Request for Qualifications: Construction Manager at Risk (CMaR) Services on a Guaranteed Maximum Price Contract

Project Name: Van Diest Medical Center Renovation & Expansion
Project Location: 2350 Hospital Dr., Webster City, IA 50595
Release Date: 11/17/2026

A. Intent:

Van Diest Medical Center (VDMC) in Webster City, IA is soliciting through the Request for Qualifications (RFQ) process permitted by Iowa Code 26A, Statements of Qualifications (SOQ) for Construction Manager at Risk (CMaR) services under a guaranteed maximum price contract. After evaluation of the SOQs, VDMC will issue a Request for Proposals (RFP) to each firm that meets the qualifications set forth in this RFQ. VDMC will publicly open and read aloud the names of the firms submitting proposals, evaluate and rank each proposal within forty-five (45) days after opening, and select the CMaR whose proposal offers the best value to VDMC based on the published selection criteria and ranking. Once VDMC selects the successful proposer, the owner will negotiate a contract with the successful proposer.

B. Project Description:

Van Diest Medical Center (VDMC), located in Webster City, Iowa, is planning facility improvements to support growing services and enhance operational efficiency across the campus. The project includes construction of an addition to consolidate specialty and outpatient clinic services, along with renovations to existing clinic space. A new three-bay ambulance garage will be added to the existing Emergency Department, and the existing ambulance garage will be renovated to provide staff sleep rooms. Renovations within the existing Emergency Department will include two behavioral health exam rooms and an associated ligature-resistant toilet/shower room. Additionally, existing space will be renovated to improve space utilization and expand the conference area for Senior Life Solutions.

Unison Design Studio has been selected through a quality based selection process, as required by Iowa Code Section 26A.3(2) to provide architectural services for project planning/programming to determine the appropriate scale and location for the expansion to best support VDMC's priorities, operational needs, and long-term growth on campus.

A preliminary scoping cost estimate was developed to assist the Owner with a project feasibility study. The estimate was based on experience with similar projects and high-level discussions with the Owner. The anticipated construction cost for the scope of work outlined above is approximately $10.7 million, with an anticipated construction duration of approximately 14 months, beginning in late fall 2027. This estimate is provided for informational purposes only. It is preliminary, is not a budget limitation or Guaranteed Maximum Price, and does not obligate the Owner. The estimate may change as design progresses.

C. Anticipated Proposal Timeline:

Phase I – Request for Qualifications (RFQ)	
11/3/2026	Public Notice of Intent
11/17/2026	Issuance of Request for Qualifications
11/24/2026 @ 5:00PM	RFQ Questions Due
11/30/2026 @ 10:00AM	Statement of Qualifications Due/Public Opening
11/30/2026 – 12/4/2026	Evaluation of SOQs
Phase 2 – Request for Proposals (RFP)	
12/7/2026*	Issuance of Request for Proposals
12/14/2026 @ 10:00AM	CM Site Walk-Thru
12/16/2026 @ 5:00PM	RFP Questions Due
12/21/2026 @ 2:00PM	Proposals Due/Public Opening
Week of 1/18/2027	Interviews conducted if necessary
1/26/2027	Board approval of selected CMaR

*Dates Subject to Change

Contact and Due Date

1. Please submit one (1) electronic copy via email under 20MB by **11/30/2026 by 10:00am CST.** Email subject or electronic file shall be clearly marked "VDMC CMaR RFQ Response". RFQ responses that are incomplete, received after 10:00am CST, or sent to the wrong receiving email/contact will not be considered.
2. All questions are to be delivered via email only. Candidate firms are not to rely on any oral instructions or answers. All questions to be submitted by **11/24/2026 at 5:00pm CST.**
3. All questions and submissions should be sent to:
   a. Heidi Willis, AIA, WELL AP
      Unison Design Studio
      heidiw@unisonds.com
4. VDMC, through Unison Design Studio as its designated Owner Representative and with a VDMC representative in attendance, will publicly open and read aloud the names of the firms who submit Statements of Qualification. Public opening will take place on **11/30/2026 at 10:00am CST** at:
   a. Unison Design Studio
      1312 Locust St Suite #204
      Des Moines, IA 50309
5. Construction managers/potential candidates shall not contact the owner directly prior to the decision-making process.

D. Scope of Work

1. Van Diest Medical Center invites you to submit your firm's qualifications to provide Construction Management at Risk (CMaR) services for the renovation and expansion including but not limited to the following:
   a. Pre-Construction Management:
      i. Preconstruction cost estimating at SD, DD, and CD phases
      ii. Value engineering process management while maintaining design intent
      iii. Construction phasing and sequencing development
      iv. Constructability review of project
      v. Construction schedule development
      vi. Front end specifications

vii. Compilation of bid packages
viii. Assembly and management of Guaranteed Maximum Price (GMP)
ix. Subcontractor/vendor solicitation in accordance with Iowa Code Chapter 26A
x. Scope review meetings with subcontractors to ensure complete bids.

b. Construction Management:
   i. Schedule Management
   ii. Distribution of progress reports to the owner and design team
   iii. Quality control
   iv. Safety
   v. Inspections/testing
c. Post-construction Management
   i. Facilitation owner training
   ii. Collecting and categorizing all operations/maintenance manuals and warranty information
   iii. Preparation of as-built drawings from all vendors and consultants.

