



5316 Berkley Rd.
Auburndale, FL 33823

REQUEST FOR QUALIFICATIONS (RFQ)

Construction Manager at Risk (CMAR) Services

Berkley Accelerated South East (BASE)

1. SOLICITATION INFORMATION

Berkley Accelerated Middle School, Inc., a Florida public charter school operating pursuant to Section 1002.33, Florida Statutes, hereby solicits sealed qualifications from qualified firms to provide Construction Manager at Risk (CMAR) services for the development of Berkley Accelerated South East (BASE), located on Bolender Road in Auburndale, Florida.

This solicitation is conducted pursuant to F.S. 255.103 (Construction Management Services), F.S. 255.20 (Public Construction Works), F.S. 1002.33 (Charter Schools), Chapter 119, F.S. (Public Records), F.S. 448.095 (E-Verify), and all other applicable laws.

2. PROJECT BACKGROUND

Berkley Accelerated Middle School, Inc. is expanding its multi-campus charter school system through the development of Berkley Accelerated South East (BASE) on Bolender Road in Auburndale, Florida.

Project Overview

- Estimated Construction Budget: \$12,000,000 – \$14,000,000
- Approximate Building Size: 44,000 – 48,000 GSF
- Student Population: PreK–5th Grade (subject to future adjustment)
- Target Permit Completion: June 1, 2026
- Target Substantial Completion: July 15, 2027

The Owner has engaged:

- Grace Design Studios, LLC – Architect of Record
- Kimley-Horn and Associates, Inc. – Civil Engineer

The project will be delivered using the Construction Manager at Risk (CMAR) method with a Guaranteed Maximum Price (GMP).

3. PROJECT DELIVERY METHOD

The selected firm will enter into:

- A Preconstruction Services Agreement
- A Construction Services Agreement incorporating a GMP

The CMAR shall publicly solicit trade bids in a fair, open, and competitive manner consistent with Florida public procurement laws.

4. SCOPE OF SERVICES

- **Preconstruction Services**, including but not limited to estimating, scheduling, constructability reviews, permitting assistance, and GMP development.
- **Construction Services**, including but not limited to trade bidding, supervision, and cost control.
- **Post-Construction Services**, including but not limited to closeout and warranty coordination.

4.1 Preconstruction Phase

Cost estimating at design milestones

- Value engineering
- Constructability review
- Schedule development
- Subcontractor outreach
- GMP development
- Long-lead procurement planning

4.2 Construction Phase

- Open-book trade bidding with established participation requirements
- Project management and supervision
- Safety program implementation
- Quality control
- Cost reporting
- Owner Direct-Purchase program for sales tax savings
- Coordination with Architect and Owner

4.3 Post-Construction Phase

- Closeout documentation
- Warranty coordination
- Final accounting

5. MINIMUM QUALIFICATIONS

Respondents must:

- Hold a valid Florida Certified General Contractor license (Chapter 489, F.S.)
- Demonstrate CMAR experience under F.S. 255.103
- Have experience constructing K-12 and charter schools
- Demonstrate bonding capacity for a \$14M project
- Demonstrate financial stability

6. REQUIRED SUBMITTAL CONTENT

Recommended Maximum Length: 40 pages, excluding tabs & covers.

Sections shall include: Letter of Interest, Firm Profile with location, license and insurance capacity information, Relevant Experience (5-10 most relevant projects with basic information including name, location, description & photographs, size, final cost to owner/client at completion, and owner/client contact [name, email, and phone number]), Proposed Staff/Project Team, Approach to Preconstruction & GMP Development, Safety Record, Proposed Schedule and Acknowledgement of Owner Occupancy by July 15, 2027, and Financial & Bonding Information.

7. SEPARATE SEALED FEE PROPOSAL

Submit in a separately sealed envelope labeled:

“Fee Proposal – CMAR Services – Berkley Accelerated South East (BASE)”

Include:

- Preconstruction Fee (Lump Sum)
 - *This fee shall include all estimating, scheduling, value engineering, constructability review, subcontractor outreach, and GMP development services.*
- CM Fee (%)
 - *Percentage of Cost of the Work*
- General Conditions (monthly)
 - *Estimated Monthly Cost and Estimated Duration*
- Bond rate
 - *Performance & Payment Bond Rate*
- Shared Savings Split Proposal
 - *Owner / CM Percentage*

Fee proposals will remain sealed until qualifications scoring is complete.

8. EVALUATION CRITERIA

Step One – Qualifications (75 Points Total)

Relevant Educational Experience	–	20
Proposed Project Team	–	20
Preconstruction & GMP Approach	–	15
Safety Record	–	5
Financial & Bonding Capacity	–	5
References	–	5
<u>Local Participation & Presence</u>	–	<u>5</u>
Total Qualifications Points	–	75

Local Participation & Presence (Up to 5 Points)

5 Points – Corporate Headquarters located in Polk County, Florida

3 Points – Established local office located in Polk County

1 Point – Office located in a county bordering Polk County

Respondents may be requested to provide documentation verifying office/headquarters location has been established a minimum of 12 months prior to submittal date. Only the highest applicable category will be awarded (no cumulative scoring).

