

Committee Members	Russell	Mar Lan	Loyd
Committee Member	58	75	80
Committee Member	69	89	80
Committee Member	96	75	68
Committee Member	74	92	85
Committee Member	58	95	72
Committee Member	82	99	85
Committee Member	82	98	75
Committee Member	91	51	96
Total Scores	610	674	641
Committee's Average Totals	76.25	84.25	80.125
Phase II	100	100	100
State Rankings 1=23 2=17 3=10	17	10	23
Grand Total	193.25	194.25	203.125

Total scores reflect the Phase II RFP Submission and Presentation scores, the committee's total average scores, and the State's Evaluated Cost Proposals.

FIRM: Russell

Phase Two Submission Requirements

The response to this Request for Proposals must include the following information, at a minimum, and be organized as set out in the following outline. Responses should be bound and include a cover letter, tables of contents and tab dividers for each individual scoring criteria listed below. Tabs for fees and interview are not required. As directed below, fees shall be submitted in a separate envelope at each firm's interview.

	Weighting	Firm
Scoring Criteria	Factor	Score
1. Company Overview: Provide a brief company overview (1 page max.).	5	5
2. Experience/References: Briefly describe your experience including references from design professionals and owners from completed projects (2 pages max.).	10	10
3. Project Team: Identify your firm's Project Manager(s) and Project Superintendent(s) for the bond program and provide copies of their individual resumes including relevant experience. It is very important for us to meet the actual personnel that will be assigned and on-site during the execution of the work during the interview.	10	10
4. Preconstruction Services: Provide an overview of your preconstruction services including the process and timeline needed to prepare a Guaranteed Maximum Price (GMP) for the bond program. Explain the process you will use to develop a GMP that is responsive to the District's budget. How and how often will you provide estimates during the design phases? Describe how you assist in the value engineering process including your method of generating timely estimates for each so that the District can make good decisions.	5	5
5. Contingencies: Describe the contingencies you will propose in the GMP, and how such contingencies will be managed through the completion of Construction Phase Services.	5	5
6. Cost Management: Describe your plans for establishing, tracking, and reporting the GMP to the District and incorporating changes in the bond program.	5	5
7. Local Business Utilization: Please explain in detail your firm's process for soliciting bids from local contractors and suppliers. Also, explain the process you use in verifying bids and whether or not the subcontractor has the experience and financial means to complete the scope of work being bid.	5	5
8. Construction Plan: Provide an overview of your construction plan specific to this bond program.	5	5
9. Self-Perform Capabilities: Describe your firm's ability to self-perform and its interest in performing work on the bond program. Please describe the method your firm will employ to determine whether your firm will provide the best value compared with other contractors.	5	5
10. Site Management: Describe your firm's plan to provide effective quality control, safety, security, and coordination during the life of the bond program.	5	5
11. Critical Issues: Please describe what your firm perceives to be the critical preconstruction and construction phase issues for this bond program.	5	5

12. Fees: All prequalified firms shall submit proposed fees in a format required by the department of administration, including fees for preconstruction services, fees for general conditions, and fees for overhead and profits <u>directly and only to the secretary of administration.</u>	10	10
13. Interview: Team presentation of their proposed team members, qualifications, project plan and to answer questions.	25	25
Total Points:	100	100

FIRM: Loyd Builders

Phase Two Submission Requirements

The response to this Request for Proposals must include the following information, at a minimum, and be organized as set out in the following outline. Responses should be bound and include a cover letter, tables of contents and tab dividers for each individual scoring criteria listed below. Tabs for fees and interview are not required. As directed below, fees shall be submitted in a separate envelope at each firm's interview.

