Please note, our Bid Bond is included in our Technical Proposal Submission - Part 1.  
Under Section E – Forms section of the proposal,

We acknowledge receipt of Addendum Number 1 dated, September 17, 2019, Addendum Number 2 dated September 18, 2019, Addendum Number 3 dated September 25, 2019, Addendum Number 4 dated September 26, 2019, and Addendum Number 5 dated September 27, 2019.

We look forward to the opportunity to work with Frederick County Public Schools on the Oakdale Middle School Addition project. Please feel free to contact me should you have any questions or require additional information. I can be reached by telephone at 301.607.8575 or by email at [pkeller@kellercm.com](mailto:pkeller@kellercm.com). Thank you for your consideration.

Sincerely,



Phillip D. Keller, Jr.  
President



Frederick County Public Schools

# Table Of Contents

Solicitation for Proposals to  
RFP #19A4  
Design-Build an Addition to the Oakdale Middle School

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## Section A Offeror's Proposal Form—Attachment E







Frederick County Public Schools



## Section A Offeror's Proposal Form—Attachment E



## Attachment E – Offeror's Proposal Form

The Offeror acknowledges and understands that the Fixed Preconstruction Fee, Fixed Design Fee, Fixed Design/Build Fee, and Not to exceed General Conditions Cost (bid maximum value and submit backup in monthly pay applications up to the bid value) as detailed in the Request for Proposal (including all supplemental documentation provided in the first step of the selection process) and assume no material alteration of the terms of the Bid Documents.

## OFFEROR'S PROPOSAL FORM:

The Offeror's Cost Proposal is as follows:

A. Fixed Preconstruction Services is:	\$ 10,000
B. Design Services Cost is:	\$ 491,850
C. Fixed Design/Build Fee:	\$ 300,000
D. Not-to-exceed General Conditions Cost is:	\$ 597,283
Total Cost Proposal	\$ 1,399,133

The Offeror acknowledges and understands that the Preconstruction Fee, Design Services and Fee and the Design/Build Fee are firm, fixed prices and will not be subject to further adjustment once agreed upon in the agreement.

The Offeror acknowledges and understands that the not-to-exceed General Conditions Bid will not be exceeded and backup will be required for monthly invoices against the cost.

A. Total Fixed Preconstruction Fee is:	\$ 10,000
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B. Design Services Cost is: \$ 491,850

Provide breakdown costs for the following items:

Pre Design Services \$ 9,350

Schematic Design \$ 65,500

Design Development \$ 110,950

Construction/Permit Documents \$ 207,350

Construction Administration \$ 98,700

C. Fixed Design/Build Fee is: \$ 300,000

D. General Conditions not-to-exceed Cost is: \$ 597,283  
(includes ALL items listed below)

1. The Offeror acknowledges and understands that the General Conditions not-to-exceed cost will be incorporated into the contract and that the Offeror will not be permitted to exceed the General Conditions cost.
2. Offeror will be expected to include all items below, at a minimum, within the Division 1 - General Condition's line item of their not-to-exceed General Conditions Cost.
3. A separate line item for General Requirements will NOT be accepted.
4. FCPS will not accept charging any of the General Condition items line items in CSI Division 2 through 33 unless there is an equal reduction to the Offeror's initial estimate of these General Conditions.
5. The Design-Builders not-to-exceed Cost of General Conditions includes all scope items as detailed below:



