



HARNETT COUNTY SCHOOLS  
LILLINGTON, NC 27546

**REQUEST FOR QUALIFICATIONS**  
FOR Construction Manager At Risk (CMAR)  
Highland High School  
RFQ-2025-017

QUALIFICATION PROPOSALS DUE **DECEMBER 2, 2025**, NO LATER THAN 2:00 P.M.

SUBMIT VIA EMAIL, DELIVERY SERVICE, OR HAND DELIVER TO:

HARNETT COUNTY SCHOOLS PURCHASING DEPARTMENT  
ATTN: GARLAND MCDOWELL  
DIRECTOR OF PURCHASING  
125 ALEXANDER DR.  
LILLINGTON, NC 27546

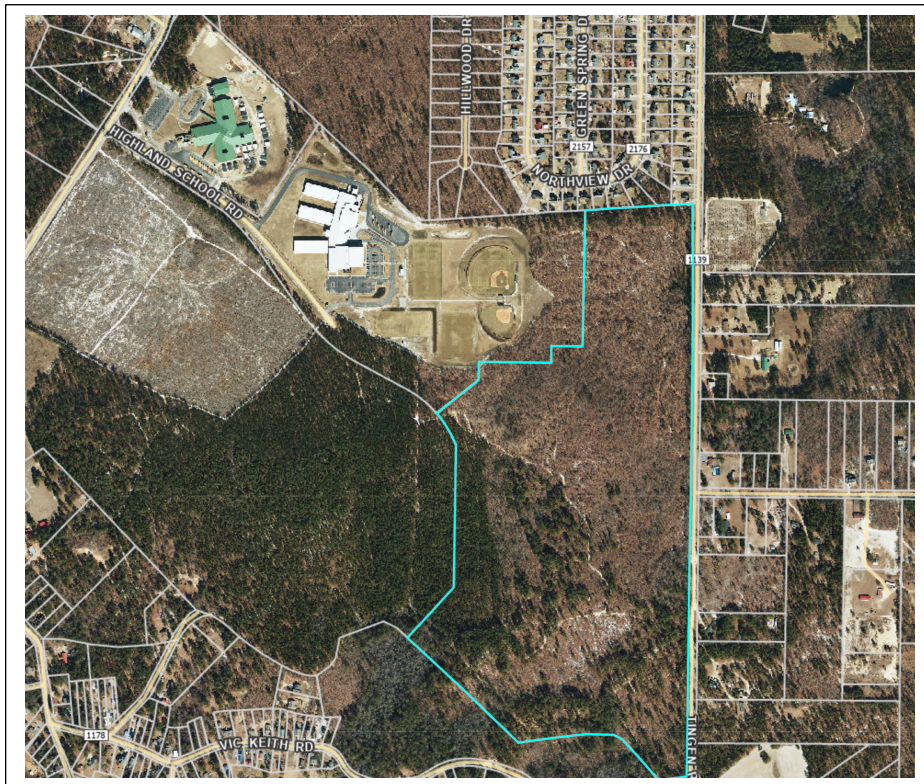
## Introduction

Harnett County Schools is soliciting Statements of Qualifications from qualified Construction Manager at Risk (CMAR) firms for the construction of the new Highland High School. The CMAR will provide professional construction management services during both the design and construction phases, in accordance with N.C. General Statute 143-128.1 and related provisions governing the CMAR delivery method.

This solicitation is being conducted in accordance with the Mini-Brooks Act (N.C.G.S. 143-64.31), which requires that contracting for architectural, engineering, and other professional design services be based on demonstrated competence and qualification without regard to fee.

## Project Description

Harnett County Schools plans to design and construct a new Highland High School on Highland School Road. The new facility will accommodate approximately 1500 students and will include classrooms, administrative offices, media center, cafeteria, gymnasium, auxiliary gym, athletic fields, and associated site work.



All design and construction shall conform to the current North Carolina Department of Public Instruction (DPI) (School Planning) standards, the North Carolina State Building Code, and all other applicable federal, state, and local laws, regulations, and permitting requirements.

## Scope of Services

The selected CMAR will serve as a construction partner to Harnett County Schools (HCS) and will provide comprehensive preconstruction and construction phase services in collaboration with the HCS and the Design Consultant.

