

W. H. a.

AGENDA COVER MEMORANDUM

Agenda Date: March 10, 2004  
TO: Board of County Commissioners  
Presented by: David Suchart, Management Services Director  
Title: Motion/Order: In the Matter of Awarding a contract for Construction Manager/General Contractor (CM/GC) services for the Elections Division Building

MOTION:

Move approval of Board Order \_\_\_\_\_ \ In the Matter of Awarding a contract for Construction Manager/General Contractor (CM/GC) services for the Elections Division Building

ISSUE:

Lane County requires an efficient and timely method for remodeling the new Elections facility in time for the General Election in the fall of 2004.

DISCUSSION:

Background: As a result of federal legislation and requirements, Lane County is changing from a punch card to optical scan elections vote counting system this change has necessitated moving to a larger location. In February 2004 the County purchased a building at 975 Lincoln. That facility meets most but not all the requirements for the County to conduct its elections operations and processes. The new facility requires remodeled and expanded space. Because of the timelines it is more efficient to use the Construction Manager/General Contractor (CM/GC) method for this remodel/expansion.

There are three components of the remodel/expansion of the new facility that are considered long lead items for construction in the new facility. Those are the elevator, structural steel and lighting components. In order to be fully operable for the November 2004 General Election the move to the new facility must occur before September 1.

Using the traditional bidding method would not allow time to complete the design, bid the job (to include the long lead items) and mobilize the contractor and sub-contractors. Oregon law permits the use of the CM/GC methodology to bring on a contractor to deal with issues such as the long lead items. It is also an effective way of allowing the contractor to work with the architect during the preparation of construction documents. This reduces the number and amount of change orders during construction.

The Construction Manager, among other responsibilities, becomes responsible for preparing the documents with the architect so that bidding on the components of the job can occur. This is done within the confines of the Guaranteed Maximum Price (GMP) which will be negotiated at the end of the pre-construction phase of the project.

Analysis: A Proposal and Specifications for CM/GC Services was advertised on January 7, 2004. On January 14 a Pre-Proposal Conference was held and final proposals were due on January 28. Of the interested parties three submitted final proposals and were interviewed on February 13.

Proposals were evaluated on the basis of:

- Overall Firm/Team Experience
- Key Personnel Experience
- References
- CM/GC and Related Experience
- Current Workload
- Overall Project Approach
- Diversity Approach
- Scheduling Approach
- Cost Control Approach
- Change Order History
- Subcontracting Plan
- Fee

The final interview was utilized to probe further into the above criteria and to get a sense of the team the County and Architect would be working with. The finalists were 2-G Construction and McKenzie-Commercial from Eugene-Springfield and Lease Krutcher Lewis from Portland.

Interviews were conducted by:

Dan Banducci – Management Services/Facilities  
Karen Gaffney – H&HS/Administration  
Bill Seider – WBS Architects and Planners  
David Suchart – Management Services/Administration

OPTIONS:

Accept the recommendation of McKenzie-Commercial as CM/GC for the Elections building project

Reject the recommendation

RECOMMENDATION:

Staff unanimously recommends that McKenzie-Commercial be awarded the CM/GC contract as the best applicant as determined through the approved selection process.

IMPLEMENTATION:

Contract will be made final, signed by the County Administrator. At the end of pre-construction the GMP will be processed for signature as amendment one to the contract.

IN THE BOARD OF COMMISSIONERS FOR LANE COUNTY

ORDER & RESOLUTION

IN THE MATTER OF AWARDING  
A CONTRACT FOR  
CONSTRUCTION MANAGER  
/GENERAL CONTRACTOR  
(CM/GC) SERVICES FOR THE  
ELECTIONS DIVISION BUILDING

WHEREAS, Lane County has need for a new location to house its Elections Division in accordance with new voting requirements, and

WHEREAS, Lane County sold bonds in order to acquire and remodel such a facility, and

WHEREAS, Lane County has purchased a new Facility at 975 Lincoln, and

WHEREAS, due to timelines the Construction Manager/General Contractor (CM/GC) methodology is most appropriate, and

WHEREAS, all respondents were evaluated and interviewed pursuant to the RFP by an evaluation team, and

WHEREAS, the evaluation team has recommended the firm of McKenzie-Commercial, and

WHEREAS, the initial contract shall be developed with a fixed fee for the pre-construction phase, with amendments being negotiated for the construction phase including the Guaranteed Maximum Price (GMP),

NOW, THEREFORE, it is hereby ordered the firm of McKenzie-Commercial is hereby awarded the contract for CM/GC services for the Lane County Elections Division Building, with the initial fee for the pre-construction phase not-to-exceed \$12,000; and,

IT IS FURTHER ORDERED that the County Administrator is delegated authority to execute such a contract.

Dated this 10<sup>th</sup> day of March 2004

APPROVED AS TO FORM

Date: 3/5/04 lane county

J. Laidlaw  
OFFICE OF LEGAL COUNSEL

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Chair, Lane County Board of Commissioners