Board of Regents of the University System of Georgia

Request for Qualifications (Step I)

and

Request for Fee Proposal & Interviews (Step II)

To Provide

Construction Management at-Risk Services (CM/GC)

for

Project No. BR-10-2702
"Oglethorpe House Renovation"

University of Georgia
Athens, Georgia

Solicitation Issue Date: **November 03, 2026**
Qualifications Packages Due: **November 24, 2026**

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STEP I
REQUEST FOR QUALIFICATIONS

IMPORTANT: Read the document carefully, the selection requirements have changed!

Construction Management at-Risk (CM/GC) Services
Project No. BR-10-2702
"Oglethorpe House Renovation"
University of Georgia, Athens, Georgia

The Board of Regents of the University System of Georgia ("BOR") as "Owner", on behalf of University of Georgia ("UGA"), User" is soliciting Statements of Qualifications from firms interested in providing construction management at-risk services for the construction of a project known as **Project No. BR-10-2702, "Oglethorpe House Renovation"** at University of Georgia, Athens, Georgia. This Request for Qualifications (RFQ) seeks to identify potential providers of the above-mentioned services. Some firms that respond to this RFQ, who are determined by the Owner to be especially qualified, may be deemed eligible and may be invited to interview and offer proposals for these services. All respondents to this RFQ are subject to instructions communicated in this document and are cautioned to completely review the entire RFQ and follow instructions carefully. BOR reserves the right to reject any or all statements of qualifications or proposals, and to waive technicalities and informalities at their discretion.

1. GENERAL PROJECT INFORMATION

Project Background

As part of its long-term residence hall renewal strategy, UGA proposes to renovate and modernize Oglethorpe House ("O-House"), a nine-story residential facility located at 150 University Court in Athens encompassing approximately 93,538 square feet. Constructed in 1963 and opened in 1965, O-House currently provides 496 student beds and predominantly serves first-year students.

The Project would continue UGA's broader effort to provide a high-quality and consistent residential experience across its housing communities, following prior renovations to Russell Hall and Brumby Hall, as well as the planned renovation of Creswell Hall. The Project would support UGA's strategic enrollment plan, anticipated growth in UGA's first-year student population, and continued student retention by improving the quality, accessibility, and functionality of an important on-campus residential facility.

Project Description

The Project would address aging building systems and facility deficiencies while bringing O-House into alignment with current code, accessibility, life safety, and operational standards. Planned improvements include increasing the number of rooms compliant with the Americans with Disabilities

Act; replacing elevator equipment to provide a stretcher-compliant cab; installing stairwell pressurization systems, an emergency generator, and a fire command center; and modernizing mechanical, electrical, and plumbing infrastructure.

The Project would also involve a reconfiguration and enhancement of common areas, including the main lobby and lower-level common spaces, while maintaining a limited scope within residential rooms and exterior elements to complement prior improvements. Student-centered amenities would include large meeting rooms, reconfigured study and meeting areas, lounges with kitchenettes on all floors, a larger community kitchen, and a redesigned laundry room that would function as a multipurpose student lounge for studying, socializing, and laundry monitoring.

Construction is scheduled to begin in May 2028, with O-House planned to reopen for the Fall 2029 semester.

Sustainable Approach
The project will incorporate the requirements of the Energy Efficiency & Sustainable Construction Act of 2008 (O.C.G.A. 50-8-18) and it is the desire of the Owner to incorporate sustainable design and construction concepts in the project where feasible to do so. Further, Georgia Peach certification is required with commissioning.

Project Delivery Method
The delivery method for this Project will be Construction Manager at-Risk and as a minimum, will employ the services of a (i.e., Design Professional, and a Commissioning Agent) in addition to the services of the CM/GC.

Project Budget
The preliminary Stated Cost Limitation (SCL) or construction cost of the Project is estimated at **$33,500,000**. The final SCL may be revised by the Owner due to final programmatic requirements, funding availability or other circumstances.

