



**REQUEST FOR PROPOSAL
FOR
CONSTRUCTION MANAGEMENT SERVICES**

808 MARKET STREET

Issued by Pure PM on behalf of CUHC: 10/24/2023.

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INTRODUCTION

Cooper University Health Care is requesting a Construction Management Proposal for a new Center of Healing on 808 Market Street, Camden, New Jersey.

Since 1887, Cooper has been providing quality health care to the people of Camden County and South Jersey. Cooper University Health Care (“Cooper”) is the leading academic health system in South Jersey. Located across the Benjamin Franklin Bridge from Philadelphia, Cooper has more than 7,000 employees, including more than 1,250 nurses and 630 physicians in more than 70 specialties. Cooper includes South Jersey’s only Level I trauma center (Cooper University Hospital, a 635-bed academic tertiary care hospital), a leading cancer center (MD Anderson Cancer Center at Cooper), the only Level II pediatric trauma center in the Delaware Valley (Children’s Regional Hospital), one of the largest physicians group in the region, four urgent care centers, a Surgery Center, Cooper Medical School of Rowan University and more than 100 outpatient offices throughout South Jersey and Pennsylvania. Cooper University Health Care is one of the most trusted health systems in the region, handling more than 1.6 million outpatient visits annually.

MD Anderson Cancer Center at Cooper opened in 2013 in partnership with the world-renowned MD Anderson Cancer Center in Houston, Texas. Today, MD Anderson Cancer Center at Cooper is one of leading cancer centers in the region, allowing more residents to stay in New Jersey to receive the most advanced cancer care available.

Cooper has retained the services of Pure Project Management to provide owner’s representation services for the design and construction of this project.

PROJECT SCOPE

Cooper University Hospital (CUH) is looking to fit out a state-of-the-art Center of Healing for its Psychiatry & Behavioral Health and Addiction Medicine groups. CUH recently signed a lease for 15,638 SQFT on the second floor of 808 Market Street. The entire space will be turned over to CUH in mid-September as a full shell space. The program is comprised of 2 waiting rooms, 30 consultations/exam rooms, 10 offices, and additional supporting/shared spaces. Please see *Exhibit A* for a preliminary floor layout.

The project began the Design Development Phase with anticipated Construction Documents to be delivered in late October/early November 2023. Additionally, the engineering team is evaluating the building MEP system. With a preliminary report, it seems that upgrades to the mechanical, electrical, and plumbing will be needed. These would include but are not limited to two (2) new RTUs, electrical panels (208V), a backflow preventer, and a booster pump. The boilers will not need to be replaced. Please refer to *Exhibit B* for a preliminary MEP narrative.

We need the space to be completed by June 2024. Please build out a preliminary schedule off on the completion date. We will work with the awarded CM & architect of record on any early release packages to meet the completion date.

CUH is looking to obtain preconstruction services to include DD pricing exercises, GMP development, attending project team meetings, and assisting with constructability review.

The CM selections will be made based on staff cost, general conditions, general requirements, preconstruction fee, construction fee, insurance, schedule, and overall team experience.

We have onboarded **Francis Cauffman Architect & WSP Engineering** as our A&E Team. **Best Equipment Planning**, LLC will be the medical equipment planning (EP) consultant.

CONSTRUCTION MANAGER SCOPE OF SERVICES

This Request for Qualifications is for full CM services including preconstruction and construction of the Center of Healing – 808 Market Street Project.

Preconstruction Phase

- The CM will begin immediately to assist with early budgeting exercises. The goal is to have a continuous budgeting process throughout the design with formal estimates at the schematic and design development phase analyzing the biggest cost exposure and schedule drivers.
- Work with the design team to determine the most cost-effective MEP systems that also deliver the most immediate and long-term value to Cooper University Healthcare. This includes interacting with multiple vendors and presenting options to the owner for decision.
- Work with the design team to evaluate all finishes and other material items as they relate to both cost and construction expediency.
- The CM will prepare a construction schedule in conjunction with the owner and the design team that expedites the completion date as much as possible. This includes input into all aspects of the design that allow for early release of all long lead items.
- Attend regular project team coordination meetings led by the owner that ensure all milestones are maintained and team members are working together to advance the project plan.
- CM shall evaluate the site and prepare construction logistics plans for review by Cooper University Healthcare. These plans shall include temporary facilities and other provisions necessary to deliver the project despite the limitations posed by an active building with patients and staff.
- CM shall interact with the EP to understand the equipment needs that might affect the construction of the space. This includes owner-furnished, contractor-installed items as well as the coordination of all rough-ins to support the owner's equipment.

