



Request for Qualifications & Proposal

Design-Builder

For

Greenfield HOA Pool Renovation

Submittal Deadline:

February 24th

Time: 2:00pm

Provided by:



Greenfield HOA Pool Renovation - Request for Qualifications & Proposal

1.0 Introduction

1.1 General:

Greenfield HOA is seeking a Design-Builder for their pool renovation in Centennial, Colorado. The Design Builder is requested to provide qualifications, a proposal including basis for design assumptions, detailed construction cost estimate, cost of general conditions, overhead & profit, and a schedule.

Proposals shall be due no later than:

2:00pm MDT on February 24th, 2010.

Please provide 4 hard copies of your submittal to:

Weststar Management Corp.
Attn: Tracy Mulvihill
6795 E. Tennessee Ave. #601
Denver Co 80224

With an electronic copy emailed to Bryan Carruthers (bcarruthers@consiliumpartnersllc.com) with a cc to John Bills (jbills@consiliumpartnersllc.com) and Shannon Scott (shannon93@msn.com).

1.2 Project Schedule:

Notice of award is anticipated to be issued on or before March 22nd, 2010. The selection committee would like the candidates to provide a detailed design and construction schedule indicating a project completion date. Please reference section "3.2 Schedule" for additional information.

1.3 Project Team:

The selected Design Builder will be an integral part of Greenfield HOA's project team. In addition to the selected Design Builder, the team will be comprised of:

1. Owner - Greenfield HOA
2. Owner's Representative - Consilium Partners, LLC
3. Geotechnical Engineer – Colorado Geoscience & Design, Inc.
4. Pool Consultant – Pool Doctor
5. Pool Management Company - YMCA
6. Property Manager – Weststar Management Corp.

1.4 Selection Criteria:

Proposals shall be analyzed on the basis of the following, in no particular order:

1. The design-build team's relevant experience, financial strength, and specific personnel's commitment to this project and experience in similar projects.

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2. The detail, scope delineation, and quality of clarifications provided in the Construction Cost Estimate. *The Owner is not looking for lowest costs shown, but rather the most realistic and complete cost estimates.*
3. The fees and general conditions proposed.
4. Project Schedule.
5. Basis for Design - The quality, first cost, life-cycle costs, and functionality of the proposed design.

The short-listed Design Builders will be the firms which provide the combination of criteria above offering the best overall value to the project in the opinion of the Owner. "Section 3: Selection Process" of this RFQ/P describes in detail the selection process and the documentation required for submitted proposals.

* Please note the short listed candidates will be asked to provide comments on a modified AIA141-2004 Design Build Contract. Please make any necessary arrangements with your legal team to ensure their availability to review the document should your firm be short-listed.

2.0 Project Information

2.1 General

The project shall generally consist of replacing the existing swimming pool, children's pool, associated equipment, and pool deck including mitigating soil and drainage issues, and upgrading pools to meet current safety requirements.

Please reference **Exhibit A: Scope Narrative** for more detailed information and list of Add Alternates being considered.

2.2 Scope Documents

Please refer to **Exhibit A: Scope Narrative, Exhibit B: Geotechnical Report, Exhibit C: As Builts, Exhibit D: Performance Specs, and Exhibit E: Cost Summary** attached to this RFP for additional project detail.

2.3 Site Walk

A mandatory pre-proposal site walk will be held at **XXXXX** on **18FEB10** at **4pm**. Please come to the site walk prepared with any questions you may have.

3.0 Selection Process

3.1 Anticipated Selection Schedule

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February 18th, 2010 at 4:00 pm	Pre-proposal Site Walk
February 22nd, 2010 at 12:00 pm	Deadline for Questions
February 22nd, 2010 at 4:00 pm	Final Addendum Issued
February 24th, 2010 at 2:00 pm	Proposals Due from Candidates
March 4th, 2010 from 11:00 am – 3:00 pm	Oral Interviews
March 22nd, 2010	Notice of Award

3.2 Proposal Requirements

Proposal shall include the following:

3.2.1 Qualifications:

- A. Provide a minimum of three (3) examples of similar pool renovation projects completed by your team including general scope of work, design challenges solved, date completed, total project costs, and an Ownership reference with contract information for each.
- B. Provide a list of major subcontractors proposed for the project.
- C. Your firm's qualifications for this project via AIA Document A305 –General Contractor's Prequalification Statement – 1986 Edition. Please also include a letter from your firm's financial institution indicating your firm's financial stability.
- D. Provide the Resume of the person in charge of safety for the project. Identify the specific training that qualifies them for this position, as well as the other tasks and duties for which this individual is responsible. Please also provide your firm's Interstate Experience Modification Rate for Workmen's Compensation Insurance used by your insurance carrier for each of the last five years.
- E. Provide the following qualifications for each individual proposed on your project team:
 1. Current Resume;
 2. List of projects completed by this individual;
 3. Minimum number of hours per week this individual will be specifically dedicated to this project during both preconstruction and construction.
 4. Other projects this individual is scheduled for participation through December 2010.

