



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

NAU Project #09.280.261  
Cline Library Renovations  
Pre-Submittal Conference  
Monday, January 16, 2026, at 11:00 AM

# TEAM INTRODUCTIONS

[Jeffrey McKay](#)

Vice President, NAU Capital Planning & Campus Operations

[Stephanie Bauer](#)

Associate Vice President, NAU Facility Services

[Joshua Spear](#)

Director, NAU Planning, Design & Construction

[Jordan Sundin](#)

Assistant Director, NAU Utility Services

[Kelly Davis](#)

Project Manager, NAU Planning, Design & Construction

[Kevin McElwee](#)

Contracts Analyst, NAU Planning, Design & Construction

[James Seaman](#)

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 SCHEDULE:**

(all times Arizona local time)

Pre-Submittal Conference: Monday, January 16, 2026, 11:00 AM

Deadline for Inquiries: Friday, March 6, 2026, 11:00 AM

Statements of Qualifications Due: Tuesday, March 17, 2026, 3:00 PM

Shortlist Firm Interviews: week of April 20, 2026 (tentative)  
(at NAU's discretion)

Contract Period Begins: May 2026

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 selecting from a Construction Manager at Risk (CMAR) to perform pre-construction and construction-phase services for a renovation of Cline Library on NAU's Flagstaff Mountain campus, with an approximate construction budget of \$33.4 million.
- The project will use the CMAR delivery method.
- The renovation will address a critical life-safety and code compliance issue by separating the building's HVAC water supply from its fire sprinkler water system, while also supporting a strategic initiative to relocate occupants of the Babbitt Academic Annex by performing a tenant improvement renovation of space in the library, consolidating academic and support services in a single, efficient, collaborative facility.

# QUALIFICATIONS SUBMITTAL INFO

- Submission location and delivery via hand carry, FedEx, USPS, or UPS
  - Details can be found in the RFQ, Division V, page 17
  - Facility Services, Building 77
  - Main Reception Desk
  - 501 E. Pine Knoll Drive
- RFQ Submissions are due **no later than 3:00 PM Arizona local time on Tuesday, March 17, 2026. Submissions that arrive after 3:00 PM will not be accepted.**
- Failure to abide by the below requirements may result in rejection of Offeror's Submittal – 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, font sizes, double-sided proposal, number of document 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 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 (page 10). These criteria, and the maximum points for each, are as follows:

<b><u>Criteria</u></b>	<b><u>Maximum Points</u></b>
• (A) Introduction	5
• (B) Prime Firm Project Experience	25
• (C) Additional Project Experience	5
• (D) Prime Team Member Experience	15
• (E) Understanding of the Project/Additional Firm Experience	40
• (F) Project Management Controls and Team Approach	40
• (G) Work Location	5
• (H) Overall Evaluation of the Firm	15
• (I) Submittal Certification	0
• (J) Resumes	0
<b>TOTAL</b>	<b>150</b>

# ADDITIONAL PERTINENT ITEMS

- The selected CMAR Firm shall be responsible for familiarizing themselves with the University's CMAR Standard Form Agreement.
- The selected firm will also need to familiarize themselves with the University's current Design Guidelines and Technical Standards.
- The above-referenced documents can be found at:
  - <https://in.nau.edu/facility-services/dp-contract/>



## QUESTIONS

Any questions outside of this pre-submittal meeting shall be directed **SOLELY** to Kevin McElwee ([kevin.mcelwee@nau.edu](mailto:kevin.mcelwee@nau.edu))

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