Request for Proposal (RFP)
For Construction Manager/General Contractor (CM/GC) Services
For Sheriff Reservoir Dam Rehabilitation

1.0 General Information

The Town of Oak Creek is seeking Construction Manager/General Contractor (CM/GC) construction services proposals from qualified construction contractors for the Rehabilitation of Sheriff Dam Reservoir. The Town of Oak Creek owns and operates Sheriff Reservoir Dam located in the Medicine Bow - Routt National Forest approximately 12 miles southwest of the Town. The selected CM/GC construction contractor will work collaboratively with the Town and their engineer, W.W. Wheeler & Associates, Inc. (Wheeler), to assess value engineering ideas to develop a Guaranteed Maximum Price to replace the outlet works gate in 2023 and to construct the spillway replacement and other associated earthwork in 2024.

Pending receipt of acceptable CM/GC proposals, the Town of Oak Creek plans to enter into a contract with a CM/GC construction contractor to complete the following phases of the project:

- **Phase 1** – Participate in pre-construction value engineering and develop a Guaranteed Maximum Price for constructing the outlet works gate replacement project in the fall of 2023.
- **Phase 2** – Complete the construction of the outlet works gate replacement by November 15, 2023, based on the Guaranteed Maximum Price developed in Phase 1.
- **Phase 3** – Work with Wheeler and the Town through the final design phase of the spillway replacement component of the work to develop a construction schedule and Guaranteed Maximum Price for constructing the spillway replacement and associated dam earthwork during the summer and fall of 2024.
- **Phase 4** – Complete the construction of the spillway and earthwork based on the schedule and Guaranteed Maximum Price developed in Phase 3 after Colorado State Engineer's Office, Dam Safety Branch (SEO) approves Wheeler's design, and the Town obtains local, state, or federal grants to complete the construction.

2.0 Project Background

Sheriff Reservoir Dam is located in the eastern edge of Rio Blanco County. The Town of Oak Creek is in Routt County, approximately 20 miles southwest of Steamboat Springs. A Special Use permit between the Town and the U.S. Forest Service authorizes the Town to operate and maintain Sheriff Reservoir Dam. The dam was originally constructed in 1954 and was enlarged in 1965. Sheriff Dam is a 47-foot-high, high hazard embankment dam that has a storage capacity of approximately 987 acre-feet. Key dam safety issues include operational issues with an aging low-level outlet works gate, inadequate spillway capacity, and the potential for liquefiable foundation soils.

Rehabilitating Sheriff Reservoir Dam is a high priority to the Town of Oak Creek, but as a Town of about 900 people the Town has limited financial capacity to fund this project. However, grants from numerous local and state agencies have allowed the project to move forward and the

Town's financial partners are expected to help finance Phase 4 of the project after the Phase 3 Guaranteed Maximum Price for 2024 construction is established.

The SEO approved outlet works gate replacement design and the 30 percent design for the spillway replacement shall be provided along with the RFP for the contractor's use in developing budget estimates.

3.0 Scope of CM/GC Services

General Scope of CM/GC Services

The CM/GC's services shall include working with Wheeler and the Town to develop a Guaranteed Maximum Construction Price in Phase 1 and Phase 3 of the project. Pending the development of an acceptable budget in Phase 1 of the project, the CM/GC contractor shall serve as the construction manager for the Phase 2 outlet works gate replacement construction in the fall of 2023. Pending Colorado SEO approval of the design and the Town securing adequate grant funds for the Phase 4 work, the CM/GC contractor shall serve as the general contractor and construction manager for the Phase 4 construction. Additional information on the scope of each phase of the project is provided below.

Phase 1 – Develop a Guaranteed Price for Constructing the Outlet Works Gate Replacement

The Selected CM/GC Contractor shall participate in up to three value engineering workshops with Wheeler and the Town to discuss and develop a Guaranteed Maximum Price for the construction of the outlet works gate replacement in the fall of 2023. Other key stakeholders such as the Division 6 Dam Safety Engineer or representatives from the U.S. Forest Service may participate in ~~the~~ one or more of the workshops. The workshops will be a hybrid virtual workshop format that will occur at Wheeler's office in Englewood, Colorado. The Town of Oak Creek representatives and others meeting participants will participate virtually via Microsoft Teams meeting.

After each workshop the CM/GC subcontractor shall update construction pricing and the schedule of values based on the results of the value engineering workshop. The CM/GC Contractor shall also update the Phase 2 construction schedule after each workshop.

Phase 2 – Construction of the Outlet Works Gate Replacement

During Phase 2 of the project, the selected CM/GC contractor shall be responsible for completing the construction of the outlet works gate replacement within the grant funds that the Town has obtained. The Town has obtained $310,000 in funding and grants for the Phase 2 construction at this time and is seeking an additional $160,000 in Department of Local Affairs grant funds for the Phase 2 work. The CM/GC contractor shall manage the construction of the outlet works gate replacement in accordance with the approved design from the Colorado SEO. The design may be modified based on acceptable value engineering proposals during Phase 1 of the project. The CM/GC shall provide all labor, materials, or equipment required to complete the Phase 2 construction. The construction shall be completed by November 15, 2023, within the Guaranteed Maximum Price developed in Phase 1 of the project. and be operational.

