

Evergreen Park & Recreation District

Request for Proposals # 2019 – 03-7012-09

Lake House – Concrete Repairs Project



Requested By:
Evergreen Park & Recreation District
1521 Bergen Parkway
Evergreen, CO 80439

May 13, 2019



Evergreen Park & Recreation District Request for Proposals – Lake House Concrete Repairs Project

Invitation

Evergreen Park & Recreation District (“EPRD”) invites qualified companies (“Respondents”) to submit their proposals for the Concrete Repairs project for the Evergreen Lake House to encompass the removal of the existing deteriorated concrete sidewalk around the Evergreen Lake House. The installation of road base and compact in preparation for new concrete. Set up forms and pour new concrete sidewalk to a depth of 6-inches, finish, strip forms and apply cure. Selected respondent and all subcontractors shall conform to all applicable building codes, and shall secure all necessary building permits for the project.

Period of the Contract

The successful Respondent will be awarded a Service Agreement likely by the beginning of September 3, 2019. The intention is for the project to be complete by November 1, 2019.

Project Schedule

May 28, 2019	RFP Issued
May 29, 2019	RFP published in Canyon Courier
June 19, 2019	Mandatory Pre-Bid Meeting On-site (10:00 a.m.)
June 28, 2019	Proposal Due (10:00am)
July 5, 2019	Evaluation of Proposals
July 24, 2019	Award of Service to Selected Respondent
September 3, 2019	Project Begins
November 1, 2019	Target Completion of Project

The above dates are subject to change.

Location Where Work Will Be Performed

The project location is the Evergreen Lake House, 29612 Upper Bear Creek, Evergreen, CO 80439.

Scope of Work

The scope of work for this RFP, Concrete Repairs, encompasses the saw cut and removal of approximately 2,240 square feet of the existing deteriorated concrete sidewalk around the Evergreen Lake House, the installation of up to 28 tons of class 6 road base, fine grade and compact in preparation for new concrete. Set up forms and pour approximately 42 cubic yards of 4,000 psi concrete sidewalk to a depth of 6-inches, install small drain grate by front entrance, and finish, strip forms and apply cure. Selected Respondent and all subcontractors shall conform to all applicable building codes, and shall secure all necessary building permits for the project.



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Proposal Content

1. **Material and Set-up Costs:** Clearly differentiate the cost of each category. The assumed finishes and materials must be priced to meet the exact specs described in the RFP.
2. **Concrete Repairs Scope of Services:** Concrete repairs scope of services shall include, but not necessarily be limited to:
 - a. Storage & Delivery of Materials to/at Project Site (EPRD land may be used)
 - b. Saw cut and removal of the existing deteriorated concrete sidewalk around Evergreen Lake House
 - c. Installation of up to 28 tons of class 6 road base, fine grade and compact in preparation for new concrete
 - d. Set up forms and pour approximately 42 cubic yards of 4,000 psi concrete sidewalk to a depth of 6-inches
 - e. Install drain grate along front entrance
 - f. Finish, strip forms and apply cure
 - g. Any additional work deemed necessary by contractor
 - h. Material per specs
 - i. All labor to complete project.
3. **Relevant Experience & References:** Provide relevant background information, project examples and data on at least three (3) projects that your company has completed that are similar in nature and scope to the above referenced project. Include a list of owner references with contact names and current telephone numbers.
4. **Project Management:** Each Respondent must provide the name(s) and contact information for the person(s) designated as the project manager for this work. Provide a list of no fewer than three projects managed by this person(s) previously.
5. **Site Logistics:** Selected contractor will be responsible for coordination of staging, parking, traffic control, clean up and haul-off, and all other site-related issues with Evergreen Park & Recreation District.
6. **Prep work and Resurfacing Schedules:** Prepare and submit a schedule that displays your company's understanding of the project scope, logical sequence of activities, and overall completion commitment. Such schedules shall be cited in number of weeks of duration. A final schedule of completion will be negotiated between the successful Respondent and Evergreen Park & Recreation District as part of contract negotiations. The negotiated construction milestone schedule shall be considered your company's commitment of the overall construction duration for completing the project.
7. **Additional Information:** Provide any additional information that will demonstrate your company's ability to perform this project.

Site Review

A mandatory pre-bid meeting for interested contractors shall occur on-site on Wednesday, June 19 at 10: 00 a.m. More detailed information on the size and scope of the concrete repair project will be distributed at the pre-bid meeting. Additional site reviews during the proposal period are encouraged to give contractors a more complete understanding of the project. The site is accessible with no other prior arrangements necessary.



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Withdrawal of Proposal

Proposals may be withdrawn by written notice at any time prior to the submission deadline.

Proposal Evaluation Process

Proposals received will be evaluated using the following process:

1. Proposals received will be screened for responsiveness to RFP the Proposal Content listed above.
2. Proposals deemed “responsive” shall then be evaluated using the following criteria:
 - Competitiveness of fees.
 - Relevance and quality of Project Examples provided.
 - Ability to deliver in a short time period and within budget.
 - Positive comments from References.
 - The relative strength and experience of the management and staff most likely to work the project.
 - Warranty of the product and labor provided.
 - Other information provided.
3. Respondents may be asked to clarify information in their proposal, or provide additional information, when deemed necessary.
4. The District reserves the right to reject any and/or all proposals, and to waive or decline to waive irregularities in any submittal.
5. The Respondent judged most qualified will be offered a contract. The exact terms and compensation will be negotiated at that time. If agreement cannot be reached, the District reserves the right to offer a contract to the next most qualified Respondent, until an acceptable contract is negotiated of the District chooses to reject all proposals.

Proposal Submittal

For technical information, contact Bob Schmitz, bschmitz@eprd.co or 720-880-1113.

Minimum of three (3) copies in electronic or hard copy form of the complete proposal shall be provided to the Evergreen Park & Recreation District Administrative Office by 10:00 am on Friday, June 28. Submittals may be sent via mail, hand delivery, fax, or email to:

Evergreen Park & Recreation District
Attn: Bob Schmitz
1521 Bergen Parkway, Evergreen, CO 80439
Email: bschmitz@eprd.co
Fax: (720) 880-1180