

**REQUEST FOR PROPOSALS FOR CONSTRUCTION MANAGEMENT SERVICES**

THE BUILDING PROGRAM WILL BE DELIVERED UNDER THE TERMS OF A STANDARD FORM OF AGREEMENT BETWEEN THE OWNER AND THE CONSTRUCTION MANAGER. THE OWNER IS MANCHESTER CITY SCHOOLS.

IN ORDER TO SUBMIT A CONSTRUCTION MANAGEMENT PROPOSAL, EACH CONSTRUCTION MANAGEMENT FIRM SHALL PROVIDE WRITTEN EVIDENCE WITHIN THEIR PROPOSAL THAT THEY SATISFY THE FOLLOWING REQUIREMENTS:

1. THE FIRM HOLDS THE NECESSARY LICENSE TO PERFORM CONSTRUCTION MANAGEMENT SERVICES UNDER TN. STATE LAW.
2. THE FIRM HAS EXPERIENCE IN PERFORMING CONSTRUCTION MANAGEMENT SERVICES RELATING TO RENOVATIONS AND NEW SCHOOL CONSTRUCTION PROJECTS. EACH FIRM SHALL PROVIDE A LIST OF SCHOOL CONSTRUCTION MANAGEMENT PROJECTS THEIR COMPANY HAS COMPLETED IN THE LAST FIVE (5) YEARS. PLEASE LIST THE PROJECT NAME, ARCHITECT AND OWNER.
3. THE FIRM SHALL PROVIDE EVIDENCE OF BONDING ABILITY.
4. THE FIRM MUST STATE THE METHOD OF DELIVERY THEY ARE PROPOSING REGARDING CONSTRUCTION MANAGEMENT SERVICES FOR THE PROJECT. (C. M. ADVISOR / C. M. AT-RISK)
5. THE CONSTRUCTION MANAGER SHALL DESCRIBE THE DUTIES THEY HAVE PERFORMED IN THE PAST ON SIMILAR PROJECTS, AND STATE HOW THEY PLAN TO TEAM WITH THE PROJECT ARCHITECT AND OWNER DURING THE DESIGN, BID, CONSTRUCTION AND CLOSE OUT PHASES OF THE PROJECT.
6. THE PROPOSAL MUST INCLUDE A DETAILED FEE STRUCTURE FOR BOTH PRE-CONSTRUCTION AND CONSTRUCTION SERVICES, AND CLEARLY INDICATE WHAT ITEMS OF COST ARE INCLUDED AND NOT INCLUDED IN THE CONSTRUCTION MANAGEMENT FEE.

MANCHESTER CITY SCHOOLS RESERVES THE RIGHT TO REFUSE OR REJECT ANY AND ALL PROPOSALS, WAIVE ANY INFORMALITY AND SELECT THE FIRM THAT THE OWNER BELIEVES TO BE IN ITS BEST INTEREST. COST / FEE SHALL NOT BE THE SOLE CRITERION IN THE SELECTION PROCESS. MANCHESTER CITY SCHOOLS MAY CHOOSE TO HOLD INTERVIEWS IF IT IS DEEMED NECESSARY TO THE SELECTION PROCESS.

THREE (3) COPIES OF EACH PROPOSAL MUST BE SUBMITTED TO THE CENTRAL OFFICE OF MANCHESTER CITY SCHOOLS, LOCATED AT 215 E. FORT STREET, MANCHESTER, TN 37355 NO LATER THAN 1:00 PM LOCAL TIME ON FEBRUARY 4, 2020.