Project Schedule
The Design Professional's services are anticipated to commence **January 2027**. Construction documents are anticipated for completion in **December 2027.** Preconstruction services are expected to begin immediately upon execution of the contract with the CM/GC. The CM/GC shall obtain written authorization from the Owner prior to proceeding with any additional services. The start of construction is anticipated to begin in **May 2028**. (*All of the dates above are estimates and are contingent on the availability of funding).*

UGA Design & Construction Supplemental General Requirements & Standards
In addition to Board of Regents of the University System of Georgia requirements, the Design Professional shall provide services in conformance with the UGA Design & Construction Supplemental General Requirements & Standards (Standards). The July 1, 2026 version of the Standards is available for reference at www.architects.uga.edu/standards and will be incorporated by reference into the Design Professional contract.

2. CONSTRUCTION MANAGEMENT AT-RISK SERVICES REQUIREMENTS

The prospective CM/GC will provide preconstruction services which may include, without limitation, technical review, cost verification, cost evaluation, value engineering, schedule development, and schedule evaluation, in addition to management of the construction. The CM/GC will be expected to work collaboratively with the Design Professional to develop component bid packages during construction. In addition, CM/GC will be responsible for methods of construction, safety, and the scheduling and coordination of the work of all construction and miscellaneous contracts required for

completion of the project within its predetermined budget and schedule. The successful CM/GC will be required to work collaboratively with the Owner's consultants. The Owner may also employ a Commissioning Agent to perform design analysis of the various building systems. The Construction Manager is expected to work closely with the Commissioning Agent as well.

3. QUALIFICATIONS REVIEW PROCESS

Selection of the CM/GC will be a multi-step process generally following the steps outlined in the State Construction Manual.

Step I- Qualifications Review is initiated with this RFQ for the purpose of acquiring Statements of Qualifications from prospective CM/GC firms. A selection of finalist firms will be made by a Selection Committee consisting of representatives of the BOR and UGA. The Selection Committee will receive, and review Statements of Qualifications submitted in response to this RFQ. To be deemed eligible for evaluation, firms must meet the following minimum qualifications:

Minimum Qualifications Required

- The firm or its principals are not currently ineligible, debarred, suspended, or otherwise excluded from bidding or contracting by any state or federal agency, department, or authority.
- The firm or its principals have not been terminated for cause or currently in default on any public works contract.
- Firm must have sufficient bonding capacity for anticipated total cost of work. Only those sureties listed in the Department of Treasury's Listing of Approved Sureties (Department Circular 570) are acceptable to the Owner. At the time of issuance, all insurance and bonds must be issued in the State of Georgia for the applicable line of insurance. Such company shall be an insurer (or, are qualified self-insurers or group self-insureds, a specific excess insurer providing statutory limits) with an A.M. Best Financial Strength rating of "A- "or better and an A.M. Best Financial Size Category of Class V or larger.
- Firm must have a current Contractor's Public Liability Insurance policy. Refer to Insurance Requirements in the Owner's Construction Manager at-Risk (CM/GC) contract at www.usg.edu/facilities/services/contracts_and_agreements. (The Owner reserves the right to require additional limits and/or coverage for actual contract).
- Firms must have all necessary, valid, and current licenses to do business in the State of Georgia. The firm must demonstrate sufficient cash flow to undertake the project as evidenced by a current ratio (assets/liabilities) of 1.0 or higher.
- The firm must demonstrate a commitment to safety with regard to Worker's Compensation by having an Experience Modification Rate (EMR) over the past three years of 1.2 or less. (Each of the last three years shall be 1.2 or less).

The Selection Committee will evaluate the submittals that have met the above minimum qualifications. Criteria for the evaluation are listed below:

Criteria for Evaluation of Statements of Qualifications

25% Factor: **Stability** of the firm, including the firm's corporate history, growth, resources, forms of ownership, litigation history, financials, etc.

45% Factor: Firm's relevant project **experience and qualifications**, including the demonstrated ability of firm in effective management of construction of facilities comparable in complexity, size, and function, for Owners such as University System of Georgia and other similarly-structured organizations. This includes relevant experience and qualifications of the firm's proposed Project Team; and the demonstrated proficiency of the firm with projects similar to this Project.

