

**MISSISSIPPI STATE UNIVERSITY  
REQUEST FOR QUALIFICATIONS  
CONSTRUCTION MANAGEMENT AT RISK SERVICES  
IHL# 205-360  
Leo Seal Jr. Football Complex – Additions & Renovations  
RFQ NO. 25-79**

**PURPOSE:**

Mississippi State University desires to solicit qualifications from Construction Management firms, licensed in the State of Mississippi and interested in and capable of providing Construction Management at Risk (CMaR) services, on a full-time basis, for **IHL 205-360 Leo Seal Jr. Football Complex - Additions and Renovations**. The CMaR shall provide professional preconstruction and construction services. During the preconstruction phase the CMaR shall assist in the structuring of the design development documents and the contract documents and provide estimates at each design milestone. Upon completion of 100% construction documents, the CMaR shall provide to the Owner a Guaranteed Maximum Price Proposal and, upon the Owner proceeding with construction services, the CMaR shall ensure that the quality of the construction and the construction schedule are adhered to based on the contract documents.

**PROJECT DESCRIPTION:**

The scope of work for the project consists of the following:

The Leo Seal Jr. Complex Building opened in 2013 and is the home of Mississippi State's Football Program. Currently the Leo Seal Jr. Football Complex is an all-encompassing football training and office facility spanning over 80,000 square feet. This project is to include but is not limited to building additions to house a new indoor practice facility with ancillary spaces, a cutting-edge sports sciences wing, improvements to the practice fields, upgrade and renovations to players' areas and coaches' areas. This will include the hydrotherapy areas, weightroom upgrades, additional offices, nutrition areas, athletic training rooms, locker rooms renovations, and additional work needed to create state of the art football training and office facilities.

At this time, we anticipate three phases to the project:

- Phase A:      Site Utility Relocation & Practice Field Realignment  
Relocation of site utilities (medium voltage electrical, fiber optical cable, storm sewer and sanitary sewer) and reconstruction of natural grass practice fields to make way for the new indoor practice facility.
  
- Phase B:      Indoor Practice Facility  
Construction of approximately 90,000 square foot indoor practice facility that connects to the Leo Seal Jr. Football complex. Phase may also include additions to the existing facility.
  
- Phase C:      Renovations

Renovations of the existing Leo Seal Jr. Football complex which could include hydrotherapy, strength & fitness training, additional offices, nutrition areas, athletic training rooms, locker rooms, and more.

The anticipated project schedule is as follows:

Phase		
Pre-Construction Phase	Phase A, B & C Phase A, B & C Phase A, B & C	SD Complete - June 2025 DD Complete – November 2025 CDs Complete – June 2026
Bidding & Procurement Phase	Phase A & B Phase C Renovations	July 2026 – September 2026 January 2027 – February 2027
Construction Phase	Phase A Utility & Fields Phase B IPF Phase C Renovations	January 2027 – May 2027 June 2027 – July 2028 January 2028 – July 2028
Closeout Phase	Phase A Utility & Fields Phase B IPF Phase C Renovations	June 2027 – August 2027 August 2028 – September 2028 July 2028 – September 2028

CDFL Architects is the Design Professional for the project.

MSU will utilize its Standard Form of Agreement for the Construction Manager at Risk delivery method. A copy of the contract is available upon request.

### **INFORMATIONAL MEETING**

An informational meeting will be held on **July 9, 2025 at 10:00 AM CST** at the Gast Building, 130 Twelve Lane, Mississippi State, MS 39762.

### **GENERAL INFORMATION AND REQUIREMENTS:**

**Owner’s Reservation of Rights** - The Owner reserves the right to divide the project into multiple parts. Additionally, the Owner reserves the right to reject any and all Proposals received. The Owner makes no representations, written or oral, that it will enter into any form of agreement with any respondent to the RFQ for any project and no such representation is intended to be construed by the issuance of this RFQ.

**Acceptance of Evaluation Methodology** – By submitting its Qualifications in response to this RFQ, CMaR accepts the evaluation process and acknowledges and accepts that the determination of the “most qualified” firm will require subjective professional judgements by the Owner.

**No Reimbursement for Costs** – CMaR acknowledges and accepts that any costs incurred from the CMaR’s participation in the RFQ shall be at the sole risk and responsibility of the CMaR.

**Prequalification** – CMaR must have prior experience with the construction manager at risk delivery method in order to qualify for consideration. Any firm submitting a proposal who does

not have any such experience will not be considered.

**Selection Criteria** – The evaluation of the firms will be based on the responses and the following information:

- Ability of professional personnel;
- Past record and experience;
- Performance information including such that is maintained by MSU;
- Willingness to meet time requirements/scheduling challenges;
- Workload of the firm;
- Location of the firm;
- Other criteria requested below to be included in the Response to the RFQ; and
- References.