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5. Contingencies: Describe the contingencies you will propose in the GMP, and how such contingencies will be managed through the completion of Construction Phase Services.	5	5
6. Cost Management: Describe your plans for establishing, tracking, and reporting the GMP to the District and incorporating changes in the bond program.	5	5
7. Local Business Utilization: Please explain in detail your firm's process for soliciting bids from local contractors and suppliers. Also, explain the process you use in verifying bids and whether or not the subcontractor has the experience and financial means to complete the scope of work being bid.	5	5
8. Construction Plan: Provide an overview of your construction plan specific to this bond program.	5	5
9. Self-Perform Capabilities: Describe your firm's ability to self-perform and its interest in performing work on the bond program. Please describe the method your firm will employ to determine whether your firm will provide the best value compared with other contractors.	5	5
10. Site Management: Describe your firm's plan to provide effective quality control, safety, security, and coordination during the life of the bond program.	5	5
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13. Interview: Team presentation of their proposed team members, qualifications, project plan and to answer questions.	25	25
Total Points:	100	100

FIRM: Mar Lan Construction

Phase Two Submission Requirements

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5. Contingencies: Describe the contingencies you will propose in the GMP, and how such contingencies will be managed through the completion of Construction Phase Services.	5	5
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13. Interview: Team presentation of their proposed team members, qualifications, project plan and to answer questions.	25	25
Total Points:	100	100

Office of Facilities & Property Management
700 SW Harrison, Suite 1200
Topeka, KS 66603



Phone: (785) 296-8070
Fax: (785) 296-3456
DeAngela.Burns-Wallace@ks.gov
<http://www.admin.ks.gov>

DeAngela Burns-Wallace, Secretary
Frank Burnam, Director

Laura Kelly, Governor

November 1, 2022

Nathian Oehlert, Finance Director
USD 348
715 Chapel Street
Baldwin City, KS 66006

RE: USD 348 – TBD – New Construction/Additions: Building Improvements: Building Upgrades

Mr. Oehlert,

Per K.S.A. 72-6760f, 75-37,144, and 76-7,132 and representing the Secretary of Administration, I have evaluated the cost proposals for the referenced project and have attached the Construction Management at Risk Cost Evaluation Sheet and the individual cost proposal sheets for your review.

My evaluation is based upon a base score of 100% with the highest weighted score determining the best value. These scores shall account for no more than 25% of the total possible score. My final ranking is as follows:

1. Loyd Builders
2. Russell Construction Company, Inc.
3. Mar Lan Construction LLC

If you have any questions about the evaluation, please contact me at frank.burnam@ks.gov.

Frank E Burnam

Frank Burnam, Director
Office of Facilities & Property Management
Department of Administration

ec: CMAR Cost Evaluation Sheet
Individual Cost Proposal Forms

**State of Kansas Department of Administration
Construction Manager @ Risk Fee Evaluation Form**

Owner's Name
Nathian Oehlert, Finance Director

Project Title, Number
USD 348 - Baldwin City - TBD - New Construction/Additions: Building Improvements: Building Upgrades

Estimated Project Budget
\$10,000,000

	Mar Lan Construction LLC	Loyd Builders	Russell Construction Company, Inc.	D	E
A Pre-Construction Services Cost	\$15,000	\$1	\$0	\$0	\$0
Pre-Construction Services Score	88	100	100	0	0
B Supervision & Management Cost	\$269,520	\$297,103	\$495,000	\$0	\$0
Supervision & Management Score	71	76	62	0	0
C Temporary Facilities & Equipment Cost	\$69,665	\$47,552	\$109,000	\$0	\$0
D Surety and Insurance Cost	\$105,542	\$98,700	\$100,000	\$0	\$0
Total	\$175,207	\$146,252	\$209,000	\$0	\$0
Surety, Insurance & Other Score	58	62	54	0	0
E Base Fee Proposal	3.20%	3.25%	3.00%	0.00%	0.00%
Base Fee Score	\$320,000 43	\$325,000 43	\$300,000 45	\$0 0	\$0 0
Total Costs (Lines A + B + C + D + E)	779,727	768,356	1,004,000	0	0
Average Score	65	70	65	0	0
Weighted Score	59	64	60	0	0

\$0

State of Kansas - CMAR Cost Proposal Form

Department of Administration, OFPM-DCC

Project Title & Number:	TBD - New Construction/Additions; Building Improvements; Building Upgrades		
Agency or School District:	JSD 348 Baldwin City		
Technical Proposal Due Date:	11-01-2022	Interview Date:	11-03-2022
Construction Budget:	Est. 10 MM	Construction Duration (Months):	TBD Based on 12 months
Owner's Rep. Name and Title:	Nathan Oehlert, Finance Director &/or Michael Elliott, Director of Maintenance		
Address (street, city, state, zip)	715 Chapel Street, Baldwin City, KS 66006		
Owner's Rep. E-mail:	noehlert@usd348.com	Phone:	785-594-2721

Name of Firm submitting this proposal.

