



Benson Street Renovations

April 16th, 2026

**Request for Proposal
CM Services / GMP**

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ATTACHMENTS:.....

- Exhibit A: A133-2019 - Standard Form of Agreement
A133-2019 - Guaranteed Maximum Price Amendment
- Exhibit B: A133-2019 Insurance and Bonds
- Exhibit C: Cooper Design Standards, Version 4, dated 01/01/2025
- Exhibit D: Cooper Contractor Safety Program, dated 02/09/2024
- Exhibit E: Form ST-5 NJ Tax Exempt Form
- Exhibit F: Grant Requirements
- Exhibit G: Existing Floor Plans, Potential Test Fit and Project Location
- Exhibit H: Fee Proposal Form
- Exhibit I: MEP Narrative

SECTION 1 – BACKGROUND

Cooper University Health Care is pleased to consider your firm as a Construction Manager (CM) and requests a proposal to provide the required services in a Construction-Manager-at-Risk project delivery method.

The key design professionals selected to date include:

• Owner’s Representative:	Pure Project Management
• Architect:	CosciaMoos Architecture
• MEP Engineer:	Highland Associates
• Structural Engineer:	O’Donnell & Naccarato

SECTION 2 – SCOPE OF THE PROJECT

This project will consist of a complete interior renovation of three separate properties that will be combined into one on Benson Street located in Camden, NJ, to accommodate the relocation of the hospital staff currently located inside the hospital. The Benson Street houses for this relocation are located just adjacent to Cooper University Health Care’s in Camden, NJ. See Exhibit G1 for the location. The intent for these houses is to renovate them into a single business occupancy space as new offices. The existing space was previously used for residential use .

Please refer to Exhibit G for both the current and proposed schematic office layouts. The architect and engineering team are in the process of developing full construction documents, which the Construction Manager will use to solicit bids from the subcontractor market. As part of this RFP, we are requesting a high-level cost estimate for the renovation of these homes. For estimating purposes, all MEP systems should be assumed to be non-functional and replaced in their entirety.

Cooper design and construction standards, see Exhibit C, shall be utilized. Meeting minutes, drawings, requests for information, submittal reviews, etc. will be managed through Cooper’s web-based project management software, Procore.

SECTION 3 – SCOPE OF SERVICES

The Construction Management services shall include, but not be limited to, the following:

A. Construction Phase:

1. Schedule Development and Maintenance
 - a. Identify critical path
 - b. Identify key activity durations and milestones
 - c. Identify long-lead times
 - d. Provide value engineering/management suggestions and alternatives throughout the target value process to keep the project within budget and schedule
2. Construction Cost Accounting
 - a. Prepare the Guaranteed Maximum Price for a CD package issued by the AE
 - b. Provide a cost & pro/con analysis of proposed systems (structural, mechanical, electrical, façade, etc.) and suggestions for alternatives for cost savings, schedule savings or improved performance
 - c. Management of Cost Events with Owner & A/E Review & Oversight
 - d. Open Book Accounting
3. The Construction Manager shall maintain qualified personnel onsite at all times to manage and supervise the Work, including a full-time Superintendent dedicated to the project. Key personnel shall not be substituted without the Owner's prior written consent.
4. Develop a proposed bidder list and prequalification process for all required trades.
 - a. Identify any owner preferred subcontractors and any the owner would not prefer to work on the project
 - b. Assembling of Bid Packages, Pre-Bid Conferences, Bid Receipt & Leveling, Trade Awards
5. Ensure all Work is Performed by Prevailing Wage or Union Labor
6. Provide value engineering/management suggestions and alternatives throughout the target value process to keep the project within budget and schedule
 - a. Submission and RFI Tracking and Logs
 - b. Management of Required Systems Shutdowns
7. Adherence to CUH Standards – Issuing RFI's if design documents are in conflict with standards
8. Monthly Report Including Cost Event Log (in and out of scope), Allowance Report and Contingency Report.
 - a. Provide current schedule/progress updates
 - b. Identify important upcoming construction activities
 - c. Provide updated cashflow projections
 - d. Include a summary of construction activities
9. Emergency Preparedness Procedures & Site Safety
 - a. Provide a safety summary – days since last incident, any potential claims/incidents, any potential safety concerns

