



POUDRE SCHOOL DISTRICT R-1

REQUEST FOR QUALIFICATIONS

FOR

**PRE-QUALIFICATION OF GENERAL CONTRACTORS FOR
THE SOUTHEAST ELEMENTARY SCHOOL**

RFQ # 20-1E1-001

RFQ SCHEDULE

RFQ Issued	August 30, 2019
Questions Due	September 16, 2019 2:00 p.m. MDT
RFQ Closing Date	September 26, 2019 2:00 p.m. MDT

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1.0 **GENERAL INFORMATION**

As part of the Poudre School District Bond Election in 2016, a new elementary school was approved for construction in the southeast portion of the District. The site is located at Larimer County Road 30 and North Fairgrounds Avenue (CR 5) within the City of Loveland. The new facility is being designed as a four (4) round, kindergarten through fifth grade facility, serving approximately 600 students; the school will also include a preschool wing.

The project scope is based on a 76,956 square foot building, with an estimated all-inclusive construction budget of \$30.32 million. The project is shown on the site plan (Exhibit A) and includes all services necessary to construct the elementary school, site improvements, landscaping, and other appurtenances to the project. The proposed geographical site and District Boundary is provided in the attached Aerial Map (Exhibit B).

This Request for Qualifications (RFQ) solicits complete general contractor services for the construction of the Southeast Elementary School. Services include, but are not limited to, scheduling and staging of all sub-contractors, coordination of all work with the architect, Poudre School District, the City of Loveland, the State, and other agencies that may be involved with the project.

While construction services/disciplines may be scheduled in stages or phases, this solicitation is for the selection of all construction services necessary for the construction of the entire project. **Bidding and construction of the project will be through a traditional design/bid/build process to pre-qualified general contractors only.**

Subcontractors and suppliers will not be pre-qualified; however, the District reserves the right to post-qualify any or all proposed subcontractors and suppliers and all subcontractors and suppliers shall be subject to the District's approval.

The District is issuing this Request for Qualifications ("RFQ") for the pre-qualification of general contractors for the construction of the Southeast Elementary School. The anticipated project description and schedule are provided below.

1.1 **PROJECT DESCRIPTION**

As identified in the District's 2016 Bond Proposal, a new elementary school is planned in the southeastern portion of the School District. The elementary school will be a PreK-5, four (4) track school southwest of the intersection of Fairgrounds Blvd. (CR 5) and CR 30 in Loveland, CO.

The facility is being designed by Hord, Coplan, and Macht (HCM) and will be ready to bid in the Fall of 2019; construction is anticipated to begin in early 2020. Bidders are restricted to those general contractors who have met all prequalification requirements as provided in this solicitation and who have been selected by the District.

The selected, pre-qualified general contractors will be invited to receive bid information and solicit requests for information and clarification on the scope and extent of the project. General contractors are expected to assemble a team for the complete construction of the project to include site work, utilities, and school building construction. The general contractor will be expected to work closely with the District, HCM, and other interested parties in pursuit of the successful completion of the project within budget and on schedule.

1.2 PROJECT SCHEDULE

1.2.1 Anticipated construction bid date: Fall 2019

1.2.2 Anticipated time for construction to commence: February 2020

1.2.3 Anticipated occupancy: no later than mid-August 2021

2.0 MINIMUM QUALIFICATION REQUIREMENTS

As set forth in more detail below, the District will only consider responses for this project from general contractors meeting the following qualification criteria:

2.1 General contractors must have an established office within 150 miles of Fort Collins, Colorado at the time of response submission.

