

EXECUTIVE SUMMARY**Program Manager – Owner’s Representative RFQ and Authorization to Advertise to Award One or Two Program Manager – Owner’s Representative – RFQ FY20-192****GENERAL OVERVIEW:**

Per Policy 7003, the Office of Capital Programs is requesting approval of the standard Program Manager - Owner's Representative (PMOR) Request for Qualifications (RFQ) form. The RFQ form includes selection criteria and selection procedures in accordance with applicable statutes and the State Requirements for Educational Facilities (SREF), as amended.

In addition to requesting approval of the PMOR RFQ, this item requests Board authorization to advertise to seek qualifications for experienced and capable Program Management firms.

The existing Program Manager - Owner’s Representative (PMOR) agreement expires on August 20, 2020. Currently, the SMART Bond Program is managed by one (1) PMOR. Taking into consideration the status and progress of the SMART Program, the District has determined that engaging the assistance of a team of construction industry professionals organized in one (1) or two (2) Program Manager - Owner’s Representative (PMOR) agents would offer the most flexible, cost-effective means to achieve the coordination and synergy necessary to meet the demands of the Schools. The proposed configuration of engaging two (2) PMOR firms will focus on specific areas of the SMART Program to optimize experience and expertise, and to provide flexibility through its capacity to involve professionals with specific proficiency at appropriate points during the execution of projects.

The SBBC intends to enter into an agreement with one (1) or two (2) qualified firms to perform Program Manager – Owner’s Representative Services. Services shall include all types and manner of Program Manager – Owner’s Representative Services related to Owner's Design and Construction programs as required and directed by the District.

The PMOR RFQ had originally been submitted for approval to the March 3, 2020 School Board Operational Meeting, Item J-4. Prior to the meeting, Procurement and Warehousing Services Department (PWS) staff had requested feedback on the RFQ from the District’s external Auditing firm, RSM LLP. Additionally, staff received feedback from the Facilities Task Force, prompting staff to request a further review by RSM of the RFQ, including a more detailed review of the Scope of Services.

Upon receipt of the recommendations by RSM, staff made the determination with the consent of the Superintendent to withdraw the item from the March 3, 2020 Agenda and revise the RFQ and Scope of Services to strengthen the language and address the deficiencies that RSM had highlighted. The resulting document was then resubmitted to RSM for a follow-up review and final revision. Hence, the RFQ included herein is a compilation of recommendations by RSM, the Facilities Task Force, Legal, and other District departments, and results in a more comprehensive and compelling document.

Approval of this item establishes a three (3) year contract term commencing in or about June 2020 through June 2023. The term of the contract may, by mutual agreement between SBBC and the Awardee, be extended for two (2) additional one-year periods and one (1) additional six-month period beyond the expiration date of the renewal period. PWS will, if considering renewing, request a letter of intent to renew from each Awardee before the end of the current contract period. The Awardee will be notified when the recommendation has been acted upon by the School Board.