



NOTICE OF INTENT TO ENTER INTO A GUARANTEED MAXIMUM PRICE CONTRACT

Southeast Polk Community Schools (SEP), pursuant to Iowa Code Chapter 26A, will publish a Request for Qualifications (RFQ) for Construction Manager at Risk (CMAR) services for construction services at the district's Junior High School. The project generally consists of the construction of a new secure entryway, renovations of portions of the existing facility, and associated site improvements. The district intends to select a CMAR to provide preconstruction services, with the intent of negotiating a Guaranteed Maximum Price (GMP) contract with the selected CMAR at an appropriate stage of design. The selection process will be completed in accordance with Iowa Code Chapter 26A using a qualifications-based and competitive proposal process.

The CMAR will be selected using a two-step process: (1) RFQ and (2) Request for Proposals (RFP). Firms deemed most qualified based on the criteria below will be invited to submit proposals (including fees) at the RFP stage. The district will select the CMAR offering the best value based on the published criteria and final ranking. Selection criteria will include the following. Detailed evaluation criteria and scoring methodology will be included in the RFQ.

1. Firm Information and Legal Standing
2. Responsibility History and Record of Litigation, Claims, and Compliance
3. Projects of Similar Size and Scope in Either Public or Private Sector
4. Past Performance and References
5. Proposed Key Personnel and Team Structure
6. Proposed Methodology and Approach
7. Safety Record
8. Financial Stability and Current Capacity to Perform
9. Proposed Fees and Cost Structure (evaluated at the RFP phase)

The tentative Selection Schedule listed below:

- | | |
|--|--|
| 1. Notice of Intent (NOI) to engage CMAR | March 26, 2026 |
| 2. Issuance of RFQ | April 10, 2026 |
| 3. Deadline for submission of questions | April 23, 2026 (10:00 a.m.) |
| 4. Responses to questions posted | April 24, 2026 |
| 5. RFQ Due | May 1, 2026 (10:00 a.m. at address below) |
| 6. District evaluation | May 1 – May 10, 2026 |
| 7. Issuance of RFP | May 11, 2026 |
| 8. RFP Due | May 28, 2026 (10:00 a.m. at address below) |
| 9. Interviews | June 2, 2026 (if required) |
| 10. Announcement of selection | June 4, 2026 |

Direct all questions to:

Southeast Polk Community School District
Attn: Dave Berger, Director of Building and Grounds
8031 NE University Avenue
Pleasant Hill, Iowa 50327
Phone: 515-957-3434 Email: David.berger@southeastpolk.org

The district reserves the right to reject any or all submissions, waive informalities, and select the firm deemed to provide the best value to the district.

Learn. Lead. Live. Success for college, career, and civic life.