### A. Preconstruction Phase

Under the preconstruction agreement, the CMAR shall:

1. Collaborate closely with the Design Consultant to provide constructability reviews and design-phase input.
2. Develop cost models, estimates, and value-engineering recommendations throughout design.
3. Provide schedule development and phasing recommendations to minimize disruption and ensure timely delivery.
4. Evaluate site logistics, safety, and sequencing strategies for construction.
5. Develop a Guaranteed Maximum Price (GMP) proposal for HCS approval, in accordance with G.S. 143-128.1(c).
6. Identify and promote HUB (Historically Underutilized Business) participation consistent with G.S. 143-128.2 and HCS goals.
7. Participate in coordination meetings with the HCS and Design Consultant as required.

Deliverables during this phase shall include:

- Detailed cost estimates at schematic, design development, and construction document milestones.
- Updated project schedule and phasing plan.
- Constructability report and value-engineering log.
- Site safety and logistics plan.
- GMP proposal with supporting documentation.

### B. Construction Phase

Upon acceptance of the GMP and execution of the construction contract, the CMAR shall:

1. Hold all trade contracts and assume the role of general contractor for construction.
2. Provide construction supervision, quality control, safety oversight, and project management throughout the project.
3. Maintain the project schedule and budget in coordination with HCS and the Design Consultant.
4. Conduct weekly progress meetings, safety inspections, and reporting to the HCS.
5. Manage subcontractor procurement in compliance with state and local bidding laws.
6. Maintain accurate project documentation, including submittals, RFIs, change orders, and closeout materials.
7. Assist the HCS and Design Consultant with project commissioning and warranty administration.

Deliverables during this phase shall include:

- Detailed project schedule (updated monthly).
- Monthly pay applications and cost reports.
- Documentation of subcontractor HUB participation.

- Record drawings, warranties, and operation manuals at closeout.

**C. Coordination with HCS and Design Consultant**

The CMAR will coordinate with:

- Design Consultant (selected under a separate RFQ per the Mini-Brooks Act)
- Site Assessment Consultants (surveying, geotechnical, environmental, and traffic engineers)
- HCS’s Representative and Facilities Team

The CMAR must foster open communication and proactive collaboration among all parties to ensure design intent, cost efficiency, and construction quality are achieved.

**D. Compliance**

All services must comply with:

- North Carolina General Statutes (G.S. 143-128.1 through 143-135.9)
- Applicable state building codes, DPI requirements, OSHA regulations, and local permitting requirements.
- Harnett County Schools Board of Education policies

**RFQ Response Timeline**

Issue RFQ	October 27, 2025
Deadline for Questions	November 13, 2025 by 2:00 PM
Addenda Answering Questions	November 18, 2025
Deadline for Qualification Submission	December 2, 2025 by 2:00 PM
Review of Proposals and Create Shortlist	December 9, 2025
Evaluates and Select Qualified Firms	December 11, 2025
Approval of firms and Begins Negotiations	December 2025 (TBD)

**I. Minimum Requirements And Qualifications**

Knowledge of Relevant Codes

- The CMAR firm shall demonstrate comprehensive knowledge of North Carolina building codes, safety regulations, and Department of Public Instruction (DPI) standards applicable to the construction of public school facilities. Key personnel must hold appropriate professional registrations, licenses, and certifications. The firm must be licensed as a General Contractor in North Carolina and shall identify team members with relevant professional credentials (P.E., RA, CCM, LEED AP, OSHA 30).
- The firm shall describe its internal processes for ensuring code compliance, safety, environmental stewardship, and adherence to state and local regulatory requirements throughout both preconstruction and construction phases.

Harnett County Schools will evaluate Statements of Qualifications on the demonstrated experience and qualifications of the CMAR firm together with its proposed key subcontractors/consultants (e.g.,

preconstruction, scheduling, cost, and trade partners). Proposers may submit a team that differs from any suggested roles listed; such variation will not be grounds for disqualification. The District relies on the CMAR's professional judgment to assemble an experienced, effective team capable of executing the scope and delivering the project to a high standard of quality.

Consistent with N.C.G.S. 143-128.1(c), Harnett County Schools reserves the right to approve or require the selection of a different first-tier subcontractor for any portion of the work. If such a requirement results in additional, documented costs, the CMAR will be compensated for those costs as provided by statute. First-tier subcontractors shall be prequalified in accordance with N.C.G.S. 143-135.8.

