

City of Star

Mayor:
Trevor A. Chadwick

Council:
Kevin Nielsen
Jennifer Salmonsens
Kevan Wheelock
David Hershey



10769 W. State Street
P.O. Box 130
Star, Idaho 83669
208-286-7247
Staridaho.org

October 2, 2025

RE: Freedom Hall CM/GC Selection

To: Star City Council

On October 1, 2025, at 12:00 PM the Star City Clerks office closed the acceptance of the Construction Manager/General Contractor Request For Qualifications (RFQ) as per the published notice for the requested RFQ. At 12:15 PM the Star City Clerk Shelly Tilton, Star City Engineer Ryan Morgan, and I opened all the submitted qualifications to advise the public of the responses received. The City of Star received a total of 11 responses.

On October 2, 2025, at 11:30 AM a five member committee reviewed all the responses to score per the rubric in the RFQ. The RFQ review committee members were:

Shelly Tilton, City of Star City Clerk
Ryan Morgan, City of Star Engineer
Shawn Nickel, City of Star Planning and Zoning Administrator
Ryan Field, City of Star Assistant Planner and the Director of Star Parks and Recreation Department
Trevor A. Chadwick, Mayor City of Star

After careful review of the required Criteria #1, Criteria #2 and addenda the results are as follows:

Northwest Distribution and Sales were removed from consideration as they provided a price as a sub-contractor for a specific product. They did not list any of the Criteria #1 or #2 requirements nor did they acknowledged Addenda #1

CM Company was compliant with Criteria #1 and #2, however, they did not indicate acknowledgement of Addenda #1

Kreizenbeck Constructors did not list all the requirements of Criteria #2, specifically related to Professional Insurance coverage.

Mark Guho Construction did not acknowledge Addenda #1 in their packet, nor did they acknowledge the Professional Liability coverage as required for Criteria #2

Petra General Contractors did not acknowledge Addenda #1 in their packet

Redpoint Construction Management, LLC did not acknowledge Addenda #1 in their packet

Wright Brothers did not acknowledge Addenda #1 in their packet

Paradigm of Idaho acknowledged the Addenda and met the Criteria #1 and #2; however, per Addenda #1 the City of Star is looking for a CM/GC meaning a combined effort and not a separate Owners Representative (CM) and a separate General Contractor. Paradigm is a CM only.

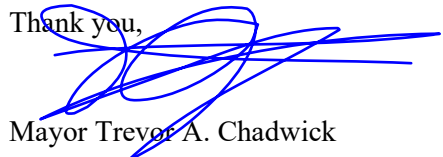
Based on the above, there are three qualifications to review. The committee further reviewed Criteria #3-8 per the scoring rubric and requirements found in the RFQ for the remaining three. The results are as follows:

<u>Responder</u>	<u>Total Score</u>	<u>Rank</u>
Beniton	22.0	1
HC Company	20.2	2
ACM	16.2	3

It is my pleasure to refer the above three for your review with my ranking based on the committee's review and scoring.

Please review the three packets attached and prepare your individual scores so we can discuss and finalize the ranking on Tuesday, October 7, 2025, at the Star City Council Meeting.

Thank you,


Mayor Trevor A. Chadwick

ADDENDUM NO. 1
to the
REQUEST FOR QUALIFICATIONS
for the
City of Star, Freedom Hall CM/GC

September 25, 2025

CLARIFICATIONS

1. There is no page limit for the SOQ.
2. Applicants must submit (3) paper copies and (1) PDF copy on a thumb drive with the submittal package.

Timetable

1. The City of Star anticipates finalizing the CM/GC contract in October of 2025.
2. Building Construction must occur during the 2025 fiscal year which means construction must be completed by September 30, 2026.

Revisions

1. Delete the word ***“and”*** from the end of item II, 1. **License required.**

Ryan V. Morgan, P.E.
Star, Idaho
10769 W. State Street
Star, ID 83669

Freedom Hall Required Criteria

Responder	Addenda #1 Acknowledged in Packet	Criteria 1	Criteria 2					Notes
		Public Works Construction Management License	\$1,000,000 Professional Liability	Minimum Aggregate \$1,000,000 Professional Liability	\$2,000,000 Commerical General Liability on Occurrence Basis	\$1,000,000 Auto Insurance per Occurance	Workers Comp Insurance	
Alpine Construction Management	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Complete
Beniton Construction	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Complete
CM Company, Inc	No	Yes	Yes	Yes	Yes	Yes	Yes	Addenda #1 not acknowledged
HC Company	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Complete
Kreizenbeck Constructors	Yes	Yes	No	No	Yes	Yes	Yes	No mention of Professional Liability in Package
Mark Guho Construction	No	Yes	No	No	Yes	Yes	Yes	No mention of Professional Liability in Package, Addenda #1 not acknowledged
Northwest Sales & Distribution	No	No	No	No	No	No	No	subcontractor, did not comply with Criteria#1 or 2 and Addenda#1 not acknowledged
Paradigm of Idaho	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Is a owners rep CM only, not General Con.
Petra General Contractors	No	Yes	Yes	Yes	Yes	Yes	Yes	Addenda#1 not acknowledged
Redpoint Construction Management, LLC	No	Yes	Yes	Yes	Yes	Yes	Yes	Is a owners rep CM only, not General Con., Addenda#1 not acknowledged
Wright Brothers	No	Yes	Yes	Yes	Yes	Yes	Yes	Addenda#1 not acknowledged

