

Request for Qualifications: Pleasant Grove Town Hall Construction Manager / General Contractor RFQ

Pre-Proposal Meeting: Wednesday, June 8, 11:00 a.m. Onsite: 107 S. 100 E., Pleasant Grove

Proposals Deadline: Wednesday, June 15, 5:00 p.m.

Introduction

Pleasant Grove City (City) is accepting proposals from qualified Construction Manager/General Contractor (CM/GC) firms interested in submitting qualifications and costs for the construction management and general contracting for the rehabilitation of the Pleasant Grove Town Hall located at 107 S 100 East in Pleasant Grove, UT. It is Mandatory that all interested parties attend the Pre-Proposal Meeting identified above. All questions after the Pre-Proposal Meeting must be submitted through SciQuest. Under no circumstance shall the CM/GC contact the City or Architect after the Pre-Proposal meeting other than through SciQuest.

City will make the Request for Proposals (RFP) available to any interested parties through SciQuest. Interested parties are responsible for monitoring the website for information concerning the RFP and any addendum issued.

Web Address: www.sciquest.com

Project Description

The City plans to rehabilitate the historic Pleasant Grove Town Hall for use as a museum and gathering space for the City. The Pleasant Grove Town Hall was constructed in 1887 and was “built of the native soft rock in the Federal style with Victorian ornamentation.” It is a simple rectangular plan with unreinforced stone and adobe walls with a smaller stone addition to the east. The Town Hall was largely renovated in 1961 when it became the Public Library. There were some minor additional alterations in the 1990s as well as a restroom reconfiguration in 2019 in the small room to the east. The Town hall has an approximate area of 1,800 square feet.

The Scope of work is anticipated to include the following general items, although the CM/GC will largely drive the scope as budget allows:

Priority 1 Scope of Work

- Removal of existing roofing and replacement with new roofing including: (plywood sheathing, ice/water shield, roofing aper, architectural-grade asphalt shingles, roofing accessories, etc.)
- Misc. structural upgrade (roof to wall connections)
- Masonry (mortar repointing, crack repair, water table repair, cleaning, etc.)
- Exterior windows and doors: repair and rehabilitation
- Wood trim repair (fascia, soffit, cornice, window sills, etc.)
- Prepping and repainting exterior wood components

Priority 2 Scope of Work

- Selective interior demolition (dropped acoustic ceiling and framing, wall finishes, carpet, etc.)
- Interior storm windows
- Refinishing / repair of wood flooring
- New ceiling gypsum board finishes on the underside of ceiling joists
- Spray in attic insulation
- Repair to interior wood wainscoting
- New lighting
- New M/E/P
- Exterior ADA Ramp
- Porch Restoration
- Site / Landscape improvements

Proposal Information

Proposals will only be accepted as a PDF emailed to Scott Darrington, the Project Manager at sdarrington@pgcity.org and a separate PDF Fee Proposal emailed to the Project Manager. The City will accept an electronic (PDF) copy of the Proposal on a USB drive in lieu of, or in addition to, an emailed version. The City will not accept any proposal submitted by facsimile, or any method other than that stated in the RFP. Any proposal that is received after the due date and time will not be accepted. If it becomes necessary to revise the RFP in whole or in part, an addendum will be provided to all proposers on record through BidSync.

The City may award a contract based solely upon the merits of the initial proposal, without an oral commentary by the proposers. In light of this possibility, proposers should present the most favorable price and service available. If the City deems necessary, a few CM/GC's may be selected based on cost, quality and experience to interview and present to the City. The CM/GC selected will be expected to begin work by Wednesday, July 6, 2022.

The information provided herein is intended to assist proposers in the preparation of proposals necessary to properly respond to this RFP. The RFP is designed to provide interested proposers with sufficient basic information to submit proposals meeting minimum requirements, but is not intended to limit a proposal's content or exclude any relevant or essential data therefrom. The City will not be liable for any costs proposers may incur in the preparation or presentation of this proposal. The City reserves the right to cancel or modify this solicitation at any time it deems necessary, in its sole discretion that such measures are in the City's best interest.

All provisions of the agreement must be in compliance with established State and Local laws and ordinances of the State of Utah and its political subdivisions.

Pre-qualification Submittal Content

Submitted materials shall represent the respondent's ability to provide the services described. Submittals should be concise and contain only information specific to the objectives of this project and the respondent's experience with the construction of facilities with similar type construction and size.

Proposals should not exceed twenty (20) printed pages, not including covers or dividers. All proposals submitted for consideration should be organized under the following headers in the same order as presented below.

Relevant Firm Experience, Qualifications, and Capacity

Submissions should include:

- Firm names, addresses, contact information, contact email, and current licensing;
 - Please provide a copy of the current contractor license information (the minimum license required for this project is a B-100 license);
 - Provide license holder name, type of license, and any supplemental classifications held; and
 - Please state and explain any disciplinary actions taken by the State of Utah to revoke or suspend the above license or attempts to investigate the license holder for business or construction related reasons (include on a separate and attached sheet of paper).
 - A brief history of the firm, including:
 - years of operation
 - number of full-time employees (separate office employees from field employees)
 - staff qualifications / certifications
 - intended project managers and/or project superintendent and their previous work experience on similar buildings, etc.; (NOTE: project references should include projects performed by these individuals);
 - Verification of firm capacity to complete project.
 - Include any details that show contractor can complete project by end of December 2016 and willingness (or not) to commit to a specific contract time with possible penalties and/or liquidated damages if project is not completed on time;
 - On the four projects under your references as required below, please list contractual completion time frame for each project versus the actual completion time on each project (how long it was supposed to take before starting vs how long it *actually* took to complete)
 - Any other qualifications applicable to demonstrate expertise and ability to successfully complete this specific type of project.
- Experience and Project References
 - Contractor shall show a minimum of 5-years of experience working on similar types of historic rehabilitation projects. To verify this, please include a minimum of four (4) references to document the proposer's demonstrated performance and experience completing similar size and complexity of projects. At minimum, please indicate the following:
 - project locations and building owner;
 - the contractor's role in the project;
 - date of construction;
 - building size and construction type;
 - total cost of construction;

whether the construction was completed on-time and within budgeted constraints; and
telephone number and email contact for the reference.

- **Insurance Coverage**

- Provide insurance certificate of coverage (or verification that insurance can be obtained) to work in the State of Utah with the following minimum coverages:
Workers Compensation Insurance: \$1,000,000
General Liability Insurance: \$3,000,000
Automobile Liability Insurance: \$3,000,000
Amount of contractors Excess Liability Insurance (if any)

- **Bonding capability**

- Provide a letter from your bonding agent or surety addressing the following:
Name of Surety (surety must be licensed in the State of Utah, have an A.M Best rating of A X or better, and listed in the U.S. Treasury Circular 570 of acceptable sureties);
Name and phone number of surety underwriter (not agent);
List if any surety has ever paid a claim or finished a project for this entity;
List largest bid bond issued for this entity in the last three years;
List largest performance and payment bond issued for this entity in the last three years;
List date of last performance and payment bond issued for this entity;
and, list single project and aggregate bonding capacity of this entity.

- **Fees / Rates for Services**

DO NOT submit pricing, fees, rates, or bids as part of this pre-qualification stage.