

**REQUEST FOR QUALIFICATIONS
FOR
CONTINUING CONTRACTS FOR CONSTRUCTION MANAGEMENT SERVICES**

Okeechobee County School Board

I. INTRODUCTION

Okeechobee County School Board is requesting written proposals from qualified construction firms to provide professional At-Risk Continuing Contract for Construction Management Services for budgeting and construction phases Okeechobee County School District projects to a minimum of two (2) Construction Management firms to provide support for the construction of Okeechobee County School Board projects under four (4) million dollars per project. The contracts will be awarded for a term of one (1) year from the date of award by the Okeechobee County School Board with a renewal option for two (2) additional one-year periods.

II. It is the Board's intention to employ the Construction Management Firm at Risk to provide overall Project Construction Management Services, including Cost Benefit Studies, Information Management, Construction for Scope of Work and overall Project Management during the project Construction on a cost plus a fee basis, with a guaranteed maximum price

III. PROPOSAL INSTRUCTIONS AND GENERAL INFORMATION

Proposal Submissions: Submit four (4) copies of a written proposal (one stamped original) and one (1) flash drive no later than 3:00 PM EST on October 7, 2022.

Okeechobee County School Board
Attn: Jeff Diefendorf
938 NW 34th Street
Okeechobee, FL 34972

Proposals must be responsive to the requirements and questions of the Request for Qualifications.

Reservations: Okeechobee County School Board reserves the right, during the entire process, to reject any and all proposals, to negotiate changes in the new scope of work or services to be provided, and to otherwise waive any technicalities or informalities.

Method of Selection: Proposals will be reviewed by the construction management review committee, which has been appointed by the Okeechobee County School Board. The construction management review committee shall review the qualifications (which shall include, but are not limited to, the items listed below) of interested firms. Subsequently, the construction management review committee shall develop a short list of firms. The short listed firms will be invited to make presentations to the Continuing Contract for Construction Management Services review committee, the Okeechobee County School Board may enter into negotiations or entertain bids with the selected continuing contracted firm for construction management services.

Please respond by including but not limiting your responses to the following:

- A. Executive Summary
- B. Table of Contents
- C. Resources/Capabilities/Technical Expertise (30 points)
- D. Key Personnel (10 points)
- E. Proposed Methodology (10 points)
- F. Schedule/Budget (10 points)
- G. Availability/Proximity (10 points)
- H. Reporting (10 points)
- I. Safety (10 points)
- J. Financial Strength/Litigation (5 points)
- K. Volume of Work Previously Awarded (5 points)

Any questions, requests for clarifications or interpretations regarding this RFQ during the submittal preparation period (or reporting errors, inconsistencies, or ambiguities) must be submitted in writing to Janet Pineda, Director of Finance, via email to janet.pineda@okee.k12.fl.us or by facsimile to (863) 462-5159 no later than October 3, 2022. No questions or clarifications will be considered after that date. Any person employed by a firm submitting a proposal is forbidden to contact directly or indirectly the Superintendent, Board member, or staff member of Okeechobee County Schools. Violation of this prohibition will result in the firm's proposal being rejected and the firm being disqualified from the review and selection process. Questions must be typed or printed. Responses will be posted as an addendum and made available on the Operations Department page on the OCSB website (www.okee.k12.fl.us).