

**REQUEST FOR PROPOSALS –
DESIGN/BUILD FOR THE LAKE COUNTY LANDFILL GATE BUILDING**

Lake County, Colorado is seeking proposals from contracting firms capable of completing a “Turn-key” design-build project to replace the gate building at the Lake County Landfill.

Interested Contractors are requested to submit statements of experience and qualifications to Lake County in regard to providing construction drawings, building permits, and OWTS design. Lake County will be responsible for the demolition of existing building, site prep, excavation, backfill, trenching for all utilities, and OWTS installation.

A firm lump sum price and a proposed schedule of values that provides a breakdown of the total labor, materials, and equipment costs are to be included in the proposal. The project is being funded by the Lake County Landfill Capital Acquisition budget allocated to Landfill Gate Building Replacement.

PROJECT DESCRIPTION

Provide labor, material, equipment, and tools to construct a new Gatehouse at the Lake County Landfill. “Turn-key” design-build project requirements include construction drawings, building permits, and OWTS design.

SCHEDULE

August 23, 2018	Release RFP
August 30, 2018	Pre-bid Meeting, Site Visit
September 17, 2018	Proposal Due Date
October 1, 2018	Selection of Contractor to BOCC

SCOPE OF SERVICES

The project is scheduled to be completed by the end of 2018:

- Provide project drawings and engineering for permitting
- Obtain appropriate permits from Lake County Building Department
- Construct frost protected foundation with anchor bolts per metal building supplier
 - Slab shall be 4” thick and have a hard trowel finish, construction joints per owner, seal slab with appropriate clear sealant
- Supply and install a 14’ x 36’ metal building with 8’ sidewalls and 2/12 roof pitch
 - 4 sliding 5’w x 3’h windows
 - Style Line Vinyl by Milgard or Equal (must meet energy code in Lake County)

- 1 fixed 5'w x 3'h windows
 - Style Line Vinyl by Milgard or Equal (must meet energy code in Lake County)
- 1 metal half lite 3'x7' steel entry door
 - J Series Keyed Marin Lever by Schlage or equal, Satin Nickel Finish (must be compatible with the County's current lock system)
- 3 partition walls out of steel studs approximately 35'
 - Entry room shall be 8' x 14'
 - Restroom shall be 7' x 7'
 - Storage room shall be 7' x 7'
- 2 metal 3'x7' man doors (to storage closet and to restroom)
 - J Series non-locking Marin Lever by Schlage or equal, Satin Nickel Finish
 - J Series privacy Marin Lever by Schlage or equal, Satin Nickel Finish
- Exterior appearance to match existing recycling building
- Interior to be finished with metal paneling walls and ceiling
- Insulated per energy code
- Provide electrical wiring and lighting to code
- Each room shall have manufacturer recommended quantity of Comfort Cove electric heaters controlled by 1 thermostat, located in entry.
- Provide U-shaped desk in entry out of laminate counter top and support brackets
- Provide plumbing for handicap accessible bathroom and fixtures
- Furnish and install an electric instant hot water heater

IMPORTANT INFORMATION regarding questions about this RFP

A site meeting will take place at the Lake County Landfill on August 30, 2018 at 1:00 PM. A tour of the building site will be included.

Any questions relative to the scope of services must be submitted by e-mail to Lake County Public Works Assistant Director Michael Irwin, mirwin@co.lake.co.us. Questions must be received by 4:00 p.m. September 12, 2018. Answers will be posted as questions are received. Please visit the Lake County website, (www.lakecountycolorado.com) to receive up-to-date information regarding this RFP including answers to all questions submitted. It is the responsibility of the proposers to check the website for new questions and answers prior to submitting proposals. The names of vendors submitting questions will not be disclosed. Personal visits may be arranged or questions answered by contacting Michael Irwin at 719-486-0259.

SUBMITTAL INSTRUCTIONS

Qualifications Based Selection – Lake County will review all Qualification Packages submitted for this project. To be considered as a qualified respondent, five (5) copies of the Proposal Package must be submitted in a sealed envelope and clearly marked **RFP: DESIGN/BUILD FOR THE LAKE COUNTY LANDFILL GATE BUILDING**, and received by the Lake County Office of Clerk and Recorder at the address listed below by 12:00 p.m., September 17, 2018.

Proposal packages must be mailed or delivered to the following address:

**Lake County Clerk and Recorder
505 Harrison Avenue
P.O. Box 917
Leadville, Colorado 80461**

Any packages received after this date and time will be deemed unresponsive. Lake County reserves the right to accept or reject any and all proposals, to re-solicit proposals, to waive any irregularities, to negotiate pricing and to select the proposal deemed to be in the best interests of Lake County. Issuance of this RFP does not obligate Lake County to award a contract nor is Lake County liable for any costs incurred by the contractors in the preparation and submittal of the proposal.

All proposals must include the following information in the order stated below:

1. **Understanding of the Project:** Describe in two pages or less your understanding of the project including a brief overview of your plan on accomplishing the services being requested. Special attention should be given to the schedule of power outages to minimize the impact to County operations.
2. **Project Team:** Describe the qualifications of all key person(s) who will be responsible for providing the requested services.
3. **Experience:** Provide evidence of similar, past experience that demonstrates your ability to successfully provide the services being requested in this RFP. **Include names and contact information from three (3) past projects for reference purposes.**
4. **Schedule:** Include a progress schedule that shows the estimated time for procurement, installation, required power outages, testing, inspections and final clean up.
5. **Cost:** Provide a breakdown of costs for each major project task and a total lump sum cost proposal that includes all costs including bonds, insurance, overhead and profit.

Firms will be ranked on experience, cost, and qualifications, including but not limited to: previous, similar projects, key personnel qualifications and schedule.

INSURANCE REQUIREMENTS

The engineering/design firm shall not begin any work under any contract until it has obtained the required insurance naming Lake County as additional insured where applicable, and Lake County has approved such insurance. The successful firm shall not allow any sub consultant to commence work on its contract until all similar insurance required of the consultant has been so obtained and approved.

Insurance requirements include:

- Workers Compensation Insurance including Employers Liability Coverage in accordance with all applicable statutes of the State of Colorado.
- Commercial General Liability Insurance on an "occurrence basis" with limits of liability not less than \$1,000,000 per occurrence and/or aggregate combined single limit, personal injury, bodily injury and property damage.
- Comprehensive Automobile Insurance in the amount of \$750,000.00 for bodily injury and \$500,000.00 for property damage, each occurrence. All liability and property damage insurance required hereunder shall be Comprehensive General and Automobile Bodily Injury and Property Damage form of policy.

INDEMNIFICATION

To the fullest extent permitted by law, the successful respondent, its subcontractors, agents, officers or employees shall indemnify and hold harmless Lake County, Colorado, including, but not limited to, its respective elected and appointed officials, officers, employees and agents, from any and all claims brought by any person or entity whatsoever, arising from any act, error, or omission of the provider during the respondent's performance. The respondent shall also indemnify and defend Lake County, its elected and appointed officials, officers, employees and agents, with respect to any claim arising, or alleged to have arisen from negligence, and/or willful, wanton or reckless acts or omissions of the respondent, its subcontractors, agents, officers, or employees and any and all losses or liabilities resulting from any such claims, including, but not limited to, damage awards, costs and reasonable attorney's fees. This indemnification shall not be affected by any other portions of an agreement relating to insurance requirements.

INDEPENDENT CONTRACTOR

The Contractor shall perform its duties hereunder as an independent contractor and not as an employee. Contractor affirms that it has or will secure at its own expense all personnel and materials required to perform the services requested.