



Saint Louis Science Center Foundation

Request for Proposal

Owner Representation/ Project Management Services For Main Entrance Addition Project

RESPONSE TO THIS REQUEST FOR PROPOSAL
MUST BE DELIVERED TO:

SAINT LOUIS SCIENCE CENTER
ATTN: RON SCHULTZ
5050 OAKLAND AVENUE
ST LOUIS, MISSOURI 63110

Original Posting: June 13, 2018

Written Proposals Due:
July 10, 2018, 12 P.M. CDT

Information and updates related to this RFP document will be posted at VendorRegistry.com.

Table of Contents

1. PROJECT DESCRIPTION & SCHEDULE.....	1.....
2. WHO WE ARE.....	2.....
3. SCOPE OF SERVICES REQUESTED.....	3.....
4. PREBID MEETING.....	5.....
5. PROPOSAL FORMAT.....	5.....
6. SELECTION CRITERIA.....	8.....
7. SUBMITTAL REQUIREMENTS.....	9.....
8. NOTICE OF INTENT TO BID.....	10.....
9. SIGNATURE PAGE.....	11.....

Request for Proposal
Owner Representation/Project Management Services

Louis region, in 2016. This affiliation provides access to Smithsonian artifacts, traveling exhibits, and educational collaborations locally and nationally.

The Saint Louis Science Center features more than 700 interactive exhibits in ten galleries, including

Request for Proposal
Owner Representation/Project Management Services
Saint Louis Science Center- Main Entrance

- 5.2. Firm Overview: Provide an overview of the firm detailing the total number and discipline breakdown of professional staff, their professional credentials (i.e. CCM, PMP) and the history of the firm.
- 5.3. Project Management Firm Experience/Project Profiles: Provide a maximum of seven (7) project profiles. Preferred projects presented should demonstrate museum, cultural institution, or similar experience with the following: integrated project delivery, research and development, business incubation, adaptive reuse and sustainability.
 - 5.3.1. For each project include the client name, project name, project location, summary of services performed, and construction budget. Provide references for three (3) of the projects, including name, title, and phone number.
- 5.4. Key Project Personnel/Project Organization:
 - 5.4.1. Key Personnel: Identified project manager and/or other project leads should have minimum 5 years' experience in the construction industry. Consideration will be given to a Leadership in Energy and Environmental Design (LEED) Accredited Professional Construction Management Association of America (CMAA) Certified Construction Manager (CCM) designation preferred. Provide detailed resume for the Project Manager candidate and supporting professionals who will be performing the services. Resumes should include years of experience, summary relevant experience, education, professional registrations & certifications and awards/industry recognition.
 - 5.4.2. Project Organization: Provide an organizational chart. Identify roles and responsibilities, reporting relationships and use of subconsultants/contractors. Identify whether project management services will be self-performed or utilize subconsultants/contractors. Identify each subconsultant/contractor.
- 5.5. Procon1 TwITd [(c).7 1na-1.4 () Td 4tan:pdd1 TwITdu hcdI9pda9.8 (d)Td [6 (en)4.7 (9.8 (d)-4 (an)7

- 5.7.2. Automobile Liability Insurance: Coverage for SLSCF non-Owner, hired, leased and rented vehicles. Automobile liability insurance in an amount not less than \$1,000,000.00 combined single limit for Bodily Injury and Property Damage in any one occurrence.
- 5.7.3. Excess Liability Insurance: \$5,000,000.00.
- 5.7.4. Workmen's Compensation: Statutory benefits as required by the Workers Compensation Laws of the State of Missouri. Employers Liability is required of not less than \$500,000 per Bodily Injury by Accident and Bodily Injury by Disease (each employee and policy limit)
- 5.7.5. Professional Liability with a minimum limit of liability of \$2,000,000 per claim and in the aggregate. Such insurance will be maintained for a period of two (2) years following completion of the Project.
- 5.7.6. Coverage afforded under the policies will not be canceled, allowed to expire, or in any way changed, including alterations to conditions of the policy, until at least 30 day written notice or 10 day notice for nonpayment of premium has been given to SLSCF

