



REQUEST FOR QUALIFICATIONS FOR CONSTRUCTION MANAGER AT RISK (CMAR) SERVICES

NAU Project #09.820.252

Forestry Renovations

Pre-Submittal Conference

Tuesday, September 2, 2025, at 2:00 PM (Arizona Time)

TEAM INTRODUCTIONS

[Jeffrey McKay](#)

Vice President, Capital Planning & Campus Operations

[Stephanie Bauer](#)

Associate Vice President, Facility Services

[Joshua Spear](#)

Director, Planning, Design & Construction

[Gabriel Gurrola](#)

Project Manager, Planning, Design & Construction

[Judith Scholar Winfield](#)

Contracts Analyst, Sr., Planning, Design & Construction

[Debra Cisneros](#)

Director, Procurement & Stores, NAU Contracts, Purchasing & Risk Management

[Nicole Lyons](#)

Senior Buyer, NAU Contracts, Purchasing & Risk Management

All questions must be submitted via Chat, and they will be answered at the end of the presentation



PROCUREMENT DATES (all times are Arizona Local Time):

Pre-Submittal Conference:	Tuesday, September 2, 2025, 2:00 PM
Deadline for Inquiries:	Monday, September 15, 2025, 12:00 PM
Qualifications Due:	Thursday, September 18, 2025, 2:00PM
Interviews with Shortlisted Firms: (at Owner's discretion)	Tuesday, October 7, 2025 (tentative)
Contract Period Begins:	November 2025

All questions must be submitted via Chat, and they will be answered at the end of the presentation

PROJECT INFORMATION

- With this RFQ, we are procuring Construction Manager at Risk (CMAR) services for renovations to mechanical systems at the Southwest Forest Science Complex (“Forestry”) on the NAU Flagstaff Mountain Campus.
- Work will include an HVAC retrofit to replace existing boiler and wet-wall system and to connect the building to our South Campus centralized heating and cooling network.
- EAPC Architects Engineers is the selected Design Professional. They are working under NAU’s ARQ contract. The Schematic Design package is nearing completion and the full Construction Documents will be issued by the end of December 2025.

SUBMISSION OF QUALIFICATIONS

- Submission location and delivery via hand carry, FedEx, USPS, or UPS – additional details can be found in the RFQ (Division V, page 15):
Facility Services, Building 77
Main Reception Desk
- RFQ Submissions are due no later than 2:00 PM Arizona Time on Thursday, September 18, 2025. Submissions arriving after 2:00 PM on this day will not be accepted.
- Failure to abide by the below requirements may result in rejection of Offeror's Qualifications (please be sure to follow the Selection Criteria and SOQ Requirements as laid out in Divisions IV and V of the RFQ):
 - Adhere to page limits (double-sided pages count as two (2) pages), minimum font size, and number of copies (1 original, 2 copies, and 1 electronic copy).
 - No communication in any form to NAU regarding fees, pricing, person-hours or any other associated cost information.
 - No communication from the Offeror or its members with Selection Committee members, students, and/or employees of NAU other than as directed in the RFQ.

RFQ EVALUATION CRITERIA

Evaluation Criteria: The evaluation criteria for this RFQ can be found under Division IV of the RFQ (pp. 9-15). The maximum point values for the various criteria are as follows:

Criteria	Maximum Points
(A) Introduction	5
(B) Prime Firm Project Experience	30
(C) Additional Project Experience	15
(D) Prime Team Member Experience	25
(E) Understanding of the Project	40
(F) Project Management Controls and Team Approach	20
(G) Work Location	5
(H) Overall Evaluation of the Firm	10
(I) Submittal Certification	0
(J) Résumés	0
Total	150

ADDITIONAL PERTINENT INFORMATION

- The RFQ document available on the NAU Bids & RFQs webpage (<https://in.nau.edu/facility-services/pdc/bids-rfqs/>) includes a couple of building-specific attachments, namely the Owner Project Requirements and a Facility Condition Assessment Report completed in August 2023.
- The selected CMAR firm shall be responsible for familiarizing themselves with NAU's CMAR Standard Form Agreement, which is available as a link in the RFQ, as well as on the NAU website.
- The selected firm will also need to familiarize themselves with NAU's current Design Guidelines and Technical Standards, available at: <https://in.nau.edu/facility-services/pdc/dp-contract/>.



QUESTIONS

Any questions outside of this pre-submittal meeting
are required to be directed **SOLELY** to
Judith Scholar Winfield (Judith.scholarwinfield@nau.edu)

All questions must be submitted via Chat, and they will be answered at the end of the presentation