

2021

ASC COMPETITION

REQUEST FOR PROPOSALS #1 & #2

REGION 6



MIXED USE
CONSTRUCTION PROBLEM



Prepared by Layton Construction
Company, LLC February 3rd, 2021

Layton
CONSTRUCTING WITH INTEGRITY





February 3, 2021

Competition Participants,

Welcome to the 2021 ASC student competition. We thank you for your interest in participating in the Mixed-Use problem at this year's competition. Your experience here will be both challenging and rewarding as you expand your knowledge and understanding of the exciting construction career path that you have chosen.

The problem we selected for this year's competition includes typical elements that our company is faced with when responding to an RFP. In fact, this year's problem is based on a project we were awarded which is currently under construction. These experiences will test your skills, teamwork, and ability to work under pressure in an exciting and challenging way.


Best of luck.

Sincerely,

Cory Rhodes
Senior Project Manager
Layton Construction Company, LLC



CONTENTS

- ▶ **PAGE 1** RFP TITLE SHEET
 - ▶ **PAGE 2** LAYTON WELCOME LETTER
 - ▶ **PAGE 3** TABLE OF CONTENTS
 - ▶ **PAGE 4** NOTICE TO CONTRACTORS
 - ▶ **PAGE 5** COMPETITION SCHEDULE
 - ▶ **PAGE 6** DESCRIPTION OF THE PROJECT
 - ▶ **PAGE 7** ITEMS SUPPLIED BY LAYTON
 - ▶ **PAGE 8** RFP SPECIFICS
 - ▶ **PAGE 9** SUBMITTAL REQUIREMENTS
 - *TEAM COMPOSITION*
 - *BID FORM*
 - *GENERAL CONDITIONS*
 - *TAKE-OFFS*
 - *SUBCONTRACTOR EVALUATION/BIDS*
 - *ALTERNATES*
 - *MANAGEMENT PLAN*
 - *SCHEDULE*
 - *BIM & SITE TECHNOLOGY*
 - *SAFETY, DISEASE, & INFECTION CONTROL*
 - *RISKS*
 - *QUESTIONS*
 - ▶ **PAGE 13** INTERVIEW REQUIREMENTS
 - *INTERVIEW FORMAT*
- 

NOTICE TO CONTRACTORS



Layton Construction is requesting RFP submissions for the following project:

Project Name: Mixed Use Construction Problem

Project Description: Mixed Used Development, Retail Commercial Development, 14 Acre Site, 140,000 SF New Construction, Historic Renovation Of 3 Buildings

Layton Construction is pleased to receive completed RFP documents from firms for the above referenced project. This notice and documentation for RFP supersedes all previous information posted on the ASC competition website. Please note that dates and times may have changed from the original "Pre-Problem Statement" and the RFQ Stage process, and it is up to the individual firms (teams) to understand and to submit material as instructed.

Completed RFPs (there will be three Phases) will be accepted from teams during the ASC competition on Wednesday and Thursday, February 4th and 5th 2021. Teams will turn in their RFP responses via their Box accounts.

As stated in the Pre-Problem Statement, Layton Construction will evaluate all teams based on the following three criteria:

1. Response to RFQ	15 points
2. Response to RFP	55 points
3. Interview	30 points

This document constitutes the RFP requirement as well as the outline for the Interview stage. Teams will be graded on overall completeness, quality of information, and professionalism.

Responses to the RFP's shall be delivered to the Layton Construction Box accounts at the appointed time. Late responses will be marked down as follows:

1 to 5 minutes late	Deduct 5%
6 to 10 minutes late	Deduct 10%
11 to 15 minutes late	Deduct 15%
Over 15 minutes late	Proposal will not be evaluated

COMPETITION SCHEDULE

The RFP and Interview schedule will be as follows. Changes to the schedule will only be made through addenda.

WEDNESDAY FEBRUARY 3, 2021 (PHASE 1)

RFQ due (Box Account)	PDT
11:00 a.m.	
Pre-proposal Conference (Mandatory for all team members)	11:30 a.m.
Layton to introduce RFP Phase 1	11:30 a.m.
Possible visits by the Judges to the team rooms (Virtually)	12:30 p.m. – 2:00 p.m.
RFI's due to Layton (Box Account)	3:00 p.m.
Group meeting to discuss RFI's (one member per team)	3:15 p.m.
RFP phase 1 due (Box Account)	5:00 p.m.