2.2 General contractors must have experience on projects of a similar type and size within the last five (5) years

3.0 SUBMITTAL REQUIREMENTS

As set forth in more detail below, the District is requiring the following information from all general contractors as part of their response:

3.1 Letter addressing the considerations below:

3.1.1 Completed Contractor's Qualification Statement - Completed AIA Document A305 - 1986 or successor form (Exhibit C)

3.1.2 General contractor's summary of previous work for the District

3.1.3 General contractor's experience on projects of similar type and size within the last five (5) years

3.1.4 A written statement and/or letter from the general contractor's bonding agent confirming the general contractor's bonding capacity

3.1.5 Whether the general contractor or any of its principals has ever declared bankruptcy under their current name(s) or a former name(s)

- 3.1.6 Whether the general contractor or any of its principals has ever made an assignment for the benefit of creditors
- 3.1.7 Whether there are any unsatisfied judgements or liens against the contractor or any of its principals
- 3.2 Description of the proposed Project team and approach
 - 3.2.1 Qualifications and experience of proposed key team members
 - 3.2.2 Project approach which shall include:
 - 3.2.2.1 Budget and Cost Control
 - 3.2.2.2 Quality Control
 - 3.2.2.3 Schedule Management
- 3.3 Statement of the general contractor's capabilities.
 - 3.3.1 Current and projected workload.

4.0 RFQ PROCEDURES AND DEADLINES

The procedures and deadlines associated with this RFQ are as follows:

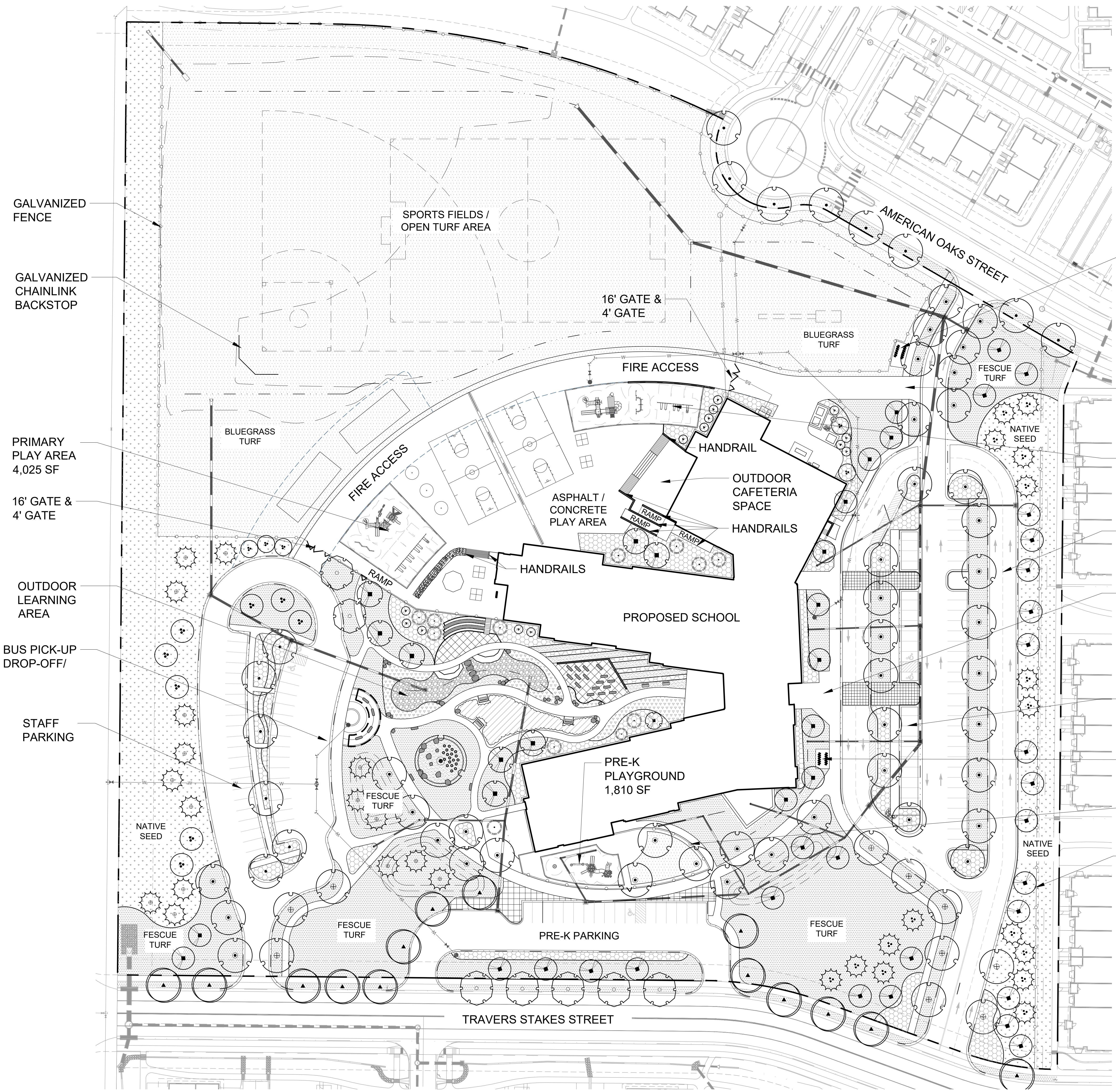
- 4.1 The District shall provide copies of this RFQ and its related documents to general contractors through the electronic solicitation platform www.bidnetdirect.com (BidNet), where registered proposers are required to submit their electronic RFQ response along with the first and last name, telephone number and e-mail address of the employee within the organization who will be designated as the District's primary contact with respect to this RFQ and the general contractor's response thereto. The District may provide copies of this RFQ to other general contractors upon request, who are also requested to provide the first and last name, telephone number and e-mail address of the employee within their organization who will be designated as the District's primary contact with respect to this RFQ and their response thereto.
- 4.2 **At no time during the solicitation process, will communication regarding this RFQ be permitted with any district employee other than Kelly Wooden, the District Senior Procurement Agent associated with this RFQ, until an award has been announced. Communication with a district employee other than Kelly Wooden may disqualify your response from consideration.**
- 4.3 Questions regarding this RFQ must be in writing and directed to the District through the BidNet platform any time after the issuance of this RFQ through and including **2:00 p.m. MDT on September 16, 2019.**