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- 3.2.2 Construction Cost Estimate** – Please provide a detailed estimate organized by 16 Division CSI structure for the entire scope of work on the project as defined by the Scope Narrative, Project Documents, Pre-Proposal Site walk and subsequent addenda (if applicable). Include as an “add alternate” the cost of a performance and payment bond if desired by the Owner.

Please complete the “Cost Summary” tab in **Exhibit E: Cost Summary** and return in MS Excel format.

- 3.2.3 Cost of General Conditions, Overhead & Profit** – Please provide a detailed breakdown of General Conditions costs including quantity, unit cost and extension. Assume your firm will be required to accept the site in it’s current condition, and **the owner will provide your firm with two benchmarks as a point of beginning for your survey crew**. Cost of this verification survey should be carried in your general conditions number.

- 3.2.4 Schedule** – Please provide a graphic representation of a schedule for the project which clearly identifies all preconstruction activities including design, approvals, and submittal reviews, as well as discrete milestones for proposed Notice to Proceed, Substantial Completion and Final Completion of project.

The proposed Schedule should be in a format convenient to the Design Builder, and should represent the entire project duration. The selection committee will analyze the schedule on the level of detail provided, ability to meet the required deadlines and appropriateness of durations and sequencing of activities.

- 3.2.5 Basis for Design** - Provide the basis for your design, including all assumptions, the delineation of materials, functionality, and layout.

4.0 Greenfield HOA Selection and Contracting Provisions

- 4.1 Right to Reject any and All Proposals** – Greenfield HOA does not obligate itself to accept the lowest, or any other proposal, and reserves sole discretion to reject any or all proposals, to re-advertise, and to waive formalities or irregularities in the process or of any proposal.

4.2 Taxes - Exempt??

- 4.3 Insurance Requirements** - The Design Builder shall take out and maintain at the Design Builder’s own expense the following minimum limits of insurance:

- A. Commercial General Liability:
 - a. [\$2,000,000] combined single limit
 - b. [\$4,000,000] aggregate

- B. Automobile Liability:
 - a. [2,000,000] each accident combined Bodily Injury and Property Damage Liability insurance.

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- C. Workers' Compensation and Employer's Liability:
 - a. Workers' Compensation limits as required by the State of Colorado
 - b. Employer's liability limits of [\$1,000,000] per accident.
 - D. Professional Liability Coverage: Not less than \$1,000,000/\$2,000,000 split limit.
 - E. Design Builder shall provide endorsements listing Owner, and Owner's Representative as additional insured.
 - F. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, cancelled, reduced in coverage or in limits, except after 30 days prior written notice has been given to the Owner.
 - G. The bidder shall provide Certificates in ACORD format and all renewal notices for each insurance policy required by this clause to the Owner in a timely and proactive manner. Failure of the Owner to receive such certificates and renewal notices shall grant the Owner the right to take remedial action as required to protect its interests.
- 4.4 Hazardous Material** - The Design Builder agrees to indemnify and hold the Owner, Owner's Representative and Consultants harmless for any release or disposal of any kind of toxic wastes or hazardous material, or any violation of any law or regulation of the Environmental Protection Agency or Colorado Department of Health and Environment which is caused, in whole or in part by the Design Builder or any of the Design Builder's subcontractors.
- 4.5 Assignment** - The successful Design Builder is prohibited from assigning or subcontracting the whole or any part of the contract without the prior written consent of Owner.
- 4.6 Subcontractors** - The Design Builder will be required to establish to the satisfaction of the Owner and Owner's Representative the reliability and responsibility of all proposed subcontractors and suppliers. Prior to the award of the Contract, the Owner or Owner's Representative will notify the Design Builder in writing if there is a reasonable objection to any such proposed subcontractor. In this event, the Design Builder may, at his option, (1) demonstrate to the satisfaction of the Owner and Owner's Representative that its objection is unreasonable, or (2) submit a substitute acceptable to the Owner and Owner's Representative with an adjustment in the proposal to cover any difference in cost. The Owner may, at its discretion, accept the adjusted proposal.

We encourage you to direct any questions that you may have via email to Bryan Carruthers (bcarruthers@consiliumpartnersllc.com) with a Cc: to John Bills (jbills@consiliumpartnersllc.com) and Shannon Scott (shannony93@msn.com). Only written correspondence will be accepted and other forms of inquiry to the project team members may disqualify a candidate, at the Owner's discretion.

Thank you for your time and interest on this project.

Sincerely,

Greenfield HOA Pool Renovation - Request for Qualifications & Proposal

Bryan Carruthers
Consilium Partners, LLC

Cc: John Bills, Shannon Scott

- End of Request for Proposal -