

Davison County, South Dakota

Public Safety Center

Request for Proposal (RFP) for Construction Manager at Risk Services

October 6, 2026



Davison County PSC
RFP for Construction Manager at Risk

Section 1: General Information

The TEGRA GROUP has been retained by Davison County ("County") to provide owner representation services for a proposed new public safety center in Mitchell, South Dakota.

1.1 Background

The proposed project will include jail-related spaces, including inmate cells, sallyport, kitchen, exercise area, booking and intake, evidence storage, records storage, sheriff's office, courtroom, court services, and state's attorney offices. In 2026, the County completed a jail population trend study which concluded there is a need for a facility that can accommodate 113 inmates; up to 150 inmates should be considered during design. Total project budget is currently estimated at \$35 million to 45 million. The Owner intends to concurrently procure AE Services and CMAR services.

This Request for Proposal document is available on the County's website:

<https://www.davisoncounty.org>

1.2 Preliminary Project Schedule

The project is anticipated to be broken into the following steps:

- **Step One:** Define needs, programming, conceptual designs, site plan block diagrams, establish a cost model for the project and public engagement/education support if a public referendum is required. A proposed schedule for Step One is provided below. Step One will extend from time of contract award through the June 8, 2027 vote with the majority of services performed prior to March 15, 2027.
- **Step Two:** Subject to County approval of a public bond, the County may authorize the AE team to proceed with schematic design, design development, and construction documents.
- **Step Three** Subject to approval of a GMP, the County may authorize CMAR to proceed with construction. (Currently estimated to begin late 2027 or early 2028)

Step One Schedule																			
	November		December				January				February				March				
	23	30	7	14	21	28	4	11	18	25	1	8	15	22	1	8	15	22	29
AE and CM Notice to Proceed																			
Conceptual Design																			
Tour Jails (as needed)																			
Contractor Pricing Input																			
Commission Update																			
Refine Design																			
Refine Cost Model																			
Commission Update																			
Commission Approval																			
Ballot Language Due																			

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1.3 Selection Timeline

CMAR selection is expected to track the following schedule but may be revised if necessary.

RFP Release Date	Tuesday, October 6, 2026
RFP Questions Due	Tuesday, October 13, 2026 by 5:00 PM
RFP Questions Answered	Thursday, October 15, 2026
Deadline for Proposal Submission	Tuesday, October 27, 2026 at 5:00 PM
Shortlist Candidates for Interviews	Week of November 9, 2026 (anticipated)
Interviews Conducted	Week of November 16, 2026 (anticipated)

Proposed CMAR personnel who attend the interviews must be the same key personnel who will be in charge of the Project during preconstruction and construction.

1.4 Contact Information / Requests for Clarification

Prospective responders may direct questions and requests for clarification in writing only (no oral questions will be entertained) to:

County Auditor Kathy Wingert: auditor@davisoncounty.org

Tyler Klatt: tklatt@tegragroup.com

All questions are due no later than **5:00 PM on Tuesday, October 13, 2026**. Responses to questions will be posted on the County website: <https://www.davisoncounty.org>

The contact persons listed above are the only individuals who can be contacted about the project before proposals are submitted. Responding firms are prohibited from communicating in any other manner about this project with any other County employees. Other means of communication or contact may disqualify the submitting firm.

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1.5 Response Delivery

RFP responses must be delivered no later than **Tuesday, October 27, 2026 at 5:00 PM.**

Proposals submitted after the deadline will be declined. Please note the specific format and page limitations outlined in Section 3.

	Hard Copies	Electronic Copies
Package 1 Service Proposal	Submit seven (7) hard copies to: Kathy Wingert County Auditor 200 East 4 th Ave. Mitchell, SD 57301	Submit an electronic copy to: Kathy Wingert, County Auditor auditor@davisoncounty.org Tyler Klatt, Tegra Group tklatt@tegragroup.com Dick Strassburg, Tegra Group dstrassburg@tegragroup.com
Package 2 Cost Proposal	Submit seven (7) hard copies in a separate envelope to: Kathy Wingert County Auditor 200 East 4 th Ave. Mitchell, SD 57301	Submit an electronic copy to: Kathy Wingert, County Auditor auditor@davisoncounty.org Tyler Klatt, Tegra Group tklatt@tegragroup.com Dick Strassburg, Tegra Group dstrassburg@tegragroup.com

Section 2: Delivery Method and Required CMAR Services

2.1 Construction Delivery Method and Other Owner Provided Services

The County intends to use a Construction Manager at Risk (CMAR) with a Guaranteed Maximum Price construction delivery method. The CMAR will be engaged for preconstruction and construction services including cost and schedule estimating, bidding to subcontractors with multiple bid packages (if needed for procurement of long lead items), and day-to-day construction management. CMAR services will be contracted under a modified AIA Document 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 and related AIA Document A201-2017 General Conditions of the Contract for Construction. The County reserves the right to modify these agreements with the selected CMAR.

