



Hart County Board of Commissioners  
800 Chandler Street  
Hartwell GA, 30643

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## **REQUEST FOR PROPOSALS:**

### **CONSTRUCTION MANAGER AS CONSTRUCTOR FOR CONSTRUCTION of HART COUNTY JAIL**

**DATE:** March 9, 2021  
**PROJECT NAME:** Hart County Jail Construction  
**PROJECT LOCATION:** Transfer Station Road, Hartwell, GA 30643

#### **Introduction:**

The Board of Commissioners of Hart County Georgia (“County” or “Owner”) is seeking a Construction Manager at Risk as Constructor (“Construction Manager”) as allowed under Georgia Code 36-91-2 for the construction of a jail for Hart County.

#### **Project Description:**

Hart County is accepting proposals for a Construction Manager firm to assist with design phase services and to provide complete construction phase services for the construction of a 140 -200 bed jail facility.

The Construction Manager will provide expertise in bringing a comprehensive, collaborative plan to the Commissioners to outline the design and costs of the jail. The schematic design must include understanding, defining, and resolving the current and future needs of the jail and must present a cost summary of the base project along with alternate options for cost control.

A single floor new facility will house treatment rooms, offices, Kitchen facilities, rooms for inmate and family/attorney meetings, Bond hearings, trustee housing, and book-in area with holding cells and prefabricated modular jail cells and monitoring areas for the jail staff.

Each proposal must include a schematic-design-level document (“Schematic Design Proposal”) and a cost summary to design and construct a new facility meeting the expressed needs.

Design and preconstruction phase services are expected to begin by June 1, 2021. Construction of the new building is expected to begin in late-2021. Project completion date is anticipated to be fourth quarter of 2023. The Construction Manager will be responsible for the overall delivery of the project.

After evaluating the Schematic Design Proposals, the County may consider advancing into subsequent or additional design options. The County reserves the right, at its sole discretion, to continue with the selected Construction Manager or to select another Construction Manager for subsequent design options.

### **Scope of Work:**

**SCHEMATIC DESIGN PROPOSAL:** The Schematic Design Proposal shall include a brief written description as to how the Construction Manager plans to:

- 1. Develop a program based on information herein and the mandatory project site visit.** With the County Administrator, Sheriff, Jail Administrator, and others involved in the project locally. The schematic design program should be based on information within this RFP and the project site visit on April 14, 2021. Experience with past similar projects should be noted in your response.
- 2. Identify building size required to meet service needs.** Develop a schematic design that satisfies the requirements for a 140 bed, expandable to 200 bed facility as outlined in this RFP and from information gathered during April 14, 2021 site and information gathering meeting and identify all the resulting square footage required including all circulation and auxiliary space needs (*i.e.* mechanical spaces).
- 3. Develop site options by understanding the specific constraints if any of the site.** Based on the building space program, develop the site needs including parking, topographical requirements, underground utilities, and other specifications unique to this site.

**4. Identify possible site location options and recommendations.** The County believes the best location for the jail is located on existing County property. However, each proposer must analyze the entire site and identify and explain whether better long-term or less expensive site options should be considered.

**5. Identify the total project costs and describe your method of controlling costs throughout design and construction.** From the information developed, provide estimated total project costs for developing the site and proposed building. Also, provide options for building design, cost comparisons, and options or alternates to be considered, including potentially different jail cell types.

**6. Develop a well-organized report booklet and electronic presentation.** Submit a high quality and well-organized report book that captures all the work of the study. Proposers may also submit an electronic presentation that summarizes and compliments the report book, if desired.

**Additional Proposal Requirements:** All Proposals must contain:

### **1. Project Experience**

- a. Description of a minimum of two (2) relevant jail projects most similar to this project and scope of work.
- b. Include related images, descriptions, cost estimates vs. final cost information and project information.

### **2. Firm Information**

- a. A brief description of the firm's history, ownership, and organizational structure.
- b. Facilities Information, including office location and contact information.
- c. Name of person authorized to execute agreements on the firm's behalf for this project.
- d. References – Contact information for a minimum of three (3) clients for whom the firm has performed similar work; include the necessary contact information for the client/person.

### **3. Team**

- a. List of proposed personnel for this project and their assigned role on the project.
- b. Attach key personnel resumes and similar project experience.
- c. Clearly identify your proposed Project Manager (for both design and construction phases) who would serve as the Project's main-point of contact for the duration of the project.
- d. Identify any consulting firms to be a part of the design team on this project and describe their successful collaboration with your firm.
- e. Identify with particularity all architectural firms your firm has collaborated with successfully on similar projects.

**4. Scope of Services** – Explain your process, scope of services, and project deliverables for the entire project, along with a timeframe for each deliverable item. This should be based on the

Scope of Work described above. Feel free to propose a different process that may provide a better outcome for the project. If so, explain the benefits.

