

Construction Management Proposal

Georgetown Township DPW Garage

Jenison, MI

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Submitted By:

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Project Description/Scope

Pinnacle Construction will work alongside the Township representatives to complete a needs assessment and site evaluation for a new DPW building. Once a site has been determined Pinnacle will advise on building design, construction, and close-out phases.

Services provided by Pinnacle

Needs Assessment/Site Evaluation Phase

- Discuss methods and uses of current township services
- Prioritize findings and consider solutions
- Determine strategies and design changes to eliminate inefficiencies
- Consider site locations in overall master plan of building use
- Evaluate specific sites and site conditions
- Determine cost differences associated with each site
- Define overall building size and layout for needed use
- Development of a preliminary cost estimate

Preconstruction/Design Phase

- Support through the Township planning, zoning, and permitting process
- Participation in community and Township board meetings as necessary
- Develop a preliminary building design and layout
- Complete sealed civil, architectural, structural, MEP drawings and submit for review analysis
- Constructability analysis and technical review of design documents
- Update of project budget, schedule, and cost analysis
- Bid review and analysis, including unit cost reviews
- Subcontracting as needed for consulting on soil borings and utility inspections

Construction Phase

- Onsite Supervision
 - Pinnacle will assign a field superintendent to this project to perform the following tasks -
 - Monitor and coordinate all day to day activities on site
 - Ensure that all work and materials meet specifications and high standard of quality
 - Manage Subcontractor and Owner/Architect progress meetings
 - Generate & send weekly progress report to Owner and project team
 - Meet and coordinate with building officials to ensure that all work aligns with local building codes
- Project Management
 - Preliminary Estimating
 - Construction Budgeting
 - Value Engineering as needed
 - Project Scheduling
 - Subcontractor / Supplier bid solicitation and Buyout
 - Cost change management
- Accounting
 - Issue all subcontracts and purchase orders
 - Pay all subcontractors and material suppliers
 - Collect lien wavers from all suppliers and subcontractors
 - Generate and submit sworn statement and schedule of values to owner/bank for payment
 - Secure and manage proper insurances
- Design
 - Pinnacle will work closely with our in house architect's to help ensure that construction techniques, design concepts, finish selections and delivery schedule comply with owner's expectations.
 - Pinnacle will hire and coordinate Civil and Structural engineering
 - Pinnacle will hire and coordinate Mechanical, Electrical, and Plumbing design on a design/build basis

Costs/Fees

1. Guaranteed Maximum Price (GMP)
 - Pinnacle will issue a Guaranteed Maximum Price once Construction Documents are completed and all trade work has been bid out.
2. Pre-Construction Services
 - Only cost associated with Architectural work will be charged at this time. Fees will be established before services begin
3. Construction Management Fee
 - **6%** of total construction costs

- Project management and estimating costs to be charged at an hourly rate of \$100/hr. These costs are included in the GMP under General Conditions and fixed before construction begins
- Pinnacle's fee includes profit and the following overhead costs –
 - Marketing
 - Accounting
 - Vehicle Expenses
 - Office & Shop Expenses/Supplies
 - Upper Management
 - Insurance, Taxes, and Fees
 - Employee Benefits

4. Change Orders

- Markup on Change Orders – Cost plus 6%
- Refund on Change Order Deducts – Cost

5. Self-Performed Carpentry work

- Pinnacle employs in house carpenters that can perform the following work –
 - Blocking/Backing
 - Hang doors and hardware
 - Install casework/window sills
 - Install toilet accessories
 - General trades
- Carpenters billed at \$55/hr
- Self-performed work will be estimated and fixed before construction begins

6. General Conditions

The following are direct construction costs that are not covered by any fees or subcontracted trade work. These items are included in the GMP and will be fixed before construction begins.

- Project management hours
- On-site project supervision hours
- Design fees
- Plan reproduction
- Equipment rental
- Temporary signage/barricades
- Subcontracted final cleaning
- Dumpsters
- Freight/delivery charges
- Insurance
- Building permit Fees

7. Subcontracted Work

- Pinnacle will hire subcontractors and suppliers to perform all work on this project that is not specifically noted under “Self-Performed Carpentry work”.
- Pinnacle performs a competitive bidding process for all subcontracted work by doing the following:
 - Generate individual bid scopes of work for each trade
 - Solicit bids from an average of three subs/suppliers in each trade
 - Hold post bid interviews to confirm scope and overall bid integrity
 - Constantly monitor workload of our regularly successful bidders to ensure their ability to meet timelines.
 - We perform our own take-off of materials and systems, then compare historical data to low bids ensuring that costs are in line with similar projects.

Billing

- Pinnacle will submit invoices to the owner monthly utilizing AIA format including a schedule of values and sworn statement.
- Pinnacle will invoice for work completed to date less 10% for retainage.
- After the first draw has been paid, all successive invoices will include signed lean waivers for all work previously paid for.
- Retainage will be billed for once the project is complete and occupancy permit is received.

Warranty

- Pinnacle provides a 1-year warranty on absolutely everything provided under our contract including labor and materials.
- Mechanical equipment, light fixtures, roofing systems and various other items come with extended warranties ranging from 5 to 30 years that are backed by specific suppliers/manufacturers. These warranties cover material only.
- Pinnacle is committed to the long term relationship of all of our clients and therefore will evaluate any “out of warranty” claims to insure that clients are treated fairly and are not having to pay for mistakes or poor craftsmanship that should have normally lasted beyond the standard warranty period.

References

1. Brent Boden – Integrated Packaging Machinery – brent@callipm.com – 616-218-7742
2. Craig Smith – Watermark Properties – Redwater Group - csmith@redwater.com – 616-949-0570
3. Doug Taatjes – NAI Realty – dougt@naiwwm.com – 616-774-2330

Similar Project History

Alpine Township Fire Station – Under Construction. 21,000 SF. Two pre-engineered additions with interior renovation of existing

Rockford Ambulance – Completed Spring 2022 – 2,200 SF wood framed construction

Auto Body Repair of America – Completed Spring 2021 – 22,000 SF conventional steel structure

Integrated Packaging and Machinery – Complete 2020 - 25,650 sf pre-engineered addition. Includes 7,500 sf of office space and 18,000 sf warehouse area

Byron Commerce Industrial Park – Complete 2020. (2) 32,000 sf pre-engineered buildings.