



REQUEST FOR PROPOSAL (RFP)

602 Galena Workforce Housing Infrastructure Construction Manager/General Contractor (CMGC)

Release Date: January 24, 2025
Submittal Deadline: February 21, 2025 at 5:00pm

Public Works
Town of Frisco
102 School Road
Frisco, CO 80443

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1. Invitation

The Town of Frisco (hereinafter referred to as “Town”) is seeking proposals from firms (hereinafter referred to as “Contractor”) to provide construction management and general contractor services for the construction of roadway, utility, and site infrastructure work associated with a workforce housing development project at 602 Galena Street in Frisco, CO.

2. Background

The Town of Frisco is located in Summit County near Interstate 70 and Highway 9. The Town has approximately 3,000 year-round residents, 467 business license holders, and approximately four million visitors per year.

Workforce housing is a priority of the Town of Frisco and the Town’s Strategic Plan lists a goal of providing diverse housing by offering a variety of housing types to support the workforce and residents. The Town recently purchased the property at 602 Galena Street (previously the Frisco Workforce Center) for the purpose of redeveloping into workforce housing.

In 2023, the Town of Frisco executed a development agreement with the NHP Foundation, a not-for-profit real estate organization, to develop approximately 54 multi-family rental units on the property.

In 2024, the Town received two grants from the Colorado Department of Local Affairs (DOLA) to help fund the project. The grant programs included the DOLA More Housing Now (MHN) and Strong Communities programs.

The grants cover portions of the infrastructure and site work, but do not include the vertical construction of the structure. As a condition of the grant, all work covered by the grant is required to be bid and contracted directly with the Town.

The project design is near completion. The plans have been submitted for permit review and are currently under review by Town departments for building permit issuance.

3. Scope of Work

The Town is seeking a qualified and experienced contractor to provide construction management and general contractor services. The Scope of Work includes the following:

1. Preconstruction Services – Design Review: Contractor shall review the plans and provide any comments, recommendations, and value engineering. Contractor shall work with Town staff, Developer (NHP), and design team to discuss any comments, changes, or recommendations for the design. Contractor shall attend weekly meetings with Town and Developer, provide support for utility relocation/abandonment work with utility agencies, and work to procure construction materials.
2. Preconstruction Services – Coordination with Developer: Contractor shall work with Developer and their consultants/contractors to coordinate work phasing, schedule, and other construction coordination details.
3. Construction: Contractor shall complete the construction management for all work listed in

Exhibit A and shown in Exhibit B. Work includes all roadway, infrastructure, and utility portions of the project (no vertical construction). Additional work items include:

- a. Coordination between Town, Developer, and Developer’s consultants/contractors throughout project and attendance at weekly meetings. Costs of coordination with Developer shall be included in the unit bid prices.
- b. The project grants are a combination of state and federal funding. Contractor shall meet all state and federal requirements of grants and supply all documentation and reporting required of the grants.

4. Schedule

- | | |
|-----------------------------------|-------------------|
| • Advertisement of RFP | January 24, 2025 |
| • Questions Due | February 10, 2025 |
| • Proposal Deadline | February 21, 2025 |
| • Contract Award | March 11, 2025 |
| • Begin Construction/Mobilization | April 2025 |
| • Final Completion* | August 2026 |

*During the pre-construction services phase, Contractor shall work with Developer to determine final schedule. Work is generally expected to be completed in two phases: a first phase at the start of the project to include demolition, utility, and a portion of the grading/roadway work. The second phase would begin near the end of the project and would include final grading, concrete, asphalt, landscaping, signage, and striping.

5. Instructions

One digital copy of the proposal shall be submitted via email to the address below. There is no limit on the number of pages or proposal size, but concise proposals are encouraged. Submittals must be received no later than **5:00 pm on Friday, February 21, 2025**.

Email: chrism@townoffrisco.com

The Town will not accept late proposals. The Town reserves the right to reject any or all proposals or accept what is, in its judgment, the proposal which is in the Town's best interest. The Town further reserves the right, in the best interests of the Town, to waive any technical defects or irregularities in any and all proposals submitted.

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.