THURSDAY FEBRUARY 4, 2021 (PHASE 2 & 3)

Pre-proposal Conference (Mandatory for all team members)	8:00 a.m.
Layton to introduce RFP Phases 2 and 3 to teams	8:30 a.m.
Possible visits by the Judges virtually	10:00 a.m. – 11:00a.m.
RFI's due to Layton (Box Account)	1:00 p.m.
Group meeting to discuss RFI's (one member per team)	1:30 p.m.
Team Competition and Addendum issued (all team members)	2:00 p.m.
RFP's 2 and 3 due (Box Account)	6:00 p.m.

FRIDAY FEBRUARY 7, 2020

Turn in presentation materials	7:00 a.m.
Presentations begin	8:00 a.m.
Layton Construction to provide debriefing and review of project	4:00 p.m.

SATURDAY FEBRUARY 8, 2020

Career Fair	8:00 a.m. – Noon
Region 6 Awards Ceremony	10:00 a.m.



DESCRIPTION OF WORK



1. GENERAL DESCRIPTION:

The problem for this year's competition for Mixed Use construction comes from the Southern California Office of Layton Construction. We are requesting 2 RFP's this year and will be releasing documents based on when they are required for the respective RFP's.

The project is located in the state of California and includes the following key elements:

- 14 Acre Retail Mixed Use Development comprised of sitework, underground utilities, pad preparation, (4) new buildings, and (3) renovations of historic buildings. The site is located on the corner of Whittier Blvd. and Sorenson Ave. in Whittier, CA.
 - **Phase 1** – Site Underground Utilities, grading/earthwork, building pads preparations, site electrical/lighting, site concrete, asphalt paving, retaining walls, monument signs, and landscaping.
 - **Phase 2** – Buildings 1 and 4 totaling ~17,350 SF of mixed occupancy including adjacent site concrete and landscaping.
 - **Phase 3** – Buildings 6, 6A, 7, 8, and 9 totaling ~34,551 SF of mixed occupancy including retaining walls, outdoor pavilions, adjacent site concrete, and landscaping.

Please keep in mind that the description above identifies the project in general. The Bid Set of plans and specifications are included with this package for your review and use.

All plans, specifications, and bid material are to be deleted or returned to Layton Construction at the conclusion of the competition.

ITEMS SUPPLIED FOR THIS RFP COMPETITION



As a student team (General Contractor), make sure you receive the following items for use during this competition:

WEDNESDAY FEBRUARY 3RD, 2021

- Project Phasing Plan & Narrative
- Bid Form – RFP #1
- Construction Documents (Phase 1) – RFP #1
- RFI Form – RFP #1
- Subcontractor Bids – RFP #1

THURSDAY FEBRUARY 4TH, 2021-

- ASC Competition Questions
- Contract
- General Conditions Template – RFP #2
- Bid Form – RFP #2
- Construction Documents (Phase 2 & 3) – RFP #2
- General Conditions Template – RFP #2
- RFI Form – RFP #2
- Subcontractor Bids – RFP #2



It is each team's responsibility to make sure that you have the above listed items, please notify us immediately if there are any items missing. Layton will outline and discuss all of the included project documents when the RFP is issued to finalize the list of documents.



RFP SPECIFICS

1. SUBMITTAL DUE DATES AND TIMES

All required submittals must be delivered to, and be received by, Layton Construction prior to the time indicated in the Competition Schedule. Submittals received after the specified time will be marked down as noted above. Please allow adequate time for delivery. The contractor is responsible for ensuring that delivery will be made directly to the required location. It is your responsibility to allow for the time needed to ensure that your submission is received on time.

2. RFIS AND ADDENDA

All responses to questions and to requests for clarification will be in writing and issued as addenda to all teams. Responses will be distributed as noted in the schedule.

3. SELECTION COMMITTEE

The selection committee for the competition will include the following Layton Construction employees:

Cory Rhodes
Senior Project Manager

Jacob Zufelt
Estimator

Jacob Calobeer
Project Superintendent

Drewby Wagnarian
Scheduler

Kevin Cruz
Project Engineer



SUBMITTAL REQUIREMENTS



Teams are requested to turn in the following information by the indicated due date. RFP responses shall be in the following format. Teams are not constrained by any page limit but are requested to consider the importance of concise information for the reviewing panel. Please only include information for the areas listed below. Extra points will NOT be allocated for information that has not been requested. One electronic copy of the proposal shall be provided by the time and date indicated on the project schedule.

