

734 W. 47<sup>th</sup> Street  
Chicago, Illinois

**General Contractor**  
Request for Qualifications



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FACILITIES MANAGEMENT

Issue Date: August 15, 2019

**Submittal Date: August 23, 2019**

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### **1.0 Introduction**

This document defines the Thresholds request for qualifications for a general contractor to build an approximately 7,000 SF addition to its existing facility at 734 W. 47<sup>th</sup> Street as well as selective remodeling of the existing facility.

**The addition will be a three-story building constructed of steel frame and steel joists with composite deck. It will include an elevator. It will be connected at levels 1 and 2 to the existing building and will be classified Type 3B to match the existing building. Additionally, the parking lot will be reconfigured and landscaping will be added.** The project will conform to all applicable building codes.

The project architect (“Architect”) is Gabriel Dziekiewicz, DesignBridge ([www.designbridgeltd.com](http://www.designbridgeltd.com)).

Qualified contractors will be invited to submit a construction bid based on 80% construction drawings. There will be approximately four (4) weeks after the bid package is released in late August to prepare the bid for submission. The bid package will include further instructions, including the criteria for selection.

### **2.0 Expected Scope of Services**

For reference, the selected GC will be required to perform the scope of services outlined below (but not limited to):

#### A. Pre-Construction Phase:

- 1) Prepare a construction budget based on site visits and other documents using quantity take-offs and input from key subcontractors. Budgets are to be updated at key submittal dates.
- 2) Propose methods for cost reduction and evaluate the budget impact of cost reduction strategies developed by the entire project team.
- 3) Provide a construction timeline that reflects the targeted completion date.
- 4) Review construction documents in collaboration with Thresholds and Architect. Provide constructability review and site logistic plan keeping in mind that N.I.C areas will be fully functional and the minimization of disturbance is a key owner objective. Any disturbance in utilities will need to be coordinated in advance.
- 5) Provide input to the design team regarding existing conditions not noted in design documents. Coordinate destructive testing if required.
- 6) Manage the Bidding and Negotiation of subcontracts including self-performed work using a competitive, open book process including:
  - a) Review bid documents and prepare Requests for Information to clarify scope

- b) Distribute, review, and respond to addenda; receive, review and summarize all subcontractor bid data
  - c) Prepare and present a Guaranteed Maximum Price
  - d) Advise Owner on selection of subcontractors to be used
- 7) Thresholds is committed to a project approach that realizes a substantially diverse project team. To that end, Thresholds is seeking 24% minority and 4% female-owned firm participation and a goal of 50% City of Chicago resident work hours.

**B. Construction Phase:**

- 1) Because the N.I.C. portion of the building will remain fully operational during construction, protective barriers will need to be constructed. The G.C. will need to provide feedback on proposed logistics to minimally disrupt operations, keep costs down, and best suit the project timeline.
- 2) Project management and coordination including management of subcontractors, coordination of any Owner direct suppliers and/or contractors.
- 3) Provide day-to-day management of the construction site, accounting, daily reports, verification of field conditions, material delivery and storage.
- 4) Lead weekly progress meetings with Owner and Architect addressing schedule, costs, utility connections, inspections and vendor coordination and prepare minutes; lead pre-installation meetings with Owner and Subcontractors for key building systems.
- 5) Pursue additional cost savings through cost reduction strategies identified during the construction phase as well as subcontractor buy-outs.
- 6) Provide regular assessments of Project progress and updates of construction schedules.
- 7) Process and submit Pay Applications including lien waivers from all subcontractors.
- 8) Assist owner in project start-up and transition to maintenance phase of ownership.
- 9) Secure and pay for all relevant building permits and inspections from the City of Chicago. Correct any deficiencies identified by City inspectors.
- 10) Construction waste is to be handling in compliance with City of Chicago Waste debris removal to comply with Waste Sections of the Chicago Municipal Code including, but not limited to, Sections 7-28 and 11-4.
- 11) The work will be performed under the terms of a modified AIA Agreement.

**3.0 Project Schedule**

Thresholds and Architect anticipate a self-certification building permit review. They expect that the building permit will be able to be issued in early 4Q19. Development of a mutually agreeable and beneficial construction timeline is an element of the pre-construction phase and will be an element of the consideration of the ultimate construction bid.

#### **4.0 Submittal Instructions**

Submittal Instructions: Proposer must complete and submit their proposal to the designated individual listed within this solicitation no later than the date specified on the cover of the RFQ.

Proposal must include the following:

A. Cover/Transmittal Letter

- 1) Executive Summary – Provide an overview of the Proposer’s company including the range of services offered by the Proposer, years in business, and a brief history

B. Experience and Qualification Statement

- 1) List of key personnel, qualifications and organizational chart. Qualifications of firm specifically as they relate to this project.
- 2) Experience on similar projects. Submit a list of clients the firm has served in the past three (3) years, highlighting any nonprofits similar to Thresholds. Provide contact person, position, address, phone number, dates of services and description of service provided.
- 3) State your ability to begin work and the capacity of your firm to dedicate resources needed to provide the services requested.

C. Describe your firm and its capabilities for the requested services

- 1) Number of years in business
- 2) Number of employees
- 3) Experience your firm has had within the past five (5) years providing similar services to organizations like Thresholds.
- 4) Experience your firm has had meeting and exceeding M/WBE and local hiring requirements in the City of Chicago.