



GUAM FOOTBALL ASSOCIATION

Invitation for Bids

Job Title:	Construction Manager	Location:	Varies
Employer:	Guam Football Association	Report to:	Exec. Director/General Secretary

Background

Guam Football Association has secured several properties that are in need of construction development into a functional training facility (such as but not limited to fields, buildings, fence, parking and if applicable, lights). The project is to be worked cohesively via FIFA, AFC and/or GFA funding which must be carefully regulated for compliance.

GFA is sourcing potential contractor to support the upcoming Infrastructure projects in preparation for development upon approval of funding.

Overall Responsibility

The overall role of Construction Manager is one that is reliable to plan construction projects and oversee their progress along the way in a timely and cost-effective manner. The Construction Manager will be responsible for budgeting, organization, implementation and scheduling of the projects.

TYPE OF PROCUREMENT: Competitive Negotiable Bids

Duties include:

1. Overseeing and directing construction projects from conception to completion;
2. Reviewing the Project in-depth to schedule deliverables and estimate costs;
3. Overseeing all onsite and offsite construction to monitor compliance with building and safety regulations;
4. Coordinate and direct construction workers and subcontractors;
5. Select tools, materials and equipment and track inventory;
6. Meet contractual conditions and performance;
7. Review the work progress on daily basis;
8. Prepare internal and external reports pertaining to job status;
9. Plan ahead to prevent problems and resolve any emerging ones;
10. Negotiate terms of agreements, draft contracts and obtain permits and licenses;
11. Analyze, manage and mitigate risks;
12. Ensure quality construction standards and the use of proper construction techniques.

Minimum Qualifications:

1. Proven working experience in construction management;
2. Advanced knowledge of construction management process, means and methods;
3. Expert knowledge of building products, construction details and relevant rules, regulation and quality standards;
4. Understanding of all facets of the construction process;
5. Familiarity with construction management software packages;
6. Ability to plan and see the "big picture";
7. Competent in conflict and crisis management;
8. Leadership and human resources management skills;



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9. Excellent time and project management skills;
10. BS degree in construction management, architecture, engineering or related field;
11. Excellent communication and organization skills
12. Positive approach
13. Computer skills: must be proficient in Microsoft Office, and Internet use

Reporting: Report directly to General Secretary

Terms of Contract: To be discussed based on projects.

Submittal:

Interested participants shall submit letter of interest to tender@theguamfa.com by date identified below. Submittals shall include the following, but not limited to:

- Company background;
- Client list;
- Project performed (project value and timeline);
- Disclosures of any personal interests that could be linked with any prospective activities with GFA Executive Board Members;
- Registration details of company (i.e., business licenses and insurance)

Opening Date for Invitation for Bid: March 9, 2018

Site Visit: Appointment required (office: 637-4321 mobile: 688-1279). Schedule with Ms. Cheri Stewart.

Location for posting Invitation for Bid: GFA website, prospective contractors and Guam Contractors Association.

Closing Deadline for Invitation for Bid submittals: March 23, 2018 COB (6:00 p.m.); submittals after this deadline will not be accepted.

Criteria for awarding the bid: Selected contractor is based on lowest price, but may be selected based on value, by considering other factors such as quality, past performance, risk, proximity, delivery time, operational cost to name a few. Should a contractor not provide the lowest price be selected, the basis for the selection should be documented. All projects over \$50,000 must be tendered and approved by the GFA Executive Committee.