30% Factor: Firm's **suitability** to provide services for project, including whether the firm's size and resources are appropriate in relation to the size and complexity of the project type, any unique qualifications for the project, current and projected workloads, the proximity of office to project location, knowledge of or experience with the local subcontractor market, and any special services or project for project-related concerns.

4. SCHEDULE OF EVENTS (STEP I)

The following Schedule of Events represents the Owner's best estimate of the schedule that will be followed. All times indicated are prevailing times in Atlanta, Georgia. The Owner reserves the right to adjust the schedule as the Owner deems necessary.

STEP I (RFQ) Estimated Timeline		
a. Owner issues public advertisement of **RFQ**	11/03/26	-----
b. Deadline for written questions/requests for clarification (see section 6)	11/17/26	2:00pm
c. Deadline for submission of Statements of Qualifications	11/24/26	2:00pm
d. Owner completes evaluation, post results, and issues notification to finalist firms	11/24/26 – 12/08/26	-----

5. SUBMITTAL OF QUESTIONS AND REQUESTS FOR CLARIFICATION

It is the responsibility of each respondent to examine the entire RFQ and RFP, seek clarification in writing, and review its submittal for accuracy before submitting the document. Questions about any aspect of the RFQ, or the project, shall be submitted in writing (e-mail is preferable) to:

Manasi Parkhi
Project Manager
Office of University Architects
1180 East Broad Street
Athens, GA 30605

email: manasip@uga.edu

The deadlines for submission of questions relating to the RFQ are the times and dates shown in the (*Schedule of Events- Section 4).* **All relevant questions and requests for clarification received by the Institution and the corresponding responses will be posted on the Georgia Procurement Registry at** http://ssl.doas.state.ga.us/PRSapp/ **as an addendum to the original solicitation for services.** From the issue date of this solicitation until a successful proposer is selected and the selection is announced, respondents are not allowed to communicate for any reason with any members or employees of the BOR or the Institution except for submission of questions as instructed in the RFQ, or during the proposer's conference (if applicable), or as provided by any existing work agreement(s). For violation of his provision, the Owner shall reserve the right to reject the proposal of the offending proposer.

6. INSTRUCTIONS FOR PREPARING STATEMENTS OF QUALIFICATIONS

Interested firms shall submit/upload one (1) electronic copy in .pdf format of the complete qualifications package to a BOR ftp site. Submittals must be prepared in a manner that fits a standard 8 ½" x 11" paper format when printed. Responses are limited to using a minimum of an 11-point font. **The entire response shall not exceed 50 pages, including exhibits, affidavits or other enclosure information that may be included in an appendix.** All pages count regardless of content. Submittals that include qualifications of more than one firm shall not exceed page limits. Submittals that exceed the page limit will be deemed non-responsive and will not be considered by the Selection Committee.

STATEMENT OF QUALIFICATIONS
(DELIVERABLES "A", "B", "C" and "D" FOR ALL FIRMS)

Emphasis should be on completeness, relevance, and clarity to content. It is essential that all Statement of Qualifications follow the format and instructions outlined below:

A. Stability

A1- Provide basic company information:

a. Company's legal name, address, name of primary contact, telephone number, e-mail address, and company website (if available). If the firm has multiple offices, the qualification statement shall include information about the parent company and branch office separately.
b. Identify office from which project will be managed and this office's proximity to the project site.
c. **Indicate the year the local office was established and the number of persons staffing the local office and their disciplines.**
d. Provide form of ownership (LLC, Corporation, Partnership, etc.) including state of residency or incorporation, and the year the company was established.
e. Provide general information about the firm's establishment, personnel resources, including disciplines and numbers and classifications of employees, and locations and staffing of offices that will be directly involved with this Project.
f. List the firm's annual revenue, for the parent office and the local office separately, if applicable, for the past 5 years.