**Selection Process** – MSU will shortlist firms that are deemed most qualified and capable to provide CMaR services based on the above selection criteria. Shortlisted firms will be invited for a round-table discussion at MSU and may be asked to provide additional information. Final selection will be based on the above selection criteria and interview.

Following interviews, MSU will work to negotiate pre-construction fees, construction fees and general condition costs with the top-ranked firm. If fair and reasonable fees cannot be established with the top-ranked firm, MSU reserves the right to terminate this process and initiate engagement with the second-ranked firm, and so forth, until fair and reasonable contract terms and conditions have been established with one of the shortlisted firms.

MSU's Standard Form of Agreement for Construction Manager at Risk will be utilized for this project. A sample of this agreement is included as Exhibit B of the RFQ.

### **Submission Process**

All submittals shall include a cover transmittal letter that clearly states the entity proposed for the project and the single contact person with mailing address, email and voice communication numbers for all correspondence. Written instructions included in this RFQ or modified by formal addendum will supersede any verbal instructions.

### **PROPOSAL INFORMATION:**

This invitation is limited to firms licensed to do business within the State of Mississippi. If your firm wishes to be considered for the work, please submit a **USB flash drive** of the proposal containing the following:

- A. Letter of Interest**
- B. Response to RFQ**

(1) History and Key Personnel

- (a) Provide a brief history of the CMAr in narrative form.
- (b) Provide an organizational chart of the CMAr.
- (c) Provide sample insurance certificates.
- (d) List key personnel proposed for this Project and provide resumes for each including:
  - i. Project executive to be in charge
  - ii. Project managers- preconstruction services
  - iii. Project managers-construction services
  - iv. Lead Superintendent
  - v. Key Personnel
  - vi. Consultants
- (e) Provide a brief management plan in narrative form for this Project. Include an organizational chart that illustrates this plan.
- (f) Has the CMAr ever failed to complete or been terminated on a contract? If so, provide details and circumstances.
- (g) Provide a summary that describes current or pending lawsuits.

(2) A description of procedures used to assure a successful owner-architect-contractor relationship. This should include pre-construction services, design-assist, and through completion of construction services.

(3) Documentation of the CMAR's record of similar projects. Photographs and other evidence may be included as supporting material. For each project provide the following:

- a. Name and location of project
- b. End user point of contact and phone number
- c. Budgeted and actual project dollar amounts (submit explanation if amounts differ)
- d. Planned and actual start and completion dates (submit explanation if dates differ).

(4) Describe your project estimating system for developing the estimated cost and how you will monitor and track these costs during the Project along with an explanation of your cost control procedures that will be applied to this project.

(5) Describe how you will develop, maintain and update the schedule during design and construction, including tools that will be utilized. Include examples of records, reports, monitoring systems, and information management systems CMAr will use on this Project. Include information concerning your Critical Path Method (CPM) scheduling of a project.

(6) Describe your quality control procedures.

(7) Describe your procedures for management of warranties and guarantees including year-end warranties.

- (8) Describe critical issues which you foresees for this project in both Pre-Construction and Construction phases.
- (9) Ability to handle construction safety risks.
- (10) Additional information can be included in the proposal, as determined by the firm to be instrumental to the statement of qualifications.

MSU reserves the right, any time during the selection process, to request additional information from any individual familiar with the organization, its employees, their work, or projects.

#### **Schedule of Critical Dates**

The following dates are for planning purposes only unless otherwise stated in this RFQ.

<b>RFQ Posted</b>	<b>July 1, 2025</b>
<b>Informational Meeting</b>	<b>July 9, 2025 at 10 a.m. CT</b>
<b>Questions from Vendors Due</b>	<b>July 11, 2025</b>
<b>MSU Q&amp;A Response Due</b>	<b>July 16, 2026</b>
<b>Proposal Submission Deadline – 2:00 p.m.</b>	<b>July 22, 2025</b>
<b>Shortlist (Estimated)</b>	<b>July 28, 2025</b>
<b>Interviews (Estimated)</b>	<b>August 12, 2025</b>
<b>Notice of Award (Estimated)</b>	<b>August 29, 2025</b>
<b>Contract Effective Date (Estimated)</b>	<b>November 1, 2025</b>

#### **Submission Notice**

Submissions **must be** received, at the address below, no later than **2:00 pm on July 22, 2025**. Submissions received after this date and time will not be accepted.

Office of Procurement & Contracts  
Attn: **RFQ# 25-79**  
610 McArthur Hall  
245 Barr Avenue  
Mississippi State, MS 39762

END OF NOTICE