- 4.3.1 Each question must be submitted individually. Multiple questions per entry will not be answered.
- 4.3.2 Each question submitted, as well as the District's response thereto, shall be posted to Bidnet as an addendum.
- 4.3.3 Questions received outside of the BidNet platform may not be addressed.
- 4.4 Electronically submitted responses, as provided in section 3.0 of this RFQ, must be received in BidNet's electronic solicitation portal on or before **2:00 p.m. MDT on September 26, 2019**. At that time the submission portal will close, and no further submissions will be allowed, nor considered.
- 4.5 District staff shall review the written responses to this RFQ during the consideration period commencing on September 26, 2019. During the consideration period, questions may be asked of and additional information may be requested from specified District personnel and select general contractors may be asked to give presentations to District staff regarding their RFQ responses.
- 4.6 This RFQ does not commit the District to select or contract with any or all general contractors that provide responses, or to pay any costs incurred by the general contractors in responding to the RFQ. The District reserves the right to reject any and all responses to this RFQ at any point in the process, to waive any irregularities and/or informalities with respect to the RFQ procedures and deadlines, and to select the general contractors whose responses it deems in its sole discretion to be in the best interest of the District. The pre-qualification of general contractors is contingent upon meeting all minimum qualifications and submittal requirements as provided in this RFQ.
- 4.7 Information and materials submitted in response to this RFQ may be considered public records subject to disclosure under the Colorado Open Records Act ("CORA"), C.R.S. §§ 24-72-200.1 to -205.5. Information and materials that general contractor believes are confidential and not subject to disclosure under CORA must be submitted separately with a citation to the section of CORA and any other relevant law under which general contractor believes they are confidential. The District, not the general contractor, shall determine whether information and materials so identified will be withheld as confidential, but will inform the general contractor in advance of disclosure to give it an opportunity to take legal action to protect its interests vis-à-vis the party making the CORA request.

