



417 S East St, Corydon, IA 50060

REQUEST FOR QUALIFICATIONS FOR SELECTION OF A CONSTRUCTION MANAGER AT-RISK (CMaR) ON A GUARANTEED MAXIMUM PRICE CONTRACT FOR WAYNE COUNTY HOSPITAL LINAC ADDITION – MAY 12, 2026

PART 1 - COMPLETION PROCESS

1.1 GENERAL:

Wayne County Hospital intends to enter an ***AIA A133 – 2019 Standard Form of Agreement Between Owner and Construction Manager as Constructor, where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price***, for the construction of hospital renovations and additions to be located on the Wayne County Hospital Campus at 417 S East St, Corydon, IA 50060

A. The project is planned for completion in 2026. The Notice of Intent to engage CMaR was issued on 04-28-2026.

1. Preliminary Estimated Construction Budget: \$4,500,000 - \$5,000,000
2. Project Scope & Square Footage: Approximately 4,275 SF new construction additions and sitework:
 - a. 1-story Southwest Addition including Linear Accelerator Vault and Site work.
3. Conceptual Floor Plans & Site context: see attached.

B. RFQ Contacts

1. Any questions relating to the RFQ may be directed to the following individuals:
 - a. Owner: Wayne County Hospital
Attn: Daren Relph, CEO
417 S East St, Corydon, IA 50060
Office: 641.872.5258 | Email: drelph@waynecountyhospital.org
 - b. Architect of Record Firm: Shive-Hattery, Inc. Architecture + Engineering
Attn: Todd Wehr, AIA - Project Architect
4125 Westown Parkway, Suite 100 West Des Moines IA 50266
Office: 515-223-8104 | Email: twehr@shive-hattery.com

1.2 SCHEDULE

Notice of Intent	ISSUED		04-28-2026
Issuance of Request for Qualifications (RFQ)			05-12-2026
Request for Clarifications	4:00 PM		05-18-2026
Response to Clarifications	2:00 PM		05-20-2026
Qualifications Due	2:00 PM	Via email, virtual public mtg.	05-27-2026
Evaluation			05-27-2026 - 06-08-2026
Notify Firms of Invitation to RFP			06-08-2026
Issue RFP			06-10-2026
Site Tour (Optional)	1:30 PM		06-17-2026
Proposals Due	2:00 PM	Via email, virtual public mtg.	07-01-2026
Award		Pending Board Review	07-15-2026

1.3 REQUEST FOR QUALIFICATION REQUIREMENTS AND GENERAL PROCESS

- A. Qualification responses for this RFQ must be received by Wayne County by 2:00 pm on May 27, 2026. Responses should be submitted via email to Daren Relph, CEO @ drelph@waynecountyhospital.org. Submissions shall be read aloud beginning at 2:00 PM via virtual public meeting.
1. Meeting information:
 - a. <https://bit.ly/4wn7D77>
 - b. Meeting ID: 295 838 838 065 004
 - c. Passcode: 74eQ7Hi7
 - d. Dial in by Phone only: 1.319.382.8428 PIN: 526 179 217#
 2. Submittal Copies:
 - a. (1) Electronic Copy (PDF) of all required documentation via email.
 3. The Owner reserves the right to ask for additional written information to assist in the evaluation of the RFQs. The file shall be marked "RFQ for Wayne County Hospital – Firm Name" and addressed to the attention of "Daren Relph, CEO."
 4. Responses shall not exceed a forty (40) page limit and shall be 8.5" x 11" format. The 40 pages is equivalent to twenty (20) pages doubled sided. Responses shall be legibly prepared with a minimum 10-point font size.
 5. The Selection Committee will evaluate and score submissions based on the technical RFQ, and the evaluation process as outlined in Part 2 of this document. The Owner shall issue an RFP, as outlined by the schedule above, to each contractor who meets the qualifications selection criteria as detailed below.
 6. Expenses and Pre-Contract Costs: This RFQ or RFP, when issued, does not commit the Owner to pay costs incurred in preparation and submission of initial qualifications and subsequent proposals, or for other costs incurred prior to award of a formal contract.
 7. The Proposers' submission to the RFQ will be evaluated by a Project Evaluation Panel assembled by the Owner specifically for this project.
 8. The Owner will retain an electronic copy of all RFQ submissions.