## **II. Content Of Response To Request For Qualifications And Submission Requirements**

**Succinct Statements are advised. The following information must be included in all applications. Information should be grouped into five sections, in the order listed below:**

### **Section 1: Project Understanding (5 Pages Maximum)**

Provide a narrative describing the proposed project and any necessary or pertinent background information. Discuss the Consultant's understanding of the project and approach to the successful completion of the scope of services outlined in this RFQ and provide a proposed work schedule to accomplish all tasks. If applicable, identify the staff roles that would be assigned to each major task, including subconsultants.

Explain your overall CMAR approach from preconstruction through closeout, including:

- a. Preconstruction services (cost modeling, estimating at each design phase, value engineering, constructability reviews, design coordination, and phasing/logistics planning).
- b. Development of the GMP, bid package strategy, trade contractor outreach, and HUB/MWBE participation plan.
- c. Cost control, schedule control, quality assurance/quality control, safety management, and risk management.
- d. Coordination with the Design Consultant(s), Owner, and Authorities Having Jurisdiction; compliance with DPI guidelines and applicable codes.

**As necessary, please include any photographs, renderings, sample projects, or other visual images that will clarify your approach or provide contextual background. Provide captions as needed to demonstrate applicability to this project.**

### **Section 2: Qualifications and Experience**

- Provide up to five CMAR K-12 projects (schools preferred; NC projects within the last 7–10 years) demonstrating preconstruction services, GMP development, public subcontractor procurement, HUB participation, occupied-campus logistics, schedule and budget performance, quality/commissioning, code/DPI coordination, and team qualifications. For each project, list delivery method, budget at award, GMP, final cost, substantial completion date, % change orders (by cause), HUB results, safety metrics, and HCS contact.

### Section 3: Key Personnel & Team Organization

- a. **Key Personnel Resumes (Brief).** Submit **one-page** resumes for the proposed **Project Manager, Superintendent, Preconstruction Manager, and Lead Estimator** (plus any other key roles offered). Each resume must include: current employer/title; **K-12 CMAR** experience within the **last 10 years** (project name, size/cost, dates, delivery method, and specific responsibilities); relevant licenses/certifications (e.g., GC affiliation, OSHA 30, scheduling/BIM); and **two quantifiable outcomes** (e.g., GMP accuracy, schedule adherence, safety performance). Indicate each person's **availability/level of commitment** to this project. Resumes must reflect the **same role** proposed for this project. **Marketing material is not permitted.** HCS reserves the right to interview key personnel and to require **HCS approval for any substitutions** with equal or better qualifications.

### Section 4: Firm Availability and References

- a. **Current Workload & Capacity**  
Provide a summary of your active projects. For each, list: client and project name, delivery method, project start date, anticipated substantial completion date, current phase, total contract value, and a brief statement of your firm's capacity to staff the Harnett County Schools project (identify key personnel and estimated FTE/level of effort available).
- b. **Professional References**  
Provide three professional project references who can speak to your firm's performance on comparable work. For each reference include: name, title, organization, project name/role, full business address, telephone number, and email address. Harnett County Schools may contact any reference at its discretion.

### Section 5: Form Completion

- **All forms at the end of this RFQ must be completed and submitted in CMAR's submission.**

**"All sections combined, Submissions must not exceed 30 pages, excluding the cover letter."**

### III. SELECTION PROCESS

**Responsive submittals will be reviewed and screened by the Harnett County Schools Evaluation Committee. Statements will be evaluated according to the criteria listed below. If deemed necessary by the Evaluation Team, Consultants submitting the highest rated proposals may be invited for interviews. However, Harnett County Schools reserves the right to award the contract without performing formal interviews.**

#### **Evaluation Criteria**

**All submittals will be evaluated using the following scoring criteria. The scoring system is intended to assist Harnett County Schools in organizing and ranking the Statements received for consideration. However, Harnett County Schools is under no obligation to select the highest-ranking proposal or any other proposal not deemed to be, in the opinion of Harnett County Schools, the most advantageous to successfully completing the project.**

