MINIMUM REQUIREMENTS FOR CNM’S P-304, step 1 RFQ

The RFQ must be accompanied by all documentation required under minimum requirements. Failure to submit all required documentation may result in the offer being found non-responsive.

Minimum Requirements

1. SIGNATURE PAGE - ATTACHMENT A

2. DEBARRMENT/SUSPENSION & NON COLLUSION STATUS - ATTACHMENT B

3. LICENSING – ATTACHMENT C

4. SURETY - ATTACHMENT D

NOTE: Offeror is required to provide a notarized declaration from the surety identified, stating the amount of bonding capacity available to your firm for this project. The anticipated construction for the project for both buildings is $15,491,344.00 inclusive of all construction costs (including costs of work by GC), CMAR fee, specific general conditions and all other fees including preconstruction fees. Budget is subject to change, may be phased prior to a final GMP setting through an amendment to the purchase order.
ATTACHMENT A: SIGNATURE OF FIRM’S AUTHORIZED REPRESENTATIVE FOR P-304, step 1

By signing below, contractor acknowledges that it is a competent firm capable of providing the items and/or services requested, has read this Request for Qualification, understands it, and agrees to be bound by its terms and conditions. Contractor hereby agrees to furnish items and/or services, at the prices quoted, pursuant to all requirements and specifications contained in this document, upon receipt of an authorized purchase order from the purchasing department, and further agrees that the language of this document shall govern in the event of a conflict with its offer.

Please fill in all spaces below:

Acknowledgment of Amendment (Specify Number and Date):

Company Name: ________________________________________________________________

Address: ___________________________________________________________________

City, State, Zip: __________________________________________________________________

Telephone Number: ___________________________ Fax Number: ___________________________

No._______ dated ____________________. No._______ dated ____________________.

No._______ dated ____________________. No._______ dated ____________________.

No._______ dated ____________________. No._______ dated ____________________.

No._______ dated ____________________. No._______ dated ____________________.

NM Tax ID: ________________________________ Federal Tax ID: ________________________________

Applicable NM License Number(s): _______________________________________________________

Contact Person: ___________________________________________.

Name and Title of Individual Authorized to Sign for Firm: ________________________________.

Signature of individual authorized to sign: ________________________________.

P-304 per Amendment/Addendum #1
ATTACHMENT B: DEBARMENT/SUSPENSION STATUS & NON-COLLUSION AFFIDAVIT FORM FOR P-304, step 1 RFQ

DEBARMENT/SUSPENSION STATUS
1. The vendor/contractor certifies that it is not suspended, debarred or ineligible from entering into contracts with the Executive Branch of the Federal Government, or in receipt of a notice of proposed debarment from any State agency or local public body.

2. The vendor/contractor agrees to provide immediate notice to CNM's Purchasing department in the event of being suspended, debarred or declared ineligible by any State or Federal department or agency, or upon receipt of a notice of proposed debarment that is received after the submission of this proposal but prior to the award of the purchase order/contract.

NON-COLLUSION AFFIDAVIT
The undersigned, duly authorized to represent the persons, firm and/or corporation joining and participating in the submission of the foregoing proposal (such persons, firm and/or corporation hereinafter being referred to as the vendor/contractor), being duly sworn, on his/her oath, states that to the best of his/her belief and knowledge no person, firm, or corporation, nor any person duly representing the same joining and participating in the submission or the foregoing proposal, has directly or indirectly entered into any agreement or arrangement with any other vendor/contractors, or with any employee of CNM, or any person, firm or corporation under contract with CNM whereby the contractor, in order to induce the acceptance of the foregoing proposal by CNM has paid or is to pay any other vendor/contractor or to the aforementioned persons anything of value whatsoever, and that the vendor/contractor has not directly or indirectly entered into any agreement or arrangement with any other vendor/contractor which tends to or does lessen or destroy free competition in the letting of the contract sought for by the foregoing proposal.

CERTIFICATION
The undersigned hereby certifies that he/she has read the above Non-Collusion Affidavit and Debarment/Suspension Disclosure Statement and that he/she understands and will comply with these requirements. The undersigned further certifies that he/she have the authority to certify compliance for the vendor/contractor named below.

