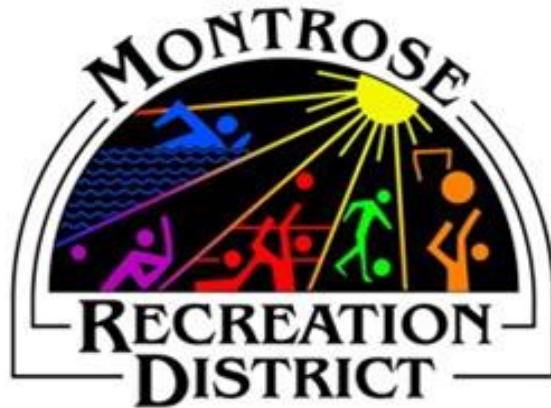


REQUEST FOR QUALIFICATIONS & PROPOSAL (RFQ/P)

FOR PROFESSIONAL SERVICES



Request for Qualifications & Proposal for Professional Services

RFQP 26-8

CONSTRUCTION MANAGER / GENERAL CONTRACTOR

For the Montrose Field House Renovation
Montrose Recreation District

Qualifications Due: July 29th, 2026

Provided by: DYNAMIC PROGRAM MANAGEMENT



Request for Qualifications & Proposal

A. Invitation & Procurement Schedule

The Montrose Recreation District (MRD) is soliciting Statements of Qualifications and Proposals from qualified Construction Manager as General Contractor at Risk (CM/GC) firms to provide CM/GC services in support of the renovation of the Montrose Field House located at 1227 Mayfly Drive in Montrose, Colorado.

The intent of this RFQ/P is to identify a qualified team with demonstrated experience in recreation, athletic, and community facility renovations, including phased construction coordination and public-sector project delivery. MRD seeks a team capable of providing comprehensive professional services from schematic design through construction and project closeout.

PROPOSAL DUE DATE/DELIVERY REQUIREMENTS—July 29th, 2026, by 10:00 a.m. MT
Deliver 1 electronic copy via email to reilly.obrien@dynamiccpm.com with a cc: to jeremy@montroserec.com addressed to:

**Jeremy Master, Deputy Director
Montrose Recreation District
16350 Woodgate Road
Montrose, CO 81401**

All official communication with Candidates and questions regarding this RFQ/P will be via email to the Owner's Representative, Dynamic Program Management, at reilly.obrien@dynamiccpm.com with a cc to jeremy@montroserec.com.

All Candidate inquiries will be responded to at the same time which will be after the "Clarification Deadline." **Responses to clarification will be made available by email to all RFQP holders and posted on MRD's website.**

Candidates should not rely on any other statements, either written or oral, that alter any specification or other term or condition of the RFQ/P during the open solicitation period. **Candidates should not contact any team members, or any individual associated with the Owner regarding this RFQP or this project.**

PROCUREMENT SCHEDULE (dates subject to change)

RFQ/P Available	7.6.2026
Optional Site Walk @ 10 AM	7.15.2026
RFQ/P Clarification Deadline by 10 AM	7.16.2026
RFQ/P Clarification Responses	7.17.2026
RFQ/P Responses due by 10 AM	7.29.2026
Notify Shortlisted Candidate	7.31.2026
Interviews	Week of 8.10.2026
Candidates Notified of Selection (no later than)	8.17.2026
Contract Signed	August 2026
Projected Construction Start	February, 2027
Projected Construction Completion	August, 2027

Site Walk: An optional site walk will be held at 10:00 AM on July 15th for interested candidates. Please meet at 1227 Mayfly Dr, Montrose, CO 81401. While not required, a courtesy RSVP email by July 14th to reilly.obrien@dynamiccpm.com would be appreciated to get an anticipated head count for the site walk.

SUBMISSION CHECK LIST

A complete submission includes the following:

1. Signed Cover Letter
2. Firm Information
3. Qualifications of Proposed Team
4. Similar Project Experience
5. Project Approach
6. Schedule Approach
7. References

CONTRACT FORMAT

The contract format will be reviewed by the Owner's legal and will be a modified AIA A133 and A201 that will be shared with the shortlisted candidates.