JSD 348 Baldwin City

Instructions:

- 1 This form has been developed to meet the requirements set forth in the following Kansas Statutes (K.S.A. 72-6760f, 75-37,143, 75-37,14475-37,145, 76-7,131 and 76-7,132) .
- 2 The Cost Proposal Form is due on the same date as the technical proposal and should only be sent to the address listed below in Item 6. Do not send a copy to the Owner.
- 3 Should the Owner require more detailed information related to the cost proposal from the selected firm, they may request it after the interviews have concluded.
- 4 The Owner shall provide the information in the orange box at the top of the form to the CMAR firms and to the Kansas Department of Administration.
- 5 The CMAR firm shall complete the second page of this form and shall transmit both pages of the form to the Kansas Department of Administration.
- 6 This form shall be submitted in hard copy and sent in a sealed envelope with the words Cost Proposal, the project title, Owner's project number (if applicable) and the due date listed on the outside of the envelope to:

Frank Burnam, Deputy Director
Department of Administration
OFPM - Design Construction and Compliance
700 Harrison, Suite 1200
Topeka, Kansas 66603
Phone: 785-291-3989
E-Mail: frank.burnam@ks.gov

- 7 The Owner shall notify the Kansas Department of Administration when the interviews have concluded by calling or e-mailing the contact in Item 6. Once notified the interviews are completed, all original cost proposals and the cost summary sheet will be scanned and sent to the Owner's Representative listed above.

State of Kansas - CMAR Cost Proposal Form

Department of Administration, OFPM-DCC

Proposing Firm Name	Loyd Builders, Inc		
Firm Street Address	PO Box 266, 2126 S. Elm		
City, State, Zip Code	Ottawa, KS 66067		
Phone No.	785-242-1213	E-mail Address	josh@loydbuildsbetter.com

Explanation of General Conditions and Fee Proposals

The fees and expenses will be fixed as guaranteed lump sum amounts within the estimate unless the project scope increases more than 10%. Only changes that result in actual additional time being required for the construction of the project shall be considered as additional General Conditions costs. The daily cost associated with additional General Conditions shall be no more than the average cost per day of the base fee proposal. Fees for changes in the scope of the project beyond the 10% threshold shall be the same fee as proposed in the base fee and shall apply only to the amount above the 10% threshold.

A. Pre-Construction Services

\$ 1

Written: One Dollars

The intent of the Pre-Construction services phase is to work with the project's owner and designers to help deliver a satisfactory project that meets the owner's objectives. In addition to estimating, the pre-construction team will participate in design decisions, evaluations, studies, value engineering, value analysis, scheduling, constructability reviews, and more. Design costs, permitting, land acquisition, and life-cycle costs may also be evaluated. In delivering pre-construction services, the Construction Manager will also be negotiating for project construction services and an agreed upon guaranteed maximum price (GMP) for the project.

Maintain a tracking log of team decisions	Promote the project and hold Pre-Bid Conferences
Project Estimates and Variance Reports	Risk Reduction
Establish Bidders List & Pre-Qualify	Budget Escalation Control & Value Engineering

B. Supervision & Management

\$ 1297,103

Written: Two Hundred Ninety-Seven Thousand One Hundred Three Dollars

The Construction Manager is responsible to provide adequate management and supervision of the project at all times and your proposal will be scored accordingly against the average cost of all proposals. A requirement of this proposal is for all costs associated to this responsibility to be included in Management Personnel Cost for this project. All supervisory and management personnel such as Project Managers, Superintendents, Field and Project Engineers, General Foremen, Quality Assurance, Safety, and any other home office and/or jobsite support staff shall be included in your proposal. The owner will not entertain any additional costs for supervisory or management personnel required for the proper execution and oversight of bid packages, whether or not they are awarded to the Construction Manager. Any additional supervisory or management costs shall be included in the bid for that package. In no case will the Construction Manager be allowed to add additional fees or require subcontractors or suppliers to include an additional fee for the Construction Manager in a bid package.

