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May 29, 2015

CONSTRUCTION MANAGEMENT SERVICES IDIQ

Pre-Proposals Conference

May 29, 2015

Jonathan Kayne, Interim Director

Jeff Bonvechio, Deputy Director Capital Construction

Department of General Services (DGS)

➤ WHO ARE WE:

- ✓ Director Office
- ✓ Portfolio Division
- ✓ Facilities Division (FD)
- ✓ Sustainability & Energy
- ✓ Protective Services Division (PSD)
- ✓ Capital Construction Services (CCS)

Capital Construction Services (CCS)

- DCPS Schools
- DPR Parks and Recs
- Government Centers
 - ✓ Wilson, OJS, Reeves
 - ✓ Tenant Improvements
- Public Safety
 - ✓ MPD
 - ✓ DC FEMS
 - ✓ DOC
- Health and Human Services
 - ✓ DHS
 - ✓ Shelters

CM IDIQ Background:

The Department of General Services (DGS) is seeking multiple Contractors to provide Construction Management (CM) services to the District of Columbia. This solicitation is to establish an Indefinite Delivery/Indefinite Quantity (IDIQ) contracts for CM services. The contracts will allow DGS to use this vehicle to procure/obtain a wide variety of services on an as need basis.

Engaging CM Firms Under IDIQ

DGS will issue to Contractors holding the ID/IQ contracts Requests for Task Order Proposals (RFTOPs) describing the contemplated work and, after evaluating offers, will award Task Order (TOs) for the work. Contractors awarded TOs shall perform this work in the manner and within the time specified in the individual TOs. Contractors shall accomplish the work in accordance with the terms and conditions of their ID/IQ Contracts and of the TOs

SUMMARY CM RESPONSIBILITIES (Sample):

- Design Phase
 - ✓ Constructability reviews
 - ✓ Cost estimating
 - ✓ Assist with RFP development

- Construction Phase
 - ✓ site project inspections
 - ✓ Risk management assessment
 - ✓ Assist with Utility Coordination
 - ✓ Administrative assistance File Management
 - ✓ Participate with LEED requirements
 - ✓ Assist with Change order Analysis
 - ✓ Cost estimating

SUMMARY CM RESPONSIBILITIES (Cont'd):

- Construction Phase (Cont'd)
 - ✓ Site Safety
 - ✓ Quality Control
 - ✓ Schedule maintenance and tracking
 - ✓ Monitor construction progress and maintain separate notes from the GC
 - ✓ Support the PM with resolution of any claims
 - ✓ Maintain meeting minutes and field reports

- Close out
 - ✓ Track deliverables during construction phase
 - ✓ Ensure as built documentation
 - ✓ Support close out inspections and Certificate of Occupancy
 - ✓ O&M Manuals\Warrantees coordination
 - ✓ CMC Training and turn over

CM IDIQ Selection Criteria:

Proposals will be evaluated in accordance with this Section D of this RFP. The following evaluation criteria will be used:

- Relevant Experience and Capabilities 25 points
- Project Management Plan 30 points
- Key Personnel 25 points
- Price 20 points

SAMPLE PROJECTS (Approx. \$80M-\$100M Annually):

- Archive Project
- FEMS EC 16
- Affordable Housing/Homeless Shelters
- FEMS EC 27
- FEMS EC23
- FEMS EC26
- Wilson Building Exterior Renovations
- United Medical Center
- Inaugural Stand(s) – Presidential /Mayoral
- Misc. DOC Projects (Roof Replacement, Sewer Repairs, Emergency Generators)
- DMPED Projects (St. Elizabeths Hospital Campus, DC General)
- DMV Centers
- Misc. MPD Small Capital Projects
- Misc. FEMS Small Capital Projects
-

DGS CCS Available Tools:

- AE IDIQ
- GC IDIQ contracts awarded to 14 firms (<\$1M)
- 3rd Party, Testing Agencies, and Commissioning Services
- Project Management Office (PMO)

PROJECT MANAGEMENT OFFICE (PMO)

➤ Roles & Responsibilities:

- ✓ Ensuring that all critical project documents/records are maintained centrally
- ✓ Annual capital budget development and management
- ✓ Monthly invoice processing and year-end accruals
- ✓ Reviewing contract documents and other required project documentation
- ✓ CBE tracking and reporting
- ✓ System administration and customization (in-house Power user) - Prolog and P6
- ✓ Financial and fiscal liaison (to include developing reports and financial analysis)

➤ PMO Tools:

- ✓ Prolog - Portfolio Management - executive dashboard and exception reporting (PAR)
- ✓ Prolog Converge - vendor access to upload invoices, certified payrolls, submittals and RFI, etc.
- ✓ Primavera-P6 scheduling control and tracking (integration with Prolog)
- ✓ iPlan – facilities condition assessment data - data analysis , reporting & records

CM IDIQ Procurement Schedule:

- Issue RFP - May 19, 2015
- Pre-Bid Conference - May 29, 2015 at 11:00 a.m.
- Last Day for Questions - June 1, 2015
- Proposal Due Date - June 9, 2015 at 2:00 p.m.

Question & Answer

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