Construction Phase

- The CM will be solely responsible for managing the entire construction process and shall lead the project in such a way that ensures the safety of all on-site. This should be the first and foremost priority of the CM throughout their construction activities.
- The CM shall utilize a control system that actively maintains all project costs. The owner, CM, and design team shall utilize Cooper's Procore system to allow for collaboration through sharing of project data and documentation. This system will be utilized for all RFIs, Submittals, and Document Submissions.
- It is anticipated the project will be delivered through a ONE Guaranteed Maximum Price (GMP). It is expected that the CM will prepare and manage the GMP in such a way that maintains transparency of all project accounting with the owner. This also includes the early design-assist trade partners contracts and costs.
- The CM shall present and maintain a competent team that can successfully deliver the work based on past project experience and expertise. At no time shall team members

- be changed or switched without prior review and approval by Cooper University Healthcare.
- The CM shall manage the completion of the architect and engineers end of project punch lists. The CM is also responsible for delivering an organized and comprehensive close-out package to the owner that includes but is not limited to: electronic versions of as-built drawings and models, a listing of all major equipment, the start and end dates of respective warranties, a compilation of relevant specifications, and user guides for major infrastructure equipment.
 - It is expected the CM and owner will enter into Cooper's Standard Form of Agreement Between Owner and Construction Manager as Constructor, AIA Document A133 – 2019 supported by the General Conditions of the Contract for Construction AIA Document A201 – 2019.

SUBMISSION REQUIREMENTS

Your submission shall be no more than 8 pages exclusive of the cover sheet, table of contents, and page dividers. Appendices are acceptable and can include extended staff resumes or additional firm information you deem as relevant. Full estimates breakdown is **NOT** part of the 8-page maximum and should be treated as addendums. The below information shall be included in the main body of the submission:

Proposal Content

- Brief background on your firm which includes number of years in service, size by both yearly revenue and number of employees as well as any trades you perform in-house. Please include what percent of business is devoted to healthcare and life sciences.
- Explanation of your firm's current backlog and justification that your firm has the current capacity to comfortably take on this project.
- Any pending litigation or arbitration either current or within the past five years for which your firm is involved.
- **Addendum - Full schematic estimate breakdown and the following costs are broken out on a separate sheet:**
 - **Detailed General Conditions Breakdown**
 - **Detailed General/Temporary Requirements Breakdown**
 - **Insurance to include GL & SDI**
- Proposed staffing plan for the project presented as an organizational chart as well as detail of the staff's experience that is relevant to this project. Provide a list of all staff positions that might be present on this project and include rates for each. Rate ranges are not acceptable, all positions must have a standard rate. Please be advised that your contract will require written Owner Approval before changing any staff.
- Describe your recommended approach for wrap-up, bonding, and insurance for both the CM and your subcontractors. Also include anticipated costs of these components by comparison to overall construction value.
- **Full construction preliminary project schedule with a completion date of June 2024. Additionally, please add critical items to maintain a schedule given current and projected market factors (refer to Exhibit B - MEP narrative).**
- Exhibit C is to be filled out.