B. Owner and Project Information

Owner Background

The Montrose Recreation District (MRD) is a Colorado Special District providing parks and recreation services across the eastern portion of Montrose County, including the City of Montrose (~22,000 residents). The total district population is ~35,000. Established in 1956, MRD is the primary provider of community recreation in the area. Please refer to the Recreation District's website here (<https://www.montroserec.com/>) for more information regarding the Owner.

The MRD owns and manages over 100,000 square feet of indoor recreation space, and 40 plus acres of outdoor recreation and open space, including:

- Montrose Community Recreation Center (CRC): 82,000 sq. ft, 26-acre campus
- Montrose Field House: 23,000 sq. ft.
- Holly Park (4 acres)
- Ute/McNeil Park (10 acres)
- Flex Rec (5,500 sq. ft.) and Flex Park (0.5 acres)
- Open space at Baldridge Regional Park (3 acres)

Project Description

MRD has purchased the properties located at 1227/1233 Mayfly Drive to replace and expand operations currently combined in the existing Field House and Flex Rec spaces. The current Field House located at 25 Colorado Avenue has been sold. Both Flex Rec and the current Field House will be vacated by MRD prior to opening the new Montrose Field House.

Project Objectives:

- Renovate the Montrose Field House and property for maximum public impact
- Engage the community in the project, stoking their input, excitement and support
- Effectively use capital outlay with external funding, critical selection of amenities, and exploration of project phasing
- Community usage of a fully operational, MRD managed facility for decades

Key Considerations:

- Site circulation, access, and parking
- Integration with exterior, including 1233 Mayfly Drive (the stormwater detention pond), adjacent Flex Park and Uncompahgre River Trail

Attachments to this RFQP:

- Conceptual Design
- Existing Plans
- Initial MRD Site Considerations

LINK TO DOCUMENTS:

<https://drive.google.com/drive/folders/1AaXEigrqFvgHurlckHjdn1Ha-R6xoXln?usp=sharing>

The Owner intends to hire, or has already selected, the following professionals for the project team:

Owner's Representative (Dynamic Program Management)
Architect / Engineering (Reynolds Ash + Associates)
CM/GC (<i>In Progress</i>)
CMT & 3 rd Party Inspector (TBD)
FF&E Vendor (TBD)
Moving Company (TBD)

C. Scope of Work

The CM/GC Scope of Work will generally consist of the requirements in a modified AIA A133 and AIA A201 General Conditions contract and the following:

TRANSPARENCY

All scope of work shall be completed in a collaborative and transparent manner. Design Advisory Group (DAG) and Board meetings are planned to be held during business hours. Some community meetings may be outside of normal business hours.

PRECONSTRUCTION SERVICES

Candidate shall immediately begin providing preconstruction services upon selection. A cost estimate will be provided by the shortlisted candidates for the upcoming Schematic Design package.

As needed, Candidate will provide real-time pricing with the objective to hold the project within target budget. A trend log, including potential alternates and value engineering, shall be managed and communicated by the Candidate to the team members. Written constructability review will be provided during the preconstruction phase. These may include construction review of construction assemblies, materials, lead time, schedule impacts, sequencing, and site limitations.

All work shall be competitively bid for the project and presented to the owner for final acceptance of subcontractors. Candidate shall provide to the team any cost increases or decreases to select local subcontractors at the Owner's discretion.

Candidate will coordinate with team members to establish a detailed construction schedule identifying long lead items and critical path activities. The Candidate will work with the Owner, Owner's Representative, and Design Team to plan an acceptable site staging and work plan.

CONSTRUCTION

The Owner is seeking a CM/GC to coordinate and manage the building process as a member of the project team. The Candidate shall understand construction methods and techniques. Candidate shall construct of the project in accordance with construction documents and specifications within the scheduled timeframe.

