

Grays Harbor Public Hospital GC/CM panel questions

April 20, 2016

1. Paragraph 4, page 4, Anticipated Project Design and Construction Schedule Targets:

a. Looking at the timeline for selection of GC/CM it appears that an interview of shortlisted firms is not anticipated. Please confirm and if so why not?

**Answer: The timeline has been revised to include a GC/CM shortlist interview period scheduled for May 24, 2016, see attached schedule.**

b. Confirm that MACC negotiations will take place in December 2016.

**Answer: The MACC negotiations are scheduled to take place from December 2016 through January 2017, see attached schedule.**

c. Confirm that DD phase will not start before the GC/CM is on board. The project schedule shows the DD starting on 6/28/16 but the GC/CM does not begin Preconstruction Services until 7/7/2016.

**Answer: The DD phase will commence 7/8/2016 upon GC/CM preconstruction services starting 7/7/2016, see attached schedule.**

2. Paragraph 7 b, Page 11; Expand on Parametrix' s role during the construction and project closeout phases. Who has decision authority to negotiate change orders, scopes of work, and provide direction to the GC/CM and A/E during construction?

**Answer: Please find attached a check list of services delineating Owner Rep [Dick Bratton] responsibilities in conjunction with services provided by Parametrix. Upon approval of the GC/CM project delivery for the Summit Pacific Medical Center Medical Office Building [SPMC MOB] Parametrix will be immediately engaged to participate in project tasks during the design phase through final construction and closeout. SPMC will have the primary contract responsibility and authority to negotiate change orders, scopes of work, and provide direction the GC/CM and A/E during construction. Renee Jensen as SPMC CEO and Dick Bratton as Owner Rep/PM will provide this principal authority and overview of project contract requirements and procedures as they have performed on past projects and will engage the assistance and consultation of Parametrix on an as needed and requested basis for any specific review circumstances.**

#### 4. Anticipated Project Design and Construction Schedule Targets

<b>Project Schedule</b>	<b>Start</b>	<b>Finish</b>
Programming	2/1/2016	3/25/2016
Schematic Design	3/28/2016	7/7/2016
Design Development	7/8/2016	9/30/2016
Construction Documents	10/1/2016	1/5/2017
Permitting	12/15/2016	3/15/2017
MACC 90% CDs	Dec 2016	Jan 2017
Construction	April 2017	April 2018
Substantial Completion	5/1/2018	5/5/2018
Closeout	5/6/2018	5/12/2018
<b>GC/CM Schedule</b>		
PRC Application	4/4/2016	4/4/2016
PRC Presentation	4/28/2016	4/28/2016
Advertise #1 RFP for GC/CM	5/4/2016	5/4/2016
Advertise #2 RFP for GC/CM	5/11/2016	5/11/2016
Site Meeting	5/13/2016	5/13/2016
RFP Submittal Due	5/17/2016	5/17/2016
Score Submittals	5/18/2016	5/19/2016
Interview Shortlisted Firms	5/24/2016	5/24/2016
Notification Highest Qualified, Invite to Submit RFFP	5/25/2016	5/25/2016
RFFP Submittal Due	5/25/2016	6/15/2016
Score and Notify Submitters-Select GC/CM	6/16/2016	6/17/2016
GC/CM Work Plan Due	6/18/2016	7/1/2016
Precon Agreement Executed	7/2/2016	7/6/2016
Pre-Con Services	7/7/2016	4/2017

## **Summit Pacific Medical Center-Medical Office Building Delineation of Owner Rep/PM Services [Dick] w/Parametrix Consultation Support**

**Key: [D=Dick]: [B = Dick and Parametrix]: [N= Not Applicable]**

### **Project Management Planning**

- B\_\_ Understand Owner Vision/Mission/Goals for the Project
- D\_\_ Develop Strategic Project Working Plan
- D\_\_ Define Responsibilities and Management Structure of the Project Team
- D\_\_ Organize and Lead team with Project Controls/Project Master Schedule
- D\_\_ Develop Communication Protocols
- D\_\_ Develop Risk Management Plan/Procedures
- D\_\_ Define FFE Requirements
- D\_\_ Develop RFP for Design Team Solicitation
- B\_\_ Determine Project Delivery Methodology
- D\_\_ Develop Project Budget Proforma
- D\_\_ Define Project Financing
- D\_\_ Audit Operations to be maintained during Project
- D\_\_ Formulate move in plan strategy check list
- D\_\_ Assess Physical Plant capacity for new Project
- D\_\_ Assess Infrastructure capacity for the new Project
- D\_\_ Review/Select Design Team
- D\_\_ RFP for Select Consultants
- D\_\_ Selection of Consultants
- D\_\_ Design Firm Scope and Contract Reconciliations
- D\_\_ Transition Planning
- D\_\_ Move in Planning