10. Rounding and Inspections of Job Site

11. Project Closeout – including punch list management, retainage reduction (with owner approval), project sign off from Owner & A/E, warranties, affidavits, waivers of liens, record drawings, O&M manuals

SECTION 4 – Grant Requirements

Grant Conformance: The Construction Manager and any subcontractors or vendors that the Construction Manager hires, must undergo a SAMS check and a state debarment check. This is to ensure no companies are engaged that have been excluded from working on federal and state funded projects.

The Construction Manager and subcontractors must comply with the requirements set forth in Attachment F: Cooper Grant Requirements.

SECTION 5 – FEE STRUCTURE

Please see **Exhibit H** to be filled out for the fee proposal submission.

SECTION 6 - EVALUATION FOR AWARD

Cooper will make an award based on Project Understanding, Firm Experience, Proposed Personnel, and Fee. All factors except Fee are of equal importance with Fee being the most important. All offerors must be responsible, as evaluated by the Company Information submission and any other information available to Cooper.

Cooper will utilize the following confidence ratings for the evaluation of the Project Understanding, Firm Experience, and Proposed Personnel factors:

Rating	Definition
High Confidence	Cooper has high confidence that the Offeror will be successful in performing the requirements of the contract.
Some Confidence	Cooper has some confidence that the Offeror will be successful in performing the requirements of the contract.
Low Confidence	Cooper has low confidence that the Offeror will be successful in performing the requirements of the contract.

Fee proposals will be evaluated to determine that the pricing proposed is fair and reasonable. Cooper reserves the right to make an award to other than the lowest priced offeror if Cooper determines that a price premium is warranted when taking into consideration the non-price factors.

Cooper intends to award a single Firm-Fixed-Price contract to the responsible offeror whose proposal represents the best overall value.

SECTION 7 – Insurance Requirements

1. The Construction Manager shall maintain the following insurance until termination of this Agreement. All carriers shall be acceptable to Cooper and maintain an A.M. Best Rating of “A” or better and the Construction Manager shall provide Cooper ninety (90) days prior written notice of cancellation/non-renewal, reduction of limits or coverage. All claims-made forms must have at least three (3) year extended reporting provision available regardless of the canceling party, with the exception of the Professional Liability policy which shall have five years of extended reporting/“tail” coverage from the date of agreement termination

1.1 Commercial General Liability with policy limits of not less than «One Million Dollars» (\$«1,000,000.00») for each occurrence and «Two Million Dollars» (\$ «2,000,000.00») in the aggregate for bodily injury and property damage.

1.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Consultant with policy limits of not less than «One Million Dollars» (\$ «1,000,000.00») per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

1.3 Commercial umbrella or excess liability with limits of not less than «Five Million Dollars» (\$«5,000,000.00») per occurrence and in the aggregate.

1.4 The Construction Manager may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 1.7.1 and 1.7.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

1.5 Workers’ Compensation at statutory limits.

1.6 Employers’ Liability with policy limits not less than «Five Hundred Thousand Dollars» (\$«500,000.00») each accident, «Five Hundred Thousand Dollars» (\$ «500,000.00») each employee, and «Five Hundred Thousand Dollars» (\$ «500,000.00») policy limit.

1.7 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than «Two Million Dollars» (\$«2,000,000.00») per claim and «Two Million Dollars» (\$ «2,000,000.00») in the aggregate. To the extent the Professional Liability excludes environmental liability claims, a separate pollution liability policy with limits of not less than Two Million Dollars (\$«2,000,000.00») per occurrence and Two Million Dollars («2,000,000.00») in the aggregate shall be maintained.

1.7.1 The professional liability policy shall be maintained in full force and effect during the course of the Project and shall be maintained/renewed, so as to provide for the same coverage for a period of ten (10) years after completion of the Project.

