



REQUEST FOR QUALIFICATIONS (RFQ)

**CONSTRUCTION MANAGER AT RISK (CMAR) SERVICES
VERTICAL FACILITIES
Williston Municipal Golf Course Renovation**

Bid period: 5/2/2026 -5/25/2026

**Issued by:
Williston Parks & Recreation District (WPRD)
PO BOX 1153**

Williston, ND 58801

SECTION 1 | INTRODUCTION

The Williston Parks & Recreation District (WPRD) is soliciting proposals from qualified firms to provide Construction Manager at Risk (CMAR) services for the vertical facilities associated with the Williston Municipal Golf Course (WMGC) Renovation Project.

This procurement is conducted in accordance with:

- North Dakota Century Code (NDCC) §48-01.2 (Public Improvements)
- Applicable North Dakota public bidding and contractor licensing laws

The selected CMAR will provide preconstruction and construction services and will work collaboratively with:

- WPRD (Owner)
- City of Williston (Engineering & Utilities)
- Stone Group Architects (Prime Architect)
- Norby Golf Design (Golf Course Architect)
- Duininck Golf (CMAR – Horizontal, under contract)
- Civil, MEP, and specialty consultants

SECTION 2 | PROJECT OVERVIEW

WPRD is undertaking a comprehensive renovation and expansion of the Williston Municipal Golf Course, including expansion from nine (9) holes to eighteen (18) holes and construction of multiple vertical facilities.

2.1 Project Components

The vertical facilities include:

- Clubhouse
- Maintenance facility and equipment storage
- Irrigation pump station and associated structures
- Driving range building/enclosure
- Public restroom facilities
- Associated site improvements

The CMAR scope shall also include construction of the primary parking lot and overflow parking areas.

All other horizontal construction including golf course infrastructure, irrigation systems, grading, and utilities will be completed by Duininck Golf under a separate CMAR contract already in place.

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The selected CMAR shall coordinate closely with Duininck Golf and the design team to ensure seamless integration between vertical construction, parking improvements, and overall site development.

2.2 Project Budget

Estimated construction budget:

\$9,000,000

2.3 Preliminary Space Program

The vertical facilities program has been developed by Stone Group Architects and reflects current planning assumptions for building size, function, and operational relationships.

Clubhouse Program (~9,900 SF)

- Main lobby, golf shop, offices, and storage
- Ultra-casual dining (~1,100 SF, ~80 seats)
- Bar (~500 SF)
- Simulator lounge (~500 SF)
- Banquet/event space (~2,500 SF, ~100 seats)
- Catering kitchen (~1,000 SF) with support areas
- Indoor and outdoor terrace areas
- Public and banquet restrooms
- Administrative and support spaces

Cart Storage & Lower-Level Facility (~6,600 SF)

- Cart storage (~4,300 SF)
- Wash bay and workshop
- Bag storage
- Office, restrooms, and support spaces

Program Summary

- Total Building Area: ~16,500 SF
- Total Seating Capacity: ~300
- Estimated Occupancy Load: ~600

These program elements are preliminary and will be refined during design. The CMAR shall validate all program assumptions and align them with the project budget during preconstruction.

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SECTION 3 | PROJECT DELIVERY METHOD

The project will be delivered using the Construction Manager at Risk (CMAR) method.

Key elements include:

- Early CMAR involvement during design
- Iterative cost estimating and constructability review
- Development of a Guaranteed Maximum Price (GMP)
- Competitive bidding of subcontracted work
- Collaborative coordination across multiple contractors

The CMAR is expected to function as a preconstruction partner, not solely a builder.

SECTION 4 | OPERATIONAL PERFORMANCE REQUIREMENTS

This project is driven by operational performance and lifecycle efficiency.

