

**REQUEST FOR PROPOSALS (RFP)
RFP-19-2**

for

GENERAL CONTRACTOR (GC)

Holly Park Renovation

for



MONTROSE, COLORADO

October 21, 2019

Issued by:

Montrose Recreation District (MRD)

Proposal Statements due
(six hard copies):

3:00 PM

November 21st, 2019

to:

Attn: Executive Director
Montrose Recreation District
16350 Woodgate Road
Montrose CO 81401

QUESTIONS REGARDING THE RFP

Questions regarding the proposal should be directed to Carol Henry and Lisa Langer of Design Concepts, CarolH@dcla.net and LisaL@dcla.net.

PROJECT BACKGROUND AND OVERVIEW

The MRD is renovating its oldest facility, Holly Park originally built in 1975. Major grant funding has been secured from Great Outdoors Colorado, the Department of Local Affairs and local fundraising to enable this sorely needed renovation project. This project fits with the newly opened Community Recreation Center and Field House projects since MRD promised to take care of and improve the old when we are bringing on new facilities. With grant funds as well as the 2019's budget amount, the MRD's budget for the Holly Park renovation is \$1.2M to \$1.6M for the BASE BID (the add alts. are not included in this range). This range includes the items that will be direct purchased by MRD including the Field Lights. Bids need to be submitted via attachment D, the project line items. This project was originally put out to bid in June of 2019, with construction beginning in September 2019. Many General Contractors indicated this schedule was difficult to meet and consequently did not submit a bid. Therefore, MRD is re-bidding the project according to the new schedule as stated below.

The City of Montrose has teamed up with the MRD to also reconstruct and widen the adjacent road to double its current width. Riverbottom Drive is the primary access to the amazing Baldrige Regional Park complex. The current road is woefully inadequate and the reconstruction will greatly improve circulation and safety. The projected completion date for the Riverbottom Drive project except paving is in February of 2020. The paving will need to happen either April 6-10 or May 18-22. The road project is outside the scope of this RFP to renovate Holly Park but it is of note as the Holly Park GC will need to coordinate with the Riverbottom Drive GC. For information on the City's bid process for the Road project, see <https://www.cityofmontrose.org/>. The bidding is complete and a General Contractor is on board and actively working on the Road Reconstruction currently.

For more detail on these projects see attachment A, the project description letter.

1. GC SELECTION PROCESS AND PROJECT SCHEDULE

2019

September 16 th	City Closes Riverbottom Drive and Begins Reconstruction of this Road Adjacent to Holly Park
October 21 st	Release RFP for Holly Park
October 30 th	Project Walk-thru 2:00 pm at Holly Park
November 21 st	Proposals Due and Bid Opening at 3:00 p.m. at the Community Recreation Center, 16350 Woodgate Road. Please have a team representative present.
December 9 th	Interviews for General Contractor (if necessary, location and time to be determined).
December 12 th	Recommendation to District Board for GC Selection
March 2 nd	GC Start Date

2020

June 12 th	Substantial Completion for Holly Park Renovation
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2. GC SELECTION PROCESS

It is the intent of the Montrose Recreation District (MRD) to collect bids to complete construction of the Holly Park Renovation project. This work is defined by the 100% construction documents. If MRD decides that interviews are necessary, each GC will be given a total of 40 minutes to present to a group of representatives from MRD. The presentation will be followed by 15 minutes of questions, both related to the presentation and general questions regarding the firm, experience and proposed personnel. The entire proposed GC project team should be in attendance.

The MRD shall evaluate all proposals and designate bidders as either qualified or not qualified. Those who are designated as qualified as determined through evaluation in the proposal and in the interview (if necessary) through such things as previous park construction experience will be provided a score according to the proposal and interview evaluation sheet on a 100 point scale. Evaluation sheets completed by MRD reviewers, the template of which is shown in the attachments, will be averaged. Any proposal with scores with an average of less than 70 will be deemed not qualified. Additionally, this average score will be multiplied by 0.30. This score will be added to the bid score according to the BASE BID, which will be as follows:

Bid Score (for the BASE BID)

Lowest Qualified Bid: 70 points

2nd Lowest Qualified Bid: 60 points

3rd Lowest Qualified Bid: 50 points

4th Lowest Qualified Bid: 40 points

5th Lowest Qualified Bid: 30 points

The MRD will enter contract negotiations with the qualified bidder with the highest total score (evaluation sheet average score x .3 plus the Bid Score) to complete construction of Holly Park.

