

**Attachment 5**

**Preconstruction Phase Services Scope of Work**

**Redmond Municipal Airport  
Terminal Building Expansion Project  
City Project No. AP2205**

**Proposer:** \_\_\_\_\_

- 1.1** **Definitions.** Unless defined elsewhere in this Preconstruction Phase Services Scope of Work (“Scope of Work”), capitalized terms contained herein have the meanings assigned to them in (Attachment 6), Exhibit “A” General Conditions, Section A.1 “Definition of Terms” to the CM/GC Contract.
- 1.2** **Pre-construction Phase Services.** Contractor will provide all Preconstruction Phase Services described below on an ongoing basis in support of, and in conformance with, the time frames described in the RFP. Commencement of the Construction Phase will not excuse Contractor from completion of the Preconstruction Phase Services if such services have not been fully performed at the commencement of the Construction Phase. Preconstruction Phase Services will include all Construction Manager Services to be performed during the Preconstruction Phase, in a collaborative and proactive manner.
- 1.2.1** Every evaluation must also include a report of any apparent errors, omissions, or inconsistencies in the information obtained by Contractor from any source including, without limitation, City, the Architect/Engineer, or the Contractor's observations, together with Contractor's recommendations for resolving any apparent errors, omissions, or inconsistencies.
- 1.2.2** Contractor is expected to provide project cost estimates at each of the milestones at a minimum. Contractor will also be expected to provide continual cost estimating exercises during the design process for City to evaluate value-added and value-engineering options.
- 1.2.3** Contractor will provide the following services related to overall design and construction tasks:
- 1.2.3.1** Contractor will consult with, advise, assist, and provide recommendations to City and the Architect/Engineer on all aspects of the planning and design of the Work.
- 1.2.3.2** Contractor will jointly schedule and attend regular meetings with the Architect/Engineer and City's Authorized Representative. Contractor will consult with City's Authorized Representative and the Architect/Engineer regarding site use and improvements, and the selection of materials, building systems and equipment.
- 1.2.3.3** Contractor will provide recommendations on the following: constructability; minimizing adverse effects of labor or material shortages; time requirements for procurement, installation, and construction completion; and factors affecting construction costs including estimates of alternative designs or materials, preliminary budgets, and possible cost savings.
- 1.2.3.4** Contractor will review in-progress design documents, including documents generally described in the industry as Schematic Design Documents, Design Development Documents, and Construction Documents and provide input and advice on constructability, alternative materials, and availability. Contractor will review these completed Schematic Design Documents, Design Development Documents, and

Construction Documents and timely suggest modifications to the Architect/Engineer to improve completeness and clarity of the documents.

**1.2.3.5** Contractor will meet with RDM operations staff to understand how the current systems operate and the best means for tying into existing facilities to minimize disruptions to airport, airline and passenger operations. Each evaluation provided by Contractor will include site logistics requirements, including, without limitation, site access, temporary construction facilities, temporary power, excavated material storage, hoisting, lay-down, and staging areas. This activity includes review of record drawings and investigation of existing conditions at the Project site to ensure that the Contract Documents reflect the actual site conditions. If requested by City, Contractor will recommend and provide additional tests or investigations to verify existing conditions and/or capability of existing systems.

**1.2.3.6** Create a value analysis and value engineering (“VA/VE”) tracking system which identifies each VA/VE proposal, provides a cost estimate of the savings to the Project if the proposal is accepted, indicates the date by which a decision must be made to incorporate the VA/VE proposal, indicates the current status of the VA/VE proposal and the team member with current action, and the date the proposal was accepted or rejected.

**1.2.4** Contractor will provide the following services related to the Project schedule:

**1.2.4.1** Contractor will prepare, and periodically update, a preliminary Project schedule for City’s Authorized Representative’s and the Architect/Engineer’s review and City’s Authorized Representative’s approval.

**1.2.4.2** Contractor will coordinate and integrate the preliminary Project schedule with the services and activities of City, the Architect/Engineer and Contractor. As design proceeds, Contractor will update the preliminary Project schedule to indicate proposed activity sequences and durations, milestone dates for receipt and approval of pertinent information, submittal of a GMP proposal, preparation and processing of shop drawings and Samples, delivery of materials or equipment requiring long-lead time procurement, associated permits and City’s occupancy requirements showing portions of the Project having occupancy priority, provided that the approved date(s) of Substantial Completion will not be modified without City’s prior written approval. If preliminary Project schedule updates indicate that previously approved schedules may not be met, Contractor will make appropriate recommendations to City’s Authorized Representative and the Architect/Engineer to bring the Project back within the previously approved schedules.

**1.2.4.3** The Schedule must be a Critical Path Method (“CPM”) schedule developed using the latest version of Primavera P6. The schedule must list all major work packages with an appropriate critical path to complete the design, permitting, and construction. The schedule must be prepared within 30 days of Notice to Proceed and must be

updated monthly with changes and progress reports and submitted with a monthly invoice in native file format and PDF. The schedule will include, without limitation, each specific Preconstruction Phase Services task identified in this Scope of Work.