E. Request for Qualifications Content Format

Statements of qualifications shall be provided in letter size (8.5"x11") with sections addressing the specific criteria in order identified below. Qualifications shall be submitted electronically as a PDF in letter size (8.5" x 11") and shall not exceed 10 total double-sided pages, 20 pages total (cover, cover letter, and table of contents excluded from that quantity).

1. Firm/Company description and background

a. Firm Background: Provide a comprehensive overview of your firm, including its history, mission statement, core values, and areas of specialization.
b. Organizational Structure: Describe the organizational structure of your firm, including the hierarchy of leadership, management, and key personnel. Outline the roles and responsibilities of each organizational unit and highlight any specialized divisions or departments dedicated to serving specific healthcare clients.
c. Geographic Coverage: Identify the geographic regions and markets served by your firm, including the locations of principal offices and branch offices. Highlight any regional expertise or local knowledge that enhances your firm's ability to deliver tailored solutions to clients.
   i. Identify the principal office that would service this project.
d. List of the company's total construction dollar volume, over the past three (3) years, by year. Include a breakout percentage of healthcare construction during these years.
e. Note: We are NOT asking for the proposed project team in the RFQ.

2. Experience, Qualifications, and References

a. Specific Project List: Provide the following information for five (5) healthcare projects completed, in either the public or private sector, that are similar in size or scope to the proposed project. Three (3) projects must have been completed within the last 10 years. Projects may have been delivered under any project delivery method; experience with specific delivery methods, including GMP projects, is not a selection criterion. Include the following information to the extent possible:
   i. Building name and address
   ii. Building Owner, contact name, and telephone number
   iii. Scope of service performed on the project
   iv. Final project cost
   v. Construction duration and date of completion

vi. Indicate what percentage of the work was accomplished with your own forces and in what trades. Note that retention of all trades will follow requirements for public bidding. However, self-performance is allowable under the new legislation.

b. Experience with healthcare facilities or projects with similar operational complexity where construction occurred adjacent to occupied facilities.
c. Describe your firm's experience, knowledge, or relationships with Iowa contractors, and the contractor market specific to this project area.

3. Insurance and bonding capacity

a. Verification that your organization, its parent, or a subsidiary, affiliate, or other entity having common ownership or management, has not been the subject of any bankruptcy proceedings within the last ten (10) years.
b. Provide your firm's bonding capabilities
c. Provide your current and historic (3 prior years) experience modifier rating for your workers compensation program.
d. Provide your current and historic (3 prior years) general liability insurance cost on a cost/$ thousand basis.

4. Litigation history

a. Information regarding any projects in the last five (5) years where your organization, its parent, or a subsidiary, affiliate, or other entity having common ownership, has failed to complete work awarded to it, been terminated for any reason other than owner's convenience, or was involved in project litigation.
b. Information regarding any business or professional license subject to disciplinary action in the last five years.

5. Safety Record

a. Provide statistics or metrics that demonstrate your firm's safety performance record, such as EMR (experience modification rate) or OSHA partnerships. Compare your safety performance against industry benchmarks and trends to showcase your firm's commitment to continuous improvement in safety management.
b. Provide an overview of your firm's safety program, including its core principles, policies, and procedures. Describe your organization's risk management staffing and capabilities.
c. Describe your Safety Program and proposed methods to protect residents in an occupied Healthcare environment.
d. Detail your firm's approach to conducting risk assessments and hazard analyses, particularly as they relate to construction activities within hospitals. Discuss how potential safety risks are identified, evaluated, and mitigated throughout the project lifecycle.

F. Evaluation Criteria

1. Responses will be evaluated to determine which firms meet the qualifications necessary to provide CMaR services based on the information provided. Qualified firms will be invited to submit a proposal in a subsequent Request for Proposals (RFP) phase, where numeric scoring will occur.
2. VDMC reserves certain rights, including, but not limited to, the following:
   a. Reject all proposals
   b. Cancel the entire Request for Qualifications process and restart with modified criteria
   c. Remedy technical errors in the RFQ process
   d. Appoint evaluation committees to review qualifications
   e. Seek assistance from outside technical experts in evaluation

f. Issue subsequent requests for proposals
g. Waive informalities and irregularities in the RFQ or subsequent RFP process
h. VDMC reserves the right, in its sole discretion, to have any Candidate firm clarify or supplement its submittal, including making such request through direct contact with the Candidate firm. In addition, VDMC may hold discussions with individual firms to further explore a submitted SOQ.
i. This RFQ shall not, in any manner, be construed to be an obligation of VDMC to enter into a contract or result in any claim for reimbursement of cost for any effort expended in responding to the RFQ or in anticipation of any contract.

3. Any attempt to influence any member of the selection committee regarding this RFQ prior to selection will be grounds for disqualification.
4. This notice is issued in compliance with Iowa Code Section 26A