- 1. Firm Experience & Past Performance (20 points)**  
Demonstrated experience in providing CMAR services for K-12 or similar public facilities. Evaluation should include project types, sizes, and delivery success (on time, within budget, quality). Include client references.
- 2. Project Approach & Understanding of Scope (20 points)**  
Quality of proposed approach for preconstruction and construction management, including methods for cost control, scheduling, value engineering, quality assurance, and communication with the HCS and Design Consultant.
- 3. Key Personnel & Team Organization (15 points)**  
Qualifications and relevant experience of project executive, project manager, superintendent, and preconstruction staff. Evaluate structure of project team, availability, and roles during both phases.
- 4. Experience with North Carolina Public School Projects (10 points)**  
Familiarity with NC statutes (G.S. 143-128.1) and requirements for public CMAR procurement. Include understanding of public procurement procedures, permits, and regulatory compliance
- 5. Project Scheduling & Phasing Plan (10 points)**  
Demonstrated ability to manage large, multi-phase school projects with overlapping schedules. Include proposed methods for developing and maintaining project schedule, handling delays, and ensuring school operation safety.
- 6. Cost Estimating & GMP Development (10 points)**  
Methodology for developing accurate cost estimates and establishing a Guaranteed Maximum Price (GMP). Include approach to transparency, subcontractor solicitation, and value engineering.
- 7. HUB (Historically Underutilized Business) Participation Plan (5 points)**  
Quality of plan to meet or exceed Harnett County Schools and State of North Carolina HUB goals under G.S. 143-128.2.
- 8. References & Performance Evaluations (5 points)**  
Quality and relevance of client references from similar CMAR K-12 projects within the past 5 years. References should address cost management, schedule performance, and overall client satisfaction.
- 9. Safety Record & Quality Control (5 points)**  
EMR (Experience Modification Rate), OSHA history, and internal safety programs. Quality assurance and inspection approach.

**Total: 100 points**

The most qualified firm will be notified, and Harnett County Schools will commence negotiations with said firm to develop a fee proposal. If the Harnett County Schools (HCS) and the firm cannot reach an agreement, negotiations will terminate, and the School System will commence fee negotiations with the next most qualified firm. The finalized agreement entered into with the selected firm shall be with the School System jointly as HCS.

#### **IV. Submittal Instructions**

##### Submission Deadlines & Delivery

Responses must be received no later than:  
**2:00 PM (EST) on Tuesday, December 2, 2025**

Submit via:

Email Garland McDowell to: [gmcowell@harnett.k12.nc.us](mailto:gmcowell@harnett.k12.nc.us)

OR hard copy (1 original + 2 copies), including **one digital copy** on a **labeled flash drive** to:

Garland McDowell  
Director of Purchasing  
**RFQ-2025-17 Construction Manager At Risk (CMAR) Highland High School**  
Harnett County Schools  
125 Alexander Dr.  
Lillington, NC 27546

Late submissions will not be considered.

#### **Award**

Harnett County Schools may decide to accept a Statement of Qualifications, or it may decide to reject all Statements. Once a proposal is accepted, contract negotiation will commence. This RFQ and the Consultant's response to it, in the form of their entire Statement, will become part of the Contract. If a real or apparent conflict should arise between this RFQ and the Consultant's proposal and other language contained in the final Contract, the language of the final Contract shall govern.

#### **V. GENERAL TERMS AND CONDITIONS**

##### **A. ADDENDA/CHANGES**

Any additions, deletions, modifications or changes made to this RFQ shall be processed through the Harnett County Schools Purchasing Department. Any deviation from this procedure may result in the disqualification of the firm's submittal or the cancellation of any contract resulting from this RFQ.

##### **B. QUESTIONS**

Questions concerning this RFQ should be directed to:

Harnett County Schools  
Attn: Garland McDowell, Director of Purchasing  
125 Alexander Dr. (physical)

Lillington, NC 27546

Telephone (910) 893-3451

E-mail: [gmcowell@harnett.k12.nc.us](mailto:gmcowell@harnett.k12.nc.us)

Subject Line: **RFQ-2025-17 Construction Manager At Risk (CMAR) Highland High School**

**All questions pertaining to this RFQ must be submitted in writing no later than November 13, 2025.**

Only written questions will be considered formal. **Any information given by telephone will be considered informal.** Any questions that HCS feels are pertinent to all proposers will be posted on HCS's website as an addendum to the RFQ. E-mail messages will be treated as written questions.

**C. RESERVED RIGHTS**

All qualifications responses, inquiries or correspondence relating to this RFQ will become the property of Harnett County Schools when received and will not be returned.

Harnett County Schools reserves the right to reject any and all responses, or any portions thereof, or select responses, which, in its opinion, are in the best interest of the School District.