Fee Structure vs. General Conditions vs. General Requirements

For purposes of this Proposal, the Owner will consider the following estimates for **general conditions**:

- Full staff cost breakdown with assumed hours and related hourly rates.
- Proportion of reasonable transportation, traveling, and hotel expenses of the Construction Manager or of his officers or employees incurred in the discharge of duties connected with the Work, provided the incurrence of such expenses has received the prior written consent of Owner
- Please provide your approach to General Requirements as they relate to GMP Change

- Orders; specifically, if you intend to charge a percentage of GC's with each Change Order or if additional GC's will be factored on an as-needed basis Temporary construction barriers and infection control measures.
- A lump sum, fixed fee for services rendered during the preconstruction and design phase.
 - **The fee for management services** during the construction phase (For the purposes of this proposal, this fee shall be a percentage of the construction costs which shall be converted into a lump sum, fixed fee at the time the Guaranteed Maximum Price is submitted to the Owner. The Construction Manager's fee (staff cost) for construction phase services shall include the following items and therefore are **not reimbursable** as General Conditions.
 - Compensation to officers or principals, services of the management staff above the level of Project Manager, salaries of home office personnel (including, but not limited to, accounting, purchasing, estimating, and cost control departments), and related income taxes, payroll taxes, insurance, and pensions.
 - Profit, overhead, and cost of project-related home office facilities expenses.
 - Professional fees for consultation, legal, labor relations, accounting, and bookkeeping expenses.
 - Information Technology costs & support staff based in the home office and supporting the field office.
 - Any 3rd party IT or legal costs required to establish or maintain the project systems.
 - **General/Temporary Requirement Estimate:** General Requirements shall be estimated based on the construction schedule and should be sufficiently broken-down components noted below. The following list items to be reimbursed as General Requirements costs:
 - Temporary heat, water, electricity, telephone and toilets.
 - Cost of repairs and preventive maintenance to any leased equipment or Construction Manager owned equipment
 - ICRA requirements
 - Temporary, construction barriers, temporary fence, sidewalk bridges, safety barricades, construction signs and watchmen
 - Final cleaning
 - Field office and its related costs, equipment and furnishings as well as minor expenses such as: first aid station, long distance telephone calls, telephone service at site, expressage and similar petty cash items in connection with the Work Cost, as appropriate, for Revit or other Building Information Management System, as required
 - Cost of removal of all debris (excluding hazardous material), including dumpsters.
 - Temporary fence, sidewalk, bridges, roadways and elevators.
 - Field office and its related costs, equipment and furnishings.
 - Cost, as appropriate, of document hosting system i.e. FTP site for the

- management of drawing submissions, RFI and shop drawing process.
- Safety barricades, construction signs and watchmen.
- Messenger service
- First aid station
- Cost of Insurance, defined as a percentage of construction.
- Fees for building and similar permits required for the performance of the Work.
- Minor expenses such as, long distance telephone calls, telephone service at site, expressage and similar petty cash items in connection with the Work
- Cost of removal of all debris (excluding hazardous material).
- Cost, as appropriate, for Revit or other Building Information Management system, as required
- Cost, as appropriate, of document hosting system i.e. FTP site for the management of drawing submissions, RFI and shop drawing process.
- Cost of Insurance, defined as a percentage of construction.\
- Fees for building and similar permits required for the performance of the Work.

SUBMISSION TIMELINE & PROTOCOL

Athena Mulvey & Gregory Portner (Pure PM / Cooper University Health Care Owner's Representatives) are the primary points of contact for this RFP. All communications concerning this RFP, including questions regarding any information contained within this RFP must be directed in writing (email) to:

Gregory Portner
Cell: (267) 648-2168
Email: Gregory.Portner@purepm.com

AND

Athena Mulvey
Cell: (215) 380-9205
Email: Athena.Mulvey@purepm.com

Answers to the questions submitted, as noted above, will be provided to all the CM Firms that submit proposals.

- RFP Proposal Issued: **Tuesday, October 24th, 2023**
- RFI Questions Due: **Monday, October 30th, 2023, by 5:00 PM**
- RFI Responses back to all Bidders: **Wednesday, November 2nd, 2023, by 5:00 PM**
- Fee Proposals Due: **Thursday, November 9th, 2023, by 5:00 PM**

Please send a PDF of the Proposals electronically to all the below contacts

Gregory.Portner@purepm.com
Athena.Mulvey@purepm.com
Stag-Robert@cooperhealth.edu

EXHIBITS

- Exhibit A: Schematic Design Report
- Exhibit B: Schematic MEP Narrative
- Exhibit C: Cost Breakdown