Project Manager	Safety Engineer
General Superintendent	Home Office Support & Executive Staff
Superintendent	Quality Assurance Manager/Engineer
Assist. Superintendent	Administrative Support
Field Engineer	

State of Kansas - CMAR Cost Proposal Form

Department of Administration, OFPM-DCC

C. Temporary Facilities, Equipment and Contracted Services \$ 47,522

Written: Forty-Seven Thousand Five Hundred Twenty-Two Dollars

The Construction Manager shall provide necessary support for the safe and efficient construction of the project. This should include provisions for site offices and storage facilities, all communications equipment, computers and printers, copiers, paper and office supplies, postage, project signage. Expenses for cars and pick up trucks should also be included.

3rd Party Quality Reviews	Temporary Project Signage
Site Office and Storage Facilities	Portable Toilets
Communications Equipment & Phones	Traffic Control Barriers
Computers & Printers	On Site Roads Construction & Maintenance
Copiers, Paper & Office Supplies	Water and Water Distribution System
Postage & Shipping	Pick Up Trucks
First Aid Supplies	Information Technology Software & Hardware
Fire Extinguishers	Management Software Services & Fees
General Trash Disposal & Recycling	

D. Surety & Insurance \$ 98,700

Written: Ninety-Eight Thousand Seven Hundred Dollars

All surety and insurance costs should be based on the final project GMP amount. This should include the total cost for the Construction Manager's performance and payment bonds, liability insurance cost including wrap up and captive programs, and all other special insurance requirements noted in this RFP. Costs associated with statutory taxes, employee fringe benefits, and insurance such as workers' compensation and unemployment insurance costs are to be included in the cost for those General Conditions items.

CM Performance & Payment Bonds	Wrap Up Insurance Programs
Liability Insurance Premiums	Errors and Omissions Insurance
Captive Insurance Programs	Other Special Insurance Required by RFP

E. Base Fee 3.25 %

The proposed base fee shall include all related executive expenses (Project Executive/Principle in Charge), legal expenses for contract and subcontract administration, accounting services, scheduling services including plotting costs, organization, bidding, and awarding of bid packages, budgeting and estimating services, jobsite safety oversight and programs including costs of incentives, Value Engineering services, shop drawing preparation and administration, the maintenance and final production of as-built drawings and building data, collection and presentation of operations and maintenance manuals including all necessary owner training on systems, maintenance of all required code and regulatory documentation, all information technology software and hardware costs associated with the management and accounting of the project construction, all primary office clerical & secretarial work, miscellaneous cost for office copies and printing, and all forms, documents, and reports.

Project Executive/Management	Estimating & Value Engineering
Accounting Services	Shop Drawing Administration & Approval
Scheduling Services	Maintenance and Final As-Built Drawings
Legal Services	Development of Operations & Maint. Manuals
Purchasing, Bid Packages Organization	Building Code Compliance & Administration
Bid Package Bidding & Administration	Systems Training

State of Kansas - CMAR Cost Proposal Form

Department of Administration, OFPM-DCC

Project Title & Number:	TBD - New Construction/Additions; Building Improvements; Building Upgrades		
Agency or School District:	USD 348 Baldwin City		
Technical Proposal Due Date:	11-01-2022	Interview Date:	11-03-2022
Construction Budget:	Est. 10 MM	Construction Duration (Months):	TBD
Owner's Rep. Name and Title:	Nathlan Oehlert, Finance Director &/or Michael Elliott, Director of Maintenance		
Address (street, city, state, zip)	715 Chapel Street, Baldwin City, KS 66006		
Owner's Rep. E-mail:	noehlert@usd348.com	Phone:	785-594-2721

Name of Firm submitting this proposal.