**CRITERIA AND PROCEDURE FOR THE SELECTION OF
CONSTRUCTION MANAGEMENT SERVICES
CITY OF STAR, FREEDOM HALL
REQUEST FOR QUALIFICATIONS NO. STAR 25-01**

I. REQUEST FOR QUALIFICATIONS

Sealed Qualifications **must be delivered** in a sealed envelope with a precise statement on the outside stating: “*Qualification of [Insert name of Bidder] submitted in response to City of Star, Freedom Hall, Request for Qualification STAR 25-01*” **either by mail or hand delivered by 12:00 p.m. on October 1, 2025.** It is strongly recommended to hand deliver the qualification packet to assure acceptance by due date and time.

Hand Delivered to:

Freedom Hall RFQ
Star City Clerk’s Office
10769 W State St.
Star, ID 83669

Mailed to:

Freedom Hall RFQ
Star City Clerk’s Office
PO Box 130
Star, ID 83669

This RFQ will be publicly advertised in accordance with Idaho procurement law, including publication in a newspaper of general circulation and posting on the City of Star’s official website.

Qualifications received after the deadline will be returned unopened and will not be considered.

City of Star City Council intends to select and secure a contract for professional construction management services for the construction of Freedom Hall located at 946 S. Main Street, Star, Idaho. Ada County Parcel R1842701320.

The City of Star has completed the design and engineering phases of this project and has enclosed a complete set of plans (USB flash drive enclosed) for the proposed Freedom Hall or you may download the plans from www.staridaho.org/rfps. The City of Star intends to utilize valued engineering, common sense and fiscal responsibility to construct a high-quality event center. The successful Construction Manager will be expected to work closely with the Mayor and his designee to obtain efficient and cost-effective processes. It is the intent of the City of Star for the cost of the total project build not to exceed a budget of three million seven hundred fifty thousand (\$3,750,000.00) dollars.

II. CRITERIA FOR QUALIFICATION EVALUATION

Responses should provide information addressing the following criteria:

1. License Required:

- Required verification to show that responder has a valid license to provide public works construction management services pursuant to the Public Works Construction Management Licensing Act of 1998 (Chapter 45 Title 54 Idaho Code) in the state of Idaho; and

2. **Insurance Coverages Required:** A verification is required to show that the responder has all the following insurance coverages:
 - Professional Liability Insurance coverage with minimum coverage of One Million Dollars (\$1,000,000.00) per claim and a minimum aggregate limit of One Million dollars (\$1,000,000.00).
 - Commercial General Liability Insurance coverage with minimum coverage of Two Million dollars (\$2,000,000.00) on occurrence basis (rather than a claims-made bases).
 - Automobile Insurance with minimum coverage of One Million Dollars (\$1,000,000.00) per occurrence for owned, non-owned and hired vehicles.
 - Worker's Compensation Insurance in an amount as required by statute.

3. **Responder's Background and Experience:** Identify all of the following:
 - Location of Responder's offices which will perform the services requested.
 - The number of years as a licensed construction manager.
 - Identify the construction management personnel who will be assigned to this Project.
 - Responder must have been the construction manager for at least one (1) prior and completed public works construction project for a government subdivision of the state of Idaho.
 - Verification of prior experience in construction management of completed public works construction projects and similar projects.
 - Identification for at least one (1) similar project with client references.
 - Identify those projects where the responder has served as the construction manager for government subdivisions of the state of Idaho, and the percentage of projects that were completed on time and within budget.
 - Time overruns in previous projects.
 - Cost overruns in previous projects.

4. **Responders Contract Management Levels of Services:** Identify (with explanation) whether or not the Responder provides the following construction management services:
 - Working with the design, engineering, and architectural team.
 - Required bid process and evaluation to assist with the selection of contractors.
 - Permitting process.
 - Strategic plan development.
 - Accounting and document management.
 - Construction activity oversight.
 - Facilitating communication between the client and vendors.

5. **Responders Process of Services Communications:**
 - Description of how Responder communicates and coordinates services with the client and the other stakeholders involved with the completion of the Project.
 - Practices for maintaining relationships with clients.

6. **Responder's Technical Resources:**
 - Total number of technical staff and administrative staff.
 - Quality and experience of key personnel.
 - Available equipment and software.
7. **Responder's Management Capabilities:**
 - Number and experience of management staff.
 - The Project's impact on current workload.
 - Time management practice.
8. **Responder's Project Approach and Process** that will be followed for providing professional services to complete this Project.