This solicitation does not commit the Town of Frisco to award a contract, to pay any costs 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. After contract negotiations, prospective consultants may be required to submit revisions to their proposals.

6. Proposal Requirements

6.1 Cover Letter

This letter should identify the proposer's name, mailing address email address telephone number, and contact person. The letter should also identify key staff who will be working on the project, and commit them for the duration of the project, if selected. The letter should also state that the firm has read and understands the requirements of the RFP. This letter must be signed by a duly authorized official of the appropriate firm.

6.2 Organizational Information

Provide a statement of the proposer's corporate status and background, organization structure, list of owners and principals, history, type of business conducted, and business locations.

6.3 Qualifications and References

List qualifications and ability of the proposer to meet the terms of the RFP. Include at least three examples of projects completed within the past five years that will confirm the proposer's expertise in providing services listed in this RFP. Any experience with similar mountain towns should be included. Examples must be specific to the key staff identified in section 6.1. Each project shall include the following:

- Client Name
- Address
- Contact Person, Phone Number, and Email
- Project Dates
- Project Description
- Project Budget

6.4 Project Manager and Personnel

List the project manager and other key personnel who will contribute to the project. Describe the qualifications, experience, job title, years of experience, expertise, and availability of the manager and personnel. Additionally, list any subcontractors who will contribute to the project.

6.5 Project Approach

Provide a comprehensive description of the methodology and approach for completing the project scope described above. List milestones, steps, coordination with Developer/vertical contractor, and innovative ideas for the project approach.

6.6 Fee Schedule

Proposer shall complete Exhibit A – Summary of Quantities (Bid Items & Quantities) and submit with proposal. The unit pricing submitted will be used to enter a construction contract (Exhibit C) with the successful proposer.

6.7 Project Schedule

Proposer shall submit a preliminary timeline of dates and schedule for scope of work from beginning to final completion. This schedule should generally follow the milestone dates in Section 4 of this RFP.

7. Questions and Answers

All questions concerning this RFP must be submitted by email to Chris McGinnis, Town Engineer of Town of Frisco, at chrism@townoffrisco.com by 5:00 pm on February 10, 2025. Addenda, reports, and responses to questions will be distributed by February 15, 2025. Any written question of a proposer regarding the meaning or interpretation of the RFP, work scope, specifications, etc., must be submitted to the TOWN prior to the above-specified date. All clarifications given to any prospective proposer shall be similarly furnished to all prospective proposers in summary form as an addendum to this RFP if the lack of such information could reasonably be considered prejudicial towards uninformed proposers.

8. Evaluation Criteria

The following is a list of weighted criteria that will be used to evaluate proposals:

Qualifications and References	20%
Project Manager and Personnel	15%
Project Approach	15%
Fee Schedule	50%

9. Selection Process

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

The Town may invite Proposers to participate in interviews with the evaluation committee for the purpose of clarifying, confirming, or obtaining additional information on proposals. If interviews are held, they will be scheduled after the proposal deadline.

10. Attachments

Exhibit A	Summary of Quantities (Bid Items & Quantities)
Exhibit B	Construction Drawings
Exhibit C	Sample Contract

Exhibit A Summary of Quantities

Note: Quantities stated in the bid below are estimated quantities only and it is understood the actual quantities in the field may vary from those estimated. Actual quantities will be measured in the field, unless specified otherwise in the bid item descriptions. Work required in this section includes all expenses to complete the individual bid items per the plans and specifications. Unit bid prices, as quoted in the bid schedule, shall constitute full compensation for materials, labor, equipment, rentals, permits, overhead, profit, incidentals, risk, loss, damage, and all other items of work and expense required for the complete construction of each pay item per the plans and specifications. Any items or like item not specifically mentioned as a bid item is considered incidental to the project and all costs associated with these items must be included in the bid items listed.

Items below shall be completed per 2024 CDOT Standard Specifications for Road and Bridge Specifications unless noted otherwise for a bid item.

