



Post Office Box 4100  
1 East Main Street  
Frisco, Colorado 80443

## **Request for Proposals (RFP)**

### **Median & Roundabout Improvement Project**

Release Date: Wednesday, March 22, 2023, 10:00AM

Submittal Deadline: Thursday April 13, 2023, 1:00PM

#### **INVITATION**

The Town of Frisco, Colorado is seeking proposals from qualified General Contractors to construct the Median & Roundabout Improvement Project on Colorado State Hwy 9 between Main Street and Recreation Way in the Town of Frisco, based on the information contained within this proposal, and via electronic links to project documents.

#### **BACKGROUND**

In 2021, the Colorado Department of Transportation (CDOT) completed the widening of State Hwy 9 in the Town of Frisco. This project included the installation of additional travel lanes on both the northbound and southbound sides of the highway, the construction of raised medians and the construction of two new roundabouts. The project scope did not include any improvements within the new median sections or within the center circular area of the two roundabouts. In 2022, the Town contracted with Norris Designs to design certain improvements within the unfinished median and roundabout areas. This design is now complete, has been reviewed by CDOT and is anticipating construction during the 2023 construction season.

#### **PROJECT SCOPE AND DESCRIPTION**

The approximate area of this project includes approximately 4,775 feet of median improvements and improvements within the two new roundabout areas. Project to include but not limited to:

- Installation of irrigation systems.
- Installation of electrical equipment within the roundabouts.

- Installation of landscaping materials and vegetation in certain areas of the medians and within the two roundabouts.
- Installation of decorative signage and other decorative elements within the two roundabouts.
- Installation of decorative concrete within the medians and roundabouts.
- Installation of structural concrete elements within the two roundabouts.
- Installation of decorative lighting fixtures within specified median areas.
- Other elements not listed here but shown within the plan set and the project specifications.

## **IMPORTANT PROPOSAL DATES**

Project Documents will be available via Google Docs link beginning Wednesday, March 22, 2023.

Document requests shall be sent via email to [jeffg@townoffrisco.com](mailto:jeffg@townoffrisco.com)

Mandatory Site Visit:	Wednesday, March 29, 2023, at 2:00pm.
<i>*Meet on the SE corner of Marina Rd and Summit Blvd (SH9)</i>	
Requests for Information (questions) due:	Wednesday, April 5, 2023, at 3:00pm
Requests for Information (questions) answered:	Friday, April 7, 2023, at 3:00pm.
Proposal Submission Deadline:	Thursday, April 13, 2023, at 1:00pm
<i>*See additional information below</i>	
Council Approval of Contract:	Tuesday, April 25, 2023
<i>*Subject to change</i>	
Project Completion Deadline:	October 31, 2023

## **PROPOSAL CONTENT**

The content of the proposal is to include but not necessarily be limited to the following:

- Any confidential information being presented in the proposal shall be labeled or marked as CONFIDENTIAL.
- Name, address, email address and telephone and cell phone information of the person or persons who legally represent the firm, and company website if applicable.
- Provide an itemized project costs for materials and labor using the bid tabulation form provided within the project documents.
- Background Information and experience to include:
  - Company history.
  - Key personnel and contact information of those being assigned to the project.
  - Any Consultants and Engineers to include contact information of each and website link if applicable.
  - Sub-Contractors, if known at the time of the proposal submittal, to include contact information of each and website link if applicable.

- Outline of project approach, methodology and project meetings.
  - Projected timeline of construction to include anticipated start and completion dates.
- Proof of insurance and type of coverage maintained by the firm. The Town of Frisco will require insurance certificates naming the Town as co-insured. (*see Contract for Requirements*).
  - A Colorado Bid Bond will be required with all bids submitted, according to Town's form of contract.
  - List of construction projects completed by the firm, to include those of similar scope and scale. References to indicate Client, contact person and their contact information, and a brief description of the project to include any design and infrastructure challenges you had if applicable.
  - During the Request for Proposal selection process, all proposals shall remain confidential. The entire selection process (procurement) file shall be opened to the public (which includes all proposers) after an agreement is approved by the Town, except those items for which confidentiality has been requested in writing by the Proposer, and providing that the Town Attorney has reviewed and determined this to be properly confidential under the State Open Records Act and other relevant statutes and regulations.

## **PROPOSAL RESPONSE**

The 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 of Frisco. **Proposing firms should submit their proposal electronically to Jeff Goble, Public Works Director (see contact information below) no later than 1:00 p.m. on Thursday, April 13, 2023.** Late proposals will not be accepted under any circumstance. All emails shall have the subject line of "FRISCO MEDIAN & ROUNDABOUTS PROJECT PROPOSAL".

If the file sizes are too large to attach with the email, please use a Google Docs or another file sharing service. Please note that permissions to said folder may be required by several Town of Frisco personnel, who will contact the Bidder directly requesting permission.

## **PROPOSED FEES**

Proposals should include all fees the contractor anticipates based on the plans, specifications and information provided with this RFP. Fees should be based on, and as much as possible, unit prices where units are noted, or a lump sum where appropriate. Include bonding costs, as well as other costs to include a contingency fee as determined by the contractor and appropriate for this project and these existing conditions. All proposed fees and charges shall be recorded on the Bid Tabulation form provided by the Town.

## **PERMITS**

The Town of Frisco will apply for and obtain the Special Use Permit required by CDOT, prior to construction commencing. Contractor shall provide information necessary for the CDOT permit to include two (2) Method of Handling Traffic (MHT) plans for the median and roundabout scenarios.

The General Contractor is to check with Summit Fire and EMS for any required permits and fees. The General Contractor shall contact the Summit County Building Department for the issuance of the Electrical Permit as well as for any electrical inspections.

## **DOCUMENTS**

Any General Contractor interested in submitting a proposal is to contact Jeff Goble, Public Works Director, who will provide a link to the project documents. The documents that will be provided include, but are not limited to . . .

- The RFP.
- Bidding plan set.
- Project Specifications.
- Bid Tabulation Form
- Example of Form of Contract the selected Contractor and the Town will enter into.

## **GENERAL REQUIREMENT OF THE SELECTED PROPOSING FIRM**

- Enter into a contract with the Town of Frisco. 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 prior written consent of the Town of Frisco.
- 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, Summit County, State of Colorado and Federal codes and/or others as may be required and determined by the Town of Frisco.
- Operate as an Independent Contractor who will not be considered an Employee(s) of the Town of Frisco.
- Performance and Payment Bonds will be required as outlined in the form of contract.
- Obtain a Town of Frisco Business License, this will also be required of any Sub-Contractor prior to the commencement of work.

## **POINTS OF CONTACT**

### **Primary Contact:**

Jeff Goble  
Public Works Director – Town of Frisco  
Office Telephone: 970-668-9151  
Email: [jeffg@townoffrisco.com](mailto:jeffg@townoffrisco.com)

### **Alternate Contact:**

Addison Canino  
Capital Projects Senior Manager – Town of Frisco  
Office Telephone: 970-668-9150  
Email: [addisonc@townoffrisco.com](mailto:addisonc@townoffrisco.com)

### **Project Design Team:**

Norris Designs  
Megan Testin, Principal  
Office Telephone: 970-485-4478  
Email: [mtestin@norris-design.com](mailto:mtestin@norris-design.com)

### **Project Traffic Safety Engineer:**

TurnKey Consulting, LLC  
Skip Hudson, P.E., TTMSC  
Office Telephone: 970-314-4888  
Email: [skip@skiphudson.com](mailto:skip@skiphudson.com)