

Wiggins School District 50 J

The following is a summary of the process which Wiggins School District 50J used in selecting the bond, design and construction team.

- 1) Starting in the Spring of 2015 Mr. Bruntz and Mr. Kerr attended a bond seminar held by George K. Baum, we collected information on what the process would be to bond for a new Middle/High School. CDE was contacted for possible BEST grant opportunities. CDE informed us that Wiggins School District is low on the priority list. Mr. Bruntz and Mr. Kerr met with the Morgan County Economic Development Group working in conjunction with the Wiggins Business Group about the project.
- 2) In the Spring of 2015 the school board voted to sign an agreement with George K. Baum to investigate a bond issue and the payoff of an existing Bond we currently have with them. Word got out we were discussing a possible bond issue, architects, and general contractors began to inquire about the possible new bond.
- 3) In the fall of 2015, a citizens committee was formed [Brian Baker (School Board Rep), Sara Kopetzky, Norm Dinis, Kendra Thomas, Wayne Stark, Cory Covelli and Bob Sachs];
- 4) The committee, Mr. Bruntz, Mr. Kerr and Mrs. Boyer met monthly to discuss the best possible approach for obtaining a bond issue. Mr. Kerr called Jay Hoskinson at CDE to again discuss BEST grant options, as well as bond options. The committee decided to pursue a bond issue election to add Phase II to the existing Phase I (Events Center), the current gymnasium, cafeteria and weight/wrestling room.
- 5) We developed an RFQ/P for a Master Planner and sent this to CDE. CDE posted the RFQ/P so Master Planners could come to Wiggins for site visit. Mr. Kerr received 43 inquires, 14 Master Planning firms showed up for the site visit, and 9 RFQ/P's were received.
- 6) Mr. Kerr and Mr. Bruntz each spent several hours reviewing the nine proposals, highlighting each RFQ/P's pros and cons and scored them independently. Committee members received each RFQ/P to look through prior to the committee selection meeting. The committee met for 2 hours for a detailed discussion of each response.
- 7) Subcommittee evaluation meeting
 - a) We followed the RFQ's selection criteria that was listed in RFQ/P
 - b) Discussion was held about each RFQ
 - c) Second step was to tally the numbers and rank the firms by the average score
 - d) Third step was to review our individual comments on each proposal: strengths, weaknesses and overall impression
 - e) Fourth step was to review the rankings based on the strengths and weaknesses
 - f) Three firms outscored the others by a fairly decisive margin
 - h) Final assessment: when all factors were included, the top three firms continued to stand out ahead of the remaining six; the citizens committee decided that these three firms would constitute the "short list" and be invited for a final interview.
 - i) Master Planners chosen for interview
 1. Allan Ford

2. Hord Coplan Macht
3. RB and B

8) Master Planner

a) Hord Coplan and Macht was chosen to represent Wiggins School District as the Master Planner.

9) In August 2016 a RFQ/P for an Owner's Rep was delivered through CDE. Wiggins received six RFQ/P's to look through.

10) Mr. Kerr, Mr. Bruntz and all available Committee members looked through each RFQ/P ranking them in order.

a) We followed the RFQ's selection criteria

b) Discussion was held about each RFQ

c) Second step was to tally the numbers and rank the firms by the average score

d) Third step was to review our individual comments on each proposal:

e) Fourth step was to review the rankings based on the strengths and weaknesses

f) Three firms outscored the others

g) Final assessment: when all factors were included, the top three firms continued to stand out ahead of the remaining six; the citizens committee decided that these three firms would constitute the "short list" and be invited for a final interview.

h) Owner's Representatives for Interviews

1. Cooperative Strategies

2. ERES

3. Inline Management

11) Owners Representative

a) Inline Management was chosen to represent Wiggins School District as the Owners Representative

12) In the September 2016 committee meeting members from Hord Coplan & Macht and Inline Management attended the planning meeting. Inline Management informed the group that by partnering with a General Contractor before the election would allow the district to get the best General Contractor, superintendent, and subcontractors since over 4.2 billion dollars is going to bond in the Colorado. After much discussion it was decided that the group would move forward with hiring a General Contractor. Moving forward we followed the RFQ's selection criteria Seven General Contractors delivered RFQP's to the district for review.

a) Available committee members, Mr. Bruntz, Mr. Kerr and Inline management reviewed each RFQ. Discussion was held about the seven RFQ's reviewed.

b) Second step was to tally the numbers and rank the firms by the average score

c) Third step was to review our individual comments on each proposal:

d) Fourth step was to review the rankings based on the strengths and weaknesses

e) Three firms outscored the others

d) Foregoing the interview process members from the building committee, Mr. Bruntz, Mr. Kerr and Inline Management began calling references on each GC.

e) After each reference was contacted Adolfson and Peterson was the clear favorite.

f) Before calling the General Contractor the three firms bid sheets were reviewed.

13) General Contractor

a) Adolfson and Peterson was Wiggins School Districts number one choice. Adolfson and Peterson was also the only contractor that reported they would do pre-bond consultation for free.