Phase 3 – Develop a Guaranteed Price for Constructing the Spillway Replacement

The Selected CM/GC Contractor shall work with Wheeler throughout the design phase to develop a Guaranteed Maximum Price and construction schedule for the construction of Phase 4 of the project in 2024. The CM/GC shall review the 60% design and provide a 60% construction cost budget and participate in the 60% design review. At the 60% design level, the CM/GC contractor shall provide value engineering ideas along with estimated cost savings associated with each idea.

The construction contractor shall participate in up to three additional value engineering workshops with Wheeler as the designs are developed from 60% to 90% complete. The workshops will be a hybrid virtual workshop format that will occur at Wheeler's office in Englewood, Colorado. The Town of Oak Creek representatives and others meeting participants will participate virtually via Microsoft Teams meeting. One of the workshops shall include a site visit with Wheeler and representatives of the Town of Oak Creek. Other key stakeholders such as the Division 6 Dam Safety Engineer or representatives from the U.S. Forest Service may participate in ~~the~~ one or more of the workshops. After each workshop, construction pricing and schedules shall be updated based on the discussions during the workshops. The CM/GC contractor shall prepare a a final Guaranteed Maximum Price for the work in 2024 based on the 90% complete design that will be provided to the Colorado SEO for review. The Guaranteed Maximum Price will be used by the Town to seek grant funds for the 2024 construction.

Phase 4 – Construction of the New Service Spillway and Other Outlet Works Gate Replacement

Pending approval of the design and obtaining the required construction funding, the selected CM/GC contractor shall be responsible for completing the construction of the Phase 4 construction as the General Contractor and Construction Manager in accordance with the design approved by the Colorado SEO.

Cost Savings

The construction cost of the work may be reduced through the value engineering workshops and design refinements. The reduction in cost shall revert entirely to the benefit of the Owner. There shall be no "shared savings" compensation to the CM/GC.

Project Schedule

Key milestones for each phase of the project are summarized in Table 1 below.

Table 1- Sheriff Dam Rehabilitation Key Milestones

Date	Milestone
2/9/2023	Selection of the CM/GC Contractor
3/31/2023	Phase 1 Complete with GMP for Phase 2 Construction
3/31/2023	Completion of the 60% Design by Wheeler
4/30/2023	Completion of the 60% Construction Cost Opinion by the CM/GC Contractor
9-1-2023	Completion of the 90% Design by Wheeler
9-30-2023	Completion of VE Workshops and Final 2024 GMP by the CM/GC Contractor
11-15-2023	Completion of the Phase 2 Construction by the CM/GC Contractor
3/31/2024	SEO Approval of the Phase 4 construction
12-1-2024	Completion of the Phase 4 construction by the CM/GC contractor

4.0 Proposal Requirements

Proposal Submittal Process

Electronic proposals for CM/GC construction services must be received by e-mail at the Town of Oak Creek no later than January 26, 2023, at 3:00 PM. Proposals shall be e-mailed to David Torgler, the Town Administrator, at david@townofoakcreek.com. Proposals that are submitted late or contain significant errors will be rejected.

Any questions on the project, proposal, or proposal submittal requirements shall be submitted to Wheeler's project manager in writing no later 5:00 PM (Mountain Time) on January 17, 2023. The questions shall be e-mailed to john.treacy@wwwheeler.com.

Key milestones in the proposal submittal process are summarized in Table 2 below.

Table 2- Summary of Key Milestones for submittal of the CM/GC Services Proposal for Sheriff reservoir Dam

Date	Milestone
1/3/23	RFP Available to CM/GC Contractors
1/17/23	Deadline for RFP questions
1/20/23	Responses provided to written RFP questions
1/26/23	Electronic proposals due to Town of Oak Creek by 3:00 pm (Mountain Time)
2/3/23	Virtual contractor Interviews if required
2/9/23	Tentative approval of the CM/GC Contract by Oak Creek Town Board

Proposal Selection Criteria

Proposals will be evaluated by the Town of Oak Creek and Wheeler in accordance with the following selection criteria.

1. CM/GC contractor and project team experience (30%)
2. CM/GC contractor's proposed approach for each phase of the project (30%)
3. CM/GC Contractor's proposed project budget and pricing provided in Appendix D (30%)
4. CM/GC Contractor's bonding capacity (10%)

Site Familiarization Tour

Say anything about available photos & draft engineering info?

There will be no formal site tour of the proposed reservoir site. The Sheriff Reservoir site is on public lands, so interested contractors can make their own arrangements for a site tour.