Harnett County Schools reserves the right to waive any informalities and any technicalities or to cancel the RFQ in part or in its entirety if it is in the best interest of the School District. This solicitation in no way obligates the School District to award a contract.

Respondents are requested to refrain from contact with the committee members, school system employees, or county employees regarding this solicitation, with the exception of written communication described in this RFQ.

Harnett County Schools reserves the right to approve all personnel working on Harnett County Schools projects. Key professional staff may not be removed, reassigned or replaced without prior approval from Harnett County Schools.

**D. PROPRIETARY INFORMATION**

Trade secrets or proprietary information submitted by a firm in connection with a procurement transaction will not be subject to the public disclosure under the North Carolina Public Records Act pursuant to NC General Statutes 66-152(3), and 132-1.2. However, the firm must invoke the protection of this section prior to or upon submission of the data or other materials, and must identify the data on other materials to be protected and state the reasons why protection is necessary. **Each individual page considered a trade secret or proprietary information must be labeled "Confidential" in the top right corner.**

**E. MINORITY BUSINESSES**

The Harnett County Schools encourages all businesses, including DBE, minority, women-owned, and veteran-owned businesses to respond to all Request for Qualifications.

**F. AWARD/CONTRACT TIME**

HCS wishes to enter into an agreement with one firm, which will be responsible for the work, associated with this RFQ.

**A notice of contract award is anticipated, TBD.** The detailed Scope of Work and schedule of deliverables shall be negotiated with the successful firm for each specified task.

**The Project completion date is TBD.**

**G. CONTRACT DOCUMENT**

The successful firms will be required to enter into a design/engineering services agreement.

**H. SUBCONSULTANTS**

If any subconsultants will be used for the various projects, the successful firm shall provide to the Director of Purchasing with a list of names of any of the intended subconsultants, their applicable license number(s) and a description of the work to be done by each subconsultant.

The successful firm shall not substitute other subconsultants without the written consent of HCS.

The successful firm shall be responsible for all services performed by a sub-engineer as though the successful firm had performed them. Responsibilities include, but are not limited to, compliance with applicable licensing regulations.

If at any time HCS determines that any sub-engineer is incompetent or undesirable, HCS shall notify the successful firm accordingly, and the successful firm shall take immediate steps for cancellation of the subcontract and replacement.

Nothing contained in any contract resulting from this RFQ shall create any contractual relationship between any sub-engineer and the Harnett County Schools.

It shall be the successful firm's responsibility to ensure that all terms required in the attached contract are incorporated into all subcontracts.

**I. INSURANCE**

The selected firm shall purchase and maintain in force, at his own expense, such insurance as will protect the firm and HCS, to include professional liability (E&O), automobile liability and workers compensation, from claims which may arise out of or result from the firm's execution of the work, whether such execution be by himself, his employees, agents, subcontractors/engineers, or by anyone for whose acts any of them may be liable. The insurance coverage shall be subject to review and approval by HCS. It is intended to fully protect HCS, and the general public from any and all claims for injury and damage resulting by any actions on the part of the firm or its forces as enumerated above.

The selected firm shall furnish a copy of an original Certificate of Insurance, naming the Harnett County Schools as an additional insured. Should any of the policies be canceled before the expiration date, the issuing company will provide thirty (30) days written notice to the certificate holder. The firm shall furnish insurance in satisfactory limits, and on forms and of companies which are acceptable to the Harnett County Schools Purchasing Director of Purchasing and shall require and show evidence of insurance coverage on behalf of any subcontractors/engineers (if applicable),

before entering any agreement to sublet any part of the work to be completed under this contract.

The Harnett County Schools will require at least \$1 million per occurrence and \$3 million aggregate in General Liability Coverage, and the statutory Employer Liability of \$1 million for Workers Compensation. HCS may also require other insurance as it deems necessary. The Insurance provided will be with a company that is licensed to do business in the State of North Carolina.

**J. CONFLICT OF INTEREST**

By submission of a response, the Respondent agrees that at the time of submittal, it: (1) has no interest (including financial benefit, commission, finder's fee, or any other remuneration) and shall not acquire an interest, either direct or indirect, that would conflict in any manner or degree with the performance of the Respondent's services, or (2) will not benefit from an award resulting in a "Conflict of Interest." A "Conflict of Interest" shall include holding or retaining membership, or employment, on a board, elected office, department, division or bureau, or committee sanctioned by and/or governed by Harnett County Schools.