SUBMITTAL FORMAT

Teams are requested to submit their response to the RFP to their dedicated BOX.com folder, there will be two separate RFP's which will be submitted in accordance with the dates and times in the schedule above. As a general reminder, Phase 1 will be submitted as RFP #1 and Phase 2 and 3 will be submitted as RFP #2, each RFP should contain the following TABs in the format below. There should be two complete RFP's submitted to the selection committee.

COVER PAGE

The cover page should include the project title, your company logo, pictures as appropriate, date of submission, and any other information deemed necessary.

COVER LETTER

The Cover Letter should be addressed to the 'Selection Committee' and should highlight your response to the RFP. Please limit the Cover Letter to one page. The Cover Letter is a place where teams should try to highlight a couple of key areas of your RFP response.

TABLE OF CONTENTS

The Table of Contents will outline your response.

TAB 1 – TEAM INFORMATION

This section should include a project organization chart, project team members (including project specific qualifications, team member roles/responsibilities, and any other information your team feels will add value).

TAB 2 – BID FORM

Teams are required to complete the bid form provided after careful evaluation and review. This is your official budget associated with this RFP.

As part of this tab the following items should be included for review of the owner:

- General Conditions

- The general conditions for the project will need to be all inclusive, but will be separated by Phase, in other words, the total duration of the schedule will need to be accounted for but the project teams will need to break out the general conditions by phase according to the template provided.
- The general conditions form is provided for your review and use. The general conditions template is not necessarily all inclusive but meant to provide guidance in your estimate. Include the detail in your RFP response. The project team should review the provided template and adjust as necessary to provide adequate coverage for the work.



- Provide a daily rate for General Conditions that can be used for owner caused delays, be prepared to explain this rate to the selection committee.

- Take-offs

- Each firm is required to do their own take-offs for the lath and plaster which will be input in the blue cells of the bid forms. Please include the type of finish material, the quantity, and a printout of your takeoffs. Your take-offs must be included as a back up to the bid form.

- Bids from Subcontractors

- Each firm is required to submit a complete bid form. You will prepare a number for RFP #1 (Phase 1) and RFP #2 (Phase 2 and Phase 3). You will notice that the bid form contains dollar amounts in most areas but has blank yellow cells that will require you to fill in. Your task is to evaluate the bids provided and put the number and subcontractor name that you would use on the bid form. Please fill out all yellow cells including fee and general conditions. You may provide subcontractor evaluations as backup if desired.

- Alternates

- Firms are encouraged, after a review of the documents, to offer up any appropriate alternates or value engineering options.

TAB 3 – MANAGEMENT PLAN

This tab should include a short write up of how your firm plans to manage the project. Items under this section might include:

- Specific definitions of roles and responsibilities of each team member
- Focus on Site Management
- Include a Site Logistics Plan that shows at a minimum, the following items:
 - Site access
 - Trailer locations
 - Dumpster locations
 - Employee parking
 - Fencing
 - Coordination with residential general contractor
 - COVID-19 Measures
- Management plan should include how you plan to handle the following:
 - Emergencies
 - Concrete pour plan
 - Noise mitigation
 - Dust control
 - SWPPP
 - Steel Erection Sequencing and Staging
 - Overall Construction Sequencing



TAB 4 – SCHEDULE

Each team is required to include a proposal schedule as part of their RFP which should include activities for:

- Executive Summary (Key Milestones)
- Phase 1, 2, & 3 Notice to Proceed Milestones
- Preconstruction (Submittals/Permitting/Procurement – Long Lead Items ONLY, etc.)
- Construction – WBS elements should include: Sitework, Foundations, Structure, Exterior Finishes, Interior Finishes, Closeout, etc.) Broken down into Phase 1, 2, and 3)
- Dates Building Pads Will Be Ready for Major A (Stater Bros.), Major B (EoS), In-N-Out, and Raising Canes
- Closeout (Final Closeout Documentation, Substantial Completion, Final Punchlist, etc.)

The schedule should be in a Gantt chart format with detailed activity description, durations, start/finish dates, total float, and various key milestones as defined below. The entire proposal schedule should not be less than three pages, and no more than six total pages. The following are required for your project schedule:

General requirements:

- CPM (*Critical Path Method*) with critical path activities shown in red
- Activities arranged according to phase (*Preconstruction, Construction & Closeout*)
- Within the Construction phase, further organization by WBS will be required.

Included in the RFP schedule, please produce an Executive Summary at the very top of the first page. This summary will indicate all of the critical milestone dates and durations requested below and any others you deem important to the project. Please include in the Executive Summary a summary bar activity that shows the overall duration for the Building construction and one for the Parking Garage construction.

