



## COLUMBUS METROPOLITAN HOUSING AUTHORITY

### **Request for Proposals (RFP) For Construction Manager at Risk (CMAR) Services for: THE FALLS**

#### **Introduction**

The Columbus Metropolitan Housing Authority (CMHA) is requesting proposals from Construction Management at Risk (CMAR) firms for the site development and construction of a new multi-family community located at 3355 Refugee Rd, Columbus, Ohio 43232.

CMHA anticipates awarding a contract for construction upon price and qualifications, based on the requested criteria within this RFP.

#### **The Project**

The Falls development will consist of ten three-story walk-up-style buildings, eight garage buildings, and a clubhouse, for a total of 220 units on 8.5 acres. Programming will consist of one, two, and three-bedroom units, a clubhouse with a rental office, clubroom, fitness facility, and outdoor amenity space with pool. The exterior will include a combination of stone veneer and vinyl siding. The roof system will be dimensional shingles. Vinyl window systems are proposed.

#### **General Information**

When compiling proposals, GMP shall be based on the listed plan set (**EXHIBIT A**) and project Specifications are listed as (**EXHIBIT B**). All respondents must sign drawing and specification index (**EXHIBIT C**). Any significant modifications made to this design prior to the proposal due date will be added as addenda to this RFP. Receipt of all Addenda must be acknowledged within the proposal (**EXHIBIT E**).

Anticipated Construction Budget: \$34,000,000

Anticipated Construction Duration: 18 months

Assumed start date: November 2025.

This project will be sales tax-exempt.

This project will be subject to Davis-Bacon wage rates (residential rates)

The construction contract will depend on the CMHA board approval.

The CM will be responsible for paying for utilities prior to substantial completion.

#### **Proposal Schedule**

A Pre-submission meeting will be held on **Wednesday, May 21, 2025, at 10:00 AM** at CMHA headquarters located at 880 East 11<sup>th</sup> Avenue, Columbus, Ohio 43211

Final questions regarding this project are due no later than **Monday, June 23, 2024, at 4:00 PM.** Late submissions will not be accepted. Address questions to:

Mike Wagner [mwagner@cmhanet.com](mailto:mwagner@cmhanet.com)  
Anup Janardhanan [anupj@moodynolan.com](mailto:anupj@moodynolan.com)  
Chris Belcastro [cbelcastro@cmhanet.com](mailto:cbelcastro@cmhanet.com)

Deliver sealed proposals to 880 East 11<sup>th</sup> Ave, Columbus, Ohio 43211, no later than **Wednesday, July 2, 2025, at 11:00 AM.** Late submissions will not be accepted.

Attention: Michael Wagner, Vice President of Construction  
Chris Belcastro, Assistant Vice President of Construction

Award notifications will be announced by the close of business on **Tuesday, July 22, 2025.**

### **Proposal Format and Requirements**

All Proposals shall utilize the attached Exhibits. Two hard copies and one electronic copy shall be submitted to CMHA in a sealed envelope.

Respondents are solely responsible for any costs incurred in preparing or submitting Proposals for the project.

When received, all responses, inquiries, or correspondence relating to this RFP will become the property of CMHA and shall be regarded as public record.

CMHA reserves the right to:

- Refuse any or all submittals received.
- Cancel or modify this RFP at any time.
- Request further documentation or information and discuss an RFP submittal to answer questions or provide clarification.

The submission package must be signed by an officer of the respondent who is legally authorized to enter a contractual relationship on behalf of the respondent.

**Qualifications.** All submission packages should be bound and tabbed by sections as follows:

1. Title Page

- The Title Page shall include the Request for Proposal subject, the firm's name, address, telephone number, e-mail address of the contact person, and the date of the proposal.

2. Statement of Firm's Qualifications

- Provide a brief history of the firm, its size, and the office location from which the work on this project will be performed.
- Provide information about the firm's experience working with affordable housing.
- Provide EMR score relating to job site safety.

3. Project team and staff experience

- Identify the principal supervisory and management staff, including partners, managers, other supervisors, and specialists, who would be assigned to the project.
- Provide information on the experience of each person and longevity with the firm.

4. Relevant Experience

- List the most comparable projects (maximum of 4) performed in the last five (5) years, as described in this RFP.
- Indicate the original budget versus final contract amount, and project duration versus time to completion.
- Indicate the name and telephone number of the principal client contact.