Encouragement of Local Subcontractor Participation

Berkley Accelerated Middle School, Inc. strongly encourages the selected Construction Manager to actively promote participation of local subcontractors and suppliers in Polk County and surrounding counties.

The Construction Manager shall:

- Publicly advertise trade packages in a manner accessible to local subcontractors
- Conduct outreach to Polk County-based subcontractors
- Provide clear bid package scopes to encourage competitive participation
- Maintain open and fair bidding procedures
- Provide documentation of local subcontractor participation efforts

During preconstruction, the CMAR shall present a Local Trade Outreach Plan outlining strategies to maximize local subcontractor engagement.

While no mandatory participation percentage is established, demonstrated commitment to local economic participation will be considered favorably during evaluation.

General Terms & Conditions

The selected Construction Manager will be required to abide by all applicable policies of the school that may include (as applicable, but are not limited to):

- Drug-Free Workplace
- Public Records Compliance
- E-Verify
- Site Security & Safety
- Background Screening Requirements (Jessica Lunsfor Act)

Step Two – Fee Proposal (25 Points)

Fee proposals will be scored using a comparative formula and combined with qualifications scoring for final ranking.

Total Possible Points: 100

9. INTERVIEWS

Interviews shall be conducted at the discretion of the Selection Committee.

If interviews are required:

- Three (3) firms will be shortlisted
- Interview criteria and schedule will be issued to shortlisted firms
- Interview scoring may adjust qualifications ranking prior to opening fee proposals

10. CONE OF SILENCE

A Cone of Silence is established from advertisement & issuance of this RFQ through final ranking and Board approval.

During this period, Respondents shall not communicate regarding this solicitation with:

- Charter Board Members
- School administration (other than designated contact)
- Selection Committee members & engaged Design Professionals.

Violations may result in disqualification.

11. PROTEST PROCEDURE

Any Respondent adversely affected by a decision shall file a written protest within 72 hours (excluding weekends and legal holidays) after posting of the decision.

A formal written protest must be filed within 10 calendar days of the notice of protest.

Submit protests to:

Tim Campbell, Esq.
Clark, Campbell, Lancaster, Workman & Airth, P.A.
500 Florida Avenue South
Lakeland, Florida 33801

Cc: Jill Bolender, Berkley Accelerated Middle School, Inc.

Failure to timely file constitutes waiver of protest rights.

12. PUBLIC RECORDS

All submittals are public records pursuant to Chapter 119, F.S.

13. GENERAL CONDITIONS

The Owner reserves the right to:

- Reject any or all submittals
- Waive minor irregularities
- Request clarifications
- Negotiate in the best interest of the school

15. CONTRACT FORM

The agreement with the selected Construction Manager shall be based upon:

- **AIA A133™–2019 Standard Form of Agreement Between Owner and Construction Manager as Constructor** (Cost of the Work Plus Fee with a Guaranteed Maximum Price)
- **AIA A201™–2017 General Conditions of the Contract for Construction**

The agreement shall be modified as required to comply with:

- Florida Statutes
- Public records requirements
- Charter school governance requirements
- Bonding and procurement requirements
- School-specific operational and schedule requirements

Final contract terms shall be negotiated with the top-ranked firm prior to Board approval.

15. TENTATIVE SCHEDULE

RFQ Issued	-	2/27/2026
Questions Due	-	3/6/2026
Submittals Due	-	3/13/2026
Shortlist (if required)	-	3/18/2026
Interviews (if required)	-	TBD
Final Ranking	-	TBD
Board Approval	-	TBD

16. PROJECT SITE LOCATION & CONCEPTUAL DESIGN DESCRIPTION

The project location is on approximately 11 acres of parcel 25-27-35-305000-000860 on the north side of Bolender Road and east of the Water Ridge community southwest entrance on Adams View Lane. The school will be required to comply with the City of Auburndale’s Lakes District requirements. The target scope of the first phase of the campus development (current project) is envisioned to include:

- Thirty-two (32) identical classrooms (with sink, adjacent toilet room, and storage closet). The classroom wings are designed to be two-stories in height.
- Café-torium (Cafeteria + Auditorium) to seat ~300
- Administration suite
- All associated site development including parking, driveways, covered walkways, playgrounds, utilities, stormwater ponds, landscaping, etc.

17. SUBMITTAL DELIVERY

Provide one (1) bound final copy of the qualifications document, one (1) separate sealed fee proposal, and one (1) digital copy of (USB or Email Link) by 12:00 pm noon on 3/13/2026 to:

Jill Bolender
President

Berkley Accelerated Middle School, Inc.
5316 Berkley Road, Auburndale, FL 33823

Submit all questions in writing prior to 3pm on the question deadline date above to:
Email: Jill.Bolender@WeAreBerkley.net