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2.2 CMAR Services

A. Step One Services

Project Cost Estimating and Schedule Support

- Timeline is November 2026 – February 2027
- Attend project design meetings.
- Provide cost input to the AE team and Owner during the initial programming phase and submit a well-vetted cost estimate at the conclusion of programming, review cost estimates with the AE and project team. Work with the AE team and Owner to provide value engineering services as necessary.
- Provide a milestone construction schedule.

B. Pre-Referendum Services

- Timeline will be determined based on the budget developed in Step 1
- CMAR will provide, as needed, public presentation support and bond referendum support.

C. Step Two Services

- Provide cost input to the AE team during the Schematic Design (SD), Design Development (DD), and Construction Documents (CD) phases of the design.
- Review cost estimates with the AE and project team.
- Work with the AE team and the County to provide value engineering services as necessary.
- Provide estimates of the Cost of the Work at 50% complete and 100% complete SD.
- Provide estimates of the Cost of the Work at 90% complete DD.
- Guaranteed Maximum Price (GMP) package to be based on 100% complete DD documents with written narratives.
- Provide a GMP package to include a list of the DD documents, a critical path schedule, and a written narrative that includes clarifications, exclusions, allowances, and applicable unit pricing.
- Owner will review CMAR's GMP package. The CMAR shall work cooperatively with the Owner and AE to reconcile the GMP with the Owner's approved budget. If revisions are required to comply with the budget, CMAR and AE will make required revisions until the CD documents are in conformance with the Owner's budget. GMP to include pricing of alternates as defined by the AE which shall be equal to approximately 5% of the GMP.

D. Step Three Services: CMAR to provide construction services as outlined in AIA 133.

Section 3: RFP Response

3.1 Submittal Packages

The intent of this request is to establish a process that will encourage candidate firms to assign top talent to this project. The Project Committee will evaluate the initial proposals and select a shortlist of firms to interview, after which the Project Committee will make a preliminary selection based upon skill sets, experience, and the professional backgrounds of the proposed team members submitted in Package 1 and the interviews. After the preliminary selection is made, the Project Committee will open Package 2 to evaluate if the tentatively selected firm is providing the best value relative to the other candidates.

3.2 Package 1 – Services Proposal

Your proposal and interview presentation should be a demonstration of your ability to communicate concisely. **Proposals are to be organized in the same sequence outlined below and sections should be tabbed and clearly identifiable. Proposals shall not exceed twenty (20) 8 ½" by 11" single-sided sheets, minimum font size of 11 point. The front and back covers, one-page transmittal letter, table of contents, section dividers, and Exhibit A Fee Proposal and GC Worksheet are excluded from the page count.** Failure to include the requested information may have a negative impact on the evaluation of the proposal. The minimum contents of a proposal are as follows:

1. Transmittal Cover Letter

- a. Identify all materials being forwarded collectively as a response to the RFP.
- b. Provide the name, title, address, email, and phone number of the person(s) authorized to make representations for the team.
- c. Signed by an individual authorized to commit the proposed team to the scope of work proposed.

2. CMAR Project Team

- a. Include an organizational chart showing your proposed staff for each step of the project.
- b. Specifically identify the project executive, project manager, and on-site day-to-day project superintendent. Include availability of each person during the duration of the project and their history of working together on previous projects.
- c. Indicate experience of key team members working together on past similar projects.

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- d. Provide resumes or a listing of information for each person included in the proposed project team. For each person, include: years of experience, educational background, length of employment with the firm, and previous project experience. Include the specific responsibilities on this project, experience on projects of comparable size and type, specific qualifications applicable to this project, current work assignments, and availability for this project.

3. Registrations

- a. Provide proof of current registration with the South Dakota Secretary of State's Office (e.g., most recent annual report or a certificate of good standing) as a domestic or foreign corporation, partnership, or joint venture.
- b. Upon selection, a firm will be required to register with the South Dakota Department of Revenue unless the firm is already so registered.