Signature: _______________________________________________________________________

Title: _______________________________________________________________________

Name Typed: ___________________________________________________________________

Date: _______________________________________________________________________

Company _______________________________________________________________________

Address: _____________________________________________________________________

City/State/Zip: ____________________________________________________________________

P-304 per Amendment/Addendum #1
Name of license holder (or qualifying party) exactly as on file with the State of New Mexico Construction Industries Division:

a. License Classification: ____________ License Code: _____________________________
b. License Number: _____________________________
c. Issue Date: _______________ Expiration Date: _______________
d. Current New Mexico Department of Workforce solutions registration Number and Date of Registration

______________________________

e. Are you debarred from bidding public projects in New Mexico??

(____) Yes    (____) No
Attachment D - SURETY FOR P-304, step 1 RFQ
Surety must meet the requirements of NMSA 13-4-18

Is your firm able to obtain bonding in the amount required for the completion of this project? Please provide a notarized declaration from the surety identified, stating the amount of bonding capacity available to your firm for this project.

(__) Yes  (___) No (attach explanation)

Firm’s current surety company:

Surety Company Contact

Surety Company Contact

Surety Company Contact
CMAR REQUEST FORM Questionnaire FOR P-304, step 1 RFQ

RFQ questionnaire responses shall be submitted using the request form questionnaire. Offers must receive a minimum of 75 points in addition to meeting the minimum requirements to be considered for Step 2, the RFP process.

Contractor Qualification Questionnaire RESPONSE

1. COMPANY BACKGROUND INFORMATION CRITERIA 20 POSSIBLE POINTS
2. PAST PROJECT EXPERIENCE CRITERIA 30 POSSIBLE POINTS
3. CURRENT PROJECTS CRITERIA 20 POSSIBLE POINTS
4. CAPACITY AND CAPABILITY TO PERFORM THE WORK CRITERIA 30 POSSIBLE POINTS
QUALIFICATIONS QUESTIONNAIRE FOR
GENERAL CONTRACTORS FOR P-304, step 1 RFQ

1. COMPANY BACKGROUND CRITERIA (20 POSSIBLE POINTS)

Office name and location responsible for this project:

Name: 

Address: 

How many years has your firm at the location proposed which would be responsible for this project been in business?

Less than 5 years _________(0 points)

Between 5-10 years _________(2 points)

Over 10 years _________(5 points)

Address

How many years has your organization been in business serving as a Construction Manager at Risk Contractor in private projects or public works projects?

Less than 5 years _________(0 points)

Between 5-10 years _________(2 points)

Over 10 Years _________(5 points)

Project Scheduling

Does your firm use computerized scheduling? (___) Yes 5 points (___) No 0 points

Software Modeling:

Does your firm use BIM? (___) Yes 5 points (___) No 0 points

P-304 per Amendment/Addendum #1
2) PAST PROJECT EXPERIENCE
CRITERIA 30 POSSIBLE POINTS FOR P-304, step 1

Has your firm completed one (1) (or more) educational facility, government facility or similar entity project(s) of similar complexity valued between $3,000,000.00-$50,000,000.00 for Construction since 2005 in the State of New Mexico? LIST maximum of six (6) projects below. Include the name of the project, owner, architect, final contract amount, location and final completion.

Note: Failure to complete at least a minimum of 1 CMAR project will be grounds for your firm to be determined non-qualified. All projects must be in the State of New Mexico.

Project 1 (4 possible points)
Name: __________________________________________
Owner: __________________________________________
Architect: __________________________________________
Location: __________________________________________
Start Date: __________ Completion Date: __________ Final Contract Amt $ _____________
Is this a CMAR? (__) yes 1 point
Note: If not CMAR what was the method: (Design Build, Design Bid Build, etc.) ______________

Project 2 (4 possible points)
Name: __________________________________________
Owner: __________________________________________
Architect: __________________________________________
Location: __________________________________________
Start Date: __________ Completion Date: __________ Final Contract Amt $ _____________
Is this a CMAR? (__) yes 1 point (__) no 0 points
Note: If not CMAR what was the method: (Design Build, Design Bid Build, etc.) ______________

Project 3 (4 possible points)
Name: __________________________________________
Owner: __________________________________________
Architect: _____________________________________________________________

Location: __________________________________________________________________________________

Start Date: __________ Completion Date: _______ Final Contract Amt $ ____________

Is this a CMAR? ( )yes 1 point ( ) no 0 points

Note: If not CMAR what was the method: (Design Build, Design Bid Build, etc.)