9. Should the Proposer take exception to any requirements specified in this solicitation, the Proposer shall clearly identify each exception/deviation and shall include a complete explanation of why the exception/deviation is taken and what benefit accrues to the Owner. The Owner will assume a Proposer takes no exceptions to any project requirement if the Proposer does not identify exceptions, deviations and/or clarifications in their submission.
 10. Addenda Prior to RFQ Due Date: The right is reserved, as the interest of Wayne County Hospital may require, to revise or amend the solicitation or project/performance documents, as necessary. Such changes, if any, will be announced by an addendum to this solicitation. Addendum and clarifications will be issued per the schedule above.
 11. All questions must be submitted and received no later than 4:00 pm on May 18, 2026. All emailed questions must be submitted with the subject line of "RFQ for Wayne County Hospital Dialysis Addition" along with your name, your firm's name, and your question(s). Answers to questions submitted before the "question deadline" shall be answered in an addendum electronically posted to plan rooms including www.actionrepro.com.
- B. Formal Submittal Format and Requirements
1. Cover Letter
 - a. Introduction to your firm, and identification of primary project leadership.
 - b. Statement of Qualification (SOQ) confirming conformance with the minimum requirements listed below and other relevant information for review and consideration by the evaluation team.
 - c. Acknowledgement of the Addenda and/or receipt of clarifications.
 - d. Provide a list of any exceptions and/or deviations from the submittal requirements and provide an explanation.
 2. Table of Contents
 3. General Information
 - a. Firm Contact Information, including name, address, website, and Iowa Business License number.
 - b. Primary Business Contact Person
 - 1) Name and Title
 - 2) Telephone number
 - 3) Email address
 - 4) Physical address
 - c. Indicated Type of Business
 - 1) Sole Proprietorship
 - 2) Partnership
 - 3) Corporation
 - 4) Joint Venture
 - 5) Other
 - d. Indicate the number of years the business has been providing services under the business name in the response to this RFQ.

- e. If the business has provided services under the provided business name for less than 5 years, provide the name of the business preceding the current business name.
4. Relevant Project Experience, Qualifications, Past Performance & References
- a. Provide project examples for at least five public or private projects within the last 5 - 8 years maximum of a similar scope, complexity, cost, and scale. (Can include projects currently in construction if applicable).
 - b. Provide project examples that demonstrate Local Market Experience and Iowa Preference.
 - c. Provide and describe two (2) of the most important lessons learned in providing services for each project example.
 - d. Provide the following information:
 - 1) Pictures of each of the project examples.
 - 2) Owner contact information.
 - 3) Project location.
 - 4) Construction design budget.
 - 5) Construction Final Completion cost.
 - 6) Firm role.
 - 7) Approximate square footage, and type of facility.
 - 8) Year completed.
 - 9) Any other applicable project information to assist with evaluation.
 - 10) Date of mobilization.
 - 11) Date of original date of substantial completion and final completion (if applicable) under the contract, and reference number of days, delays, and approved change order to extend the original date of completion if applicable.
 - 12) Actual date of substantial completion
 - 13) Actual date of final completion.
 - 14) List any challenges to the construction schedule, weather delays, or any significant change orders and relevant information that impacted budget or schedule due to internal and external factors.
 - 15) List of any significant post construction work required.
 - 16) List any liquidated damages, or owner inconvenience caused by delays.
5. Project Team and Company Structure
- a. Provide an organization chart identifying the lead individual in each role classification. These include, but are not limited to, the following services for the project:
 - 1) Senior Leadership
 - 2) Project Manager
 - 3) Pre-Construction Manager
 - 4) Construction Cost Estimator
 - 5) Project Coordinator