A2- Describe your experience with ANY litigation with Owners and/or Architects. State basis of litigation (nonpayment, breach of contract, etc.).

A3- State whether the firm, or a member thereof, has ever been removed from a contract or failed to complete a contract as assigned? If so, provide explanation.

A4- The firm, in order to be deemed eligible for further evaluation, must provide supporting documentation asserting that the firm meets the minimum qualifications required for this project.

a. Certify that your firm or its principals are not currently ineligible, debarred, suspended, or otherwise excluded from bidding or contracting by any state or federal agency, department, or authority.

b. Certify that your firm has sufficient bonding capacity for anticipated total cost of work. Surety and insurance companies must be in the current Department of Treasury's Listing of Approved Sureties (Department Circular 570). All insurance and bonds will be obtained through a company licensed by the Georgia Insurance Commissioner to transact the business of insurance in the State of Georgia for the

applicable line of insurance in the State of Georgia for the applicable line of insurance. All insurers (or qualified self-insurers or group self-insureds, a specific excess insurer providing statutory limits) with an A.M. Best Financial Strength rating of "A- "or better with an A.M. Best Financial Size Category of Class V or larger. Provide a letter or other supporting documentation from your firm's surety indicating the firm has a bonding capacity, equal to or greater than, the preliminary stated cost limitation (SCL) contained herein.

c. Certify your firm's ability to meet or exceed the established insurance coverage requirements. A copy of the Certificate of Liability Insurance form is located at https://www.usg.edu/facilities/assets/facilities/documents/COI_-_new.pdf. (The Owner reserves the right to require additional limits and/or coverage for actual contract). Provide your firm's current insurance certificate.

d. Certify your firm has a valid and current Georgia General Contractor's License and must be registered to do business in the State of Georgia. Provide a valid copy of your Georgia General Contractor license, and a Georgia Certificate of Existence or other documentation stating your firm has registered with the Georgia Secretary of State and is authorized to do business in Georgia.

e. Certify your firm has sufficient cash flow to undertake the project as evidenced by a current ratio (assets/liabilities) of 1.0 or higher. Provide no more than a one-page statement evidencing your current ratio.

f. Certify your firm demonstrates a commitment to safety with regard to Worker's Compensation by having a current Experience Modification Rating (EMR) of 1.2 or less. Provide evidence from your firm's carrier on their letterhead of your firm's EMR.

A5- Complete the "Certification Form" (Exhibit A) and submit a scanned notarized copy with the firm's Statement of Qualifications.

A6- Complete and submit the "Contractor Affidavit" (Exhibit B) and submit with the firm's Statement of Qualifications in compliance with the Georgia Security and Immigration Compliance Act.

GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT(S)

"Contractor" in the following Affidavits shall mean "General Contractor"/ "Contractor" for the purpose of compliance with O.C.G.A. § 13-10-91, (b).

For the purpose of completing the attached Affidavits, please insert the following:

- "Name of Public Employer" shall mean "Board of Regents of the University System of Georgia, Owner, for the use and benefit of **University of Georgia.**
- "Name of Project" shall mean **"Project No. BR-10-2702 and Oglethorpe House Renovation".**

Failure to submit this form with Statement of Qualifications will result in the firm being eliminated from consideration for this project.

A7- Complete the "Proposer's Disclosure Statement" (Exhibit G) and submit with the firm's Statement of Qualifications.

B. Experience and Qualifications

B1- Describe your firm's proposed construction management team and include an organizational chart of the team. Please designate the specific individuals who will fill the key roles on you team and provide the percentage of time committed during the preconstruction phase and time committed on site during construction. Provide a resume for each individual. Resumes should include information regarding similar projects competed. Firms should list all positions/persons that CM expects to serve on the construction management team or whose time will be charged to the project. This will include, but is not limited to:

a. Superintendent (s)
b. Project Manager
c. Project Executive/Director
d. Preconstruction Lead
e. Other project management/support staff providing basic services.

