



Request for Proposals

Construction Manager - General Contractor
'CMGC'

For

Town of Palisade & Community Hospital

New Community Clinic

Proposals Due: Friday, February 18, 2022 by 4:00 pm

Submit 2 hard copies & 1 electronic copy of the RFP To:

Town of Palisade

Keli Frasier, Town Clerk

kfrasier@townofpalisade.org

175 East 3rd Street

Palisade, CO 81526

Submit Questions to: Janet Hawkinson, Palisade Town Manager

jhawkinson@townofpalisade.org 970-296-0468 c

PROJECT SCOPE

The Town of Palisade is seeking Proposals for Construction Manager – General Contract services for the Construction of a new ambulatory care, outpatient clinic & urgent care center in the Town of Palisade. Community Hospital will be operating the clinic and working with the architect firm designing the interior of the building.

A competitive process was held this fall for RFQ to select the architects. The Town has hired MOA Architecture for this project. The CMGC will work closely with the architects to meet the timeline of opening of the clinic February 2023. Teamwork is needed to determine materials and ability to obtain them while staying on time and in budget, due to the current nature of building materials.

The proposed project consists of a single story building, approximately 6,000 GSF. The building will be located south of the existing gym and west of the Palisade Fire Department building. The project address is 341 W 7th Street, Palisade, CO. Design form and materials will respond to the design of modern agriculture seen throughout Palisade with the Peach & Wine Industry. The materials will be selected alongside the architects and availability of them.

The CMGC will serve as the General Contractor providing administration and management services in the performance of the project during the completion of the design through completion of construction. The CMGC will contract directly with the subcontractors and will be responsible for delivery of the project in the most expeditious and economical manner consistent with the interest of The Town of Palisade and Community Hospital.

PRE-CONSTRUCTION SERVICES

The selected firm will assist the team by providing pre-construction services, including but not limited to the following:

1. Scheduling all project construction related activities.
2. Making recommendations to the Owner regarding division of work to facilitate competitive bidding and awarding of subcontracts.
3. Preparing pre-qualification criteria for material suppliers and Contractors and developing Vendor's and Contractors' interest in the project.
4. Expediting opportunities for local participation by material suppliers and potential subcontractors
5. Conducting pre-bid conferences with potential sub-contractors.
6. Reviewing competitive sealed bids from the various Contractors and make recommendations to the Owner.
7. Obtaining approvals of public agencies and approval authorities.
8. Reviewing design documents as they are produced and make recommendations to the Architect and Owner at least every two weeks during design.
9. Providing feedback to Architect and Owner regarding constructability of the selected systems.
10. Providing recommendations for materials and means of construction to the Architect and Owner during the design phase.
11. Completing a detailed construction cost estimates at a minimum for each submittal including Schematic Design, Design Development, 35% Construction Documents, and 90% Construction Documents.

NOTE: CMGC COMPENSATION FOR PRECONSTRUCTION SERVICES WILL BEGIN AT THE COMMENCEMENT OF THE CONTRACT FOR PRECONSTRUCTION SERVICES.

CONSTRUCTION SERVICES

The selected firm will provide Construction Manager services during the Construction Phase, including but not limited to the following:

1. Prepare, execute, and manage contracts with the Sub-Contractors.
2. Coordinate and direct the work of the Sub-Contractors.
3. Conduct a general pre-construction and in-depth pre-construction meeting with all major Sub-Contractors prior to the start of their work activities.
4. Provide temporary job site facilities and services.
5. Provide site security and control site access.
6. Track construction costs and maintain detailed construction cost records.
7. Review and process shop drawings and other submittals.
8. Conduct and document progress and coordination meetings with on-site trade supervisors.
9. Conduct and document weekly meetings with the Owner's representative and Architect to review construction progress, scheduling, conflict resolution, etc.
10. Establish, monitor, and update a construction scheduling system.
 - a. Provide 4-week look ahead at each weekly OAC Meeting.
 - b. Provide current overall project schedule with the submission of each payment.
11. Maintain and provide as-built information to Architect for preparation of record drawings.
12. Review requests for changes, challenge the cost of the Contractors as necessary, and make recommendations to the Owner and Architect.
13. Review and process all pay request applications by the Sub-Contractors.
14. Develop and monitor a comprehensive safety program for the Project.
15. Supervise, direct, and manage the complete construction of the Project.
16. Obtain governing authorities required permits and approvals.
17. Establish and maintain Quality Control and Quality Assurance standards.
18. Negotiate project agreement, which will mitigate disputes, work stoppages, or jurisdictional disputes.
19. Provide record keeping and ensure proper reporting required by the Owner.
20. Other services as deemed appropriate by the Owner.

NOTE: CMGC COMPENSATION FOR CONSTRUCTION SERVICES WILL NOT BEGIN UNTIL COMMENCEMENT OF THE CONSTRUCTION PHASE OF THE PROJECT.

OWNER'S COSTS

The owner will cover the cost of design fees, entitlement, furniture, fixtures, and equipment (FFE), utility fees, zoning fees, material's testing, geotechnical study and survey.

DESIGN & SCHEDULE

The project is being designed by MOA ARCHITECTURE. It is expected that the construction documents will be completed by end of June 2022 and the project will begin construction July 2023. If there are any questions concerning the design of the project, CMGC may contact Janet Hawkinson, 970-296-0468 - jhawkinson@townofpalisade.org.