RUSSELL CONSTRUCTION CO. *RS*
USD 348 Baldwin City

Instructions:

- 1 This form has been developed to meet the requirements set forth in the following Kansas Statutes (K.S.A. 72-6760f, 75-37,143, 75-37,14475-37,145, 76-7,131 and 76-7,132)
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- 4 The Owner shall provide the information in the orange box at the top of the form to the CMAR firms and to the Kansas Department of Administration.
- 5 The CMAR firm shall complete the second page of this form and shall transmit both pages of the form to the Kansas Department of Administration.
- 6 This form shall be submitted in hard copy and sent in a sealed envelope with the words Cost Proposal, the project title, Owner's project number (if applicable) and the due date listed on the outside of the envelope to:

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Department of Administration
OFPM - Design Construction and Compliance
700 Harrison, Suite 1200
Topeka, Kansas 66603
Phone: 785-291-3989
E-Mail: frank.burnam@ks.gov

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State of Kansas - CMAR Cost Proposal Form
 Department of Administration, OFPM-DCC

Proposing Firm Name	Russell Merit LLC		
Firm Street Address	10901 Lowell Ave., Suite 100		
City, State, Zip Code	Overland Park, KS 66210		
Phone No.	913.208.4381	E-mail Address	gsikora@russellco.com

Explanation of General Conditions and Fee Proposals

The fees and expenses will be fixed as guaranteed lump sum amounts within the estimate unless the project scope increases more than 10%. Only changes that result in actual additional time being required for the construction of the project shall be considered as additional General Conditions costs. The daily cost associated with additional General Conditions shall be no more than the average cost per day of the base fee proposal. Fees for changes in the scope of the project beyond the 10% threshold shall be the same fee as proposed in the base fee and shall apply only to the amount above the 10% threshold.

A. Pre-Construction Services

\$ 0.00

Written: ZERO Dollars

The intent of the Pre-Construction services phase is to work with the project's owner and designers to help deliver a satisfactory project that meets the owner's objectives. In addition to estimating, the pre-construction team will participate in design decisions, evaluations, studies, value engineering, value analysis, scheduling, constructability reviews, and more. Design costs, permitting, land acquisition, and life-cycle costs may also be evaluated. In delivering pre-construction services, the Construction Manager will also be negotiating for project construction services and an agreed upon guaranteed maximum price (GMP) for the project.

Maintain a tracking log of team decisions	Promote the project and hold Pre-Bid Conferences
Project Estimates and Variance Reports	Risk Reduction
Establish Bidders List & Pre-Qualify	Budget Escalation Control & Value Engineering

B. Supervision & Management

\$ 495,000.00

Written: Four hundred ninety-five thousand *ASSUMES ONE SUPERINTENDENT Dollars

The Construction Manager is responsible to provide adequate management and supervision of the project at all times and your proposal will be scored accordingly against the average cost of all proposals. A requirement of this proposal is for all costs associated to this responsibility to be included in Management Personnel Cost for this project. All supervisory and management personnel such as Project Managers, Superintendents, Field and Project Engineers, General Foremen, Quality Assurance, Safety, and any other home office and/or jobsite support staff shall be included in your proposal. The owner will not entertain any additional costs for supervisory or management personnel required for the proper execution and oversight of bid packages, whether or not they are awarded to the Construction Manager. Any additional supervisory or management costs shall be included in the bid for that package. In no case will the Construction Manager be allowed to add additional fees or require subcontractors or suppliers to include an additional fee for the Construction Manager in a bid package.

Project Manager	Safety Engineer
General Superintendent	Home Office Support & Executive Staff
Superintendent	Quality Assurance Manager/Engineer
Assist. Superintendent	Administrative Support
Field Engineer	

State of Kansas - CMAR Cost Proposal Form
 Department of Administration, OFPM-DCC

C. Temporary Facilities, Equipment and Contracted Services \$ 109,000.00

Written: One hundred nine thousand **Dollars**

The Construction Manager shall provide necessary support for the safe and efficient construction of the project. This should include provisions for site offices and storage facilities, all communications equipment, computers and printers, copiers, paper and office supplies, postage, project signage. Expenses for cars and pick up trucks should also be included.

