

REQUEST FOR QUALIFICATIONS FOR DESIGN-BUILD SERVICES

UNIVERSITY OF MAINE AT PRESQUE ISLE

UMPI SALT SHED

February 3, 2026

SECTION I: SUMMARY

The University of Maine at Presque Isle, located in Presque Isle, Maine desires to procure Design-Build services from integrated design-build firms or teams responsible for both design and construction for the **UMPI Salt Shed** project.

1. General

Design and Construction of a minimalist salt shed to house 50 CY of salt with construction consisting of concrete walls with wooden framework and metal siding and roof. The floor of the salt shed shall be paved. The completion is anticipated for the Fall of 2026.

The Design-Builder will provide integrated design and construction services, developing the design to meet the University's program, budget, and schedule, and delivering the project under a single design-build contract.

The Design-Builder will be responsible for all required architectural and engineering design services, including schematic design, design development, construction documents, and construction administration for the Project.

A. Project Description

The University intends to select a Design-Builder to develop the design documents and deliver the project under a single design-build contract, providing design, preconstruction, and construction services. The Design-Builder will be responsible for coordinating all architectural, engineering, and construction activities required to complete the UMPI Salt Shed project in accordance with the University's program, schedule, and budget.

Anticipated project conditions and other challenges:

- Required to house 50 CY of salt with a minimalist design
- Minimal Electrical design
- No HVAC

B. Project Anticipated Schedule:

Phase	Design-Build Services	Proposed Schedule
Schematic Design / Design Development	Programming, conceptual design, preliminary estimating, constructability review, and overall project scheduling.	March/ Early April
Construction Documents	Completion of design and construction documents, permitting support, and preparation for construction.	April / May
GMP Development	Pricing and negotiation leading to establishment of a Guaranteed Maximum Price (GMP) for the Work.	Late April –May
Construction	Construction, coordination of trades, quality control, schedule management, and commissioning in accordance with the approved design and GMP.	Start May 11 – Summer ‘26
Occupancy/Substantial Completion	Owner takes occupancy upon substantial completion in accordance with contract requirements.	Sept ‘26
Final Completion	Closeout of all work, including record documents, O&M manuals, training, and completion of all remaining punch-list items.	End Sept ‘26

The project is anticipated to have a 7-month schedule and include the phases listed above for Design-Build. The selected team will provide Design-Build services in support of design and construction as managed by the University of Maine System, Capital Planning and Project Management Group. This RFQ seeks qualified firms to submit Statements of Qualifications with the intention of providing Design-Build services for the duration of the project. Design-Build services for the project will begin immediately following execution of the AIA A141 Standard form of Agreement Between Owner and Design-Builder. Individual firms or teams desiring to be considered must submit a Statement of Qualifications indicating interest, relevant experience, and the ability to start work immediately.

SECTION II: RESPONSIBILITIES

1. General

The Design-Build Team must perform services consistent with the industry-accepted role of a Design-Build firm during pre-construction and/or construction execution. In general, these services must include, but not be limited to the following:

Design and Pre-Construction Phase Services

- A. Providing full architectural and engineering services required for the project, including code analysis, coordination of all disciplines, and preparation of construction documents suitable for permitting and construction.
- B. Managing the design process to maintain alignment of scope, quality, budget, and schedule, including value analysis and constructability during all design phases.

- C. Coordinating with CPPM, OFM, and other project team members as necessary, throughout the design and construction phases of the project.
- D. Assisting with project planning, scoping, and estimating including estimate reconciliation exercises with the Design-Builder's and Owner's estimators.
- E. Providing recommendations regarding constructability, materials and equipment selection, and cost savings.
- F. Assuming charge and responsibility for construction scheduling and cost estimating. For this project, the schedule and budget updates must be prepared at the end of Schematic Design, Design Development and Construction Documents, with the latter intended for a Guaranteed Maximum Price. It is the Design-Builder's responsibility to develop an understanding of the project, adequate for the proper preparation of such estimates. The accuracy and timeliness of construction estimating is of utmost importance.

Construction Phase Services

- G. Qualifying sub-contractors
- H. Procuring and awarding subcontracts for the Work in accordance with applicable procurement requirements
- I. Managing bidding of subcontractor work packages and developing and maintaining the Guaranteed Maximum Price (GMP), if utilized
- J. Providing a performance bond, a payment bond and insurance certificate(s), and maintaining such coverage through the one-year corrections period following Substantial Completion.
- K. Holding sub-contracts for construction
- L. Managing the construction includes, but not limited to, coordination, inspection, supervision, safety, and quality control services.
- M. Maintaining construction phase records and accounting, including preparing of as-built documentation, LEED certification if required and project closeout documentation.

SECTION III: STATEMENT OF QUALIFICATIONS, REQUIRED SUBMISSION INFORMATION

1. General

Prospective Design-Build teams must prepare and submit a Statement of Qualifications for UMS consideration. The firm's Statement of Qualifications must respond to each specific criteria listed below, with responses organized in discrete sections and in the **same order as presented below**. Each firm's submittal must include an index, with tabs corresponding to each section. Each section must be included in the submission.

