

## ADVERTISEMENT FOR CONSTRUCTION MANAGER PROPOSALS

PROJECT: City of Sugar Hill City Hall  
OWNER: City of Sugar Hill, Georgia

Sealed proposals will be received by the City of Sugar Hill, Georgia for a Construction Manager at Risk Contract for the construction of the City of Sugar Hill City Hall located in Sugar Hill, Georgia.

Sealed Proposals will be received by the City of Sugar Hill at City Hall, 4988 West Broad Street, Sugar Hill, Georgia 30518, no later than 2:00 PM local time, **September 27, 2010**. The proposal shall be reviewed in such a manner as to avoid disclosure of the contents to competing **PROPOSERS** during any allowed process of negotiations. **Any Proposals received after 2:00 PM on the proposal deadline September 27, 2010 will not be considered by OWNER.** Proposals will be evaluated by the **OWNER** and the project award is anticipated upon completion of this evaluation. All Proposals become the property of the City of Sugar Hill. Selection of the "Construction Manager" will be determined by cost, experience in previous like projects, schedule and references. The weight to be placed on each element is as follows:

General Conditions Cost & Construction Fees	60 %
Experience in like projects	15 %
Schedule, from Notice to Proceed	15 %
References	10 %

Project Description: Approximate 3.5 acre site, that will include construction of a 30,000sf brick structure with associated parking and landscaping. Raised seam metal roof with a two story front elevation and three story rear elevation. Ground level parking lot with infrastructure for future second story parking deck.

Conceptual site and building drawings are available for purchase at the Sugar Hill City Hall for \$100 a set. This set will include renderings, floor and property layouts in addition to an associated computer disk to reproduce and enlarge the drawings for your use.

The City of Sugar Hill desires for the Construction Manager at Risk ("CM") to enter into a contract to assist the City and the Architect with the completion of the construction documents and bid documents, as Phase I of the project. Phase II of the project will include construction of the project. It is anticipated that the CM will serve as the General Contractor based on a construction contract that provides a Guaranteed Maximum Price.

Proposals shall include the following:

Pre-Construction Services Fee: The Pre-Construction Services Fee includes all consulting services, labor costs, other costs and expenses associated with services to be provided in value engineering, pre-construction plan development and review, meetings with City Officials and/or the Architect prior to the construction phase that are not included in the General Conditions Fee. This fee shall be stated as a lump sum. Please use the attached form.

General Conditions Fee:

The General Conditions Fee amount is inclusive of all direct and incidental expenses including but not limited to travel, sustenance, reproduction, salaries, wages, design, and field office expenses, etc. Please see the attached itemized breakdown of General Conditions for this project. Please complete the itemized list of all services included in the general conditions cost of work. (See Attached General Conditions Breakdown). This fee should be stated as a lump sum. Please use the attached form.

Construction Services Fee:

The construction services fee includes all incidental and direct expenses associated with the contract documents outside of the Pre-Construction and General Conditions Costs as stated above. The proposed construction services fee is inclusive but not limited to all costs of work, in-construction services, overhead, work by others, and insurance and taxes. This fee should be stated as a percentage of the final guaranteed maximum price. Please use the attached form.

Schedule:

Please provide an estimated construction schedule. The schedule should provide the number of days anticipated for the project from the date of a notice to proceed with construction of the project until a completed project is delivered.

Performance and Payment Bond:

Provide a letter of bond ability stating that the proposer can provide 100 percent performance and payment bond upon awarding of the contract. Bonds must be provided by a Surety rated A- or better based on A.M. Best rating. Surety Company shall be listed on the Treasury as licensed in the State of Georgia. No other form of security will be acceptable.

Bid Bond:

A bid bond shall be provided as required by O.C.G.A. § 36-91-50. The bid bond shall be in an amount not less than 5 percent (5%) of the total amount payable under the terms of the contract to be awarded. For calculation of the bid bond, please assume the construction costs of the project will be \$6,500,000.00.

Builder's Risk Insurance:

Builder's Risk Insurance will be required with a limit for the full contract value. The policy must carry a full Risk / Replacement Cost Policy Form. The policy shall have a deductible of \$5,000 and an insurance carrier with no less than an A-VII Best Rating. Provide proof of insurability and an example insurance certificate with proposal. A completed insurance certificate will be required prior to beginning the construction phase of the contract.

General Contractor's License:

Provide a copy of General Contractor's License.

Experience with Like Projects and References:

Provide examples of your recent experience, as CM or GC in constructing projects similar to this project (minimum \$5 million in construction), including the following information.

- A. Project name, location and dates during which services were performed.
- B. Brief description of project and physical description
- C. Provide total cost of project, with the cost and source of any Change Orders executed.
- D. For each project, provide the name of an OWNER's representative, with contact information, who is most familiar with your performance on the project.
- E. Contact information for any additional references you wish to provide.

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Copies of Request for Proposal Documents will be available at 12:00 PM local time, August 26, 2010, and may be obtained at City of Sugar Hill at City Hall, 4988 West Broad Street, Sugar Hill, Georgia 30518, upon payment of a non-refundable cost of \$100.00. Checks shall be made payable to the City of Sugar Hill. Proposal Documents may be examined at the following locations:

City of Sugar Hill  
4988 West Broad Street  
Sugar Hill, GA 30518  
(770) 945-6716  
(770) 945-0281– Fax

**A mandatory Pre-Proposal Conference** is scheduled for 2:00 PM local time, September 8, 2010 at Sugar Hill City Hall Annex at the above address with a tour of the site thereafter if required. Questions submitted in writing via email to Precision Planning will be accepted until 11:00 AM local time September 16, 2010. No phone calls will be accepted.

PROPOSER shall provide one (1) original and three (3) copies of the Proposal. Each proposal must be submitted in a sealed envelope, addressed to OWNER. Each sealed envelope containing a Proposal must be plainly marked on the outside as, "Proposal for City of Sugar Hill City Hall". No conditional proposals will be accepted.

Any and all Proposals received without the aforementioned criteria enclosed will be not be acceptable as a proposal.

Contract will be awarded to the PROPOSER providing the Best Proposal as determined by the City after consideration of the factors set forth above and upon the completion of any discussion and negotiation process. The City hereby notifies any and all PROPOSERS that the City will allow discussion, negotiation and revision of proposals submitted prior to award in order to obtain the best and final offers of each PROPOSER. The City shall not disclose the contents of any proposal to any competing PROPOSER.

The successful Construction Manager shall be responsible for public bid of all associated building trades, in order to acquire the best possible price for the project.

OWNER reserves the rights to waive any technicalities or to reject any or all Proposals, to evaluate Proposals, and to accept any Proposal which in its opinion may be in the best interest of OWNER.

CITY OF SUGAR HILL