Proposal Organization

The proposal shall be organized in a single PDF document that can be opened with Adobe Acrobat. The proposal shall be clear and concise and shall comply with the page limitations provided below. Unless specified below, all proposal pages will be 8-1/2-inch x 11-inch portrait pages prepared with a minimum font size of 11 point.

Cover Letter (1 page maximum)

The CM/GC contractor shall provide a one-page cover letter on company letter that is signed by an officer of the company. The cover letter shall identify the name of the CM/GC contractor and the physical office address where the work will be managed from. The firm's project manager and point-of-contact for the work shall be identified in the cover letter along with any additional information to highlight why your company should considered as the most qualified firm to perform this work.

Table of Contents (1 page maximum)

A table of contents shall be provided after the cover letter.

Team Experience (5 pages maximum)

This section of the proposal shall document the CM/GC contractor company's experience successfully constructing similar dam rehabilitation projects that have been approved by the Colorado SEO. This section shall also document the company's experience using the CM/GC contracting process. This section shall include an organizational chart of the key people who will be available to complete each phase of the project. The organizational chart shall include the project manager, project engineer, project estimator, and available site superintendents. Any key subcontractors or materials suppliers or other key members of the project team shall be included on the organizational chart. A two-page maximum resume of the key people on the organizational chart shall be included in Appendix B of the proposal. The organization chart can be provided on an 11-inch x 17-inch sheet in either portrait or landscape view. This section shall also describe how many previous projects the project team has worked together on. A list of at least three references shall be included in this section or on the past experience project sheets in Appendix A

Once selected, the CM/GC ~~the~~ contractor will provide written explanation within 15 days in advance if there any changes to the key people on your team. Proposed substitutions must have comparable qualifications to those of the person being replaced and must be approved by the Town of Oak Creek.

Project Approach (3 pages maximum)

The project approach section shall describe the CM/GC contractor's approach to performing CM/GC construction projects, including the use of pre-construction value engineering tools and risk registers to help reduce project construction costs. The CM/GC contractor's quality control and safety protocols shall also be described. The breadth of the project team and ability to transition other key members into the project team to provide additional support shall also be documented in the project approach section

Project Budget (3 pages maximum)

This section shall be used to summarize the CM/GC contractor's philosophy for developing construction budgets and tools that are used to maintain project budgets and control costs. Any additional clarifications to the CM/GC contractors proposed budget shall be discussed in this section. A list of potential value engineering ideas to reduce the cost of the Phase 2 outlet works gate replacement cost shall also be listed in this section of the proposal.

Proposal Appendices

A description of the appendices that will be provided at the end of the CM/GC contractor's proposal is provided below.

Appendix A – Past Project Experience (5 pages maximum)

Appendix A will include up to five, one-page, summaries of similar dam rehabilitation or CM/GC construction projects that the project team has completed in the last ten years. The project summaries shall discuss how key project challenges were addressed and shall document the initial and construction cost for your company's work along with start dates and completion dates for the work. Each summary will include an owner, engineer, or Colorado SEO reference, including e-mail addresses and phone numbers.

Appendix B – Key Personnel Resumes

Appendix B will include a resume for the key CM/GC contractor personnel, including, but not limited to the project manager, project engineer, project estimator, available site superintendents or other key personnel. Each resume is limited to no longer than two pages.

Appendix C – Bonding Capacity Letter (1 pages maximum)

Appendix C shall include a letter from the contractor's bonding company that documents that contractor's maximum bonding capacity to complete the work.

Appendix D – CM/GC Budget Form

The contractor shall fill out the Contractor Budget Form for each phase of the project. The budget form is provided at the end of this RFP. It will be important to list any qualifications to each phase of the budget.

Appendix D - CM/GC Contractor Budget Form

Phase 1 Budget

Lump Sum Phase 1 Budget _____

Notes

1. Contractor to provide any discounts or qualifications to the Phase 1 budget

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Phase 2 Budget

GM/GC Fee for Management of the Phase 2 Construction _____
Initial Phase 2 Construction Budget _____
Contingency for Completion of Phase 2 Construction _____

Percentage Mark-up on Subcontractors for Phase 2 Construction _____

Total Guaranteed Maximum Price for Phase 2 Construction Budget _____

Notes

1. The contractor may replace the initial construction budget with a schedule of values including lump sum or unit pricing for key construction tasks.
2. Contractor to provide any qualifications to the Phase 2 budget if applicable.

Phase 3 Budget

Lump Sum Phase 3 Budget _____

Notes

1. Contractor to provide any discounts or qualifications to the Phase 3 budget

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Phase 4 Budget

GM/GC Fee (in percentage of Phase 4 construction budget) _____
Phase 4 Construction Budget TBD in Phase 3
Initial Contingency (in percentage of Phase 4 construction budget) _____

Percentage Mark-up on Subcontractors for Phase 2 Construction _____

Total Guaranteed Maximum Price for Phase 4 Construction Budget TBD in Phase 3

Notes

1. Qualifications to the Phase 4 budget shall be developed during Phase 3 of the project