

REQUEST FOR BOARD ACTION

**HENDERSON COUNTY
BOARD OF COMMISSIONERS**

MEETING DATE: March 2, 2026

SUBJECT: Construction Manager at Risk Request for Proposal Selection Process

PRESENTER: Christopher Todd, Assistant County Manager

ATTACHMENTS: Commissioner Edney's recommended RFQ Evaluation Criteria

SUMMARY OF REQUEST:

At the request of Vice-Chair Edney, staff will present information on the Construction Manager at Risk request for proposal (RFQ) selection process.

BOARD ACTION REQUESTED:

No Board Action is requested, this item is for information only.

Suggested Motion(s):

No motion suggested.

RFQ Evaluation Criteria

SELECTING CRITERIA

In selecting the firm(s) to be recommended to the Board of Commissioners, the pre-selection committee should take into consideration in the evaluation of the Proposals such factors as:

- (1) Workload that is fully able to accommodate the addition of this project.
- (2) Record of successfully completed projects of similar scope without major legal or technical problems.
- (3) Previous experience with the Owner, a good working relationship with Owner representatives, have completed projects in a timely manner and have performed an acceptable quality of work.
- (4) Key personnel that have appropriate experience and qualifications.
- (5) Relevant and easily understood graphic or tabular presentations.
- (6) Completion of CM-at-Risk projects in which there was little differences between the GMP and final cost.
- (7) Projects that were completed on or ahead of schedule.
- (8) Recent experience with project costs and schedules.
- (9) Construction administration capabilities.
- (10) Proximity to and familiarity with the area where the project is located.
- (11) Quality of compliance plan for minority business participation as required by G.S. 143-128.2.
- (12) Other factors that may be appropriate for the project.

2. Scoring Matrix (100 Points)

Category	Points	Rationale
Firm Experience	15	Overall capability and portfolio strength
Project Record (Comparable Projects)	15	Direct relevance to this project type/size
Prior Projects – On Time / On Budget Performance	10	Proven delivery reliability
Prior Projects – GMP vs Final Cost Accuracy	10	Cost control & estimating accuracy
Recent Experience with Similar Budgets	10	Familiarity with current market pricing
Key Personnel	10	Strength of assigned team (not just firm resume)
Construction Administration Capabilities	8	Oversight, quality control, documentation
Previous Experience with Henderson County	5	Knowledge of local processes
Proximity & Familiarity with Henderson County	5	Responsiveness & local relationships
Minority Business Compliance / Participation Plan	5	Commitment to compliance & inclusion
Presentation / Interview	5	Communication, clarity, preparedness
Other Relevant Factors	2	Safety record, litigation history, financial stability

Score	Description
	Exceptional – Exceeds requirements
5	significantly
4	Very Good – Exceeds requirements
3	Satisfactory – Meets requirements
2	Marginal – Minor deficiencies
1	Poor – Major deficiencies