

TOWN OF FRISCO, CO

REQUEST FOR PROPOSALS (RFP) PHASE 2 – WALTER BYRON PARK IMPROVEMENTS

Invitation:

The Town of Frisco is seeking proposals in this RFP, for CONSTRUCTION services for the project named above. All bids associated with this RFP will be due no later than 12:00PM, December 1, 2022.

Background:

As part of the outreach process for the 2019 Community Plan Update, public meetings on recreational facilities were held. Outcomes from the meetings included the prioritization for upgrades at four parks including: Meadow Creek, Walter Byron, Old Town Hall, and Pioneer Parks. In order to thoughtfully plan for these upgrades and improvements, Town Council gave staff direction to develop a master plan for each of these parks. On October 8, 2019, Town Council approved a resolution adopting the Neighborhood Parks Master Plan, a conceptual master plan outlining community priority for park improvements.

In 2020 Town Council approved a restroom remodel and playground replacement at Walter Byron Park. This work was completed in the fall of 2020. As part of the master plan process Town Council discussed annually budgeting funds to continue moving forward with park enhancements.

Project Scope and Description:

Walter Byron Park Phase 2 includes design development of additional amenities as originally proposed in the Master Planning Process for the Frisco Neighborhood Parks. Phase 1 scope of work for the neighborhood parks included a restroom replacement, playground renovation, playground expansion, addition of nature play components, and a walking loop. Phase 2 improvements include bike path and pedestrian path design, two-tiered wetland viewing deck, pedestrian bollard installation, lighting enhancements to the existing gazebo, two (2) river front improvement areas for slope stabilization, plaza space design, improved BBQ grill areas, possible seating area expansion, and interpretive signage in two (2) locations. It is assumed that the existing gazebo will remain in place with few, if any, alterations and that no structural improvements will be required for the existing gazebo.

Project Elements:

1. Flagstone and/or crusher fine pathway connecting bike path and Gazebo
2. Pedestrian bollards identifying Plaza/Gazebo/Playground space
3. Gazebo area improvements:
 - Flagstone around Gazebo area
 - BBQ grill facility improvements
 - Gazebo deck expansion and seating area

- Possible gazebo siding and roofing edits (to match new restroom)
- 4. Removal of asphalt bike path section and replace with concrete
- 5. Two river-side seating areas along Ten Mile Creek (shore stabilization)
- 6. Satellite flagstone patio BBQ grill and seating area
- 7. Lighting at Plaza and Gazebo area
- 8. Interpretive signage along Ten Mile Creek
- 9. Landscape and irrigation repair and replace
- 10. Two-tiered wetlands overlook viewing deck with interpretive signage and pathway connections to the deck

Project Schedule:

The Town of Frisco would like to see completion of this project by October 31st, 2023.

RFP Advertisement	October 11, 2022
Mandatory Site Visit	October 27, 2022 @ 10AM
Questions Due, via email	November 11, 2022 @ 3PM
Questions Answered, via email	November 18, 2022 @ 3PM
RFP Submissions Deadline	December 1, 2022 @ 12PM
Select Firm	December 2, 2022
<i>*Pending Council Approval</i>	
Contract to Council	December 13, 2022

Additional Information:

Additional information concerning this Request for Proposals (RFP) is available from:

Addison Canino
 Public Works, Asst. Public Works Director
 Town of Frisco
 PO Box 4100
 Frisco, CO 80443
 970-331-6632
AddisonC@townoffrisco.com

Project Contacts:

- Chris Johnsen, Grounds Foreman, Frisco Public Works
 - 970-418-5549
 - chrisj@townoffrisco.com
- Addison Canino, Assistant Director, Frisco Public Works
 - 970-331-6632
 - AddisonC@townoffrisco.com

All Proposals Shall Include:

- Name, address and telephone number of person(s) authorized to legally represent firm.

- Any confidential information in the proposal shall be labeled or marked as *CONFIDENTIAL*.
- Background experience in construction, lighting, concrete, and landscaping.
- Proof of insurance coverage that the firm maintains.
 - Town of Frisco will require insurance certificates naming the Town as co-insured.
- List of references for fuel system projects that have been completed by the firm.
 - References should show agency, contact person, contact information and a brief description of the project.
- Provide project costs for services in an itemized format.
 - Two total amounts for services rendered should be proposed as:
 - Base bid
 - Alternates should be broken out separately for Owner’s review and consideration

Proposed Fees:

Proposal should include all fees the contractor anticipates based on the plans and information given in this RFP. Fees should be based, as much as possible, on unit prices where units are noted, or a lump sum where appropriate. Include bonding costs in fee proposal, in addition to any other anticipated design/construction costs.

Proposal Response:

Proposal response shall contain all information as requested herein, and any additional information necessary to summarize the overall benefit of the proposal to the Town. Proposing firms should submit their proposal electronically no later than 12:00PM, July 25, 2022. Late proposals will not be accepted under any circumstance. Since proposals will be sent electronically, all emails shall have the subject line of “Phase 2 – Walter Byron Park Improvements”.

If file sizes are too large to attach to an email, please use a file sharing service to share proposal.

Submittals directed to:

- Chris Johnsen, Grounds Foreman, Frisco Public Works
 - 970-418-5549
 - chrisj@townoffrisco.com
- Addison Canino, Assistant Director, Frisco Public Works
 - 970.331.6632
 - AddisonC@townoffrisco.com

The submittal of a proposal shall be taken as evidence that the proposing individual/firm has full knowledge of the scope, nature, quality and quantity of the project to be performed and the detailed requirements and conditions under which the project is to be performed.

This solicitation does not commit the Town of Frisco to award a contract, to pay any cost incurred with the preparation of a proposal, or to procure or contract for services or supplies. The Town of Frisco reserves the right to accept or reject any or all proposals received in response to this request, to negotiate with any qualified source, or cancel in whole or part this proposal process if it is in the best interest of the Town to do so. Subsequent to contract negotiations, prospective consultants may be required to submit revisions to their proposals. All proposers should note that any contract pursuant to this solicitation is dependent upon the recommendation of the Town staff and the approval of the Frisco Town Council.

General Requirement of the Selected Proposing Firm:

- Enter into a contract with the Town. (These documents and proposal submittals become part of the contract).
- Maintain insurance coverage for the duration of the contract period.
- Prohibited from assigning or subcontracting the whole or any part of the contract without the prior written consent of the Town.
- Shall not hire, discharge, promote, demote or otherwise discriminate in matters of compensation, terms, conditions or privileges of employment against any person otherwise qualified solely because of race, creed, sex, national origin, ancestry, physical or mental disability, color or age.
- All work done by the selected firm will be in compliance with all Town of Frisco, Colorado State, Fire and American Society of Mechanical Engineering codes.
- Operate as an independent contractor and will not be considered employee(s) of the Town of Frisco.
- Successful contractor will be paid on actual invoices as work is completed.
- Performance and Payment Bonds will be required.
- Obtain a Town of Frisco Business License prior to commencement of work
- Obtain final approval signoff from Summit Fire & EMS prior to commencing construction

Selection Criteria:

The Town will select the contractor it deems best for this project with consideration to price, experience, proposed project methodology, proposed timeline, references, and other materials presented by the firm.

Attachments and Supplemental Information:

- Neighborhood Parks Master Plan
- Walter Byron Park Improvements – Concept Drawing
- Existing condition
- 80% Construction Drawings