Six (6) copies of the proposal will be due to the MRD no later than 3:00 p.m. on November 21, 2019, at Montrose Recreation District, 16350 Woodgate Road Montrose Colorado 81401. Bids will be opened at this time and recorded.

3. ATTACHMENTS TO THIS RFP

- A. Project description letter
- B. Excerpts of the 100% construction documents design drawings from Design Concepts. The full bid set, as well as the full design specifications is available here: <https://www.dropbox.com/sh/co3wtm3e6k381pb/AACShBAqd9eykyEi0zdl0PjHa?dl=0>
- C. Description of in-house building work by MRD. This work is being led by MRD staff members who are completing these tasks with several subcontractors. This is outside the scope of the GC for the Holly Park project. These costs are also separate from the budget given in the project background and overview section.
- D. Project cost line items according to the BASE BID (to be used by proposers inserting bids numbers including costs per unit and total costs). Please include a project contingency of 10% in your overall bid.
- E. Proposal and interview evaluation sheet

F. Bid tabulation sheet to be used at the November 21 at 3pm bid opening

4. REQUIRED DOCUMENTS IN THE GC PROPOSALS

A. General conditions schedule of values.

B. Hard bids on the construction documents with cost breakdown that includes a complete review of the budget (use the project cost items in Attachment D above). The GC can use whatever means and methods deemed necessary to develop the bid, including use of subcontractor pricing, historical unit costs, etc. The estimate shall be sufficiently detailed to enable review by Montrose Recreation District of all site components and systems. The GC shall be expected to identify and present scope adjustment, value engineering or cost reduction ideas generated as a result of the bidding process. In developing the hard bids for the project, construction related costs will be allocated into these four categories (the breakout below will be used as a basis of comparing GC proposals in an equivalent manner):

- a. GC Fee for construction services. This includes from the Notice to Proceed with construction until Final Completion of Construction (and at least a 1 year warranty). This includes furnishing project management and supervisory services necessary to construct the project as defined by the Contract Documents and in accordance with the approved contract budget and final construction schedule.
- b. General conditions/general requirements.
- c. The work defined by the 100% Construction Documents.
- d. Performance and payment bond premiums, builder's risk insurance and any other insurance premiums paid by the contractor and contractor's license. The owner will pay permits and tap fees directly, along with other soft costs.

C. Hard bids on the add-alternates (use the project cost items in Attachment D above)

D. Project schedule comments and proposed construction schedule. The GC shall prepare a schedule of construction activities. The selected GC will work with Montrose Recreation District and Design Concepts to create a final project schedule that will secure competitive pricing and shall perform the subsequent construction in a cost-effective and timely manner. This involves the hard start date of September 23, 2019.

E. Proposed project team including resumes and project references.

F. Proposed project approach including coordination with Riverbottom Drive reconstruction.

G. Supplemental Questions.

1. Would you prequalify subcontractors and suppliers on this type of project? If yes, can you describe your process for this project?
2. How should local subcontractors and suppliers be involved and what process would you use to involve them?
3. From what we have today, can you provide a preliminary list of the contracts that you would anticipate awarding?
4. How do you suggest retained funds should be handled?
5. How long should we plan on the park staying closed after completion for the grass to establish?
6. Please provide a complete copy of three different billings from similar projects.
7. Please provide a copy of a schedule from a similar project and describe how your

scheduling system works?

8. Describe any subcontract work that you would self-perform and how the cost to the district would be calculated if you self-perform a subcontract.
9. Can you provide cost information from any recent park experience?

5. Provision:

Montrose Recreation District reserves the right to reject any and all proposals and does not bind itself to accept any proposal for this work or any part thereof, may waive any technical or formal defect in any proposal and shall have the right to ask for new proposals for the whole or parts of this work should the Montrose Recreation District desire to do so or shall have the right to negotiate with any or other qualified GC.

Thanks for your time. The MRD is looking forward to reviewing your proposal and renovating the oldest park in the MRD system!