-- End --

EXHIBIT A

SITE PLAN



Plant Palette

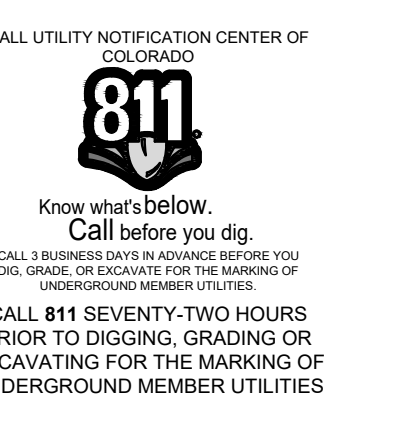
EVERGREEN TREES	QTY	BOTANICAL / COMMON NAME	SIZE	CONTAINER
	3	Picea pungens 'Hoopsii' Hoopsii Spruce	6'	B&B
	7	Pinus flexilis 'Vanderwolf's Pyramid' Vanderwolf's Pyramid Pine	6'	B&B
	20	Pinus ponderosa Ponderosa Pine	6'	B&B
	17	Pinus strobiformis Southwestern White Pine	6'	B&B
FLOWERING/ACCENT TREES	QTY	BOTANICAL / COMMON NAME	SIZE	CONTAINER
	15	Acer ginnala 'Flame' Amur Maple	1.5' Cal.	B&B
	8	Pyrus calleryana 'Chanticleer' Chanticleer Pear	1.5' Cal.	B&B
	6	Pyrus taurei 'Korean Sun' Korean Wild Pear	1.5' Cal.	B&B
SHADE/CANOPY TREES	QTY	BOTANICAL / COMMON NAME	SIZE	CONTAINER
	13	Acer saccharum 'Green Mountain'™ Green Mountain Sugar Maple	2" Cal.	B&B
	7	Gymnocladus dioica 'Espresso' Seedless Kentucky Coffeetree	2" Cal.	B&B
	14	Platanus x acerifolia 'Exclamation'™ Exclamation Planetree	2" Cal.	B&B
	10	Quercus rubra Northern Red Oak	2" Cal.	B&B
	50	Ulmus x 'Accolade' Accolade Elm	2" Cal.	B&B

Materials Legend

- FESCUE TURF
- IRRIGATED TURF
DURA-TURF FESCUE BLEND - SOD
- NON-IRRIGATED NATIVE GRASS MIX
SEED MIX - SEE NOTES LS 11 OR APPROVED EQUAL
- WASHED RIVER ROCK - GRAY
MINIMUM 4" DEPTH OF 2" - 4" WASHED RIVER ROCK
OVER WEED BARRIER FABRIC
- DRY STREAM BED/INTERMITTENT STREAM
• CONSIST OF LARGE RIVER BOULDERS
• VARYING SIZES OF RIVER COBBLE TO
REPLICATE A STREAM BED
- CRUSHER FINE SURFACE
- PERENNIAL/PRAIRIE GARDEN PLANTINGS
- NATIVE & RIPARIAN PLANTINGS

hord | coplan | macht

ARCHITECTURE
 LANDSCAPE ARCHITECTURE
 PLANNING
 INTERIOR DESIGN



01	6/07/19	50% DD
02	7/12/19	100% DD

No.	Date	Revision
Project Name SOUTHEAST ELEMENTARY		
Project Number 219002		
Date (YYYYMMDD) 2019/07/12		
Drawn By	Checked By	
TBG	TBG	
Drawing Overall Landscape Plan		