### **GC/CM Selection and Preconstruction Services**

- B\_\_ Develop RFP GC/CM Solicitation
- B\_\_ Select most qualified GC/CM candidates
- B\_\_ Interviews/shortlist
- B\_\_ Develop RFFP and Cost Allocation Matrix
- B\_\_ Final proposals
- B\_\_ Negotiate preconstruction services
- B\_\_ Develop and negotiate GC/CM preconstruction scope of work and cost
- B\_\_ Subcontract plan
- B\_\_ Subcontract buyout
- B\_\_ Estimates
- B\_\_ Risk Register/allocation
- B\_\_ MACC negotiation
- B\_\_ Construction contract negotiation and award

### **Design Management**

- D\_\_ Review Master Plan Concept
- B\_\_ Review City/Agency Requirements
- B\_\_ Review Existing Geo Tech Information

## SPMC-MOB

- B\_\_ Review Project Schedule
- B\_\_ Schematic Design Review/Scope Review
- D\_\_ Assess/Select MEPS Design Providers
- D\_\_ Provide and Facilitate Design Coordination w/Consultants
- B\_\_ Design Development Review/Scope Review
- B\_\_ Constructability Analysis/Phasing Strategy
- B\_\_ Review Civil Infrastructure Tie - In
- D\_\_ Review Overall Site Management Plan
- D\_\_ Assess Energy Related Issues
- B\_\_ Review Budget Estimate AT DD
- D\_\_ Determine Design Consultant Import and Schedule/Scope
- D\_\_ Design Contract Documents/Specifications/Details/Project Manual
- D\_\_ Review Coordinated Design per Systems

### **Cost Management**

- D\_\_ Develop/Review Overall Project Proforma
- D\_\_ Cash Flow Tracking
- D\_\_ Conduct Schedule based Budget Updates per Design Phases
- B\_\_ Budget Updates and Tracking
- B\_\_ Value Engineering and Constructability Analysis
- D\_\_ Define Diff/Doc for FFE
- D\_\_ Establish RFI/CO Procedures

### **Time Management**

- B\_\_ Define Master Project Schedule
- D\_\_ Detail Design Schedule
- D\_\_ Detail Construction Schedule Gantt chart
- D\_\_ Define Long Lead Items
- N\_\_ Develop CPM Schedule
- D\_\_ Require/Review GC/CM Three Week Look Ahead Schedule
- B\_\_ Review Acquisition Plan and Constructability Performance Periods

### **Agency Management**

- D\_\_ Permitting
- B\_\_ Due Diligence
- D\_\_ DOE
- D\_\_ DOH
- D\_\_ ELMA
- D\_\_ SEPA
- D\_\_ NEPA
- D\_\_ DFW
- N\_\_ USDA
- D\_\_ ORCAA

### **Quality Management**

- B\_\_ Manage Work to Conformance of Contract Documents
- D\_\_ Monitor Risk Management and Implement Safety Plan
- D\_\_ Monitor Effectiveness of QA/QC Team

**Contract Administration**

- B\_\_ Insure Contractor Compliance with Contract Documents
- D\_\_ Organize and Lead team Interactions
- D\_\_ Define Partnering Process
- B\_\_ Develop Contract Procure Plan; design/consultant/contractor/suppliers
- D\_\_ Develop Filing System and Implementation
- B\_\_ Develop Contracting Methods
- D\_\_ Develop Requirements for Occupancy and Start Up
- D\_\_ Consultant Administration – Specific Oversight/Monitoring

**Safety Management**

- D\_\_ Establish Project Emergency Plan
- D\_\_ Coordinate Life Safety Measures/ICRA
- D\_\_ Review Contractor's Safety Plan

**Professional Owner Representative Practice**

- B\_\_ Adhere to Ethical Standards
- B\_\_ Provide True leadership
- D\_\_ Perform role as benevolent autocrat

**Facility Management**

- D\_\_ Coordinate Phasing Plan
- D\_\_ Inform Public/Staff Notifications
- D\_\_ Coordinate Separate Contracts
- D\_\_ Coordinate Third Party Consultants
- N\_\_ Manage Key Shut Downs w/GC/CM

**Construction Management**

- D\_\_ Assure all Contractors Understand Scope and Schedule
- D\_\_ Establish Best Practices for Environ Quality Control, Recycle Measures
- D\_\_ Deliver Timely and Concise Reports to Owner
- D\_\_ Report on Progress/Milestones
- D\_\_ Provide site logistics plan to maintain operations and insure safety/security
- D\_\_ Provide Efficient CO Management
- D\_\_ Manage Construction Process/Progress, Keep Work Flowing
- D\_\_ Provide onsite observation and representation minimum of 3 days/ week
- D\_\_ Administer Progress Payments
- D\_\_ Monitor Special Inspections
- D\_\_ Daily Site Inspections/reports
- D\_\_ Oversee Project Commissioning Plan
- D\_\_ Assure Contractor Provides a Safe Workplace
- D\_\_ Conduct Weekly on Site OAC Meetings
- D\_\_ Establish Action Plan Protocol for OAC Follow-up Tasks
- B\_\_ Coordinate Final Stages of Construction
- B\_\_ Provide Efficient Closeout/Punch list/Operating Manuals

SPMC-MOB

**Close Out**

- B Assist with punchlist development
- B Insure warrenties/manuals are submitted properly
- B Review as-built drawings
- B Final accounting, reporting