



Foundation 2
Crisis Services

**Request for Qualifications
For
General Contractor**

**New Headquarters
Renovation Project**

June 3, 2022



REQUEST FOR QUALIFICATIONS

Foundation 2 Crisis Services (F2) is requesting proposals from General Contractors with experience in pricing and project management for the purpose of selecting a partner to provide pre-construction and construction services for a Foundation 2 Crisis Services Headquarters facility.

INTERVIEW & PRESENTATION REQUIREMENTS

General Contractors who are short-listed will be expected to interview with Agency leadership and the Building Committee on June 22-24, 2022 at a time agreed upon by all parties. Interviews will be conducted at Foundation 2 Crisis Services Administration Office.

OUR MISSION & STORY

***Mission Statement:** Our mission is to be a trusted support when life gets tough. All people. Any time. Every time.*

***Vision Statement:** Our vision is to build resilience and improve quality of life by ensuring every Iowan has access to our lifesaving work in crisis prevention, intervention, and response. Foundation 2 services are confidential. We believe that all persons have the right to be treated with respect and dignity.*

Foundation 2 Crisis Services is a non-profit human service agency committed to positive youth development, suicide prevention, and helping build the foundation for stronger and healthier families and safer communities for everyone. Our services include a 24-hour crisis phone line, crisis chat and text, family counseling, mobile crisis outreach, an emergency youth shelter for runaway, homeless and human-trafficked youth and independent living support for young adults. We take over 70,000 crisis contacts a year. We began in 1970 as a volunteer led organization and have continued to grow and serve the state of Iowa.

Currently, we are 145+ employees strong and are a medium size non-profit headquartered in Eastern Iowa. Annual revenues are over \$8,000,000 and we continue to grow as the need for crisis mental health services increases across the state. You can learn more about us at www.foundation2.org

PROJECT DESCRIPTION

The Foundation 2 Crisis Services' Headquarters project is to combine multiple small offices scattered across the community into a single "headquarter" location.

The Witwer Building located on the corner of 2nd Ave and 3rd St. SE (303 or 305 2nd Ave SE, Cedar Rapids, IA 52405 depending on available public documents) is currently under contract to purchase and will be the location of the Foundation 2 Crisis Services Headquarters.

The project entails a partial remodel to the existing space that will provide a permanent location to support our teams providing crisis and supportive services to Iowans. Being progressive in mindset about the wellness of our employees but fiscally conservative, we endeavor to create a welcoming environment that considers the natural beauty of the century old building, supports the mental and physical wellness of our employees, and is financially sustainable.

Our intent is to work with a General Contractor who will assist our agency with the bidding and review process for the selection of an architecture and design firm to work alongside the General Contractor and manage the review and oversight of the subcontractors selected to complete the work for the remodel. In lieu thereof, we would consider a design/build proposal as well.

This initial Request is to select a General Contractor partner by **June 27, 2022**.

PROJECT TEAM

F2 wishes to select a General Contractor who will become a part of a collaborative project team. Team members will include representatives from both the F2 Leadership Team (CEO, CFO, selected other staff) and Board of Directors, Architects and design consultants, and the General Contractor and subcontractors. The General Contractor should expect to be involved through the entirety of the project, including Schematic Design, Construction Documents, construction and renovation and project completion.

The General Contractor will be selected based on qualifications and price and will work with F2 and Architect to develop efficient and appropriate construction strategies and design solutions.

WITWER BUILDING INFORMATION

The historic Witwer Building at 305 2nd Ave. SE, Cedar Rapids, IA was originally constructed in 1895 as the two-story Cedar Rapids Post Office and Federal Building and occupies the corner of Second Avenue and Third Street in the downtown central business district. This Renaissance Revival structure is one of only a few buildings erected in the late nineteenth century still standing in Cedar Rapids. Revised in 1906 by James Knox Taylor, supervising architect of the United States Treasury, the building was enlarged, and a third story was added. Original features include ornate carvings, decorative grill work, marble flooring, decorative wood molding and elaborate doorways.

The building is approximately 40,000 square feet including the basement. The top two floors were renovated in 2015 and have approximately 58 offices. White Star Ale House currently leases the first floor, and the basement is currently leased to a nightclub and will be included in the agency renovation

SCOPE OF WORK

Scope of work for the project will include the following:

Design Development, Construction Documents, Bidding, & Construction

1. Review all inspections and provide suggestions and feedback on solutions.
2. Support the Agency and review bids for Architecture and design of the space.
3. Work in collaboration with selected Architect.
4. Review details for constructability.
5. Identify opportunities for Value Engineering and review design for life-cycle costs.
6. Review all subcontractors bidding with the Agency.
7. Maintain the contract and responsibility for all project subcontractors.
8. Be responsible for all aspects of job site safety and construction quality.
9. Monitor schedule and ensure project completion by agreed-upon dates.

PROPOSAL REQUIREMENTS

Your proposal should include the following information in a maximum of 20 pages:

- A. Cover Letter expressing interest in providing services for the project and the principal contact information.

- B. Company name, address, telephone, and fax numbers (if applicable).
- C. General Company overview to include year of establishment, current leadership, and related history.
- D. Proposed team and resumes of key personnel to be assigned to the project, including experience on similar projects.
- E. Description of General Construction services to be provided by your firm.
- F. Information on at least three current or recent projects of a similar nature or size constructed in the last five years. For each project include:
 - a. Project description, location, start date and completion date.
 - b. Client name, address, telephone number and client contact.
 - c. Project gross square feet, construction cost, and percent of construction cost in change orders.
 - d. Photographs and/or drawings of project exterior.
 - e. If the project is a repeat client/customer.
- G. Description of the process intended to be used for cost estimating and value engineering: mechanical, electrical, plumbing, architectural, and structural building systems, and components, such that the project remains responsive to intended design, programming requirements and available budget.
- H. Description of the partnering process and the roles played by the Agency, Architect, and General Contractor.
 - a. Provide a list of up to five projects on which the partnering process has been used. Include the name, address, and telephone number of the Owner, Owner's representative, and Architect involved on the project.
- I. A detailed summary of your company's safety record for a period not less than the past five years. Please include the last three EMR ratings.
- J. Fee proposal and fee structure explanation, including the cost estimating, value engineering and life cycle cost for the project through Design Development, Construction Documents, and Bidding/Negotiations, as well as the actual renovation phase of the project.
- K. The ability to provide life cycle costing for items incorporated into the project.
- L. Written proof of bonding ability for a project of this size and caliber
- M. Provide a list of client references.

SUBMITTAL INFORMATION:

Proposal must be submitted electronically (via email) no later than **4PM on June 17, 2022**, to Emily Blomme (ebomme@foundation2.org). Five (5) printed and bound copies shall be submitted to 1714 Johnson Ave NW Cedar Rapids, Iowa 52405 via mail



or messenger.

F2 will not reimburse any respondent or potential respondent for the costs associated with responding to or negotiating this RFP.

INTERVIEWS

Interviews are expected to be held June 22nd – 24th, 2022. Foundation 2 Crisis Services leadership team and Building Committee will make arrangements with each company.

Following submittal of all required information and completion of interviews, the company with the proposal in the best interest of the project will be awarded the contract.

Thank you for your interest in this exciting project. Any questions should be directed to either Emily Blomme or Matt Heinricy.

Respectfully,
Foundation 2 Crisis Services

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