

**REQUEST FOR QUALIFICATIONS (RFQ)  
FOR  
CONSTRUCTION MANAGEMENT SERVICES AT RISK FOR  
COOK COUNTY JAIL ADMINISTRATION ADDITION  
ADEL, GEORGIA**

**I. INTRODUCTION**

Cook County Board of Commissioners is requesting written Qualifications from qualified construction firms to provide professional At-Risk Construction Management Services for the Budgeting and Construction Phase on the new proposed addition to the Cook County Jail Administration Offices.

II. It is the intention of the Cook County Board of County Commissioners to employ the Construction Firm at Risk to provide overall Project Construction Management, Cost Benefit Studies if needed, Information Management, Construction of Scope of Work and overall Project Management during the Construction on a cost plus a fee basis, with a guaranteed maximum price.

**III. PROPOSAL INSTRUCTIONS AND GENERAL INFORMATION**

Qualification Submissions: Submit five (5) copies of a written Qualification no later:

June 4, 2021 @ 3:00 pm  
Mrs. Faye Hughes County Administrator, CCC, CFO  
1200 S. Hutchinson Avenue Adel, Georgia 31620

Qualifications must be responsive to the requirements and questions of the Request for Qualifications.

Reservations: Cook County Board of County Commissioners reserves the right to reject any and all qualifications, to negotiate changes in the new scope of work or services to be provided, and to otherwise waive any technicalities or informalities.

Method of Selection: Qualifications will be opened on June 7, 2021 at the Cook County Commissioners meeting, 1200 S. Hutchinson Ave., Adel, GA and will then be turned over to the Cook County Board of County Commissioners for review and a short list of three (3) firms will be determined. Final recommendations will be made to the Cook County Board of County Commissioners. Upon acceptance of the recommendation, negotiations or bids will or may be entertained.

Please respond by including but not limiting your response to the following:

1. Company name and length of time in business.
2. Company location.
3. Availability of time to start and complete project within Owner's requirements.
4. Insurance carrier and applicable coverage.
5. Qualifications of staff to be utilized on this project with names, short resumes, length of time with firm and previous clients served.
6. Names of three (3) previous jail clients with phone numbers and contact person.
7. Description of previous experience, to include budget, final cost, time schedule, change orders, etc.
8. Your company's experience with potential liquidated damages should substantial completion date not be met.
9. Describe how you intend to use local subcontractors and their participation on this project.

The commission reserves the right to select from the RFQ submittal or it may decide to hear in-person presentations. The firm should stress previous experience, staff, and the involvement of local participation on this project.

*Request for information shall be in writing. No calls or visits to Cook County Board of County Commissioners. Refer all request to Clemons, Rutherford & Associates, Inc., Attention: Bill Rutherford or Lee Ann Mullis @ 850-385-6153. All requests will be responded to in writing to all interested firms*

**Cook County is an Equal Opportunity Employer**