- a. **All Construction Document Production and Reproduction including:** printing, copying, mailings (postage, handling and delivery), electronic document reproduction and preparation, professional photography and presentations, audio visual of training and demonstrations, etc.
- b. **All Project Utilities During Construction including:** temporary power via a generator, temporary onsite hardwired network data communication services (internet, cable tv, phone, etc.), etc. Temporary power monthly costs shall be an allowance established in the Form of Proposal.
- c. **All Project Temporary Facilities including:** temporary or field trailer (rental, setup, tear down, relocation, etc.), utility connections during construction, furniture, office supplies, temporary toilets and sanitation, temporary fencing, temporary access roads, temporary project signage, temporary heat, temporary water, temporary weather protection, etc.
- d. **All Project Construction General Expenses including:** project equipment rental, project signage, miscellaneous expenses, pest control, first aid facilities and extinguishers, safety measures (handrails, floor opening covers, supplies, drinking water, etc.), barricades, tools, equipment and materials to support labor, repair or restoration to damaged sidewalks, parking lots, etc. as a part of the laydown, and temporary spaces being provided by the Owner, etc.
- e. **All Project General Clean-up including:** general clean-up, temporary labor, dumpsters, etc.
- f. **All Final Project Professional Cleaning.**
- g. **All Third-Party Consultants required to perform your scope of services including:** project management software licenses, fees and training, constructability reviews, site and building surveys, utility location services, seismic monitoring, project security, project safety, project scheduling, etc.
- h. **All project field and office personnel required to perform these services including:** labor, fringe benefits, payroll taxes and insurance, travel, living and relocation expenses, vehicle or vehicle/mileage reimbursement, etc.
- i. **Note: It will not be acceptable to have trade contractors include cost for composite cleanup crews managed by the Offeror.**
- j. **Bonds and Insurance are included in the General Conditions not-to-exceed Cost.** Provide the following breakdown, but include in the value listed above:
 

• Payment and Performance Bond, <u>1.00</u> %, \$ <u>78,000</u>	
• Builders Risk Insurance	\$ <u>5,825</u>
• General Liability Insurance	\$ <u>35,000</u>
• Other: <u>N/A</u>	\$ <u>N/A</u>

Provide estimated monthly electric utility costs required to support construction, but do not include in General Conditions Costs. FCPS will provide an allowance for monthly electric utility bills. Sanitary Sewer or associated toilet services (including potable water from trucks) are excluded from this line item and must be included in the General Conditions Not to Exceed costs above.

\$ 800.00

Complete the following form based on key personnel and their commitment to the project.

Name	Title	Percent Dedicated to this Project			
		Design	GMP Development	Construction	Closeout
David Tremblay	Project Executive	25%	25%	10%	5%
Stephen Sherman	Project Manager	20%	25%	35%	35%
Chris Newbrough	Superintendent	5%	5%	100%	100%
Daniel Lapp	Cost Estimator	10%	35%	5%	0%
Cameron Irons	Asst. Project Manager	20%	25%	35%	45%
Ran Ilkovitch	Arch. Principal in Charge	15%	10%	5%	5%
Stephen Forth	Arch. Project Manager	100%	20%	20%	30%
Krystal McGee	Learning Environments Planner	10%	0%	2%	2%
Shawn Benjaminson	Principal, Civil	5%	1%	1%	1%
Jason Fritz	Civil Team Leader	10%	1%	2%	1%

Provide any comments on Attachment D – Sample Contract at the end of this section. If no comments, include statement saying that Offeror has no comments on the Sample Contract.

**Keller Construction Management, a Division of Keller Brothers, Inc. has no comments on the Sample Contract.**

Provide estimated monthly electric utility costs required to support construction, but do not include in General Conditions Costs. FCPS will provide an allowance for monthly electric utility bills. Sanitary Sewer or associated toilet services (including potable water from trucks) are excluded from this line item and must be included in the General Conditions Not to Exceed costs above.

\$ 800.00

Complete the following form based on key personnel and their commitment to the project.

Name	Title	Percent Dedicated to this Project			
		Design	GMP Development	Construction	Closeout
Jim Barto	Project Manager, Civil	20%	2%	5%	2%
Dan Hartlaub	Project Manager - Mechanical	15%	5%	10%	1%
Greg Drenning	Project Manager - Electrical	15%	5%	10%	1%
Eric Erbeling	Project Engineer - Mechanical	25%	0%	20%	1%
Sergio Esquivel	Project Engineer - Electrical	25%	0%	20%	1%
Justin Domire	Principal, Structural	10%	5%	5%	1%
Jennifer Rouchard	Project Manager, Structural	20%	5%	10%	1%
Micahel Bologna	Project Engineer, Structural	40%	0%	20%	1%
Michael J. Goss	QC Manager	10%	0%	0%	0%

Provide any comments on Attachment D – Sample Contract at the end of this section. If no comments, include statement saying that Offeror has no comments on the Sample Contract.

**Keller Construction Management, a Division of Keller Brothers, Inc. has no comments on the Sample Contract.**