

## 502-11 Owners Rep at 802 Grand Ave in Glenwood Springs

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**Addendum 001**  
**Issued May 13, 2011**

Please note the following points related to this RFP:

- Due date for this project is on Tuesday, May 17, 2011 at 5:00 pm local time. Please submit to Sam Skramstad based on the instructions provided in the RFP.
- RFP must be limited to 10 pages. You may use both sides of each page. You are encouraged to provide website links to relevant information. All live links will be considered by the selection committee.
- The official place for information is [www.coloradomtn.edu/purchasing](http://www.coloradomtn.edu/purchasing) in the rfp's/bids...portion of the site.
- We expect to select approximately three to five contractors to interview in person. These interviews will be held in the basement of the Glenwood Springs Library beginning at 9:00 on May 24<sup>th</sup>. Those firms will be identified on the website previously mentioned in this addendum on May 20, by 5:00 pm.
- We are particularly interested in meeting your Project Manager in these interviews. Please do not prepare a PowerPoint presentation, these interviews will be an informal exchange of information.
- Each interview will be no more than 45 minutes. How you choose to use that time is up to the contractor, but a general guideline would be 30 minutes of presentation and 15 minutes for Q&A from both sides.
- Shortlisted firms may be provided with a list of questions or topics that we would like to cover prior to interviews.
- We expect to check contractor references of finalists prior to interviews.
- If after reviewing this document and all posted information on the website you are still uncertain about an issue, please make your best assumption and state that assumption in your submittal. You are welcome to submit alternative solutions and disclose its impact on overall project cost.

The following questions were submitted by contractors. Answers provided are in red bold font and are underlined.

1. Are there conceptual drawings for the project? **Please see CMC website at [www.coloradomtn.edu/purchasing](http://www.coloradomtn.edu/purchasing).**
2. Is a site/Utility plan available? **Please see CMC website at [www.coloradomtn.edu/purchasing](http://www.coloradomtn.edu/purchasing).**
3. Who will remove the electrical transformer? The City of GWS? **City electric.**
4. Has C Dot been contacted about this project? Will a permit be required from C Dot? **Not aware of a requirement, no state highway involved.**
5. Is the downtown development authority the liaison between the project and the downtown business? **Yes.**
6. With the owners developing an IGA is this still applicable? “a. Assist the OWNERS in determining the appropriate real estate ownership & operational structures and provide the risks and benefits of each to the group.” **An operational document must still be developed for the ownership and operation of the final constructed development.**
7. Is there specific scheduling software you want the CM to use? **No specific software.**
8. What is in the structure south of the electrical transformer east of the bank? Will it have to be removed or relocated? **The structure is currently vacant and will be demolished.**
9. Are there any constraints for work days and/or work hours? **City of Glenwood Municipal Code will govern.**
10. Where will the workers for the construction park? **We do not have designated parking available, it's up to the contractor(s).**

11. Item 2 “CM Team and Staff Experience” the last sentence of the first paragraph reads “Identify those staff licensed to practice in Colorado. Also include any LEED certifications, experience on projects completed.” We are assuming that this note is requiring the submitting firm is to have a licensed Architect or Professional Engineer on the team as a minimum qualification to submit on the project. **Such team members are not a minimum requirement but, we would like to know if there is a licensed Architect and/or PE on the team. It is not necessary to have this person on the team to be selected but it could be considered a preferred requirement.**
12. Item H Terms and Conditions. The amounts listed in the RFP are higher than what we would normally see for Owner’s Representation. Would an addendum be considered to modify the limits as suggested here to potentially reduce the project costs? **These limits may be negotiated at contract time, however, contractor must have the ability to meet these limits and bid to the stated limits. You are welcome to propose different limits and the cost savings that we would realize in your submittal at your discretion.**
13. It was mentioned that the Technical / Construction Manager Proposal needs to be a maximum of (10) pages, double sided. I assume the Cost / Fee Proposal for Construction Manager can be the same. **All information required must be included in the 10 page limit.**
14. The AIA Document B801 CMA–1992 has been replaced by AIA Document C132 –2009. Will that be the document used? **It will be the 2009 version if the AIA Document is used.**

15. Will there be any State inspectors involved or will it all be done by the City? **If the City of Glenwood Springs and the State of Colorado enter into an MOU allowing the City to have jurisdiction over the CMC portion of the project, the City will do the building permit and plumbing, and inspections and the State Electrical would handle electrical.**
16. Will the completion of construction in 2013 be tied to a CMC class schedule? **No**
17. Is it assumed that the \$15.3 million Project Budget in today's dollars? **Today's dollars.**
18. At one time a commercial retail/café space being considered. Is that still the case? **No.**
19. There is a requirement for Worker's Compensation Insurance; can a waiver be provided for a single person company? **Requirement is waived for a sole proprietor per regulation.**
20. In item 5.G you require that the contractor "Ensure all Warranty work is completed..." manufacturer product warranties can last up to 20 years, is it the Owner's expectation that the contractor be responsible for warranty execution for the duration of all warranties or only the standard one year labor warranty? **It would be assumed only during the first year.**
21. Will the CM be responsible for helping the Owner procure Fixtures, Furniture and Equipment and/or telecommunication services or other services not typically provided by the General Contractor? **As needed.**
22. Will you supply a list of the RFP holders and those who attended the Pre-Proposal Meeting to all interested Proposers? **Please see CMC website at [www.coloradomtn.edu/purchasing](http://www.coloradomtn.edu/purchasing).**

23. At the pre-con meeting you mentioned submitting project information from CM's history electronically. Could you clarify what you are looking for in terms of format **A link to a web site is preferred for submittal of any marketing or previous project information.**
24. How much programming has been completed to date? Or, will that be the first responsibility of the A/E that is to be hired? **The library has a generally standard format for programming, but the City and CMC will need to be a part of this.**
25. When will shortlist be identified and notified? **Before close of business on May 20, 2011.**
26. Could you please confirm the 10 pages double-sided (20 page count) limit discussed at the pre-proposal conference does not include the submittal cover, tabs or slip sheets? **Correct, the limit does not include the cover and tabs.**
27. We are pleased to hear the State of Colorado will be entering into an agreement with the City of Glenwood for permitting. Should the candidates assume the MOU between the State and the City is being negotiated now, and will be complete by the start of the Construction Manager's work on 01 JUN? Or should the facilitation, documentation and implementation of that MOU be included in the Construction Manager's scope of Work? **It is possible that the State and the City will enter in to a MOU and negotiation and facilitation of this will be a part of the CM's work.**
28. Will the project be subject to the standard development and plan review by the City of Glenwood Springs? Or will this process be expedited a bit given the City of Glenwood's participation and ownership? **Normal City procedures and regulations will apply to this project.**
29. It is our understanding, based on the pre-proposal conference, we should assume there is no renovation work on the CMS Administration Building (e. g. the former US Bank building) should be included, except as it may relate to tying into the new proposed project. Could you please confirm this? **No work involving the current US Bank/CMC building is involved.**
30. Is the site currently zoned for all proposed uses? **Yes.**
31. Are there any waivers, amendments or any other regulations to zoning that are necessary to building the program as conveyed in the RFP? **None known.**