

Construction Manager Request for Proposal

August 20, 2024

Project: Renovation to Refugee Development Center inside the Unitarian Universalist Church of Greater Lansing

Address: 5509 S. Pennsylvania Ave., Lansing, Michigan 48911

Overview: The Refugee Development Center (RDC) applied for and has been allocated grants to be used for upgrading their physical facilities and for program development. The RDC is located within the building owned by the Unitarian Universalist Church of Greater Lansing (UUCGL). The RDC and UUCGL have been working jointly with Studio Intrigue Architects to identify the areas of the building to receive the upgrades and to determine what those upgrades will be.

The RDC and UUCGL are seeking a Construction Management partner to aid in the construction of the project.

Schedule: The proposed schedule for the project is:

- Private walk-through of building (August 21-27)
- Receive proposals from Construction Managers by September 03, 2024
- Interview Construction Managers September 9th – 13th, 2024.
- Select Construction Management partner by September 20th, 2024.
- Engage Construction Manager by September 27th, 2024.
- Execute contract for construction with construction manager by December 2, 2024 with construction commencing immediately afterward.

Project Scope: The project consists of various renovations throughout the building as represented on the attached exhibit with the largest single component being the interior remodel of the Southwest wing of the building (Areas #1 & #2).

Area #1: Remove all existing interior walls, construct new walls, doors, lay-in acoustical ceilings, HVAC, electrical, lighting, plumbing, flooring, millwork, and finish. This area of the building has not been renovated since this building was originally used as a school.

Area #2: Full tear out and re-build of existing toilet rooms including new partitions, finishes, electrical, lighting, HVAC, plumbing (underslab plumbing as well), and fixtures.



- Area #3: New finishes in existing toilet room. Replace wall, floor, and ceiling finishes as well as partitions.
- Area #4: Construct (2) new restrooms in the area of former restrooms. Rework existing stair.
- Area #5: Infill existing depressed floor (former music room with tiered slab on grade floor). Install new folding partition in area of former folding partition. Convert storage room to new office space. Infill interior door openings and create new door opening in masonry wall. New floor finishes in this area. New lighting, electrical, HVAC in office space.
- Area #6: Convert existing storage room into office space. New finishes, electrical, lighting, and HVAC.
- Area #7: Possible construction of new coffee bar / reception desk.
- Misc. Various doors and door hardware in the facility will be replaced.
Various areas of new floor finishes
Various new millwork installed in classrooms.

Services: The selected Construction Manager shall:

- Work closely with Studio Intrigue Architects to provide budgeting services during the design phase of the project which will aid RDC & UUCGL in decision-making.
- Provide a preliminary schedule
- Solicit bids from sub-contractors for the construction work.
- Engage the subcontractors for work on the project.
- Schedule the construction.
- Manage the construction.
- Participate in meetings with RDC, UUCGL, & Studio Intrigue during construction.
 - Assume approximately 6-8 meetings.

Fee: Please provide your fee for undertaking the role of construction manager for the project. Your fee may be expressed as a percentage of the cost of the work or as a fixed dollar amount.

Fees represented as a percentage of the cost of work will have the 'Work' defined in the contract, but is generally assumed to be the labor and materials necessary for the construction of the project, including, but not limited to general conditions, supervision, and project management.

Schedule: Please provide an approximate duration for construction assuming that construction will commence December 2, 2024.



Opinion of Cost of Construction:

Please provide your opinion of the cost of the proposed construction as you understand the project in its current form. This can be expressed as a range.

Other Information:

Please provide a brief description of your company and past projects that you deem as relevant experience for this project.



Construction Manager Proposal Response Form

Renovation to Refugee Development Center inside the Unitarian Universalist Church of Greater Lansing

Please include this form in your proposal with any additional information that you would like to provide:

Company Name:

LST Construction, LLC

Contact Name:

David Todd

Phone Number:

(517) 999-4347

Address:

16220 National Parkway

Lansing, MI 48906

Proposed Fee:

7.0

% of the Cost of Work

-or-

\$ _____ Fixed Dollar Amount

Approximate Duration of Construction

Eight months. Material lead time may affect.

Opinion of Construction Cost:

\$825,000.00

Additional Information:

See additional sheet for Pre-Construction Cost Breakdown and Monthly General Conditions Cost Break Down

Please return this form and any other information that you would like to include in your proposal by 2pm, September 3, 2024 to:

Caris Heminger

Carish@studiointrigue.com

1114 S. Washington Ave.

Lansing, Mi. 48910

Email submissions are acceptable.