4. Project Approach and Management Capabilities: Provide a description of the project approach and management capabilities as it relates to the following areas:

- a. Preconstruction Services: Describe your firm's approach to preconstruction services.
 - i. How does your team manage the bidding process, evaluate proposals, and interview key subcontractors?
 - ii. What is your team's approach to bid packages? Describe how you engage local subcontractor participation.
 - iii. How would your firm approach early procurement of subcontractors such as mechanical, electrical, precast concrete, and structural steel scopes of work?
- b. Construction Services: Describe your firm's approach to construction services.
 - i. Cost Management: Describe the level of detail included in the cost estimates at various phases of design.
 - ii. Describe the change management process and reporting during construction.
 - iii. How does your team perform quality, coordination, and constructability reviews of bid packages prior to issuing bid documents to subcontractors?
 - iv. Describe the extent of anticipated utilization of BIM.
 - v. What is your organization's approach to managing safety on construction projects? Include an overview of your company's recent safety record and your company's experience modification rate (EMR) for the last three (3) years.

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- vi. Does your firm plan to self-perform portions of the work? If so, which scopes of work?
- vii. Provide an evaluation of recent and current project workload.
- viii. What is your team's estimated duration of construction?

5. Relevant Project Experience: Describe 3 – 5 projects of similar size and scope constructed by your firm. Please include examples of similar projects delivered under a Construction Manager at Risk contract. Indicate for each project the following minimum information:

- a. Name of project, location, and construction dates.
- b. Name of project manager and superintendent responsible for the project.
- c. Initial GMP versus final project cost.
- d. Type of service and contractual relationship (e.g., general contractor, design-build, construction manager at risk, etc.).
- e. Preconstruction services provided.
- f. Client and architect contact information including phone number and email address.

6. Statement of financial strength/stability and insurance coverage: Provide the following information about your firm.

- a. Name and contact of your organization's surety company and description of bonding capability available. Additionally, provide a statement from a surety company authorized to do business in South Dakota indicating your firm's ability to obtain a performance and payment bond in the amount of not less than \$45 million.
- b. Name of your insurance carrier(s) and a description of the insurance coverage your firm could provide. The successful CMAR will be required to name the County as additional insured up to the final project value.
- c. Name and contact information for your primary bank.

7. Acknowledgement and certification statements

- a. Certify that your Response to the RFP will remain in effect for 30 days following the due date.
- b. Certify that all representations stated in the Response to the RFP are true and accurate.
- c. Acknowledge that all materials submitted in the Response to the RFP will become property of Davison County.

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- d. Acknowledge that all costs associated with preparation of the Response to the RFP will be the responsibility of the proposing CMAR.
- 8. **Special Resources:** A description of special resources or capabilities your organization could employ on the project which would enhance the value your organization would bring to the project.
 - a. Describe what steps your company has taken during recent years to be innovative and progressive in the development of your business and state how these activities serve your clients.
- 9. Disclose any legal judgments, including the amount of the judgement(s), against your firm.

3.3 Package 2 – Fee Proposal and GC Worksheet

See Appendix A for Fee Proposal and GC Worksheet. Please submit this worksheet in a separate envelope labelled “Package 2 – Fee Proposal and GC Worksheet” and submit the electronic copy via a separate email attachment labelled “Package 2 – Fee Proposal and GC Worksheet”.

Submit Package 2 as described in Section 1.5

3.4 Addenda

If any addenda are issued for this Request for Proposals, they will be posted on the County’s website at <https://www.davisoncounty.org/>

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Section 4: Evaluation Criteria

The evaluation will be conducted by the County. Upon receipt of the proposals, the County will determine a shortlist of no more than three firms. All proposals will be treated as closed records until a contract is awarded.

A two-step selection process will be followed. Proposals will be evaluated based on the scoring criteria below:

1. Company Background – the firm’s history, size, staff, general experience, and evidence of financial capacity.
2. Proposed Key Team Members – the applicable and relevant education and experience of proposed team members.
3. Team / Personnel Experience – the proposed team’s experience working together and on similar projects.
4. Project Approach – the proposed team’s approach to public sector CMAR projects in South Dakota.
5. Market Knowledge – the team’s demonstrated knowledge of the local and regional subcontractor market.

