



ISSUED: July 17, 2013

TO: General Contractors

FROM: The MFC Foundation

RE: General Contractor Services for the construction of

THE MINTURN FITNESS CENTER,
a single-story, 8,520 square-foot facility building
in the Town of Minturn, Colorado.



RESPONSES DUE: August 2, 2013, 12:00 noon

Minturn Town Offices

302 Pine Street

Minturn, CO 61645

Attn: Jim White

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ATTACHMENTS

- 1.** Spreadsheet - Preconstruction Services, General Conditions, Profit and Overhead
- 2.** Project Design Documents

I. Project Overview and Schedule

PROJECT OVERVIEW

The building is to be a stand-alone fitness facility serving the Town of Minturn, and the Ski and Snowboard Club Vail, (SSCV).

Number of Stories: 1
Square Footage: 8,520 Square feet
Construction Type: V-B, with Automatic Sprinkler System
Occupancy Type: Assembly
Code Requirements: 2009 International Building Code
Town of Minturn Codes, Regulations, and Ordinances

PROJECT SCHEDULE

August 1, 2013	General Contractor Selection
August 15, 2013	Finalize Construction Documents and secure Building Permit
August 14-Oct. 1, 2013	Cost Analysis and Value Engineering
October 1, 2013	Finalize GMP

It is anticipated that Construction will begin immediately upon receipt of a Building Permit.

II. Scope of Services

The Contractor shall provide all of the material, labor, equipment and services necessary for the construction of the Project, including the related Site and Landscape improvements.

The Contractor shall attend weekly meetings with the design team, (Owner, Architect, Engineers,) and provide information, estimates and recommendations regarding construction materials, methods, systems, phasing, and construction costs in order to provide the highest quality building within the schedule and budget.

III. Contract Requirements

The General Contractor will enter into the following agreements with the Owner:

- *AIA Document A102-2007 Standard form of Agreement Between Owner and Contractor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price; and*
- *AIA Document A201-2007 General Conditions of the Contract for Construction.*

IV. Schedule for Proposal Submission and Decision

Monday, July 22, 2013 General Contractor RFP Documents Available via
www.minturn.org

Weds., July 24, 2013 General Contractor Q&A with Owner and Architect
10:00 a.m. on site, followed by a meeting at SSCV also at
Maloit Park.

****** RESPONDENTS ARE STRONGLY ENCOURAGE TO ATTEND ******

Friday, August 2, 2013 General Contractor Proposals due at 12:00 noon
at the Minturn Town offices.

Mon. and Tues., July 5&6, 2013, 2:00 – 4:00 p.m.
Respondents shall make themselves available for interviews,
as requested by the Owner.

Friday, August 9, 2013 Announcement of Final Selection.

V. Proposal Submission and Evaluation Criteria

PROPOSAL SUBMISSION

Proposals must address all of the criteria listed in Section VI: Required Proposal Contents.

A project Q&A will be held on Wednesday, July 24, on the Project Site and at SSCV, from 10-11 a.m. All respondents are encouraged, but not required, to attend. Any respondent unable to attend should contact RKD Architects, in order to receive written responses and clarifications from the meeting.

Submit one hard copy and one electronic copy .

Submissions may be delivered by hand or mailed to:

Jim White
Minturn Town Manager
P.O. Box 309
302 Pine Street
Minturn, CO 61645

EVALUATION CRITERIA

Proposals will be evaluated by a committee comprised of representatives from the Town of Minturn, Ski and Snowboard Club of Vail, and the Eagle County School District. Selection will be made based on all five of the Proposal Requirements listed in Section VI.

In the event an interview is requested by the Owner prior to final selection, interviewees will be provided with specific information about interview topics prior to the interview.

The evaluation Committee will be the sole judge of the qualifications and selection of the respondents. The Committee reserves the right to reject any or all proposals and to waive any requirements, if it is deemed to be in the best interest of the Project. Proposals not received by the required deadline are ineligible for consideration and will not be opened. However, the Committee can change the deadline at any time. The Committee and the Project Owners assume no liability for costs incurred by candidates in responding to this Request for Proposals.

VI. Required Proposal Contents

1. General Contractor's Qualification Statement.
 - a. Firm Profile and Background information
 - Owners
 - Annual Construction dollar volume
 - Current Projects Underway
 - Year-end financial statement for 2012, or quarterly statements
 - List of Contractor's license(s)
 - b. Comparable Projects
 - List of at least 5 similar projects completed by your firm
 - Experience with Fitness Centers
 - Experience with mountain construction practices
 - Any other special experience or qualifications that differentiate your firm for this project
 - c. References
 - Provide at least 4 references, including at least one Owner and one Architect from the same project.
2. Insurance Statement
 - a. Provide statement from your insurance carrier regarding:
 - Your firm's bonding capacity
 - Your liability coverage
3. Management Plan
 - a. Organizational Chart or other information regarding Contractor's proposed management and staffing of the team
 - Include resumes, experience, and job description of key personnel, including information such as similar projects to which the staffer has contributed
 - List anticipated number of hours per week for Project Manager for the duration of the project.
 - b. List subcontractor trades which will be assigned to forces other than those of the General Contractor
 - c. Understanding that the final design and specifications will be arrived at after you are on the team, and that they will be driven by schedule and cost, describe your management approach to this project, showing an understanding of its unique challenges.
4. Profit, Overhead, and General Conditions

- a. Please fill out the attached spreadsheet for General Conditions, Profit and Overhead estimates, given the assumed Construction Cost, (Site work and Hard Costs,) of \$1.6 million.
 - Fee for the Project will be as a percentage of the Cost
 - Stipulate any items to be specifically excluded from the General Conditions, as well as any which you have added.
 - Indicate pre-construction and scheduling fees at the top of the form, along with your stipulations and considerations regarding that fee.
 - All staff and support personnel and expenses, including project manager and superintendent salaries, office personnel and expenses, are to budgeted exclusively through the General Conditions.
 - b. Note any exceptions including owner costs, equipment to be provided and/or installed by the Owner, or other items that are not included in the Construction Cost.
5. Control Estimate
- a. Provide a 16 Division estimate based on Construction Documents dated 07/22/2013.
 - b. Identify all allowances
 - c. Understanding that the Documents will be undergoing value engineering after the Contractor is retained; please describe your process for adjustments to the contract amount, upward or downward. Explain any considerations you have regarding that process.
6. Schedule
- a. Develop and present a preliminary construction schedule from the time of receipt of final Construction Documents from the Architect, Structural Engineer, and MEP Engineers through completion of the project as you understand it at this time.
 - b. What special requirements do you anticipate of the Owner or his assigns during pre-construction and construction time?
 - c. State any special conditions or circumstances which you feel could significantly impact the completion of the project within your proposed schedule or budget.