5. Specific Project Approach and Schedule

The proposal shall set forth a work plan that describes how you propose accomplishing the tasks outlined in the scope of services. The work plan should address at a minimum:

- A quality management plan would be proposed to be incorporated.
- Project management methods, including staffing
- Project progress reporting to the owner
- Project schedule management and approach

6. Arbitration, Mediation and Litigation History

- List any claims, disputes ending in mediation, arbitration, or litigation associated with any project (initiated either by your company or against your company) in the past five (5) years that has not been settled/adjudicated in your favor.
- State whether your firm has been terminated for cause on any project within the past ten (10) years and, if so, attach a description of each instance.

**GMP proposal.** Shall be sealed in a separate envelope and labeled GMP Proposal within the sealed submission.

The CMAR will assume responsibility for the project site and all construction costs by issuing a guaranteed maximum price (GMP) based on the CSI 32 division format. As a part of the firm's GMP proposal, the CM will also submit:

- Percentage cost for CM fees.
- Percentage cost for general conditions.
- Percentage cost for contractor construction contingency.
- Clarifications and assumptions list.
- Cost of builder's risk policy
- Overall project schedule.
- Site logistics plan.
- Phasing plan (CMHA intends to bring the clubhouse and a portion of the residential buildings online ASAP).

- Safety plan.
- Training and closeout plan.

### **Selection Process**

1. The Selection Committee will review all proposals received in accordance with the following criteria:
  - Fees (Objective) 50 points.
  - Firm Qualifications (Subjective) 10 points
  - Staffing experience (Subjective) 10 points.
  - Similar project experience (Subjective) 20 points.
  - Project approach (Subjective) 5 points
  - Arbitration and mediation (Subjective) 5 points
2. The Selection Committee reserves the right to interview all qualified firms.
3. The Selection Committee will recommend contract negotiations with the highest-ranked firm. If negotiations are unsuccessful, CMHA will negotiate with the second-ranked proposer, and so on.

### **Owner/Construction Manager at Risk Agreement**

The Construction Manager at Risk (CMAR) will be under contract to execute construction services under the **Consensus Docs 500 agreement** to complete the project and place the Owner in occupancy of the project in a “turnkey” fashion. The Owner has contracted with the Architect separately from the CMAR. The CMAR shall hold all trade contracts and trade supplier contracts.

### **Minority Business Enterprises (MBE) Participation**

Columbus Metropolitan Housing Authority is committed to ensuring economic opportunities for minority business enterprises (MBEs). For guidance related to MBE, refer to **Exhibit C**.

### **List of Exhibits**

#### **EXHIBIT A**

Plan set dated 5/01/2025

#### **EXHIBIT B**

Specifications dated 5/01/2025

#### **EXHIBIT C**

Drawing Index & Specifications Table of Contents (signature required)

#### **EXHIBIT D**

Minority Business Enterprise (MBE)

#### **EXHIBIT E**

Addenda acknowledgement form

THE FALLS ON REFUGEE ROAD - SHEET INDEX	
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G300C	BUILDING C - GROSS SQUARE FOOTAGE
G300D	CLUBHOUSE - GROSS SQUARE FOOTAGE
G300G	GARAGE G1 & G2 - AREA PLANS
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G400B	BUILDING B - GROSS AREA
G400C	BUILDING C - GROSS AREA
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G500C	BUILDING C - AREA PLANS - NET
G500D	CLUBHOUSE - AREA PLANS - NET
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C103	STALKING PLAN
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C107	STALKING PLAN
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Drawing and Specification Index Acknowledgment

Firm Signature

Print: \_\_\_\_\_

Sign: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## MBE and FBE Business Utilization

CMHA projects have a combined minority business enterprise (MBE) and female business enterprise (FBE) participation goal of 20 percent (contractors and/or suppliers). Contract award recipients are required to adhere and actively work to achieve the goal throughout the life of the project.

Bidders will be required to demonstrate efforts to achieve the MBE and FBE participation goal by submitting documentation of outreach and engagement efforts. Failure to submit required documentation may constitute a non-responsive bid.

The business utilization requirements apply to contractors, subcontractors, and all contractors engaged on the project regardless of tier status.

Contractors should be certified as a minority business enterprise or women-owned business enterprise by one of the following CMHA approved certifying agencies to receive credit toward the MBE/FBE goal:

- The City of Columbus, Office of Diversity & Inclusion
- The Ohio Department of Development
- Ohio Minority Supplier Development Council

Proof of certification is required.

### *Monthly Reporting*

All contract award recipients will be required to submit monthly reports documenting performance toward meeting the MBE and FBE participation goals. Reports, instruction details, and due dates are provided during the project's pre-construction meeting. Failure to comply with the reporting requirements may result in a delay of contract draw payments.

**Addendum Acknowledgement**

Number	Date	Number	Date
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**Firm Signature**

Print: \_\_\_\_\_

Sign: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_