



MEMORANDUM

Date: June 26, 2013

To: The Honorable Chairman and Members
Pima County Board of Supervisors

From: C.H. Huckelberry
County Administrator 

Re: **Guide to Construction-manager-at-risk Programs**

A considerable amount of construction capital improvements are completed through a program known as Construction-manager-at-risk (CMAR) construction services, outlined in Title 28, Section 28-7366, of the Arizona Revised Statutes.

Our Procurement Department has recently completed a Guide to Construction-manager-at-risk programs for the purpose of enhancing the understanding of the processes, procedures and principles for using this method of capital improvement projects. The Guide is attached for your information and review.

Attached is a June 17, 2013 memorandum from Deputy County Administrator for Public Works John Bernal and Procurement Director George Widugiris regarding scheduled July 2013 dates to introduce the contents of the Guide. You and your staff are welcome to attend any of the training programs conducted by the Procurement Department.

CHH/dph

Attachments

c: John Bernal, Deputy County Administrator for Public Works
George Widugiris, Director, Procurement Department



MEMORANDUM
PROCUREMENT DEPARTMENT
PUBLIC WORKS ADMINISTRATION



DATE: June 17, 2013

TO: Priscilla Cornelio, Director DOT
Jackson Jenkins, Director, RWRD
Reid Spaulding, Director, FM
Rafael Payan, Director, NRPR
Suzanne Shields, Director, RFCD
Mary Tyson, CIP Program Manager
Nancy Cole, PMO Program Manager

FROM:  John M. Bernal
Deputy County Administrator

George Widugiris
Procurement Director 

RE: Guide to Construction Manager at Risk (CMAR)

The Procurement Department has prepared a Guide to Construction Manager at Risk (CMAR) intended to enhance understanding of CMAR processes, procedures and principles by Directors, managers and project managers. Among other things, the guide addresses issues that in the past have resulted in inconsistent and unfavorable results, especially with regard to controlling construction costs in preconstruction/design and in understanding guaranteed maximum prices (GMPs). Using the guide in future County CMAR projects will result in more consistent and better outcomes than in the past.

Use of the Guide will be required for all future CMAR contracts. To ensure its application, all future requisitions for CMAR contracts must be accompanied by a written commitment by the department director to use and apply the Guide during contract performance and in high-level oversight of the project and Project Manager. Similarly, all CMAR Project Managers will be required to affirm in writing that they have read and understand the Guide and will apply it on their project. The Procurement Department will incorporate these requirements into their project processing and will obtain the required commitments from the Department Directors and project managers prior to execution of the CMAR contract.

A review of this Guide is scheduled to introduce you and your staff to the contents of this document on the dates listed below. Distribution of the document will occur at that time.

Tuesday, July 16 from 9-11 AM, Board of Supervisors Hearing Room, 130 W. Congress, 1st Floor
Tuesday, July 23 from 9-11 AM, Board of Supervisors Hearing Room, 130 W. Congress, 1st Floor

Cc: Chuck Huckelberry, County Administrator
Nanette Slusser, Assistant County Administrator for Public Works Policy