B2- Provide information on the firm's experience on projects of similar, size, function, and complexity (similar type of construction as incumbent project). Describe 3-5 projects, in order of most relevant to least relevant, which demonstrate the firm's capabilities to perform the project. For each project, provide the following information:

a. Project name, location and dates during which services were performed.
b. List the individuals who served as the Project Executive/Director, Project Manager, Superintendent, and Cost Estimator on the projects. Please note whether these individuals are still employed with your firm and if they will be assigned to this project.
c. Brief description of project and physical description including delivery method, project duration, contract value, square footage, structural system/components, site area, unique project components or equipment. Include photographs.
d. Describe how the completed project is similar to the advertised Project.
e. Describe services performed by your firm and (if multiple offices), the location of the office involved.
f. Respective Owner's stated satisfaction in construction and service of your firm. Provide any Owner-written letters of reference/recommendation about the firm's performance on the project.
g. Owner/User/Architect contact information.

C. General Management Approach

C1- General approach to the schedule management before and during construction.

C2- Provide a brief summary of your cost management plan for controlling costs while maintaining the project schedule.

C3- Provide a brief summary of your procurement process for ensuring adequate skilled workforce and proper subcontractor engagement.

C4- Provide a brief summary of your quality assurance pln. Describe your firm's approach for validating compliance with construction documents.

D. Statement of Suitability

D1- Provide any information that may serve to differentiate your firm from other firms regarding suitability for the project. Suitability may include, but is not limited to, the firm's fit to the project and/or needs of the Owner, any special or unique qualifications for the project, current and projected workloads, the proximity of office to project location, and any

techniques or methodologies offered by the firm that may be particularly suitable for this project type.

D2- Indicate the proximity of the Project Site to the firm's office that will be managing the Project. Describe your firm's knowledge of or experience with the local subcontractor market. Provide information on any special services offered by the firm that may be relevant and available for this project.

7. SUBMITTAL OF STATEMENTS OF QUALIFICATIONS

The Qualifications shall be uploaded as a one (1) complete package in .pdf format onto the BOR / Egnyte ftp site. Please do not submit individual documents or sections separately. The file shall be titled in the format below:

EXAMPLE: (BOR-Project No. BR-10-2702-CM, ABC Company, Qualifications)

See the document titled "Upload Instructions" on the Georgia Procurement Registry site along with this RFQ/RFP for detailed instructions regarding the upload of your submittal.

The total page count of the submittal must not exceed 50 pages. All pages count toward the total number of pages regardless of content. Qualification submittals that exceed the page limit will be deemed non-responsive and will not be considered by the selection committee.

If difficulty is encountered during upload, contact Josette Decatur-Hampton at (404) 962-3172 or josette.decatur-hampton@usg.edu for assistance or confirmation that the file was received. **Firms are encouraged to verify their upload was successful** at least 45 minutes prior to the deadline.

(Experience with the ftp site indicates that uploads do not always receive the confirmation statement that the file was successfully uploaded. Typically, files ranging in size from 3 – 10 mb, should not take more than one or two minutes to complete the upload).

Statements of Qualifications must be electronically received by the Owner prior to the deadline indicated in the Schedule of Events (Section 4 of RFQ). Printed copies will not be accepted. A list of firms submitting responsive Statements of Qualifications will be published on the Georgia Procurement Registry site, as well as the Board of Regents' Real Estate and Facilities website at http://www.usg.edu/facilities/external_partners/construction_professional_selections.

It is the responsibility of the Proposers to examine the entire Request, seek clarification in writing, and review their qualifications for accuracy before submitting a response. Once the deadline has passed, all submittals will be final.

All expenses for preparing and submitting responses are the sole cost of the party submitting the response. The Owner is not obligated to any party to reimburse such expenses. All submittals upon receipt become the property of the Owner. Labeling information provided in submittals "proprietary" or "confidential" or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until final award.

