



Construction Management RFQ Recommendation

September 9, 2024

Submitted by: Facility Operations

I. Background

On July 29, 2024, Geneva CUSD #304 advertised in the Daily Herald soliciting a Requests for Qualifications from qualified firms to provide comprehensive Construction Management Services to assist in preparing for and executing construction projects within the School District, which are exempt from competitive bidding pursuant to Board Policy 4:50 and 105 ILCS 5/10-20.21(a)(i), which exempts contracts for services of individuals or companies possessing a high degree of professional skill where ability or fitness of an individual or company play an important part.

II. Summary

The RFQ information was made available on the Business Office Web site on July 30, 2024, so that interested firms could download it directly. Twelve firms submitted Statements of Interest and Qualification packages. Three firms were invited to interviews based upon the evaluation process. The ad hoc selection team observed presentations by the three most qualified firms on September 4, 2024. Reference checks were also conducted on all three firms. Recommendations were submitted to the Superintendent on September 4th.

III. Recommendation

It is the recommendation of the Administration that the Board of Education award a Master Contract to Pepper Construction to serve as Geneva CUSD #304 Construction Manager. Furthermore, the Administration recommends that the Board direct the Superintendent or their designee to enter into fee negotiations with Pepper Construction to establish the fee that will be identified in the Master Contract. Construction Management Services will be used in preparing for and executing the Summer 2025 construction work. All projects initiated under the Master Contract will be brought to the Board for further Board of Education approval following negotiation of the Master Contract.