- 6) Project Superintendent(s)
- 7) Additional internal or external consultants that will be utilized for pre-construction, or construction services.
- b. For each service provided, provide the following information:
 - 1) Name and role on project.
 - 2) Company (if different than submitting firm).
 - 3) Contact information (if different than submitting firm).
 - 4) Professional registrations and certifications.
 - 5) Years with current firm.
 - 6) Years at current consultant firm if applicable.
 - 7) Capacity to work on project.
 - 8) List of 5 relevant or similar projects, including:
 - (a) Project Name and brief scope of services provided.
 - (b) Year completed.
 - (c) Project role.
6. Project Understanding and Approach
 - a. Describe your firm's overall intended strategy in providing pre-construction, construction services and working collaboratively with Architecture and Engineering firms.
 - b. Describe your firm's overall intended strategy and use of BIM, and other software coordination tools during pre-construction and construction, and how they have benefited the project delivery process for your firm.
 - c. Describe your firm's typical services listed below to include but not be limited to:
 - 1) Project Cost Estimation.
 - 2) Project Schedule.
 - 3) Project Quality.
 - 4) Bidding Procurement and methodology to qualify subcontractors, vendors, and suppliers.
 - 5) Developing bid packages over multiple phases.
 - 6) Process for developing and managing RFIs and Change Orders.
 - 7) Process for pre-installation meetings.
 - 8) Process for punch lists, and general closeout requirements.
 - 9) Process for maintaining and servicing post construction worklists, and warranty.
7. Project Management & Approach
 - a. Describe your firm's overall strategy to manage schedule, phasing, deal with lead times, product/price volatility, and avoid contentious "value analysis" or "value engineering" during late phases in the design process.
 - b. Describe your firm's overall strategy in managing budgets and collaborative cost estimating to produce breakdowns of discipline work within projected costs.
 - c. Describe your firm's methodology for working through complicated phasing.

8. Safety Record, EMR & Internal Safety Program
 - a. Identify your firm's Experience Modification Rate (EMR) and safety record for the last 5 years. List any additional, applicable safety certifications and initiatives within your company.

9. Compliance with Local, State, Federal laws & History of Litigation
 - a. Compliance with Local, Iowa, and Federal Laws.
 - b. Identify all instances from the past five (5) years in which your firm has been cited for a violation of OSHA laws.
 - c. Terminations, Claims/Liens, and Litigation/Arbitration
 - 1) Identify if your firm has been terminated by an owner for cause or for convenience over the past five (5) years, and for each instance, identify and describe the project, the owner entity, date of termination, and reason(s) given by the owner for termination.
 - 2) Identify if your firm is currently involved in any active or pending litigation, arbitration, or legal proceedings, or has been involved in any proceedings over the past five (5) years, and for each litigation, provide full details regarding the circumstances, including a detailed description of all claims, counterclaims, cross-claims, and third-party claims asserted by each party in the proceeding, the dollar amount of damages asserted by each party, and the final outcome of the litigation, whether it is by settlement, trial, or otherwise.
 - 3) For the last five (5) years, for projects in which you have acted as the general contractor, identify all Chapter 573 Claims and mechanic's liens that have been filed by your subcontractors or suppliers, and for each instance, identify and describe the project, the party who filed the claim/lien, the amount of the claim/lien, and the final resolution of such claim/lien.
 - 4) For the last five (5) years, for projects in which you have acted as the general contractor, identify all instances in which a claim has been filed against the payment bond, whether the claim was approved or rejected by the surety, and for each instance, identify and describe the project, the party who filed the claim, the amount of the claim, and the final resolution of such claim.
 - 5) For the last five (5) years, for projects in which you have acted as the general contractor, identify all instances in which a claim has been filed against the performance bond, whether the claim was approved or rejected by the surety, and for each instance, identify and describe the project, the party who filed the claim, the amount of the claim, and the final resolution of such claim.

10. Financial Stability
 - a. Surety – Provide certification from the firm's surety company that the business's bonding capacity is adequate to construct the proposed project.
 - b. Insurance – Provide certificates from your insurance carrier (s) for the required coverage for construction services in compliance with the limits stated within this RFQ. Supply a Letter or Certificate of Insurance from your insurance provider from which you can obtain general and professional liability insurance.
 - c. Provide total construction cost of the last 10 relevant projects completed by your business along with the name and location of each project.