8. FINALIST NOTIFICATION

Once the Selection Committee has completed the evaluation of the Statements of Qualifications, the finalist firms will be notified in writing. The shortlisted firms will also appear on the Board of Regents' Office of Real Estate and Facilities website at

https://www.usg.edu/facilities/external_partners/construction_professional_selections and posted at the CM RFQ solicitation on Georgia Procurement Registry.

STEP II
REQUEST FOR FEE PROPOSALS & INTERVIEWS
(From Qualified Finalists)

Step II- CM/CG Selection, will be initiated by the invitation to the qualified finalists to submit Fee Proposals as instructed in the Request for Qualifications (RFQ). Finalist will be those firms determined by the Selection Committee to be especially qualified to perform as the Construction Manager for this Project in accordance with the qualifications therein. The Owner will issue a notice to finalists to participate in an oral presentation/interview. The successful CM/GC will be determined from the interviews and proposals received.

1. SCHEDULE OF EVENTS (STEP II)

The following Schedule of Events represents the Owner's best estimate of the schedule that will be followed. All times indicated are prevailing times in Atlanta. The Owner reserves the right to adjust the schedule as the Owner deems necessary.

STEP II (RFP) Estimated Timeline		
Event	**Projected Date**	**Projected Time**
a. Owner issues notice to finalist firms	12/08/26	----------
b. Owner conducts Mandatory Pre-Proposal Site Visit for finalists	12/15/26	TBD
c. Deadline for Site Visit written questions/requests for clarification	12/18/26	2:00 PM
d. Deadline for submission of Fee Proposals	01/06/27	2:00 PM
e. Owner interviews finalist firms	01/07/27	TBA

2. PRE-PROPOSAL SITE VISIT

A pre-proposal site visit will be conducted by the Owner, and attendance of finalist firms is mandatory. The date for the site visit is tentatively listed above. The site visitors will convene at a time and location to be determined and communicated in the Notice to Finalists. Additional information, possibly including some program, plans and drawings, may be available at the site visit for finalist review. ***The Owner reserves the right to disqualify a proposer from the selection process due to a failure by a proposer to arrive for the site visit by the scheduled time. Failure to attend a mandatory site visit will automatically result in disqualification from the selection process.***

3. SELECTION PROCESS

The Selection Committee will evaluate the finalist firms according to the criteria for the evaluation below:

Criteria for the evaluation of Project Proposals and Interviews:

50% Factor: **Relevant Experience and Qualifications** of the Proposed Project Team, including experience of the project manager and superintendent working together on past similar projects; experience of the team working together with the selected Design Professional and/or Program Manager; team's experience with projects of similar facility size, type, and complexity. The Owner may use references from stakeholders of the Owner's choosing from previous projects of the finalists, among other information as necessary.

25% Factor: **Proposed Management Plan**: The firm's approach to those Project issues presented in the interview.

25% Factor: **Team Communications/Project Solutions**: Committee's overall impression of the firm and the overall impression of key team members and their ability to effectively answer project questions and provide solutions during the interview.

4. SUMITTAL OF FEE PROPOSALS

Fee Proposals will be solicited from the finalists invited to interview. **Firms must use the "CM/GC Fee Proposal", Preconstruction Cost & Expenses Breakdown", "General Conditions Breakdown" and "Project Cost Matrix" forms (included as an Exhibits C, D, E, & F to this RFQ/RFP)** and submit one (1) password protected file electronically. Do not include any project proposal information.

Fee proposals must be received electronically by the Owner prior to the deadline indicated in the Schedule of Events (Section 1 of the Step II). See the document titled "Upload Instructions" on the Georgia Procurement Registry site along with this RFQ for detailed instructions regarding the upload of your document.

The file shall be titled in the format below:

EXAMPLE: (BOR-Project No. BR-10-2702-CM, ABC Company, Fee Proposal)

No fee proposal will be opened until one firm has been judged to be the highest ranked firm. Following the interviews, the highest ranked firm will be contacted to provide the document password. Only the fee proposal from the highest ranked firm will be opened. Please understand that this proposal constitutes a starting point for negotiation toward an eventual agreement on fees.