**5. Construction Management Fees** – Include a detailed list of fees to complete the entire project through construction administration, including as-built drawings.

**6. Contracts** – A copy of the standard agreement used by the firm for projects of this nature.

**7. Insurance and Bonding** – Detailed description of the limits of insurance coverage the proposer maintains relevant to the project, and evidence of the ability to procure payment and performance bonds in an amount not less than the estimated construction costs.

**8. Guaranteed Maximum Price** – Describe how your firm will establish a guaranteed maximum price if awarded the construction management contract for the project.

**9. General Information:**

a. Conflict of Interest – Disclose any potential conflicts of interest that the firm may have in performing the requested services for the project.

b. Statement of assurance that the firm is not currently in violation of any regulatory rules or regulations or the subject of litigation that may have an impact on the firm’s operations.

c. Any other information that may help the County evaluate the proposal.

**Proposed Tentative Selection Timeline:**

The County will select the Construction Manager following its proposal review and an interview process. The proposed tentative schedule for the proposal review, notification, and interview is as follows:

Mandatory site visit	April 14, 2021
Proposals deadline	May 20, 2021
Review proposals, rank finalists, and interview	June 22, 2021
Select Construction Manager	July 13, 2021
Contract preparation and review	July 27, 2021
Contract approved by County	August 24, 2021
Design/Construction initial team meeting	September 28, 2021
Anticipated beginning of construction	December 2021

### **Evaluation Criteria:**

Final Proposal evaluation and Construction Manager selection may be based on, but not limited to, any or all of the following:

1. Proven qualifications and project experience in conducting similar public projects.
2. Demonstrated track record of working with County Commissioners and stakeholder groups.
3. Ability of proposer to provide quality and timely products and services.
4. Quality of information presented in the proposal.
5. Client references.
6. The proposer's fee proposal for the project.
7. Other factors determined to be in the best interests of the County. (O.C.G.A. 36-91-20(b)(7), 36-91-22(d))

The Hart County Board of Commissioners reserves the right to reject any and all proposals, to call for new proposals, to waive any irregularities in the proposals if deemed to be in the best interest of the County, negotiate changes in the scope of work or services provided or portions thereof, and to select the proposal that is considered to be most advantageous to the County. The lowest fee may not necessarily be the most acceptable for the project; the Commissioners shall base its award criteria upon multiple factors, not solely upon cost factors.

O.C.G.A. 36-91-20(c)(2)

The County will review each firm's submittal and rank each firm to determine the top candidates. Firms will be interviewed as deemed necessary to determine the successful construction management firm.

O.C.G.A. 36-91-20(c)(2),

The final selection shall be made at the sole discretion of the Board of Commissioners. The Commissioners may request additional information from proposers or request personal interviews with one or more proposers.

### **Cost of preparation**

All costs associated with preparation of a proposal shall be borne by the interested firm. The County shall not be liable for any costs incurred by the proposer for the preparation and production of the proposal or for any work performed prior to the execution of a contract.

**Procedure for Submission:**

Construction managers wishing to be considered shall submit **eight (8) hard copies and one (1) electronic copy (in pdf format)** of their proposals in a **sealed envelope** clearly labeled **“Schematic Design and Construction Manager Proposal for Hart County Jail Construction,”** addressed to:

Hart County Board of Commissioners  
Attention: Lawana Kahn, County Clerk  
800 Chandler St.  
Hartwell, GA 30643

**Proposals must be received at the above address no later than 3:00 p.m. on May 20, 2021, and will be opened at a public meeting of the Hart County Board of Commissioners at 6:00 PM in the Administration Building at the above address.**

Proposals sent by mail should allow sufficient delivery time to ensure receipt by the deadline. Proposals received after the deadline will be returned to the proposer unopened.

**Questions:** Questions regarding this Request for Proposals must be submitted in writing via email to Terrell Partain, County Administrator ([tpartain@hartcountyga.gov](mailto:tpartain@hartcountyga.gov)). All questions and answers (except for questions considered proprietary) will be posted at *hartcountyga.gov*. Deadline for questions is May 14, 2021 at 4:30 p.m. All contacts regarding the proposal should be via email and with the above-named individual only. Proposers contacting other County officials or County staff may be disqualified for doing so.

**Addenda:** Any addenda shall be posted on the Hart County Government's website at: *hartcountyga.gov*. It is each proposer's responsibility to ensure they have received all addenda prior to submitting sealed proposals.

**Policy:** The Hart County Board of Commissioners is an equal opportunity employer. The Commissioners do not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. The Commissioners expect its chosen Construction Manager to comply with these standards.

Each proposer's history of contracting with or hiring minority, women, or veteran business enterprises and good faith efforts to fulfill the State of Georgia's goals for contracting with or hiring minority, women, and veteran business enterprises will be considered in evaluating each proposal.

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