3rd Party Quality Reviews	Temporary Project Signage
Site Office and Storage Facilities	Portable Toilets
Communications Equipment & Phones	Traffic Control Barriers
Computers & Printers	On Site Roads Construction & Maintenance
Copiers, Paper & Office Supplies	Water and Water Distribution System
Postage & Shipping	Pick Up Trucks
First Aid Supplies	Information Technology Software & Hardware
Fire Extinguishers	Management Software Services & Fees
General Trash Disposal & Recycling	

D. Surety & Insurance \$ 100,000.00

Written: One hundred thousand **Dollars**

All surety and insurance costs should be based on the final project GMP amount. This should include the total cost for the Construction Manager's performance and payment bonds, liability insurance cost including wrap up and captive programs, and all other special insurance requirements noted in this RFP. Costs associated with statutory taxes, employee fringe benefits, and insurance such as workers' compensation and unemployment insurance costs are to be included in the cost for those General Conditions items.

CM Performance & Payment Bonds	Wrap Up Insurance Programs
Liability Insurance Premiums	Errors and Omissions Insurance
Captive Insurance Programs	Other Special Insurance Required by RFP

E. Base Fee 3.00 %

The proposed base fee shall include all related executive expenses (Project Executive/Principle In Charge), legal expenses for contract and subcontract administration, accounting services, scheduling services including plotting costs, organization, bidding, and awarding of bid packages, budgeting and estimating services, jobsite safety oversight and programs including costs of incentives, Value Engineering services, shop drawing preparation and administration, the maintenance and final production of as-built drawings and building data, collection and presentation of operations and maintenance manuals including all necessary owner training on systems, maintenance of all required code and regulatory documentation, all information technology software and hardware costs associated with the management and accounting of the project construction, all primary office clerical & secretarial work, miscellaneous cost for office copies and printing, and all forms, documents, and reports.

Project Executive/Management	Estimating & Value Engineering
Accounting Services	Shop Drawing Administration & Approval
Scheduling Services	Maintenance and Final As-Built Drawings
Legal Services	Development of Operations & Maint. Manuals
Purchasing, Bid Packages Organization	Building Code Compliance & Administration
Bid Package Bidding & Administration	Systems Training

State of Kansas - CMAR Cost Proposal Form

Department of Administration, OFPM-DCC

Project Title & Number:	TBD-New Construction/Additions; Building Improvements; Building Upgrades		
Agency or School District:	USD 348 Baldwin City		
Technical Proposal Due Date:	11-01-2022	Interview Date:	11-03-2022
Construction Budget:	Est. 10 MM	Construction Duration (Months):	TBD
Owner's Rep. Name and Title:	Nathan Oehlert, Finance Director &/or Michael Elliott, Director of Maintenance		
Address (street, city, state, zip):	715 Chapel Street, Baldwin City, KS 66006		
Owner's Rep. E-mail:	noehlert@usd348.com	Phone:	785-594-2721

Name of Firm submitting this proposal.

Mar Lan Construction, LLC

Instructions:

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Department of Administration
OFPM - Design Construction and Compliance
700 Harrison, Suite 1200
Topeka, Kansas 66603
Phone: 785-291-3989
E-Mail: frank.burnam@ks.gov

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State of Kansas - CMAR Cost Proposal Form

Department of Administration, OFPM-DCC

Proposing Firm Name	Mar Lan Construction, LLC		
Firm Street Address	701 E. 19th Street		
City, State, Zip Code	Lawrence, Kansas 66046		
Phone No.	785-749-2647	E-mail Address	kevin@marlanconstruction.com

Explanation of General Conditions and Fee Proposals

The fees and expenses will be fixed as guaranteed lump sum amounts within the estimate unless the project scope increases more than 10%. Only changes that result in actual additional time being required for the construction of the project shall be considered as additional General Conditions costs. The daily cost associated with additional General Conditions shall be no more than the average cost per day of the base fee proposal. Fees for changes in the scope of the project beyond the 10% threshold shall be the same fee as proposed in the base fee and shall apply only to the amount above the 10% threshold.

A. Pre-Construction Services	\$ 15,000.00
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Written: Fifteen Thousand Dollars

The intent of the Pre-Construction services phase is to work with the project's owner and designers to help deliver a satisfactory project that meets the owner's objectives. In addition to estimating, the pre-construction team will participate in design decisions, evaluations, studies, value engineering, value analysis, scheduling, constructability reviews, and more. Design costs, permitting, land acquisition, and life-cycle costs may also be evaluated. In delivering pre-construction services, the Construction Manager will also be negotiating for project construction services and an agreed upon guaranteed maximum price (GMP) for the project.