Site – Candidate will provide supervision of all internal personnel and subcontractors. Candidate is responsible for site safety. Candidate will work with the Owner's selected construction material testing firm to provide appropriate notice of inspection requests.

Schedule – Candidate shall manage the construction schedule and communicate the 3-week look ahead schedule every week and provide updated full project schedules monthly with each application for payment.

Budget - Candidate is responsible for the construction budget and will provide weekly budget updates to the Owner, Owner's Representative, and Design Team. Pay applications will be provided per the contract in a timely fashion so that invoices may be submitted to the Owner for payment. Pay applications may need to be separated by scope for the grant funding reimbursements.

Documentation - Maintain and provide to the Owner all construction related documentation such as RFI's, submittals, schedules, and inspections. Candidate shall fulfill contractor's responsibilities regarding actions, documentation and submissions for the selected sustainability program.

Quality – Quality control is the CM/GC's responsibility. The Candidate shall provide a product with the highest quality workmanship.

Completion - Close-out and warranty services will be in accordance with contract documents. CM/GC will work with project team members to close out the project proactively and efficiently at completion. Candidate will provide warranty request process to the Owner and respond appropriately and timely to such requests.

UTILITY COORDINATION

Candidates will be expected to assist in utility coordination with the various utility providers as needed. Utility coordination is expected to be limited as this renovation is of a recently constructed building.

PROJECT FUNDING

This construction will be funded by Montrose Recreation District's Capital Improvement Plan with potentially some grant funding if it can be procured to supplement the Capital Fund.

D. Submittal Requirements

Responses shall respond to each item noted below. Please limit response information to relevant information only.

1. SIGNED COVER LETTER / LETTER OF INTEREST

2. FIRM INFORMATION

Provide a brief history of the firm including the following information:

- Number of years in business
- Location of office servicing
- Location of main office, if different
- Provide a statement for the maximum dollar value for which your firm can be bonded, and the amount currently bonded with confirmation statement from bonding company
- Provide your firm's EMR

- Information on any claims or lawsuits your firm has had in the past 10 years.
- Confirmation your firm will include all items outlined in the Scope of Work in Section C.
- Indicate if your team meets the following Insurance requirements
 - **General Liability**
 - Commercial General Aggregate \$ 2,000,000
 - Products/Completed Operations Aggregate \$ 2,000,000
 - Each Occurrence Limit \$ 2,000,000
 - Personal/Advertising Injury \$ 1,000,000
 - **Auto Liability**
 - \$1M Bodily Injury/Property Damage Each Accident
 - Coverage applying to owned, hired and non-owned autos
 - **Workers' Compensation**
 - Per State minimums

3. QUALIFICATIONS OF PROPOSED TEAM

- Provide organizational chart for your proposed team, including roles and responsibilities for each team member
- Provide resumes for all key team members
- Please note proposed key team members are expected to be involved throughout the life of the project and may not be changed without written authorization from the Owner

4. SIMILAR PROJECT EXPERIENCE

- Provide project profiles for up to five similar projects in progress or completed by your firm. Please include the following:
 - Project Description
 - Approximate Program Cost
 - Client / Owner's Rep Contact Information
 - Architect Contact Information
- The selection committee is interested in reviewing projects in which the proposed key team members have provided services and worked collaboratively together.

5. SCHEDULE APPROACH

- Provide a proposed construction schedule within the constraints provided above
- Describe how your team will ensure the project schedule will be met
- Discuss any areas in which there could be opportunities to expedite the work

6. PROJECT APPROACH

- Provide your team's philosophy in approaching projects within the CM/GC delivery system.
- How do you manage challenges with respect to budget, schedule, and ensuring quality of the finished project, especially in current market conditions?
- Discuss how your firm will include local suppliers and subcontractors in the bidding process.
- Describe your approach to construction operations on an occupied site.

7. REFERENCES

Provide contact info for up to five Recreation projects completed or begun within the past 5 years by your firm.