Contractor shall provide unit bid cost for each item as follows:

ITEM CODE	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL COST
1	CLEARING AND GRUBBING	1.0	LS		
2	REMOVAL OF WALL	1.0	LS		
3	REMOVAL OF ASPHALT	2494.6	SY		
4	REMOVAL OF SIGN	5.0	EACH		
5	REMOVAL OF WATER LINE	1.0	LS		
6	REMOVAL OF STREET LIGHT	5.0	EACH		
7	REMOVAL OF RIPRAP	37.8	SY		
8	REMOVAL OF TREE	25.0	EACH		
9	REMOVAL OF WOOD CURB	1.0	LS		
10	REMOVAL OF SEWER SERVICE	1.0	LS		
11	REMOVAL OF CONCRETE	148.9	SY		
12	EROSION CONTROL*	1.0	LS		
13	EARTHWORK/GRADING	1.0	LS		
14	POTHOLING	20.0	HOUR		
15	DECIDUOUS TREE (2 INCH CALIPER)	18.0	EACH		
16	DECIDUOUS TREE (1.5 INCH CALIPER)	11.0	EACH		

ITEM CODE	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL COST
17	EVERGREEN TREE (6 FOOT)	4.0	EACH		
18	EVERGREEN TREE (8 FOOT)	4.0	EACH		
19	DECIDUOUS SHRUB	11.0	EACH		
20	EVERGREEN SHRUB	9.0	EACH		
21	ORNAMENTAL GRASS	43.0	EACH		
22	IRRIGATION SYSTEM	1.0	LS		
23	ROCK MULCH	611.0	SY		
24	CRUSHER FINES	18.2	SY		
25	PAVING BRICK	78.9	SY		
26	PLASTIC EDGER	25.0	LF		
27	BOULDERS	36.0	EACH		
28	SEATING SLAB	1.0	EACH		
29	DOG WASTE STATION	1.0	EACH		
30	BIKE RACK	3.0	EACH		
31	AGGREGATE BASE COURSE (CLASS 6)	477.4	CY		
32	CONCRETE SIDEWALK (6 INCH)	383.9	SY		
33	CONCRETE CURB RAMP	55.2	SY		
34	CONCRETE PAN	6.7	SY		
35	CURB & GUTTER TYPE 2 (SPECIAL)	946.0	LF		
36	7" CONCRETE PAD	18.6	SY		
37	HOT MIX ASPHALT (GRADING SX) (75) (PG 58-28)	546.1	TON		
38	CONNECT TO EXISTING WATER LINE	4.0	EACH		
39	6 INCH HYDRANT	3.0	EACH		
40	6 INCH DUCTILE IRON PIPE**	140.5	LF		
41	8" HDPE PIPE	18.5	LF		
42	12" HDPE PIPE	53.3	LF		
43	18" HDPE PIPE	247.6	LF		
44	30" NYLOPLAST INLET	4.0	EACH		
45	INLET TYPE 13	4.0	EACH		

ITEM CODE	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL COST
46	BURIED INFILTRATION CHAMBER	1.0	EACH		
47	AREA INLET	1.0	EACH		
48	THERMOPLASTIC MARKINGS	1.0	LS		
49	STRIPING	1.0	LS		
50	SIGN POST	5.0	EACH		
51	SIGN PANEL	5.0	EACH		
52	DELINEATOR (TYPE II)	17.0	EACH		
53	ELECTRIC VEHICLE CHARGER	2.0	EACH		
54	2 INCH ELECTRICAL CONDUIT (EV CHARGERS)	270.0	LF		
55	2 INCH SPARE CONDUIT	300.0	LF		
56	TYPE ONE PULL BOX	4.0	EACH		
57	CONSTRUCTION SURVEYING	1.0	LS		
58	MOBILIZATION***	1.0	LS		
59	TRAFFIC CONTROL****	1.0	LS		

Total Cost: _____

*Erosion Control bid item shall include installation and maintenance of all bmps shown in plans, erosion control management, sediment removal, and all other erosion control per the plans and specifications for duration of project.

**Ductile Iron Pipe bid item shall include all connections, fittings, valves, tees, and other items necessary for water line installation.

***Mobilization shall include performance and payment bonds.

****Traffic Control shall include flagging, traffic control devices, traffic control inspections, and traffic control management for duration of project.