16220 National Parkway
Lansing, MI 48906

Refugee Development Center

Unitarian Church - Lansing, MI

August 29, 2024

PRE-CONSTRUCTION & DETAILED GENERAL CONDITIONS

PRE-CONSTRUCTION PHASE				
DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
LST Executive	80	HRS	\$120.00	\$9,600
DIRECTOR OF CONSTRUCTION / FIELD OPERATIONS MANAGER	40	HRS	\$102.00	\$4,080
STAFF TRAVEL				
L&S Executive - TRAVEL (VISITS)	0	TRIPS	\$508.54	\$0
SENIOR PRE-CONSTRUCTION MANAGER / SENIOR PROJECT MANAGER - TRAVEL (VISITS)	0	TRIPS	\$508.54	\$0
PRE-CONSTRUCTION MANAGER / PROJECT MANAGER - TRAVEL (VISITS)		TRIPS	\$556.34	\$0
GRAND TOTAL - PRE-CONSTRUCTION PHASE				\$13,680
CONSTRUCTION PHASE - MANAGEMENT STAFF LABOR & TRAVEL - MONTHLY GENERAL CONDITIONS				
DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
PROJECT EXECUTIVE / PRINCIPAL	43	HRS	\$120.00	\$5,196
FIELD OPERATIONS MANAGER	87	HRS	\$102.00	\$8,833
SUPERINTENDENT #1	130	HRS	\$95.00	\$12,341
PROJECT ACCOUNTANT	43	HRS	\$55.00	\$2,382
SUBTOTAL - PROJECT LABOR / TRAVEL				\$28,751
CONSTRUCTION PHASE - SITE MANAGEMENT MATERIALS & EQUIPMENT				
DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
JOB SITE - SANITARY/TOILET COSTS	1	MO	\$350.00	\$350
JOB SITE - SUPPLIES	1	MO	\$100.00	\$100
JOB SITE STORAGE TRAILER	1	MO	\$300.00	\$300
TECHNOLOGY FEE - Procore Systems	1	MO	\$750	\$750
ICE/DRINKING WATER	1	MO	\$100.00	\$100
BLUEPRINT / DRAWINGS PRINTING	1	LS	\$50.00	\$50
FIRST AID CABINET SUPPLIES	1	LS	\$50.00	\$50
SUBTOTAL - PROJECT SITE MATERIALS / EQUIPMENT				\$1,700
GRAND TOTAL LST GENERAL CONDITIONS PER MONTH - NO PRECONSTRUCTION COSTS				\$30,451

RDC Newcomer Center at UU Lansing Contractor Evaluation Document

Introduction

This Contractor Evaluation Form is designed to assess potential contractors for the RDC Newcomer Center at UU Lansing renovation project. The criteria include price competitiveness, reputation, relevant experience, and communication skills, ensuring that the selected contractor meets our standards of fairness and excellence.

Company Information

Company Name: LTS Construction; David Todd

Description of Work: Full Construction Project East Wing Renovation and West Wing

Contact Info: 517-999-4347

Evaluation Criteria

Price: The competitiveness of the contractor's quote.

10: Significantly lower than other bidders

8: Lower than other bidders

5: At other bidders prices

2: Slightly higher than market rates

1: Significantly higher than other bidders

Reputation: Feedback from previous clients.

5: Excellent feedback and recommendations

4: Mostly positive feedback

3: Mixed feedback

2: Some negative feedback

1: Poor feedback or unresolved complaints

Experience: Past experience with similar projects.

5: Extensive experience with similar projects

4: Good experience with similar projects

3: Some experience with similar projects

2: Limited experience with similar projects

1: No experience with similar projects

Communication: Effectiveness of communication and responsiveness.

5: Exceptional communication, highly responsive

4: Good communication, responsive

3: Adequate communication, some responsiveness

2: Poor communication, slow responsiveness

1: Very poor communication, unresponsive

Summary:

Overall Score (1-5): 23

Recommendation:

- Highly Recommended (and lowest bid)
- Recommended
- Recommended with Reservations
- Not Recommended

Contractor Evaluation

Revised: 5/17/24

Evaluators:

Name(s): _____Adam_____

Date: __9__/_30__/_24__

Contractor Evaluation

Revised: 5/17/24

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RDC Newcomer Center at UU Lansing

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Summary:

Overall Score (1-5): 23

Recommendation:

- **Highly Recommended (and lowest bid)**
- Recommended
- Recommended with Reservations
- Not Recommended

Contractor Evaluation

Revised: 5/17/24

Evaluators:

Name(s): _____ Erika _____

Date: __9__ / __30__ / __24__

Contractor Evaluation

Revised: 5/17/24

Page 2 of 2

Construction Manager Proposal Response Form

Renovation to Refugee Development Center inside the Unitarian Universalist Church of Greater Lansing

Please include this form in your proposal with any additional information that you would like to provide:

Company Name:

RC Contractors, LLC

Contact Name:

Chris Thornton

Phone Number:

(517) 712-1990

Address:

5127 N Aurelius Rd, Ste C

Lansing, MI 48911

Proposed Fee:

4

% of the Cost of Work

-or-

\$

Fixed Dollar Amount

Approximate Duration of Construction

8 Months

Opinion of Construction Cost:

\$800,000 - \$1,000,000

Additional Information:

Please see attached

Please return this form and any other information that you would like to include in your proposal by 2pm, September 3, 2024 to:

Caris Heminger

Carish@studiointrigue.com

1114 S. Washington Ave.

Lansing, Mi. 48910

Email submissions are acceptable.