The project is just beginning the Schematic Design phase under a contract that the owner has with MOA ARCHITECTURE. The CMGC will be hired by the Town of Palisade. The interview process will include Town of Palisade, MOA Architecture and Community Hospital.

We ask for proposals and pricing based on:

- 6,000 sq ft new 1 story building
- Cost of construction not to exceed \$2.3M including contingencies
- \$700,000 total for the interior build-out
- Total construction costs including CMGC fees total \$3.0M (not to exceed including any construction contingencies).

Once on board, the CMGC will provide cost estimate pricing and constructability feedback on the systems specified at:

- Schematic Design, Design Development, 35% and 90% Construction Documents.
- Submittal and establish the GMP at 90% Construction Documents Submittal.

Related work of the CMGC will start immediately upon selection, as a team member participating in the design process. The CMGC will be expected to attend and participate in ongoing regularly scheduled design progress review meetings with the Architect and the Owner for the duration of the design process. Firms will be required to have the dedicated Project Manager and Superintendent in attendance during these meetings.

INTERVIEWS

The Town of Palisade will hold interviews of all qualifying respondents at a time and location to be determined. Firms will be required to have the dedicated Project Manager and Superintendent in attendance during interview.

AGREEMENT

The Owner will enter into an agreement with the General Contractor using "Owner/Construction Manager as Constructor Agreement – Cost of Work Plus Fee with GMP", with "General Conditions of Contract for Construction."

RFP RESPONSE CRITERIA

2 Hard Copies & 1 electronic copy of proposals will be received until **Friday, February 18 at 4 p.m. MST** at Palisade Town Hall, 175 East 3rd Street, Palisade, CO 81526 or mail PO Box 128, Palisade, CO 81526.

Electronic copies can be received by email: kfrasier@townofpalisade.org or USB drive.

The RFP Selection Committee is requesting the following information in response to this RFP:

1. Experience and Reputation for Quality in Construction – document experience in similar size and complexity of projects.
2. Experience and Reputation as CMGC – provide a list of three (3) completed projects that demonstrates the experience of your firm as a CMGC. For each project, provide the name, nature of the project/function of the building, size of the project, services provided to the owner, location, cost, completion date, owner and architect, and what type of project (new or addition/renovations). Include current contact names and phone numbers of each owner and architect that may be used as references.
3. Ability to Meet a Budget - provide a list of three (3) most recent projects completed that show your company's ability to work within the Guaranteed Maximum Price and/or work cooperatively in value engineering to reduce the cost of a project. If some listed projects are not CMGC, please provide initial construction cost/contract amount, amount of change orders (additive or deductive). Identify Owner initiated items. Describe your organization's methods for estimating costs during the design/documents phase. Include current contact names and phone numbers of three (3) contacts that may be used as references.
4. Ability to Prepare and Follow a Construction Schedule – provide an example of a construction schedule from a project completed that shows your company's ability to develop and maintain CPM schedule related to milestones and delivery dates. Include current contact names and phone numbers of three (3) contacts that may be used as references.
5. Bonding Capacity – provide a letter on the letterhead of your bonding company, signed by an officer of the company, indicating the single project bonding capacity availability of your company for this project over the estimated 8-month construction period. In the same letter, have the bonding company indicate the maximum single project bonding capacity and the aggregate bonding capacity of your company. The Construction Manager will bond the total project. If ever defaulted, provide a letter of Bond defaults with a description addressing the reasons for default.
6. Project Personnel – given the scope and schedule of the project, identify the dedicated Project Manager, Job Superintendent, and Estimator. Provide a resume for each individual. Firms will be required to have the dedicated Project Manager and Superintendent in attendance during interview and all design progress meetings.

7. Ability to Provide Warranty Period Services – provide information on how your company handles warranty requests during the one-year warranty period.
8. Unique Qualifications of Your Firm – elaborate on any other unique qualifications you feel your company has that bring added value to this project.
9. Proposed Fee for Pre-Construction Services – This fee should be for all services provided by the CMGC during design, advertising, and receipt of bids from subcontractors, and recommendations to the Owner.
10. Proposed Overhead and Profit as a percentage of direct project cost for construction phase services.

COST OF RESPONSES

The Town of Palisade will not be responsible for the costs incurred by anyone in the submittal of responses.

CONTRACT NEGOTIATIONS

This RFP is not to be construed as a contract or as a commitment of any kind. If this RFP results in a contract offer by The Town of Palisade, the specific scope of work, associated fees, and other contractual matters will be determined during contract negotiations.

NO OBLIGATION

The Town of Palisade reserves the sole right to (1) evaluate the responses submitted; (2) waive any irregularities therein; (3) accept any submittal or portion of submittal; (4) reject any or all Respondents submitting responses, should it be deemed in the best interest of The Town; or (5) cancel the entire process.

QUESTIONS

The deadline for questions regarding the RFP is **12pm MST on Tuesday, February 15th**. General questions regarding the RFP should be directed to Janet Hawkinson, Town Manager jhawkinson@townofpalisade.org or via phone at 970-296-0468. If there are any questions concerning the design of the project, the Town Manager will forward to MOA Architecture for response.