A shortlist of firms will be selected for interviews. The Project Committee will evaluate each firm’s interview based on the criteria below:

1. Experience, qualifications, and availability of proposed team leaders.
2. Broader team structure.
3. History of project team working together.
4. Technical work process.
5. Proposal, interview, and response.
6. Price proposal

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Section 5: Notice to Proposers

1. This RFP is not a contract and does not in any way bind Davison County to any obligations.
2. The County is not responsible for costs incurred by anyone responding to the Request for Proposal.
3. Upon submission, all proposals become the property of the County and the County retains the right to use any concept or idea presented in any proposal submitted, whether or not that proposal is accepted.
4. The County expressly reserves the right to amend or withdraw this RFP at any time. The County further reserves the right to reject any or all proposals.
5. The County is not bound to accept the lowest cost proposal.
6. Proposers are held legally responsible for their proposals.
7. The County reserves the right to negotiate contract terms contemporaneously and/or subsequently with any number of proposers the County deems to be in its best interest.
8. The County reserves the right to negotiate any aspect of the proposal with any candidate and to negotiate with more than one candidate at the same time.
9. The County reserves the right to request any additional information at any stage of the RFP process.
10. The County reserves the right to waive any minor irregularities in the proposal request process.

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Exhibit A - Fee Proposal and GC Worksheet

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Exhibit A: Construction Manager At-Risk, Fee and General Conditions Worksheet/Questionnaire

Construction Manager at Risk Fee

		Comments
Step One. Programming Phase. CMAR Fee as a fixed amount.	\$	
Step Two - Design Phase. Schematic Design, Design Development, GMP Documents, GMP Establishment, Construction Documents. CMAR Fee as a fixed amount. (upon County approval to proceed)	\$	
Step Three - Construction. Construction Phase Services. CMAR Fee, as a Percentage of the Cost of Work.	%	
Self-Perform Work Fee, Percentage of Cost of the Scope of Work	%	

CMAR Management Staff General Conditions

On a separate attachment provide unit prices for all Management Staff and associated general condition items beginning at the time of the GMP through anticipated project completion. Include home office staff and on-site management, including but not limited to, benefits, bonuses, vacation time, personal time off, cell phone, mileage, per diem, relocation. Include unit prices for office trailer(s) and furnishings including copiers, furniture, technology, computers, phones, radios, office supplies, and other similar site-office related cost (excluding general requirements costs described below).

Do not include project general requirements such as utilities, dumpsters, temporary toilets, safety equipment, hoisting, snow removal, periodic and final clean, etc. as they are intended to be reimbursed as a Cost of Work item.

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Insurance / Others

		Comments
Full insurance package expressed in dollars per \$1,000 of construction costs (Include type and limits of coverage and deductibles), excluding Builder's Risk Insurance.	\$	
State whether CMAR intends to enroll subcontractors in a subcontractor default insurance program and if so the cost of that program (stated as a percentage of the value of the subcontract enrolled).	%	
Builder's Risk Coverage expressed in dollars per \$1,000 of construction costs (Include types and limits of coverage and deductibles)	\$	
Performance Bond, As a Percentage of Cost of the Work	%	
Small Tools, As a Percentage of Field Labor	%	

On a separate attachment, please comment on the following:

1	Confirmation that your firm will only seek increases in the general conditions and general requirements cost NTEs in connection with change order time extension and/or material increase in scope of the work which requires additional general conditions and general requirements costs as established by CMAR.
2	What is your firm's bonding capacity?
3	Willingness to forgo CMAR fee on change orders within 5% of GMP.
4	Labor burden rate for general conditions field labor (straight time and overtime).
5	Equipment rental rate schedules for 2027, 2028, and 2029. Willingness to cap rental costs at no more than purchase price. Willingness to discount from AED rates?
6	Confirmation that your firm will have an open bid/open book policy with the County on all aspects of the project including contingency usage and providing subcontractor buy-out costs vs. line item estimates carried in the GMP.
7	Acknowledgement that your firm is willing to return buyout savings and reduce construction contingency incrementally during construction rather than at the end of the project.
8	Recommended CMAR Contingency by Design Phase (% of construction cost).
9	Recommended inflation factor to be included within GMP.
10	Provide 2027, 2028, and 2029 billing rates. For all positions that will be charging time to the project (Full cost rates, 40 hours per week, benefits, bonuses, cell phone, mileage, per diem, vacation, PTO, etc.)