**K. E-VERIFY**

Respondent is hereby required to be in compliance with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes concerning e-verification at the time of entering the Contract and at all times during the performance of this Contract. All subcontractors utilized by Respondent are likewise required to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes concerning e-verification at the time of entering this Contract and at all times during the performance of this Contract. Respondent shall take necessary steps to include this provision in all contracts with its subcontractors who will perform any portion of the work covered by this Contract.

**VI. CONTACT POLICY**

After the date and time established for receipt of proposals by HCS, any contact initiated by any firm with any County representatives, other than Garland McDowell, Harnett County School Director of Purchasing, listed herein, concerning this RFQ is prohibited. Any such unauthorized contact may cause the disqualification of the firm from this qualification process.



**PROPOSER STATEMENT OF NON-COLLUSION**

**BY SUBMISSION OF THIS PROPOSAL, PROPOSER AND EACH PERSON SIGNING ON BEHALF OF PROPOSER CERTIFIES AS TO ITS OWN ORGANIZATION, UNDER PENALTY OF PERJURY, THAT TO THE BEST OF HIS/HER KNOWLEDGE AND BELIEF:**

- (1) The prices of this proposal have been arrived at independently, without collusion, consultation, communication, or agreement with any other Proposer or competitor, for the purposes of restricting competition or as to any matter relating to price.
- (2) Unless otherwise required by law, the prices quoted in this proposal have not been knowingly disclosed by Proposer and will not be disclosed by Proposer directly or indirectly to any other Proposer or competitor before proposals are opened.
- (3) No attempt has been made or will be made by the Proposer to induce any other person, partnership, or corporation to submit or not to submit a bid on any portion of the Project work.

**IF, FOR ANY REASON, PROPOSER CANNOT CERTIFY AS SET FORTH ABOVE, PROPOSER SHALL SO STATE AND SET FORTH THE REASONS IN DETAIL BELOW:**

Subscribed to under penalty of perjury under the laws of the state of North Carolina, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ as the act and deed of said corporation or partnership.

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Firm: \_\_\_\_\_



## CERTIFICATION REGARDING CONFLICT OF INTEREST

The Submitter is required to certify that the performance of the work will not create any conflicts of interest or disclose any actual or potential conflicts of interest by completing and signing one of the following statements:

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All Vendors should be aware of the Harnett County Schools' Code of Ethics, which prohibits Harnett County Schools Employees and Board Members from having certain relationships with persons or entities conducting (or proposing to conduct) business with Harnett County Schools and which prohibits the acceptance of gifts from Vendors. If the Vendor has an actual or potential conflict, the Vendor shall disclose any Conflict of Interest that may exist.

Conflicts of Interest (Potential or actual) will be evaluated by Harnett County School's General Counsel to determine the proper course of action. Failure to comply with the provisions established above may render the vendor ineligible to participate in Harnett County Schools' procurement process.

The submitter hereby discloses no conflicts of interest.

DATE: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

SUBMITTER/COMPANY NAME: \_\_\_\_\_

**OR**

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The Submitter hereby discloses the following circumstances that could give rise to a conflict of interest for the Submitter, any affiliates, any proposed subconsultants, and key personnel of any of these organizations. (Attach additional sheets as needed.)

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**PROPOSALS MAY BE SUBJECT TO REJECTION UNLESS SUMMITTED ON THIS FORM**



**CERTIFICATION REGARDING CONFLICT OF INTEREST CONTINUED**

Name of the Individual/Company to which potential conflict of interest might apply:

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Nature of potential conflict of interest:

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Proposed Remedy:

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DATE: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

SUBMITTER/COMPANY NAME: \_\_\_\_\_



**PROPOSALS MAY BE SUBJECT TO REJECTION UNLESS SUBMITTED ON THIS FORM**



## REFERENCES

Vendors shall provide at least three references, for similar size and scope projects, for which comparable services and supplies have been provided.



Name of Organization		Contact Person Name	
Annual Contract Value		Contact Person Title	
Contract Start Date		Contact Person Telephone Number	
Contract End Date		Contact Person Email	

Name of Organization		Contact Person Name	
Annual Contract Value		Contact Person Title	
Contract Start Date		Contact Person Telephone Number	
Contract End Date		Contact Person Email	

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Contract End Date		Contact Person Email	

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**PROPOSALS MAY BE SUBJECT TO REJECTIONS UNLESS SUBMITTED ON THIS FORM**