Maintain a tracking log of team decisions	Promote the project and hold Pre-Bid Conferences
Project Estimates and Variance Reports	Risk Reduction
Establish Bidders List & Pre-Qualify	Budget Escalation Control & Value Engineering

B. Supervision & Management	\$ 269,520
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Written: Two Hundred Sixty Nine Thousand Five Hundred Twenty Dollars

The Construction Manager is responsible to provide adequate management and supervision of the project at all times and your proposal will be scored accordingly against the average cost of all proposals. A requirement of this proposal is for all costs associated to this responsibility to be included in Management Personnel Cost for this project. All supervisory and management personnel such as Project Managers, Superintendents, Field and Project Engineers, General Foremen, Quality Assurance, Safety, and any other home office and/or jobsite support staff shall be included in your proposal. The owner will not entertain any additional costs for supervisory or management personnel required for the proper execution and oversight of bid packages, whether or not they are awarded to the Construction Manager. Any additional supervisory or management costs shall be included in the bid for that package. In no case will the Construction Manager be allowed to add additional fees or require subcontractors or suppliers to include an additional fee for the Construction Manager in a bid package.

Project Manager	Safety Engineer
General Superintendent	Home Office Support & Executive Staff
Superintendent	Quality Assurance Manager/Engineer
Assist. Superintendent	Administrative Support
Field Engineer	

State of Kansas - CMAR Cost Proposal Form
 Department of Administration, OFPM-DCC

C. Temporary Facilities, Equipment and Contracted Services \$ 69,665

Written: Sixty Nine Thousand Six Hundred Sixty-Five **Dollars**

The Construction Manager shall provide necessary support for the safe and efficient construction of the project. This should include provisions for site offices and storage facilities, all communications equipment, computers and printers, copiers, paper and office supplies, postage, project signage. Expenses for cars and pick up trucks should also be included.

3rd Party Quality Reviews	Temporary Project Signage
Site Office and Storage Facilities	Portable Toilets
Communications Equipment & Phones	Traffic Control Barriers
Computers & Printers	On Site Roads Construction & Maintenance
Copiers, Paper & Office Supplies	Water and Water Distribution System
Postage & Shipping	Pick Up Trucks
First Aid Supplies	Information Technology Software & Hardware
Fire Extinguishers	Management Software Services & Fees
General Trash Disposal & Recycling	

D. Surety & Insurance \$ 105,542

Written: One Hundred Five Thousand Five Hundred Forty-Two **Dollars**

All surety and insurance costs should be based on the final project GMP amount. This should include the total cost for the Construction Manager's performance and payment bonds, liability insurance cost including wrap up and captive programs, and all other special insurance requirements noted in this RFP. Costs associated with statutory taxes, employee fringe benefits, and insurance such as workers' compensation and unemployment insurance costs are to be included in the cost for those General Conditions Items.

CM Performance & Payment Bonds	Wrap Up Insurance Programs
Liability Insurance Premiums	Errors and Omissions Insurance
Captive Insurance Programs	Other Special Insurance Required by RFP

E. Base Fee 3.20 %

The proposed base fee shall include all related executive expenses (Project Executive/Principle in Charge), legal expenses for contract and subcontract administration, accounting services, scheduling services including plotting costs, organization, bidding, and awarding of bid packages, budgeting and estimating services, jobsite safety oversight and programs including costs of incentives, Value Engineering services, shop drawing preparation and administration, the maintenance and final production of as-built drawings and building data, collection and presentation of operations and maintenance manuals including all necessary owner training on systems, maintenance of all required code and regulatory documentation, all information technology software and hardware costs associated with the management and accounting of the project construction, all primary office clerical & secretarial work, miscellaneous cost for office copies and printing, and all forms, documents, and reports.

Project Executive/Management	Estimating & Value Engineering
Accounting Services	Shop Drawing Administration & Approval
Scheduling Services	Maintenance and Final As-Built Drawings
Legal Services	Development of Operations & Maint. Manuals
Purchasing, Bid Packages Organization	Building Code Compliance & Administration
Bid Package Bidding & Administration	Systems Training