Project 4 (4 possible points)

Name: __________________________________________________________________

Owner: ___________________________________________________________________

Architect: __________________________________________________________________________

Location: _____________________________________________________________________________

Start Date: __________ Completion Date: _______ Final Contract Amt $ ____________

Is this a CMAR? ( )yes 1 point ( ) no 0 points

Note: If not CMAR what was the method: (Design Build, Design Bid Build, etc.)

Project 5 (4 possible points)

Name: __________________________________________________________________

Owner: __________________________________________________________________

Architect: __________________________________________________________________________

Location: _____________________________________________________________________________

Start Date: __________ Completion Date: _______ Final Contract Amt $ ____________

Is this a CMAR? ( )yes 1 point ( ) no 0 points

Note: If not CMAR what was the method: (Design Build, Design Bid Build, etc.)

Project 6 (4 points)

Name: __________________________________________________________________

Owner: __________________________________________________________________

Architect: __________________________________________________________________________
Location: __________________________

Start Date: _______________ Completion Date: ___________ Final Contract Amt $ _____________

Is this a CMAR? ( )yes 1 point ( ) no 0 points

Note: If not CMAR what was the method: (Design Build, Design Bid Build, etc.) ________________
List major construction projects your organization has in progress, with an educational facility, government facility or similar entity of similar complexity valued between $3,000,000.00 - $50,000,000.00 in the State of New Mexico. Include the name of the project, owner, architect, location, contract amount, percent of completion, and scheduled completion date. LIST maximum of four (4) projects below.

**Project 1 (4 possible points)**

Name: __________________________________________________________________________

Owner: __________________________________________________________________________

Architect: __________________________________________________________________________

Location: __________________________________________________________________________

_________________________________________ _____________________________________

Contract Amount: __________________________ % Complete __________________________

Start Date: _______________________________ Scheduled Completion Date: _____________

CMAR project ______ check if yes (1 point)

Note: If not CMAR what was the method: (Design Build, Design Bid Build, etc.)

**Project 2 (4 possible points)**

Name: __________________________________________________________________________

Owner: __________________________________________________________________________

Architect: __________________________________________________________________________

Location: __________________________________________________________________________

_________________________________________ _____________________________________

Contract Amount: __________________________ % Complete __________________________

Start Date: _______________________________ Scheduled Completion Date: _____________

CMAR project ______ check if yes (1 point)

Note: If not CMAR what was the method: (Design Build, Design Bid Build, etc.)

**Project 3 (4 possible points)**

Name: __________________________________________________________________________

Owner: __________________________________________________________________________

Architect: __________________________________________________________________________

Location: __________________________________________________________________________

_________________________________________ _____________________________________

Contract Amount: __________________________ % Complete __________________________

P-304 per Amendment/Addendum #1
Start Date: _________________________________ Scheduled Completion Date: ________________
CMAR project ______ check if yes (1 point)
Note: If not CMAR what was the method: (Design Build, Design Bid Build, etc.) ______________
Project 4  (4 possible points)

Name:__________________________________________________________________________

Owner:________________________________________________________________________

Architect:_______________________________________________________________________

Location: _______________________________________________________________________

_________________________________________ _____________________________________

Contract Amount: __________________________ % Complete__________________________

Start Date: ___________________________ Scheduled Completion Date:_____________

CMAR project ______ check if yes (1 point)

Note: If not CMAR what was the method: (Design Build, Design Bid Build, etc.)________
4) CAPACITY AND CAPABILITY TO PERFORM THE WORK CRITERIA 35 POSSIBLE POINTS
FOR P-304, step 1 RFQ

Resources at the office that will perform the work

1. Principal in charge
   Less than 5 years ___0 points
   Between 5-10 years ________2 points
   more than 10 years ________5 points

2. Project Manager preconstruction
   Less than 5 years ___0 points
   Between 5-10 years ________2 points
   more than 10 years ________5 points

3. Project Manager construction
   Less than 5 years ___0 points
   Between 5-10 years ________2 points
   more than 10 years ________5 points

4. Primary Estimator
   Less than 5 years ___0 points
   Between 5-10 years ________2 points
   more than 10 years ________5 points

5. Primary Superintendent
   Less than 5 years ___0 points
   Between 5-10 years ________2 points
   more than 10 years ________5 points

6. Primary Safety
   Less than 5 years ___0 points
   Between 5-10 years ________2 points
   more than 10 years ________5 points

7. LEED professional
   Less than 3 years ___0 points
   more than 3 years ________5 points