- 1.2.5** Contractor will make recommendations to City's Authorized Representative and the Architect/Engineer regarding the phased issuance of Plans and Specifications to facilitate phased construction of the Work, if such phased construction is appropriate for the Project, taking into consideration such factors as economics, time of performance, availability of labor and materials, provisions for temporary facilities and overall benefits to City and/or the Project.
- 1.2.6** Contractor will provide the following services related to cost estimating:
  - 1.2.6.1** Contractor will prepare, for review by City's Authorized Representative and the Architect/Engineer, and approval by City, a preliminary cost estimate utilizing area, volume, or similar conceptual estimating techniques.
  - 1.2.6.2** When Schematic Design Documents have been prepared by the Architect/Engineer and approved by City, Contractor will prepare a more detailed estimate with supporting data for review by City's Authorized Representative and the Architect/Engineer, and approval by City. During the preparation of the Design Development Documents, Contractor will update and refine this estimate at appropriate intervals agreed to by City, City's Authorized Representative, the Architect/Engineer and Contractor.
  - 1.2.6.3** When Design Development Documents have been prepared by the Architect/Engineer and approved by City, Contractor will prepare a more detailed estimate with supporting data for review by City's Authorized Representative and the Architect/Engineer, and approval by City. During the preparation of the Construction Documents, Contractor will update and refine this estimate at appropriate intervals agreed to by City, City's Authorized Representative, the Architect/Engineer and Contractor.
  - 1.2.6.4** If any estimate submitted to City exceeds previously approved estimates or City's budget, Contractor will make appropriate recommendations to City's Authorized Representative and the Architect/Engineer to bring the Project back within the previously approved estimates or City's budget.
  - 1.2.6.5** Contractor will notify City and the Architect/Engineer immediately if any construction cost estimate appears to exceed the construction budget.
  - 1.2.6.6** Contractor will provide estimates for proposed alternatives throughout the Preconstruction Phase to assist in evaluation of alternatives.
  - 1.2.6.7** Contractor otherwise will develop a GMP with a project budget of \$90,000,000 (inclusive of construction costs, contingencies and soft costs) and within City's schedule.

**1.2.7** Contractor will perform the following services related to Subcontractors and suppliers:

**1.2.7.1** Contractor will develop Subcontractor and supplier interest in the Project and will furnish to City's Authorized Representative and the Architect/Engineer a list of possible Subcontractors and suppliers, including suppliers who may furnish materials or equipment fabricated to a special design, and from whom Offers will be solicited for each principal portion of the Work. Contractor submission of such list is for information and discussion purposes only and not for prequalification of any Subcontractor or supplier. The receipt of such list will not require City, City's Authorized Representative, or the Architect/Engineer to investigate the qualifications of proposed Subcontractors and suppliers, nor will it waive the right of City or the Architect/Engineer to later object to or reject any proposed Subcontractor, supplier, and/or method of procurement.

**1.2.7.2** Contractor will provide input to City and the Architect/Engineer regarding the current construction market bidding climate, status of key subcontract markets, and other economic conditions. Contractor will determine the division of the Work to facilitate bidding and award of trade contracts, considering such factors as bidding climate, improving or accelerating construction completion, minimizing trade jurisdictional disputes, and related issues. Contractor will advise City on subcontracting opportunities for disadvantaged business enterprises, minority-owned businesses, women-owned businesses, emerging small businesses, or businesses that are owned by a service-disabled veterans.

**1.2.8** Contractor will perform the following services related to construction safety:

**1.2.8.1** Contractor will submit a Construction Safety & Phasing Plan ("CSPP") outlining the processes and procedures that will be used to perform all aspects of the Work. A draft CSPP must be submitted within 30 days of the Design Development Documents submittal and a revised CSPP must be provided with each GMP submission. The CSPP will include, without limitation, the following:

- (I.) Demolition of existing features required to execute the Work.
- (II.) Plans and actions necessary to comply with environmental requirements and permits.
- (III.) Parking and storage requirements during construction.
- (IV.) Staging areas for construction equipment and material storage and use of and access to public roadways.
- (V.) Coordination of Work and communication of construction activities with the public, including utility disruptions.
- (VI.) Coordination of Work and construction activities by other contractors and

subcontractors.

- (VII.) Protection of private and public properties (including properties adjacent to the Project site).
- (VIII.) Temporary facilities to maintain terminal operations (baggage belts, covered passenger walkways, temporary ramps and access, etc.).
- (IX.) Dust, dirt, and debris mitigation.
- (X.) Temporary erosion control.
- (XI.) Noise minimization during construction.
- (XII.) Storm water drainage management.
- (XIII.) Vibration control and monitoring.
- (XIV.) Temporary facilities.
- (XV.) Third-party agreements with utilities and other public entities and/or property owners.
- (XVI.) Temporary shutdowns and related durations.
- (XVII.) Emergency vehicle provisions.
- (XVIII.) Maintenance of Project site access.
- (XIX.) Traffic control, maintenance of all construction and detour signage.
- (XX.) Public and worker safety protection.
- (XXI.) Security and maintenance of construction work zones.
- (XXII.) Permitting.
- (XXIII.) Maintaining full airline operations during construction.
- (XXIV.) Ensuring safety and security compliance when coordinating construction activities with airport operations per the FAA.

**1.2.9** Contractor will recommend to City’s Authorized Representative and the Architect/Engineer a schedule for procurement of long-lead time items as required to meet the Project schedule, which will be procured by Contractor upon execution of either a GMP Amendment or Early Work Amendment covering such procurement, and approval of such schedule by City’s Authorized Representative. Contractor will expedite the delivery of long lead-time items.

- 1.2.10** Contractor will work with City to identify critical elements of the Work that may require special procurement processes, such as prequalification of Subcontractors or suppliers or alternative procurement methods.
  
- 1.2.11** Contractor will work with City and the Architect/Engineer to maximize Project energy efficiency including, without limitation, providing estimating and VE support for City's analysis and application for energy-related incentive programs offered by local utilities.

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