PART 2 - REQUEST FOR QUALIFICATIONS (RFQ) EVALUATION PROCESS

2.1 REQUEST FOR QUALIFICATIONS SELECTION CRITERIA

- A. Notice of Award: After the qualified firms are determined, a public announcement of the qualified applicants will be made.
- B. Owner may conduct such other investigations as Owner deems necessary to assist in the evaluation of any RFQ and to establish the responsibility, qualifications, and financial ability of proposers, proposed design professionals, subcontractors, suppliers, and other individuals and entities to perform the work in accordance with Contract Documents.
- C. The Selection Committee will evaluate each submitted RFQ as previously stated and assign up to the maximum number of points for each Evaluation Criteria listed below. Contractors that obtain a total point score at or above a predetermined qualifying point total will be considered to have met the qualifications for the project.

Criterion	Possible Points
Cover Letter & General Information	5
Relevant & Local Project Experience, Qualifications, Past Performance & References	20
Proposed Project Team and Personnel	20
Project Understanding, Management and Approach	20
Safety Record and Approach	10
Compliance with Local, State, Federal laws	10
Financial Stability & Capacity to Perform	10
History of Litigation	5
Total Points	100

- D. Information to be considered in the evaluation and scoring of each criteria includes, but is not limited to, the following:
 - 1. Cover Letter and General Information
 - a. Quality, format, organization, and presentation.
 - b. Ability to respond to all the requested information in the RFQ.
 - 2. Relevant & Local Project Experience, Qualifications, Past Performance & References
 - a. Relevance to the Wayne County Hospital project.
 - b. Relevance to the scale and complexity of the Wayne County Hospital project.
 - c. Relevance to working with healthcare institutions.
 - 3. Proposed Project Team and Personnel
 - a. Experience of the team.
 - b. Number of years the team has been at the firm.
 - 4. Project Understanding, Management, and Approach
 - a. Detail and ability to articulate project approach.
 - b. Alignment with Wayne County Hospital project approach.

5. Safety Record and Approach
 - a. Safety record.
 - b. Safety methods, practices, procedures, and approach.
6. Financial Stability & Capacity to Perform
 - a. Current and past capacity of financial resources.
 - b. Number of years in business under current name.
 - c. History of meeting project deadlines.
 - d. Approach to maintaining schedule.
 - e. Methodology and approach for dealing with delays.
 - f. Capacity of staff to perform work.
7. History of Terminations, Claims/Liens, and Litigation/Arbitration
 - a. Current projects involving terminations, claims/liens, or litigation/arbitration.
 - b. History of projects within the last five (5) years involving terminations, claims/liens, or litigation/arbitration.

PART 3 - TERMS AND PROCEDURES

3.1 EXAMINATION OF CONCEPTUAL DOCUMENTS AND SITE

- A. Prior to submitting the RFQ it is the responsibility of each proposer to:
 1. Examine the RFQ Documents thoroughly.
 2. Visit the site to become familiar with the general, local, and site conditions that may affect cost, progress, or performance of the work.
 3. Consider federal, state, and local laws and regulations that may affect cost, progress, and performance of the work.
 4. Promptly notify the Owner of conflicts, errors, ambiguities, and discrepancies which the proposer has discovered in the RFQ.

3.2 WAYNE COUNTY HOSPITAL BOARD APPROVAL

- A. The Construction Manager will be selected based on qualifications, experience, fee as a percentage of construction cost, and ability to control schedule and budget. The project will be done on an open-book, cost plus fee basis, for a Guaranteed Maximum Price (GMP). The establishment of the GMP is not part of the proposal, but will be accomplished after the contractor is selected and project documents are substantially completed.
- B. Final recommendation of the CMaR will be presented to the Wayne County Hospital Board of Trustees for review and approval. Project budget and scope is contingent upon Board approval. The Board meeting is scheduled for July 15, 2026.



Phase 1 - 05/12/2026

NORTH
 X-7
 FIRST FLOOR OVERALL PLAN
 1/16" = 1'-0"

**PRELIMINARY
 - NOT FOR
 CONSTRUCTION**

DRAWN BY	POW
APPROVED BY	TCW
ISSUED FOR	CONSTRUCTION DOCUMENTS
ISSUE DATE	2/22/2025
PROJECT NUMBER	224007920
FIELD BOOK	