Predetermined critical dates:

- Mobilization / Start Construction: March 1, 2020



TAB 5 – BIM & SITE TECHNOLOGY

The Owner and Design Team have requested that the General Contractor use Software Tools to ensure that information is conveyed in an efficient manner to the project team. While the owner has not specifically requested Building Information Modeling (BIM) services the General Contractor should prepare a technology execution plan detailing the programs and processes that will be utilized including the added value to the Owner and Design Team.

Provide a detailed Site Technology plan which could include BIM. Explain how your team plans to implement technology on this project. In addition, discuss the feasibility and the advantages of using technology on this project. Your plan should discuss the following but should not be limited to only the specific topics below.

- Continuity and efficiency of information to all Project Team Members
- Site Utility coordination
- Architectural coordination and document control
- Systems integration and file documentation



- Model uses and purposes
- Field Implementation
- Phasing and Scheduling
- Format for Weekly Progress Updates & Jobsite Pictures

The use of modeling and other technology during the team presentation is left to the discretion of each contractor.

TAB 6 – SAFETY, DISEASE, & INJECTION CONTROL

Teams are requested to identify and discuss their firm’s response to safety concerns as it relates to the construction of this project. Specifically: What is your safety philosophy/policy and how do your field personnel implement it on site?

- How will you protect both the vehicular and pedestrian public?
- What is your firm’s EMR rate for the past three years?
- What is your procedure for accident response and reporting?
- What measures are being implemented to protect the craft workers during the construction process?
- How will you keep on good terms with your existing neighbors?
- What procedures will be implemented to prevent the spread of COVID-19 on the project?
- How will subcontractors be held accountable if COVID-19 orders are not followed? What if the project is shut down for a period of time due to this?
- What if the State and Local authorities decide to stop construction?



TAB 7 – RISKS

Please identify the 5 Major Risks you see and how your firm intends to mitigate those risks. Explain how a potential risk would affect the integrity or outcome of the project and the proposed solution that would be acceptable to both the general contractor and Owner.

TAB 8 – GENERAL QUESTIONS

Teams are required to answer the general questions about the project and include their answers under this tab. Please use the file issued to you in your BOX.com folder.

This concludes the formal requirements of the RFP. Please enjoy the challenge of this problem. If you have questions, ask through an official RFI. All questions from all teams will be issued to all teams through formal addenda process. Remember, we are all here first and foremost to learn from this experience. If something does not make sense, ask. The Layton Team has been assembled to offer expertise in many areas of both construction and the RFP submission process. Our goal, at the end of the competition, is for each and every one of you to leave with a greater desire to pursue your career in commercial construction

INTERVIEW REQUIREMENTS

As part of the selection process, teams are required to present their qualifications and response to the RFP to the selection committee. To keep the competition as fair as possible, we have implemented the following rules and procedures:

- All teams will submit all interview/presentation material in the morning when interview times are announced. (As shown on schedule). Any items that are not turned in during this time will not be allowed during the interview. Teams should plan on uploading these presentation's to their box account
- Teams will be given 25 minutes for their interview. Interview times will break down as follows:
 - 25 minutes presentation
 - 10 minutes question & answer
 - 10 minutes breakdown
- Time will be strictly enforced. Teams will be given a "one-minute left" warning during the presentation.





TEAM INTERVIEW FORMAT

Layton (The owner) is not requiring a specific format for your presentation. You may use the 25 minutes as your firm sees fit. Remember it is your time to clarify and present what you have submitted in your RFP and RFQ proposals. Each element should be addressed but teams may want to follow some basic interview suggestions:

- Don't spend too much time selling us on your company. Remember, in a real world situation, you have already made the short list and we are satisfied that you can perform the work.
- Spend time on project specifics:
 - How are you going to keep the project and personnel safe?
 - How you are going to protect me as the owner?
 - How you are going to manage the project?
 - How you are going to stage the project?
- Have those that are actually going to interact with the owner on a day to day basis during construction do the talking. We are less interested in how many Presidents and Vice Presidents you bring to the interview as we are about who the Project Manager, Superintendent, Project Engineer, Scheduler, BIM Coordinator and Estimator are.
- Do spend time talking about your bid number.
- Tell us why we should hire your firm.
- Tell us things that might differentiate your firm from the others (what are some of the proprietary things your firms does that others might not).

Above all in the interview, be yourselves. The interview is usually the only place that an owner can get a sense of how well you will work together as a team.

Good luck and have fun.