A. Letter of Interest

Provide a brief letter summarizing the firm's interest, qualifications, experience, and ability to start work immediately. Include total dollar volume of Design-Build delivery services completed during each of the past (3) years. Identify work by office located closest to Presque Isle, Maine.

B. Design-Build Experience

Provide a detailed description of the firm's background and experience with Design-Build for similar projects within the last ten (10) years, with a focus on providing services for higher-education clients. This must include:

1. Description of the Design-Builder's team structure
2. A minimum of three (3) completed Design-Build project case histories must be presented with sufficient information to identify the project including type of facility, square footage of the facility and construction cost for the facility while demonstrating budget, schedule, and change order performance. Within the context of the case studies provide information related to the following:
 - a. Demonstration of previous successful experience delivering projects using the Design-Build method.
 - b. Demonstration of previous experience delivering design-build projects with attention to budget, schedule, and scope, including experience with GMP-based design-build or similar cost control methods.
 - c. Specific experience with Pre-Construction Services including a description of the working relationship with the owner and Design Builder, including building committees and end-users.
 - d. Demonstration of successful management systems for planning, organizing, and monitoring of similar construction projects, including specifically, estimating, budgeting, scheduling, timely delivery, and cost controls.
 - e. Demonstration of experience with qualifying subcontractors
 - f. Demonstration of knowledge and experience in the careful evaluation of building systems, construction techniques and recommendation of materials to create optimum dollar value without compromising design criteria.
3. Description of the firm's construction safety program.
4. Description of the firm's program for project follow-up and warranty.

5. Historic data on the cost of general conditions & overhead as a percentage of the total construction costs for similar projects. Including a list of typical expenses included in the general conditions and overhead expense.

C. Design-Build Project Executive

Identify the person serving as Project Executive directly responsible for providing services to the University and provide a brief resume of education, qualifications and experience, and role in the firm’s services. Submission of name(s) is considered a commitment on the part of the Design-Builder’s team to retain stated personnel on the project throughout its duration.

D. Principal Support Staff

Identify the person(s) serving as principal support staff including, but not limited to, project managers, project engineers, superintendents, and estimators. Provide a brief resume including education, qualifications and experience and role in the firm’s services. Submission of names is considered a commitment on the part of the Design-Builder’s team to retain stated personnel on the project throughout its duration.

E. Availability

Indicate the firm’s dedicated resources available to the University for this project in relation to other workloads and whether the firm has sufficient resources to provide services promptly to meet the project schedule. The project schedule is provided in Section I.

F. References

Provide a minimum of three (3) references (name, address, telephone number, and email address) who are current or former clients for whom similar work has been performed within the last ten (10) years who can be contacted by the University with respect to the firm’s reputation for work, responsibility, timeliness, cost, and efficiency. References from current University employees shall not be accepted. Letters of reference may be submitted with additional information as appropriate.

G. Other Information

As desired, provide any other information the firm considers relevant to the evaluation criteria set forth in the RFQ.

SECTION IV: SUBMISSION PROCESS

1. Submission Schedule

The process schedule is anticipated to be as follows:

The University advertises for qualifications-----Tuesday, February 3, 2026
Deadline for Questions due no later than 4:00pm-----Wednesday, February 11, 2026
Email Questions to **cppmquestions@maine.edu**
Response to Questions due no later than 4:00pm-----Tuesday, February 17, 2026
Statement of Qualifications submissions due no later than 2:00pm---Thursday, February 19, 2026
Anticipated notification of firms to be interviewed-----week of February 23, 2026
Presentations/Interviews (interview time selected by lot)-----week of March 2, 2026
Anticipated notification of selected firm and non-selected firm-----week of March 9, 2026

2. Contact Person

Questions about this RFQ must be addressed in writing via email to:

Jacob Olsen
Senior Director of Capital Planning and Project Management
University of Maine System
cppmquestions@maine.edu

3. Submissions

Statements of Qualifications must be submitted according to the following:

A. Time, Date and Place Due:

Submittals are due no later than **2:00pm on Thursday February 19, 2026**. All submissions shall be addressed and submitted to:

Jacob Olsen
Senior Director of Capital Planning and Project Management
University of Maine System
5765 Service Building, Room 107
Orono, ME 04469-5765

Submittals received by CPPM after the deadline shall not be considered. Faxed, emailed, or digitally transmitted submissions shall not be accepted. Firms assume all risks of the method of delivery chosen. The University assumes no responsibility for delays caused by any package or mail delivery service.

B. Submission Identifier:

The outside of the container in which Statements of Qualifications are submitted must be clearly marked with the firm's return address and the notation: Qualifications to Provide Design-Build Services, **UMPI Salt Shed**.

C. Number of Copies

One (1) printed original, and one (1) pdf copy on a USB flash drive.

