

**REQUEST FOR QUALIFICATIONS FOR  
CONSTRUCTION MANAGEMENT SERVICES  
FOR A NEW  
UNION COUNTY JAIL IN  
LAKE BUTLER, FLORIDA**

I. INTRODUCTION

The Union County Board of County Commissioners is requesting written proposals from qualified construction firms to provide professional At-Risk Construction Management Services for the Budgeting and Construction Phase on the new proposed Union County Jail, which is Phase 2 and 3 of the Public Safety Complex Project. Facility is to include demolition of site elements and sitework. The approximate budget for construction is \$13,870,100.00.

II. It is the Union County Board of County Commissioner's intention to employ the Construction Firm at Risk to provide overall Project Construction Management, Cost Benefit Studies if needed, Information Management, Construction of Scope of Work and overall Project Management during the Construction on a cost plus a fee basis, with a guaranteed maximum price.

III. It is the Union County Board of County Commissioner's intent to have the Construction Manager publicly bid all applicable divisions of the project specifications as prepared by the Architect.

IV. PROPOSAL INSTRUCTIONS AND GENERAL INFORMATION

Proposal Submissions: Submit four (4) copies of a written proposal no later than 01/13/2025 to:

Timothy Allen  
Union County Sheriff's Office  
58 NW 1<sup>st</sup> St.  
Lake Butler, FL 32054

Bids will be opened in the BOCC meeting room of the Union County Courthouse, located at 55 W Main St, Lake Butler, FL 32054, on 01/14/2025 at 9:00am or soon thereafter.

Responses must adhere to the requirements and respond to the below questions in the Request for Qualifications.

Method of Selection: Responses will be reviewed by the Union County Jail Committee on or after 01/14/2025. The committee will select a company and send the recommendation to the Union County BOCC for approval and acceptance of award at the regularly scheduled January 2025 monthly meeting.

Please respond by including but not limiting your response to the following:

1. Company name and length of time in business and location.
2. Availability of time to start and complete project.
3. Insurance carrier and applicable coverage.
4. Name of the proposed Bonding Company with applicable information
5. Qualifications of staff to be utilized on this project with names, short resumes, length of time with firm and previous Jail clients served, preference given to Jail construction experience.
6. Names of three (3) previous Jail clients with phone numbers and contact person.
7. Description of previous experience, to include size, budget, final cost, schedule, change orders, etc.
8. Expand on how your Jail experience will ensure adequate coverage of specialty bidding markets.
9. Explain how your past Jail experience will support completing the design process.

Reservations: Union County Board of County Commissioners reserves the right to reject any and all responses, to negotiate changes in the scope of work or services to be provided, and to otherwise waive any technicalities or informalities.

***Requests for information shall be in writing, by email. No calls or visits to Union County Board of County Commissioners, Sheriff's Office/Staff, Emergency Operations Center, or other Union County officials please. Refer all requests to Timothy Allen by email at [allenc@unionsheriff.us](mailto:allenc@unionsheriff.us). All requests will be responded to by email.***