SUBMITTAL SCORING MATRIX

Submittal Section	Points
COVER LETTER	0
FIRM INFORMATION	5
QUALIFICATIONS OF PROPOSED TEAM	25
SIMILAR PROJECT EXPERIENCE	25
SCHEDULE APPROACH	10
PROJECT APPROACH	25
REFERENCES	10
TOTAL	100 POINTS

Final rankings will be based on a weighted scoring with the highest points for each 1st place ranking, 2nd highest points for each 2nd place ranking, etc. Point totals are determined based on the number of responses received.

E. Interviews

From the scoring results, the selection committee will shortlist 3-5 firms to invite to an interactive interview. Shortlisted candidates will receive a draft contract for review. At the time of interviews, initial scoring will be discarded, and all firms will start from equal scoring positions.

The interview format will include an initial session formatted as a mock-OAC meeting prepared by the Candidate with the selection committee and then time for Q&A. Fees and contract comments will be submitted in advance of the interviews. Fees will be reviewed for all short-listed firms and will be a portion of the scoring matrix for final selection.

The proposed contract and more detailed interview format information will be provided to the short-listed Candidates.

F. Provisions

ACCEPTANCE AND REJECTION

The Owner reserves the right to request additional information which, in the Owner's opinion, is necessary to ensure that the Owner has complete information with regard to the Professional Service Provider's competence, business organization, and financial resources to assist in determining if the Professional Service Provider is qualified.

The Owner reserves the right (a) to terminate the Request for Proposals process at any time; (b) to reject any or all proposals; and (c) to waive formalities and minor irregularities in the proposals received. The Owner reserves the right to reject any and all proposals in response to this Request for Proposal that are deemed not to be in the Owner's best interests. The Owner further reserves the right to amend this Request for Proposal at any time and will notify all recipients accordingly.

RFQP SUBMISSION INFORMATION

Proposals due at the specified date and time must be received at Owner's location by that date and time to receive consideration. Proposals received after the specified date and time are considered late and are not opened. Owner is not responsible for any late proposals received by mail or any other method of delivery. The Owner is not responsible for cost incurred in preparation of this proposal. Proposals will not be returned and become the property of the Owner once submitted. By submitting a proposal all Candidates agree to the terms and conditions of this RFQ/P and the RFQ/P will become

part of the awarded Candidates contract. The Owner and the Owner's legal council will review the agreement and negotiate terms prior to commencement of work. Candidates acknowledge all submissions to this RFQP may be subject to the Colorado Open Records Act (CORA). The Owner reserves the right to hold multiple rounds of review with a limited group of proposers. In the event the Owner elects to accept a Proposal, it shall accept in writing the Proposal that, in its estimation, represents the best value to the Owner. Withdrawal and Modification of Proposals: Proposals shall be binding on the proposer and may not be withdrawn for a period of 60 days following the submission deadline, except as provided below. If, within twenty-four (24) hours after the Proposals are opened, any proposer files a duly signed, written notice with the Owner and promptly thereafter demonstrates to the reasonable satisfaction of the Owner that there was a material and substantial mistake in the preparation of the Proposal, that proposer may withdraw his or her Proposal. Thereafter, the proposer will be disqualified from further bidding on the project. No right to claim a mistake shall exist for proposers following this twenty-four (24) hour period

INSURANCE

The Professional Service Provider shall provide insurance coverage for the Project which shall not be less than the amounts as agreed upon by the selected candidate and District; such insurance coverage shall include general liability, automobile liability and workers' compensation. The consultant and their insurance carrier(s) shall agree to a Waiver of Subrogation. At the time of award, consultant shall furnish to Owner a Certificate of Insurance for General Liability naming the Owner and Owner's Representative as additional insured to provide evidence of insurance compliance. Consultant shall also furnish to Owner a Certificate of Insurance for Professional Liability (if required) to provide evidence of insurance compliance.

End - Request for Qualifications & Proposal