4. Other Information:

A. Updates will be posted on the UMS website as appropriate:

<https://www.maine.edu/general-services/capital-planning-project-management/>

B. Do not contact any other University employee, representative or student regarding this RFQ unless specifically directed to do so in writing by the contact designated in SECTION IV:2

- C. No site tours will be provided at this time.
- D. No project documents shall be provided at this time beyond the front-end documents and AIA 141 Documents.

SECTION V: SELECTION PROCESS

1. General

All Statements of Qualifications submitted in response to this RFQ will be reviewed for completeness prior to referral to the Selection Committee.

2. Selection Committee

The Selection Committee shall consist of representatives from the University of Maine, UMS Capital Planning and Project Management, UM Facilities Management and General Services, and others as appropriate.

3. Submittal Evaluation Criteria

The Selection Committee shall determine the merit of submissions received in accordance with the responses provided to the qualification information requested in Section III and with the following weights.

Evaluation Criteria	Weight
Design-Build Experience	50%
Process and Team Member Experience	35%
Overall Quality and Completeness of Submission	15%

4. Interviews

Firms with top-ranking submittals may be short-listed for an interview with members of the Selection Committee.

5. Final Selection

Upon interview completion, firms may be required to present additional documentation such as the AIA Document A305, with financial statement (Section 5.1.1). Firms shall be evaluated and ranked based on all information and the interviews, and a final Design-Build Team selected. References shall be checked at that time.

6. Award

At the time of award, the University shall negotiate with the selected firm for Pre-Construction Phase Services including determination of the Design-Builder’s Fee and the Design-Build team’s fee structure including billing rates associated with pertinent personnel and prices for anticipated direct reimbursable costs. Should the parties fail to reach an agreement on the final terms of this contract, the University reserves the right to proceed with an alternate award.

SECTION VI: FORM OF AGREEMENT

1. Contract

The successful firm is required to enter into a standard University contract. The form of agreement between Owner and the chosen Design-Builder shall be a single document, AIA Document 141, Standard Form of Agreement Between Owner and Design-Builder. The standard form of agreement for the construction shall be the AIA A141, Exhibit A, Guaranteed Maximum Price Agreement. Work under this project shall not begin until an agreement has been fully executed.

2. Duration

The length of the contract will extend through pre-construction services; if a Guaranteed Maximum Price (GMP) is developed and accepted, the contract is intended to continue through to final completion. The project schedule is provided in Section I.

3. Documents

The following documents are part of the request document packet of information:

- a. University of Maine System (UMS), “front end” Contract Documents, as identified in Section 00 01 10, Sans Bidding Documents. These are requirements for construction contracts and shall apply to the GMP Agreement with “Contractor” changed to “Design-Builder”.

SECTION VII: ADDITIONAL PARAMETERS

1. Owner’s Rights

The Owner retains the right to waive any informalities, to reject any or all Statement of Qualifications, or to accept any Statement of Qualifications that may be determined to be in its best interest.

2. Owner’s Intent

It is the Owner’s intent that the work be publicly, competitively bid by qualified sub-bidders for each trade or bid package. The Owner shall work with the Design-Builder in evaluating sub-contractors. All sub-bidders shall be qualified and must have directly related experience. All sub-bids shall be delivered in sealed, labeled envelopes and opened in the presence of the Owner and Design-Builder.

3. Precedence

The Design-Build Request for Qualifications and Selection Process, as outlined herein, shall be considered subject to change as required by the University. Terms and Conditions of the Agreement between the Owner and Design-Builder shall take precedence over all prior understandings and/or agreements, if any, including this Request for Qualifications.

4. Termination

The Owner retains the right to terminate the services of the Design-Builder at any time prior to the execution of an AIA A141 Exhibit A, Guaranteed Maximum Price Agreement (GMP), and the Owner’s obligation shall be limited to actual documented expenses of the Design-Builder as of such date.

5. Protests of Award and Authority to Resolve Protests

- a. After the selection of the Design-Build Team, any firm not selected may submit a protest in writing to the UMS Chief General Services Officer (CGSO) within five business days of the date of the Notice of Award, with a copy to the firm that was awarded the contract. The protest must contain a brief statement of the basis for the challenge. The CGSO may stay the award until protest has been resolved.
- b. The CGSO shall base his or her decision on a review of the facts. There shall be no hearing, no testimony, and no additional information unless the CGSO deems that additional information is necessary to resolve the protest. The CGSO shall communicate his or her decision to the protesting firm, the campus and the firm originally awarded the contract. If the protest is not resolved to the satisfaction of the protesting firm, the firm may file an appeal with the UMS Vice Chancellor for Finance and Administration within ten business days of a written decision of the CGSO, with a copy to the firm awarded the contract. The determination of the Vice Chancellor is final and shall be given in writing and submitted to the protesting firm, the campus and the firm originally awarded the contract.

6. Exclusion from Consideration

Scholarships, donations, or gifts to the University, shall not be considered in the evaluation of submissions.

END OF REQUEST FOR QUALIFICATION