5. PRESENTATION/ INTERVIEW INFORMATION

Interview Format

Firms selected to make presentations shall be notified by the Invitation to Interview letter issued by the Selection Committee Manager. The Invitation to Interview letter shall designate a place and time for the interview session. The time allotted to each firm to present and be interviewed will be in accordance with the State Construction Manual. The Invitation letter will specify the manner in which the presentations will be conducted.

- The interview will last a total of 50 minutes (30 minutes for the presentation, 20 minutes reserved for questions and answers). Teams will have 5 minutes prior to your interview to get your presentation set up. The Selection Committee will consist of representatives of the institution and the Board of Regents Office of Real Estate and Facilities.

- Electronic presentations, such as PowerPoint presentations are also allowed.
- BOR will typically have a screen and projector available in the interview room, and possibly a laptop computer. Nevertheless, presenters must be prepared with their own projector, flash drive and laptop computer in case unforeseen technical difficulties are encountered.
- The presentation may involve flip charts or boards along with the oral presentation.
- All members of the Selection Committee will be present during all the presentations.
- Firms are not allowed to address any questions to anyone other than the designated contact prior to the interview.

Interview Requirements
The primary intent of the formal interview process is to provide the Selection Committee with in-depth and clarifying information about the firm. Information provided should assist the Selection Committee in making an informed decision as to the proposer best suited for the work. All key personnel should be present at the interview.

Firms should focus their presentations on their plan for managing the following construction issues:

- Your approach to the Preconstruction process including document review.
- Your subcontractor engagement and bidding process.
- Your scheduling process and any concerns with the stated project duration.
- Budgeting, estimating and cost management.
- Approach to constructing the project including any specific plans for phasing plans for the project, quality, the site plan, or other project issues.
- Unique characteristics or services the firm offers.

Please bring a copy of your interview presentation on a thumb-drive to leave with the CM Selection Committee.

Firms are discouraged from reviewing general company history and past experience as submitted in Statements of Qualifications unless this information is particularly relevant to the presentation. All key personnel should be present at the interview including at a minimum, the project superintendent, project manager, and project executive.

Final Selection
Upon completion of the evaluation and interview process by the Selection Committee, the firms will be ranked in descending order of recommendation. Negotiations will then be initiated with the best-qualified firm to finalize the terms and conditions of the contract. In the event a satisfactory fee agreement cannot be reached with the highest-ranking firm, the Owner will formally terminate the negotiations in writing and enter into negotiations in turn with the second highest ranking firm and so on until a mutual agreement is established and the Owner awards an architectural services contract. Refer to the BOR website for the most current version of Construction Professional Contract between Construction Management-at-Risk and Owner for Construction Management projects: https://www.usg.edu/facilities/services/contracts_and_agreements

6. ADDITIONAL TERMS AND CONDITIONS

Restriction of Communication
From the issue date of this RFQ solicitation until a successful proposer is selected and the selection is announced, proposers are not allowed to communicate about this solicitation or this Project for any reason with any members of the Selection Committee, the Institution, or BOR, except for submission

of questions as instructed in the RFQ, or during the proposer's conference (if applicable), or as provided by any existing work agreement(s). For violation of this provision, the Owner reserves the right to reject the proposal of the offending proposer.

Submittal Costs and Confidentiality
All expenses for preparing and submitting responses are the sole cost of the party submitting the response. The Owner is not obligated to any party to reimburse such expenses. All submittals upon receipt become the property of the Owner. Labeling information provided in submittals "proprietary" or "confidential", or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until final award.

Award Conditions
This request is not an offer to contract or a solicitation of bids. This request and any statement of qualifications or proposal submitted in response, regardless of whether the proposal is determined to be the best proposal, is not binding upon the Owner and does not obligate the Owner to procure or contract for any services. Neither the Owner nor any party submitting a response will be bound unless and until a written contract mutually accepted by both parties is negotiated as to its terms and conditions and is signed by the Owner and a party containing such terms and conditions as are negotiated between those parties. The Owner reserves the right to waive non-compliance with any requirements of this Request for Proposal and to reject any or all proposals submitted in responses. Upon receipt and review of responses, the Owner will determine the party(s) and proposal that in the sole judgment of the Owner is in the best interest of the Owner (if any is so determined), with respect to the evaluation criteria stated herein. The Owner then intends to conduct negotiations with such party(s) to determine if a mutually acceptable contract may be reached.