1.7.2 In no event, shall the policy deductible, or any self-insured retention, exceed \$50,000.

1.8 Cyber Liability with limits of not less than «Two Million Dollars» (\$«2,000,000.00») per claim and in the aggregate. Coverage shall as a minimum include insuring agreements for Security and Privacy Liability, Breach Response, Regulatory Proceedings and Cyber Extortion/Ransomware,

1.9 Additional Insured Obligations. To the fullest extent permitted by law, the Construction Manager shall cause the primary and excess or umbrella policies for Commercial General Liability, Automobile Liability and Umbrella Liability to include the Cooper and its subsidiary and affiliated organizations as an additional insured for claims caused in whole or in part by Construction Manager's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of Cooper's insurance policies and shall apply to both ongoing and completed operations.

1.10 The Construction Manager shall provide certificates of insurance to Cooper as evidence of compliance. Construction Manager shall promptly advise Cooper upon receipt of any notice from any insurance of cancellation or potential cancellation of any of the coverages required by this Section. In the event any consultants hired by the Construction Manager are not covered by Construction Manager's professional liability policy, Controlled Inspection Engineer shall submit for Cooper's prior review and approval evidence concerning the available insurance coverages provided by said Controlled Inspection Engineer.

1.11 Waiver of Subrogation. The Construction Manager shall waive all right of recovery damages against Cooper, its agents, officers, directors, employees, and Pure PM to the extent these damages are covered by the Commercial General Liability, Worker's Compensation, Comprehensive Auto Liability, or Umbrella Excess Liability Insurance, as required above.

SECTION 8 – SUBMISSION REQUIREMENTS

- A. Provide the following general information regarding your firm:
 - 1. Year firm founded
 - 2. Dollar volume of business per year total and in healthcare
 - 3. Trades and type of work capable of performing in-house
 - 4. A listing of recent projects that are similar in size and scope of this project.
- B. Include the proposed organization chart including personnel names and titles. Include resumes for all proposed personnel. If the same personnel will be split amongst other ongoing work on campus, please provide anticipated hourly commitment against each of the projects.
- C. **Include your proposed fee** in the format outlined in Exhibit H
- D. Provide a conceptual project schedule based on your understanding of the project. You can assumed we will start construction in June 2026.
- E. Provide an estimated Guaranteed Maximum Price based on the scope of work outlined in this RFP and the accompanied project documents, using the provided CUHC Construction Management Services, GMP Bid Form.
- F. List any disagreements with the standard Cooper University Health Care contract documents between Owner & Construction Manager; provided as an Exhibit. Please note that Cooper University Health Care utilizes Procore for document management.
- G. It is imperative that the bid form is not only attached to the written proposal, but also sent in Excel via email to:
nate.truitt@purepm.com
gregory.portner@purepm.com
stag-robort@cooperhealth.edu (Manager of Contracting)

SECTION 9 - POINT OF CONTACT AND COMMUNICATION PROTOCOL

Greg Portner and Nate Truitt (Pure PM/ Cooper University Health Care Owner's Representative) are the primary points of contact for this RFP. All communication concerning this RFP, including questions regarding any information contained within this RFP, must be directed in writing (email) to:

Greg Portner
Sr. Project Manager
Email: gregory.portner@purepm.com

Nate Truitt
Assistant Project Manager
Email: nate.truitt@purepm.com

Answers to the questions submitted as noted above will be provided to all of the Construction Managers that will be submitting proposals.

SECTION 10 - PROPOSAL SUBMISSION TIMELINE

Submission Timeline

RFP Issued on:	Monday April 16 th , 2026
RFI Questions Due:	Thursday April 24 th , 2026
RFI Responses back to all bidders:	Wednesday April 29 th , 2026
Proposals Due by:	Tuesday May 5 st , 2026

Please send a PDF of the Proposal electronically to all listed below:

Gregory.portner@purepm.com
Nate.truitt@purepm.com
stag-robert@cooperhealth.edu

Fee proposals must be received by 5:00PM on the date referenced above.