RC Contractors

5127 N Aurelius Rd, Ste C
Lansing, MI 48911
(517) 993-5583
chris.t@rccontractors.com



September 3, 2024

Caris Heminger

Studio Intrigue Architects
1114 S. Washington Ave.
Lansing, MI 48910

Dear Caris Heminger,

We appreciate the opportunity to submit our proposal for Construction Management services for the renovation of the Refugee Development Center inside the Unitarian Universalist Church of Greater Lansing.

Company Information

Company Name: RC Contractors, LLC
Contact Name: Chris Thornton
Phone Number: (517) 712-1990
Address: 5127 N Aurelius Rd, Ste C
Lansing, MI 48911

Proposed Fee

We propose a fee of 4% of the total Cost of Work for this project.

Approximate Duration of Construction

We anticipate a pre construction period of approximately 2 months, followed by a construction period of about 8 months.

Opinion of Construction Cost

Our estimated budget for this project is as follows:

- **Preconstruction:** Approximately \$20,000 to \$30,000
- **General Conditions for Construction:** Approximately \$160,000
- **Actual Construction Portion:** Approximately \$800,000 to \$900,000

These estimates reflect our commitment to careful planning, efficient resource allocation, and maintaining high standards of quality throughout the project.

Additional Information

RC Contractors has enjoyed a strong relationship with Studio Intrigue Architects, having collaborated on multiple projects over the past few years. Our proven track record includes delivering fast-paced renovation projects across the U.S., ranging in value from \$8 to \$12 million while also providing services locally in the \$200k - \$3 million range. We understand the importance of schedule, price, and value engineering, ensuring the best return on investment for the owner.

We look forward to the possibility of collaborating on this important project and are available to discuss any details or provide additional information as needed.

Thank you for considering our proposal.

Sincerely,



Chris Thornton
RC Contractors
(517) 712-1990
chris.t@rccontractors.com

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Company Information

Company Name: RC Contractors

Description of Work: Full Construction Project East Wing Renovation and West Wing

Contact Info: 517-575-6481

Evaluation Criteria

Price: The competitiveness of the contractor's quote.

- 10: Significantly lower than other bidders
- 8: Lower than other bidders
- 5: At other bidders prices
- 2: Slightly higher than other bidders
- 1: Significantly higher than other bidders

Reputation: Feedback from previous clients.

- 5: Excellent feedback and recommendations
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Communication: Effectiveness of communication and responsiveness.

- 5: Exceptional communication, highly responsive
- 4: Good communication, responsive
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- 2: Poor communication, slow responsiveness
- 1: Very poor communication, unresponsive

Summary:

Overall Score (1-5): 12

Recommendation:

- Highly Recommended
- Recommended
- Recommended with Reservations
- Not Recommended

Contractor Evaluation

Revised: 5/17/24

Evaluators:

Name(s): _____Adam_____

Date: __9__/_30__/_24__

Contractor Evaluation

Revised: 5/17/24

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2: Poor communication, slow responsiveness

- 1: Very poor communication, unresponsive

Summary:

Overall Score (1-5): 11

Recommendation:

- Highly Recommended
- Recommended
- Recommended with Reservations
- Not Recommended

Contractor Evaluation

Revised: 5/17/24

Evaluators:

Name(s): _____Erika_____

Date: __9__/_30__/_24__

Contractor Evaluation

Revised: 5/17/24

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Company Information

Company Name: Kevin VanErmen, VanErmen Commercial Development, Inc

Description of Work: Full Construction Project East Wing Renovation and West Wing

Contact Info: 517-575-6481

Evaluation Criteria

Price: The competitiveness of the contractor's quote.

- 10: Significantly lower than other bidders
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Summary:

Overall Score (1-5): 14

Recommendation:

- Highly Recommended
- Recommended
- Recommended with Reservations
- Not Recommended

Contractor Evaluation

Revised: 5/17/24

Evaluators:

Name(s): _____Adam_____

Date: __9__/_30__/_24__

Contractor Evaluation

Revised: 5/17/24

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Summary:

Overall Score (1-5): 14

Recommendation:

- Highly Recommended
- Recommended
- Recommended with Reservations
- Not Recommended

Contractor Evaluation

Revised: 5/17/24

Evaluators:

Name(s): _____Erika_____

Date: __9__/_30__/_24__

Contractor Evaluation

Revised: 5/17/24

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refugee development center

Justification for why we chose LST Construction

We follow a formal procedure for contractor selection that requires interested candidates to submit a bid through an open call for proposals with a clearly defined deadline. All proposals are reviewed independently by the project sponsors and scored using a structured rubric. The rubric prioritizes price as the most heavily weighted criterion, while also taking into account the bidder's reputation, relevant experience, and the quality of their communication. This approach ensures that, beyond offering competitive pricing, the selected contractor is also qualified, reliable, and capable of completing the work responsibly and professionally.

LST Construction submitted the lowest bid among all proposals received. In addition to offering the most competitive pricing, their proposal demonstrated strong responsiveness, clear communication, and extensive experience with similar projects. They also provided excellent references and recommendations from past clients, further confirming their capacity to deliver quality work on time and within budget.