
**Career Technical Education (CTE) High School at Kerlerec Street CMaR
Mandatory Pre-Proposal Conference**

Date: July 5, 2018
Time: 10:00 am
Conference Location: Jacobs/CSRS Program Management
909 Poydras Street, Suite 1200
New Orleans, Louisiana 70112

AGENDA

- 1. Sign-in**
- 2. Project Team Members**
 - a. Client/Owner:**
 - i. Recovery School District (RSD)
 - b. Owner's Representatives:**
 - i. Lona Edwards Hankins, Director of Major Capital Projects
 - ii. Sombra Williams, Director of Disadvantaged Business Enterprise Program
 - c. Jacobs/CSRS Program Management:**
 - i. Kevin Ferguson, Program Director
 - ii. Jonathan Perret, Director of Project Delivery
 - iii. Lawrence Sweat, Senior Project Manager
 - iv. Pierre Charbonnet, Project Manager
 - v. Kevin Chenevert, AIA, LEED-AP, Design Manager
 - d. Architects:**
 - i. SCNZ Architects, LLC – Matt Norton, AIA, NCARB LEED-AP
 - e. Commissioning Agent:**
 - i. SSRcx - Mark Smith, CMC, CxA, CEM
- 3. Communication**
 - a. All inquiries are to be submitted by email in writing to Karen Evans with the Louisiana Department of Education at: karen.evans@la.gov
- 4. Project Overview**
 - a. 1331 Kerlerec Street, New Orleans, LA 70116 (previous McDonogh 35)
 - b. Selective demolition of existing, 3 story, approximately 145,000sf structure and an approximately 3.4 acre site. Selective demolition will primarily be of interior walls, ceilings, finishes, and MEP systems but may include above-ground and subsurface demolition of concrete, masonry, steel structures, structural slabs and foundations, paving, curbs, walks and ramps, underground and above ground utilities to public way outside of property, landscaping, electrical service and equipment, gravel, and portions of existing fencing in order to meet the Owner program and design requirements.

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- c. Removal of any identified contaminants on the site including but not limited to:
 - i. Asbestos abatement and disposal.
 - ii. Lead-based paint abatement and disposal.
 - iii. PCB and mercury containing materials removal and disposal.
 - iv. Soils remediation if applicable.
 - d. Provide permanent perimeter fencing and gates.
 - e. Filling, regrading and seeding of affected site.
 - f. Complete interior renovation of an approximately 145,000sf facility.
 - g. New utilities including but not limited to mechanical, plumbing, lighting, electrical, and special systems.
 - h. Associated sitework and paving for parking as well as pedestrian and vehicular circulation.
 - i. Offices, conference rooms, career pathway classrooms, labs, and shops
- 5. Funding**
- a. FEMA and CDBG
- 6. Budget and Fees**
- a. Preconstruction Manager Fees have been established at One hundred twenty-five thousand dollars (\$125,000.00).
 - b. The construction budget is Twenty-five million dollars (\$25,000,000).
- 7. Schedule**
- 1st Advertisement of this Request for Qualifications06/20/18
 - 2nd Advertisement of this Request for Qualifications06/27/18
 - **Mandatory Pre-Proposal Conference** **07/05/18**
 - Deadline to submit inquiries or request clarifications07/11/18
 - Deadline for Owner’s response to inquiries07/18/18
 - **Deadline for Submission of SOQ’s - no later than 2:00 pm CDT** **07/25/18**
 - Interviews of shortlisted Proposers08/24/18
 - Anticipated announcement of successful Proposer09/07/18
 - Anticipated commencement of Preconstruction Phase Services10/07/18
 - Anticipated commencement of Construction Phase services06/18/19
 - Anticipated date of Substantial Completion.....06/17/21
- 8. Minimum Proposer Requirements (see section 1.11 of the RFQ for more detail)**
- a. Proposer must have a minimum of five (5) years experience as a licensed General Contractor and/or Construction manager for a minimum of five (5) similar projects.
 - b. Projects must have occurred within the past ten (10) years.
 - c. Proposers must be a licensed General Contractor in the Building Construction classification as required by the State. In the case of a Joint Venture, each firm must be a licensed General Contractor in the Building Construction classification as required by the State.

9. Response Instructions (see section 4.0 of the RFQ for more detail)

- a. Proposer is to submit one (1) original Statement of Qualifications (SOQ), ten (10) copies and one (1) compact disc.
- b. There is a fifty (50) page limit, excluding the table of contents, cover letter, tabs, dividers and any Owner-requested documents included as attachments.

10. Evaluation and Selection (see section 5.0 of the RFQ for more detail)

- a. Each SOQ will be screened to determine if it is complete prior to the Selection Review Committee evaluation and grading.
- b. Scoring of the SOQ will comprise fifty-percent (50%) of the final tabulated score. SOQ Evaluation is separated into five (5) categories with a total of 120 points:
 - i. History, organization and financial conditions – 10 points
 - ii. Qualifications and staffing – 20 points
 - iii. Approach and methodology – 30 points
 - iv. Past performance on similar projects – 20 points
 - v. Disadvantaged Business Enterprise strategy – 20 points
 - vi. Pricing of Construction Phase services – 20 points
- c. At a minimum, the three (3) highest scoring SOQ's will be invited to participate in Oral Interviews.
- d. Oral Interviews will total ninety (90) minutes and will consist of thirty (30) minutes for the Proposer to present to the Committee and sixty (60) minutes allotted for questions and answers.
- e. Scoring of the Oral Interview will compromise fifty-percent (50%) of the final tabulated score. Oral Interview evaluation is separated into five (5) categories with a total of 120 points:
 - i. Team compatibility – 25 points
 - ii. Approach and methodology – 20 points
 - iii. Discussion and information – 25 points
 - iv. Past Performance on similar projects – 25 points
 - v. DBE Strategy – 25 points

11. Questions

12. Adjourn