III. SELECTION PROCESS

This RFQ is issued pursuant to Idaho Code 67-2320, which mandates a qualifications-based selection process for professional services.

Step No. 1: All qualifications will be opened as provided in the notice and shall be reviewed by the City of Star for preliminary recommendation to the Star City Council of the top three (3) ranking submittals, which will be received by the Star City Council at the next meeting of the City Council on October 7, 2025.

Step No. 2: The Star City Council will then review the qualifications and the preliminary report of the City and assign a final ranking and determine if the City Council, then wishes to proceed to negotiate a contract for services. The Star City Council "may elect" to do in person interviews of the top 3 candidates (if necessary for criteria #9).

Step No. 3: In the event the Star City Council determines to proceed to negotiate a contract for services, it will first proceed to negotiate with the highest-ranking submitter at a price determined by the Star City Council to be reasonable and fair to the City of Star after considering the estimated value, scope, complexity, and the nature of the services for which this request is made.

Step No. 4: In the event the Star City Council is unable to negotiate a satisfactory contract or agreement with the highest-ranking submitter, it may then elect to proceed or not to proceed to negotiate a satisfactory contract or agreement with the next highest-ranking submitter.

Step No. 5: In the event the Star City Council is unable to negotiate a satisfactory contract or agreement with the second highest ranking submitter, it will follow the same above referenced procedure.

IV. CITY OF STAR SCORING AND RANKING

The City will determine required criteria for compliance. The City shall then score and rank only the complying Responders responses to Criteria 3-8 using the following scoring: 4 strong / 3 good / 2 fair / 1 poor/ 0 for failure to respond to Criteria. As described in Appendix A

Required Criteria Compliance [X identifies compliance or non-compliance]

<i>RESPONDER</i>	<i>Criteria 1 Compliance</i>	<i>Criteria 1 Non- Compliance</i>	<i>Criteria 2 Compliance</i>	<i>Criteria 2 Non- Compliance</i>
ACM	X		X	
Beniton	X		X	
HC Company	X		X	

Complying Responder Scoring

<i>RESPONDER</i>	<i>Criteria 3</i>	<i>Criteria 4</i>	<i>Criteria 5</i>	<i>Criteria 6</i>	<i>Criteria 7</i>	<i>Criteria 8</i>	<i>TOTAL SCORE</i>
ACM	3.2	2.4	2.8	2.4	2.4	3.0	16.2
Beniton	3.4	3.8	3.6	3.6	3.8	3.8	22.0
HC Company	3.2	3.2	3.8	2.8	3.8	3.4	20.2

Based upon my review as above referenced, I do hereby make the following recommendation to the Star City Council of the ranking of the responses for your determination of the final assigned ranking of respondents.

<i>RESPONDERS</i>	<i>MAYOR QUALIFICATION RANKING</i>
Beniton	1st
HC Company	2nd
ACM	3rd

V. STAR CITY COUNCIL SCORING AND RANKING

The Star City Council will score and rank only the complying Responder's responses to Criteria 3-8 using the City's scoring and ranking which will become final unless the City Council (in Step No. 2 in the Selection Process described above) determines to interview the top three (3) Responders and conduct a further investigation or review. The Star City Council will score Criteria 9 from 1–10 with the highest score being a 10. That score will then be added to the Criteria 3-8 scoring of the top three (3) Responders for the final ranking. In the event the Star City Council (in Step No. 2 in the Selection Process described above) does not determine to interview the top three (3) Responders and conduct a further investigation or review the letters N.A. will appear in Criteria 9.

<i>RESPONDER</i>	<i>Criteria 3</i>	<i>Criteria 4</i>	<i>Criteria 5</i>	<i>Criteria 6</i>	<i>Criteria 7</i>	<i>Criteria 8</i>	<i>Criteria 9</i>	<i>TOTAL SCORE</i>

<i>RESPONDERS</i>	<i>STAR CITY COUNCIL FINAL QUALIFICATION RANKING</i>

APPENDIX A – EVALUATION SCORING RUBRIC

Criteria 3–8: Scored 0–4

Score	Description
4 – Excellent	Exceeds all requirements; provides strong evidence of capability, experience, and resources.
3 – Good	Meets all requirements; provides solid evidence of qualifications and relevant experience.
2 – Fair	Meets most requirements; some areas lack detail or clarity.
1 – Poor	Meets few requirements; lacks sufficient detail or relevant experience.
0 – Non-Responsive	Did not address the criterion or failed to provide required information.

Criterion 9 (Project Approach & Process): Scored 1–10

Score	Description
9–10	Innovative, highly detailed, and tailored approach; demonstrates deep understanding of project needs.
7–8	Clear and well-structured approach; aligns with project goals.
5–6	Adequate approach; some areas could be more detailed or specific.
3–4	Vague or generic approach; lacks project-specific planning.
1–2	Minimal or unclear approach; does not demonstrate readiness.