L 100

100% DESIGN
 DEVELOPMENT

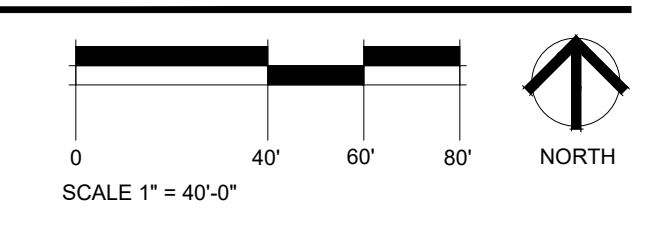


EXHIBIT B

VICINITY MAP

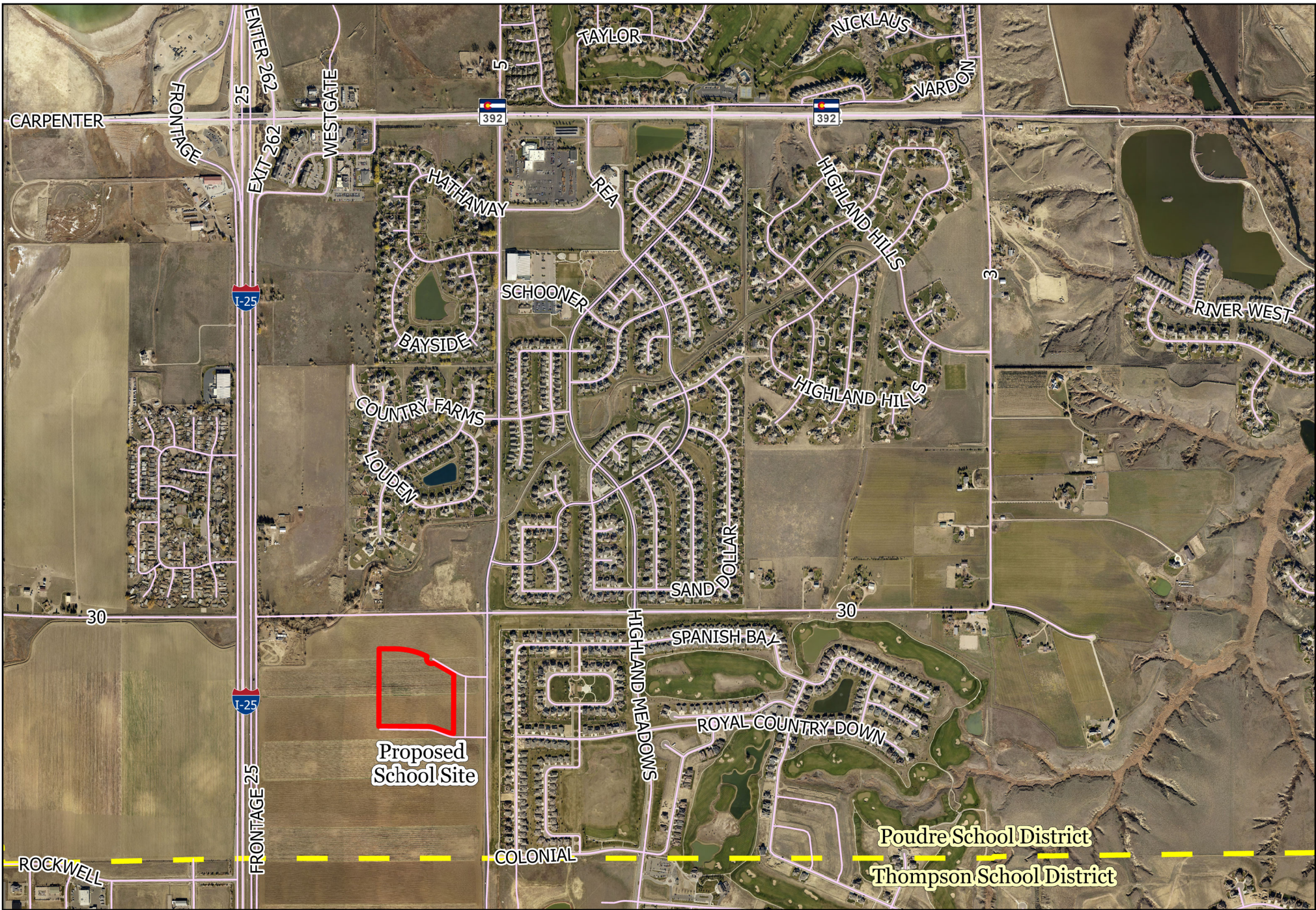


EXHIBIT C

AIA DOCUMENT A305 - 1986



AIA[®] Document A305[™] – 1986

Contractor's Qualification Statement

The Undersigned certifies under oath that the information provided herein is true and sufficiently complete so as not to be misleading.

