

# Construction Management Services

## Project No. RFP-09-03

MINUTES

08.14.2009  
[FRIDAY]

0900 AM

DEPT. OF PUBLIC WORKS  
SOLID WASTE MGMT. DIVISION  
CONFERENCE ROOM

MEETING CALLED BY	Gershman, Brickner & Bratton, Inc. [GBB – Court-Appointed Receiver]
TYPE OF MEETING	Pre-Proposal Conference
NOTE TAKER	Linda Ibanez / Chris Lund [GBB]
ATTENDEES	<ol style="list-style-type: none"> <li>1. Jack Tucker - GBB</li> <li>2. John Robertson - AmOrient Engineering</li> <li>3. Zenan E. Belanger - Belanger &amp; Associates</li> <li>4. Deborah Belanger - Belanger &amp; Associates</li> <li>5. Lina Rojas – W.B. Flores &amp; Associates</li> <li>6. Bob Schneider – T.G. Engineering</li> <li>7. Rama Medabalmi – Pacific Drilling Inc.</li> <li>8. Danny Mafnas – Pacific Drilling Inc.</li> <li>9. John Duenas – Duenas, Camacho &amp; Associates</li> <li>10. Rizaldy Cortez – SSFM International</li> <li>11. Tim Guerrero – SSFM International</li> <li>12. James Atkinson – Chugach World Services Inc.</li> <li>13. Cesar Rodriguez – Chugach World Services Inc.</li> <li>14. Tor Gudmundson – TG’s Engineering</li> <li>15. Robert Marks – Parsons Guam</li> <li>16. Bob Shambach – EA Science &amp; Technology</li> <li>17. Paul Baron – Winzler &amp; Kelly</li> <li>18. Larry Bacon – Shaw Environmental</li> <li>19. Andy Smith – Shaw Environmental</li> </ol> <p>Via Conference Call:</p> <ol style="list-style-type: none"> <li>1. Christopher Lund [GBB]</li> <li>2. Timothy Bratton [GBB]</li> <li>3. Scott Purdy - Vector Engineering</li> <li>4. Bill Geil - Howard S. Wright Construction</li> <li>5. Charles Alston - Matrix Design Group</li> <li>6. Dave Zastrow - Howard S. Wright Construction/Team-Build, LLC</li> <li>7. Mick Williams - Shaw Environmental</li> <li>8. Paul Boyajiaan - Parsons Guam</li> </ol>

### Agenda topics

PRESENTER: **LINDA IBANEZ**

DISCUSSION	<b>INTRODUCTION</b>
	<p>Ms. Ibanez (GBB Receiver Operations Administrative Manager) began the conference with the agenda:</p> <ul style="list-style-type: none"> <li>▪ Introduction of GBB members [By: L. Ibanez]</li> <li>▪ Roll Call of attendees present [By: L. Ibanez]</li> <li>▪ Roll Call of attendees via conference call [By: C. Lund]</li> <li>▪ Overview RFP presentation [By: C. Lund]</li> <li>▪ Question &amp; Answer [By: C. Lund]</li> </ul>
CONCLUSIONS	
	NONE