Reciprocal Preference Law
Effective July 1, 2010, BOR will comply with all requirements of O.C.G.A. 13-10-3

a. Pursuant to O.C.G.A. 13-10-3, for the purpose of determining residency, a Georgia resident business shall include:
   (1) Any business that regularly maintains a place from which business is physically conducted in Georgia for at least one year prior to any bid or proposal
   (2) (or) a new business that is domiciled in Georgia which regularly maintains a place from which business is physically conducted in Georgia (provided) that a place of business shall not include a post office box, site trailer or temporary structure.

b. Whenever the state contracts for public works construction, materialmen, contractors, builders, architects, engineers, and laborers resident in the State of Georgia are to be granted the same preference over materialmen, contractors, builders, architects, engineers, and laborers resident in another state in the same manner, on the same basis, and to the same extent that preference is granted in awarding bids for the same goods or services by such other states.

Joint-Venture Proposals
The Owner does not desire to enter into "joint-venture" agreements with multiple firms. In the event two or more firms desire to "team up" it is strongly recommended that one incorporated firm propose and maintain status as the contracted lead firm with the remaining firms participating as major consultants to the lead firm.

Minority and Small Business Enterprise
It is the policy of the State of Georgia that minority-owned business enterprises (MBE), woman-owned business enterprises (WBE) and small business enterprises (SBE), have a fair and equal opportunity to participate in the State purchasing process. Therefore, the Owner encourages all MBE, WBE and

SBE to compete for contracts to provide goods, services, and construction, and encourages contractors to solicit MBE, WBE and SBE in procuring subcontractors and suppliers. This desire on the part of the Owner is not intended to restrict or limit competitive bidding or to increase the cost of the work. The Owner supports a healthy free market system that seeks to include responsible businesses and provides ample opportunity for business growth and development. Contractors and subcontractors who utilize qualified minority subcontractors may qualify for a Georgia state income tax credits for qualified payments made to minority subcontractors. See Official Code of Georgia Annotated (O.C.G.A.) O.C.G.A. Section 48-7-38. For more information, please contact:

The Governor's Entrepreneur and Small Business Office
75 Fifth Street, Suite 825
Atlanta, Georgia 30308
Phone: 404.962.4071
http://www.georgia.org/Business/SmallBusiness/

Immigration Reform Compliance Requirement.

The successful Proposer will be required to certify compliance with the Immigration Reform and Control Act of 1986 (IRCA), D.L. 99-603 and the Georgia Security and Immigration Compliance Act OCGA 13-10-90 et.seq., by meeting or having complied with one of the (2) following provisions and by executing any affidavits required by the rules and regulations issued by the Georgia Department of Labor set forth at Rule 300-10-1-.01:

1) The Contractor warrants that Contractor has complied with the Immigration Reform and Control Act of 1986 and the Georgia Security and Immigration Compliance Act by registering at https://www.vis-dhs.com/EmployerRegistration and verifying information of all new employees;
2) The successful proposer shall comply with the stipulations cited in Security and Immigration Compliance Act OCGA 13-10-91. with respect to the proper federal authorizations regarding the right to work for subcontractors and contractors.

Statement of Agreement

With submission of a proposal, the Proposer agrees that he/she has carefully examined the Request for Qualifications (RFQ) & Request for Proposals (RFP), and the Proposer agrees that it is the Proposer's responsibility to request clarification on any issues in any section of the RFQ/RFP with which the Proposer disagrees or needs clarified. The Proposer also understands that failure to mention these items in the proposal will be interpreted to mean that the Proposer is in full agreement with the terms, conditions, specifications, and requirements in the therein.

END