SUBMITTED TO:

ADDRESS:

SUBMITTED BY:

NAME:

ADDRESS:

PRINCIPAL OFFICE:

- Corporation
- Partnership
- Individual
- Joint Venture
- Other

NAME OF PROJECT: *(If applicable)*

TYPE OF WORK: *(File a separate form for each Classification of Work.)*

- General Construction
- HVAC
- Electrical
- Plumbing
- Other: *(Specify)*

This form is approved and recommended by the American Institute of Architects (AIA) and The Associated General Contractors of America (AGC) for use in evaluating the qualifications of contractors. No endorsement of the submitting party or verification of the information is made by AIA or AGC.

§ 1.0 ORGANIZATION

§ 1.1 How many years has your organization been in business as a Contractor?

§ 1.2 How many years has your organization been in business under its present business name?

§ 1.2.1 Under what other or former names has your organization operated?

§ 1.3 If your organization is a corporation, answer the following:

§ 1.3.1 Date of incorporation:

§ 1.3.2 State of incorporation:

§ 1.3.3 President's name:

§ 1.3.4 Vice-president's name(s):

§ 1.3.5 Secretary's name:

§ 1.3.6 Treasurer's name:

§ 1.4 If your organization is a partnership, answer the following:

§ 1.4.1 Date of organization:

§ 1.4.2 Type of partnership, if applicable:

§ 1.4.3 Name(s) of general partner(s):

§ 1.5 If your organization is individually owned, answer the following:

§ 1.5.1 Date of organization:

§ 1.5.2 Name of owner:

§ 1.6 If the form of your organization is other than those listed above, describe it and name the principals:

§ 2.0 LICENSING

§ 2.1 List jurisdictions and trade categories in which your organization is legally qualified to do business, and indicate registration or license numbers, if applicable.

§ 2.2 List jurisdictions in which your organization's partnership or trade name is filed.

§ 3.0 EXPERIENCE

§ 3.1 List the categories of work that your organization normally performs with its own forces.

§ 3.2 Claims and Suits

(If the answer to any of the questions below is yes, attach details.)

§ 3.2.1 Has your organization ever failed to complete any work awarded to it?

§ 3.2.2 Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?

§ 3.2.3 Has your organization filed any law suits or requested arbitration with regard to construction contracts within the last five years?

§ 3.3 Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract?

(If the answer is yes, attach details.)

§ 3.4 On a separate sheet, list major construction projects your organization has in progress, giving the name of project, owner, architect, contract amount, percent complete and scheduled completion date.

§ 3.4.1 State total worth of work in progress and under contract:

§ 3.5 On a separate sheet, list the major projects your organization has completed in the past five years, giving the name of project, owner, architect, contract amount, date of completion and percentage of the cost of the work performed with your own forces.

§ 3.5.1 State average annual amount of construction work performed during the past five years:

§ 3.6 On a separate sheet, list the construction experience and present commitments of the key individuals of your organization.

§ 4.0 REFERENCES

§ 4.1 Trade references:

§ 4.2 Bank references:

§ 4.3 Surety

§ 4.3.1 Name of bonding company:

§ 4.3.2 Name and address of agent:

§ 5.0 FINANCING

§ 5.1 Financial Statement

§ 5.1.1 Attach a financial statement, preferably audited, including your organization's latest balance sheet and income statement showing the following items:

- .1 Current Assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials inventory and prepaid expenses);
- .2 Net Fixed Assets;
- .3 Other Assets;
- .4 Current Liabilities (e.g., accounts payable, notes payable, accrued expenses, provision for income taxes, advances, accrued salaries and accrued payroll taxes); and
- .5 Other Liabilities (e.g., capital, capital stock, authorized and outstanding shares par values, earned surplus and retained earnings).

§ 5.1.2 Name and address of firm preparing attached financial statement, and date thereof:

§ 5.1.3 Is the attached financial statement for the identical organization named on page one?

§ 5.1.4 If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent-subsiary).

§ 5.2 Will the organization whose financial statement is attached act as guarantor of the contract for construction?

§ 6.0 SIGNATURE

§ 6.1 Dated this _____ day of _____ 20____

Name of organization:

By:

Title:

§ 6.2

M _____ being
duly sworn deposes and says that the information provided herein is true and sufficiently complete so as not to be
misleading.

Subscribed and sworn before me this _____ day of _____ 20____

Notary Public:

My commission expires:

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.