

## MEMORANDUM

**TO:** Holmdel Board of Education Members

**FROM:** Michael Petrizzo, School Business Administrator/Board Secretary  
Paul H. Green, Esq., Board Attorney

**SUBJECT: Construction Management Services Competitive Contract --  
RFP# 18-04  
Report on result of Construction Manager RFP process**

**DATED:** March 26, 2018

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On February 2, 2018, the Holmdel Board of Education advertised for competitive contracting proposals for provision of construction management services in connection with the Holmdel 2020 bond referendum school facilities projects. Seven proposals were received on February 28, 2018 from the following:

Epic Management, Inc., 136 Eleventh Street, Piscataway, NJ 08854

Greyhawk Construction Managers/Consultants, 2000 Midlantic Drive, Mt. Laurel, NJ 08054.

Legacy Construction Management, Inc., 435 Sloping Hill Terrace, Brick, NJ 08723

New Road Construction Management, 1876 Greentree Road, Cherry Hill, NJ 08003

Pinnacle Consulting & Construction Services, One Gateway Center, Newark, NJ 07102

P.W. Moss & Associates, 7 Plumridge Drive, Doylestown, PA 18902

Turner Construction Company, 200 Franklin Square Drive, Somerset, NJ 08873

A preliminary review of the submissions resulted in rejection of the proposal of P.W. Moss as nonresponsive due to failure to include a required nonwaivable document.

A calculation of the total anticipated cost for each of the remaining six proposals based upon the prices set forth therein for the various phases of work specified was as follows:

Epic	\$ 755,484
Greyhawk:	\$ 656,820
Legacy:	\$ 691,915
New Road:	\$ 822,300
Pinnacle:	\$ 531,400
Turner:	\$1,006,800

The competitive contracting process was administered by the School Business Administrator, with the review assistance of the Board's Buildings, Grounds & Safety Committee, consisting of Board Members P. Reddy (Chair), V. Flynn, E. Briamonte and T. Wall, and input from the Board Attorney, Paul H. Green, Esq.

The Committee conducted an initial review of the written submissions, applying the evaluation criteria and weighting set forth in the competitive contracting specifications. These were:

**Technical Ability**                      **20%**

The Board will review the following items in evaluating the technical proficiency of each proposal:

- Does the proposal demonstrate a clear understanding of the scope of work and related objectives?
- Is the proposal complete and responsive to the RFP requirements?
- Has the past performance of the Respondent's methodology been documented?
- Does the proposal include sound environmental practices?

**Level of Experience**                      **35%**

The Board will take into consideration the number of clients served, including the number of projects that were equal in scope to this Project; and will analyze the resumes of the partners, officers and staff who



Based upon this initial ranking, the top four responders were ultimately invited for an interview to further clarify their proposals. The Committee chair asked each respondent the same standardized questions, and they were invited to provide any additional clarification they thought useful. As a result of the interviews and further review of the proposals by the full Board, the following scores were determined for the remaining four respondents:

PROPOSAL	TOTAL SCORE:
1. Greyhawk	79.95
2. Epic	79.85
3. Legacy	73.20
4. New Road	64.15

In the end, while all factors were considered and weighted appropriately, the key distinguishing factors were the experiential factor, including but not limited to the personnel to be assigned to the project, and, secondarily, cost. Based upon the foregoing, it is respectfully recommended that the Board award a contract for construction management services to Greyhawk Construction Managers/Consultants in accordance with the terms of the competitive contracting specifications and their proposal, in the total estimated amount of \$656,820 based upon the following fee proposal:

Pre-Construction Phase <sup>1</sup> :	\$81,000 Lump Sum
Construction Phase:	\$20,460 per month (estimated 27 months total)
Post-occupancy phase:	\$23,400 Lump Sum

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<sup>1</sup> Pre-construction services apply to each specific project and will occur at various times over the next several years, depending on the scheduling of individual projects.

The term of the contract shall be April 1, 2018 through September 30, 2020 (subject to renewal or extension in the event construction or post-occupancy services are not completed by such date), not to exceed a term of five years.