The CMAR shall support design decisions that enhance:

- Clubhouse operations (food service, events, circulation)
- Cart storage, deployment, and charging/maintenance
- Maintenance facility workflow and equipment flow
- Staff operations and service areas
- Long-term durability and lifecycle cost efficiency

The CMAR shall evaluate decisions based on:

- First cost
- Lifecycle cost
- Operational efficiency

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SECTION 5 | SCOPE OF SERVICES

5.1 Preconstruction Services

- Cost estimating and budget management
- Constructability reviews
- Value engineering
- Scheduling and phasing development
- Risk identification and mitigation
- GMP development

5.2 Design Collaboration

- Participate in all design phases
- Provide iterative cost modeling
- Review materials and systems
- Maintain alignment with budget and schedule

5.3 Operational Workflow Coordination

- Review layouts for kitchen, cart storage, maintenance, and service areas
- Provide feedback on efficiency and constructability

5.4 Site & Parking Improvements

The CMAR shall construct:

- Main parking lot
- Overflow parking areas
- Site improvements directly tied to vertical facilities

The CMAR is not responsible for broader horizontal golf course construction or infrastructure, which is under contract with Duininck Golf.

5.5 Interface Coordination

The CMAR shall:

- Coordinate with Duininck Golf
- Participate in integrated scheduling
- Coordinate site logistics and access
- Identify scope gaps or overlaps
- Resolve conflicts between vertical and horizontal work

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5.6 Program-Based Cost Modeling

The CMAR shall:

- Develop cost estimates by building component
- Provide cost per square foot by facility type
- Identify high-cost program elements
- Recommend cost-saving alternatives
- Continuously update estimates as design evolves

5.7 Building Systems & Code Coordination

The CMAR shall coordinate with the design team to validate:

- Occupancy classifications and loads
- Plumbing fixture requirements
- Mechanical and ventilation systems
- Kitchen and food service systems

5.8 Construction Services

- Subcontractor procurement (competitive bidding required)
- On-site construction management
- Quality control and safety
- Cost and schedule management
- Project closeout

SECTION 6 | PROJECT PHASING & SCHEDULE

The project will follow a phased approach:

- 2026 Golf Season: Design and preconstruction
- Post-Labor Day 2026: Course closure and major construction start
- 2027 Construction Season: Full construction
- Spring 2028: Project completion and reopening

The CMAR shall align all work with this schedule.

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SECTION 7 | PROCUREMENT & COST REQUIREMENTS

7.1 Competitive Bidding

All subcontracted work shall be competitively bid per NDCC.

7.2 Cost Transparency Requirements

The CMAR shall provide a clear breakdown of:

- General Conditions (itemized)
- CMAR Fee / Overhead & Profit
- Subcontractor costs
- Self-performed work (if any)

The CMAR shall avoid embedding profit within General Conditions and provide transparent cost structures.

Cost estimates shall be organized by:

- Building component
- Cost per square foot
- Functional area (kitchen, dining, cart storage, etc.)

7.3 Bonds & Insurance

- The selected CMAR will be required to provide Performance and Payment Bonds in the amount of 100% of the Guaranteed Maximum Price (GMP) prior to construction.
- Insurance per public construction standards

SECTION 8 | SUBMITTAL REQUIREMENTS

Submittals shall include:

- Firm Profile
- Relevant Experience
- Project Team
- Project Understanding & Approach
- Preconstruction Approach
- Operational & Phasing Strategy
- Program & Cost Alignment Experience
- Safety Record
- Capacity
- References
- Cost Proposal (detailed breakdown required)

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SECTION 9 | EVALUATION CRITERIA

Criteria	Points
Relevant Experience	20
Key Personnel	20
Project Understanding (Operations + Phasing)	20
CMAR Experience	15
Preconstruction Approach	10
Coordination Strategy	5
Cost Structure Transparency	5
Capacity	5

SECTION 10 | SELECTION PROCESS

The anticipated procurement and selection schedule is as follows:

Milestone	Date
RFQ Issued	5.2.26
Pre-proposal Meeting	5.11.26
Proposal Submittal Deadline	5.25.26
Interviews with shortlisted firms	6.8 – 6.12.26
CMAR Selection Recommendation – Board approval	6.16.26
Anticipated GMP submittal deadline	7.20.26

WPRD reserves the right to modify this schedule as necessary to serve the best interests of the District.

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SECTION 11 | LEGAL COMPLIANCE

The CMAR must comply with:

- NDCC §48-01.2
- Title VI Civil Rights Act
- Americans with Disabilities Act (ADA)
- North Dakota contractor licensing laws
- Applicable environmental regulations

SECTION 12 | RESERVATION OF RIGHTS

WPRD reserves the right to:

- Reject any or all submittals
- Waive informalities
- Modify scope or schedule
- Take any action deemed in the best interest of the District

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