DISCUSSION	OVERVIEW RFP PRESENTATION
	<p>Mr. Lund provided an overview of the RFP and highlighted the following portions from the RFP.</p> <p><b>INTRODUCTION</b>                      The purpose of this Request for Proposals (RFP) is to procure construction management services for the construction of the landfill systems, entrance facilities, access road and utilities and leachate pretreatment facilities for the Layon Municipal Solid Waste Landfill (Layon Landfill) in compliance with the Consent Decree (Federal Court Case CV02-0022). Gershman, Brickner &amp; Bratton, Inc., in its capacity as Receiver (RECEIVER) for the Solid Waste Management Division (SWMD) of the Government of Guam (GovGuam or Government is the Owner) is soliciting Proposals from qualified firms for these services. The RECEIVER intends to contract with independent firm(s), hereinafter referred to as Consultant or Proposer.</p> <p>This contract (Contract) will be an indefinite delivery, indefinite quantity (IDIQ) Contract for professional services.</p> <p>The Contract will include task orders that will be negotiated as either fixed rate or firm fixed-price based on rate schedules to be provided upon request of the RECEIVER, which are subject to audit, compensation and reimbursement based on the Contract and all applicable GovGuam and Federal Regulations. The RECEIVER may assign the Consultant individual projects for completion or may assign specific tasks in support of the SWMD projects.</p> <p><b>BACKGROUND</b>                      These improvements are expected to be completed in three concurrent phases, A, B and C, with different contracting mechanisms as described in Table 1 below. A site plan of the Phases A and B improvements is shown in Figure 1. A preliminary construction schedule is presented in Attachment A. The construction management (CM) contract will be awarded to the selected consultant for three phases of work. The total construction cost for the three (3) phases is estimated to be approximately \$84 million.</p> <p>It is the intent of the RECEIVER to contract with a qualified Consultant who can provide management and coordination, construction contract administration and closeout, change management, and field inspection professional services. These services include monitoring the adequacy of contractor safety and environmental controls and practices, utility coordination, quality assurance testing and coordination, schedule review and tracking, as-built drawing documentation and warranty management. In order for the Consultant to be considered qualified, the firm or project team must possess technical competency in the management of landfill facility construction and demonstrate recent experience in the successful completion of projects of similar size and new landfill cell construction scope as identified herein.</p> <p><b>AVAILABLE INFORMATION</b>                      The following documents are available for review through the RECEIVER Web site:</p> <ul style="list-style-type: none"> <li>• Construction Plans and Specifications for Cells 1 and 2 Mass Earthworks</li> <li>• Draft Final Design Plans and Specifications for Landfill Systems &amp; Entrance Facilities - Permitting and Bid Set</li> </ul> <p>Draft Final Design Plans and Specifications for Landfill Access Road and Utilities - Permitting and Bid Set</p> <p><b>SCOPE OF WORK</b>                      Task 1: Services prior to construction                      Task 2: Construction Management Services                          2.2 Construction Contract Administration                          2.4 Field Inspection                          2.5 Construction Quality Assurance                      Task 3: Services During Construction Closeout                      Quality Control Plan                      Construction Quality Assurance</p> <p><b>PROPOSAL REQUIREMENTS AND CONTENTS</b>                      Proposals submitted for this project are to follow the outline described below and must address all requested information. Any additional information that the Proposer wishes to include that is not specifically requested should be included in an appendix to the proposal. Proposers are encouraged to keep the proposals brief and to the point, but sufficiently detailed to allow evaluation of the project approach. Six copies of the proposal must be submitted.</p> <p><b>Technical Proposal</b>                      In a sealed envelope, submit the Technical Proposal as a separate sealed document to your Fee Proposal; provide 6 hardcopies of the following information.</p> <p><b>Fee Proposal</b>                      In a sealed envelope, submit the Fee Proposal as a separate document to your Technical Proposal; provide 6 hardcopies and one electronic copy (MS Excel format) of a cost proposal individually listing the cost for each task and sub-task identified in the proposed Scope of Work.</p> <p><b>PROPOSAL SCHEDULE</b>                      The selection timetable is projected to be as follows (all dates and times listed below are in Guam Standard Time, unless</p>

specified):

REQUEST FOR PROPOSALS RELEASE  
MANDATORY PRE-PROPOSAL CONF./ TELECONFERENCE  
DEADLINE FOR INQUIRIES/CLARIFICATIONS  
RESPONSE ADDENDUM/ REPLIES FOR INQUIRIES /CLARIFICATIONS  
DEADLINE FOR SUBMISSION OF PROPOSALS  
INTERVIEWS (OPTIONAL – AT RECEIVER'S DISCRETION)  
ANTICIPATED LETTER OF INTENT TO AWARD

August 6, 2009  
August 14, 2009, 9:00 A.M.  
August 21, 2009, 4:00 P.M.  
August 30, 2009  
September 30, 2009, 4:00 P.M.  
October 13, 24 2009  
October 27, 2009

**EVALUATION OF PROPOSALS**

A Proposal Evaluation Committee (PEC) will be established by the RECEIVER to review and evaluate all Proposals submitted in response to this RFP by the deadline stated herein. All Proposals submitted will be evaluated and ranked by the criteria provided in this RFP.

The RECEIVER shall negotiate compensation and a contract, first, with the highest rated Proposer for the required services at compensation determined in writing to be fair and reasonable. It is at the RECEIVER's discretion to negotiate each phase of work separately.

**SUBMITTAL OF PROPOSAL**

The Proposers shall submit six (6) copies of the Proposals to:

Solid Waste Management Division, Government of Guam  
c/o Receiver – Gershman, Brickner & Bratton, Inc.  
542 North Marine Corps Drive  
Tamuning, Guam 96913  
Attn: Linda Ibanez

**Sealed Proposals will be received at the Office of Solid Waste Management until 4:00 pm on September 30, 2009, Guam Local time. Proposals received after 4:00 pm shall be declined.**

**CONCLUSIONS**

NONE

PRESENTER: **C. LUND**

**DISCUSSION QUESTION & ANSWER**

1. Chris Lund advised all proposers that all questions will need to be submitted in writing and they will respond to all questions in writing. All questions should be addressed to Linda Ibanez at lindaibanez@gmail.com. Oral statements made during the conference in response to inquiries but not confirmed by the minutes or addendums may not be relied upon and are not binding or legally effective.

**CONCLUSIONS**

NONE