



Grand Junction Regional Airport

Grand Junction, Colorado

REQUEST FOR PROPOSALS ON-CALL - CONTRACTOR SERVICES

October 05, 2018

This Request for Proposals (RFP) is issued by the Grand Junction Regional Airport Authority, (Owner), located at 2828 Walker Field Drive, Grand Junction, CO 81506.

1. OWNER

The Grand Junction Regional Airport is the largest airport in western Colorado and third largest in the state, behind Denver International Airport and Colorado Springs Airport.

The airport opened in 1930 as Grand Junction Municipal Airport. In 1942 it was renamed Walker Field for Walter Walker, a former publisher of The Daily Sentinel newspaper who helped obtain funds and business support for the airport. The airport and the airport authority were renamed on May 15, 2007.

In 2016, the Airport began a multi-year program to relocate the primary runway originally constructed in 1958. The relocation project will modernize the runway while minimizing impacts to community air service. The project will relocate the runway 600 feet north of the existing runway.

The Airport Improvement Program (AIP) is continually coordinated with Federal Aviation Administration and Colorado Department of Transportation (CDOT) Division of Aeronautics to provide a Capital Improvement Plan (CIP) which will maintain the existing airfield during the

runway replacement program. Tailwind Concessions operates inside the terminal and provides passengers with food and beverage choices. Also inside the terminal is a gift shop and TV monitors in the waiting area for passengers. The terminal has six gates. Two gates are served with jet bridges and an additional jet bridge is under construction. The Airport is currently served by Allegiant, American Delta, United, and Denver Air Connection.

The Owner is anticipating multiple projects in the next several years, with a range of values. This RFP is intended to further outline the approach of the Owner as it relates to these projects.

2. SCOPE OF SERVICES:

The Owner intends to contract with a limited number of qualified Contractors to provide, at the Airport's discretion, Pre-Construction, Construction Management, and General Contracting services on an on-call basis for a five (5) year term.

Contractors are expected to provide a high level of service, cost effectiveness, safety, and timely performance throughout the duration of the Master Agreement Between Owner and Contractor. Project Work and services will be performed on an individual basis in the form of Work Orders under the Grand Junction Regional Airport Master Agreement. For purposes of this RFP, the term "Work Order" means a separate and distinct portion of Project Work and services to be performed by Contractor(s) pursuant to the terms and provisions of the Master Agreement executed between the parties for a specific Project.

The purpose of this selection process is to simplify and expedite construction processes, increase the consistency of project delivery, and provide better value to the Owner. It is anticipated that up to three (3) Contractors will be selected and approved by Grand Junction Regional Airport Authority for the Contracting ("pool"), for the designated Master Agreement term. Projects will be allocated based on current workloads, type of work, available staff from the Contracting firms, and the Owner's discretion.

Successful Contractors may be required to collaborate with other team members, firms and/or various Grand Junction Airport Authority staff over the Agreement term in the successful delivery of projects may include, but not be limited to:

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- a) Grand Junction Airport Authority Board
 - b) Grand Junction Airport Authority Administration
 - c) Grand Junction Airport Authority Planning and Development
 - d) Grand Junction Airport Authority Facilities
 - e) Hazardous Materials Consultant(s)
 - f) Architectural Firm(s)
 - g) Engineering Firm(s)
 - h) External Vendor (s)
 - i) Internal Vendor (s) and
 - j) Other consultants as assigned.

Note that it is the Owner's intent to award and execute the Master Agreement with Contractor(s) and once approval has been provided by the Airport Authority Board.

3. Project Scope, Delivery and Supplemental Information

Following the selection process, the selected General Contractors will become integral members of project teams that execute "Work Orders" to perform certain Projects under the Master Agreement, as assigned on behalf of the Owner.

The estimated construction value (Cost of Work) for each individual Work Order may range from:

- \$0-\$10,000
- \$10,001-\$50,000
- \$50,001-\$100,000
- \$100,001-\$250,000
- \$250,001-\$500,000
- \$500,001-\$1,000,000

For Project budgets under \$50,000, Grand Junction Airport Authority may elect to direct the Contractor pool to compete against each other, or award directly to a single Contractor; however, inclusion in the Grand Junction Airport Authority's Contractor list is not a guarantee of performing Work or services for Grand Junction Regional Airport Authority. Individual projects (Work Order) will be awarded based upon on best value as determined by the Airport Authority in its absolute and sole discretion, including price, timing and the key personnel to be assigned to the specific Project.

For Projects budgets in excess of \$50,000, GJRAA may elect to issue an RFP and pursue a public solicitation process.

GJRAA may, at its absolute and sole discretion, assign a Work Order to one of the Contractor(s) in the pool. Delivery of projects may be Stipulated Sum, Cost of the Work plus the Contractor's Fee, or the Cost of the Work plus Contractor's Fee with a Guaranteed Maximum Price for an individual Work Order.

Potential projects may include terminal renovations, remodels, additions, elevator replacement, roof replacement, fire system upgrades, and code compliance upgrades; however, no specific projects are being committed to at this time.

Supplemental Information

A Contractor may be required to provide GJRAA with complete bid summary sheets by trade along with the subcontractor backup before a Work Order will be issued for an individual project.

Additional items not covered in the Master Agreement may be negotiated on a project by project basis. Although not anticipated, Grand Junction Airport Authority may evaluate the need to assess liquidated damages on a case by case basis for each Work Order.

From time to time Grand Junction Airport Authority may request conceptual or rough order of magnitude estimates from Contractors under the Master Agreement.

Although this selection is to reduce the need for GJRAA to issue an RFP for individual projects, the Owner reserves the right to competitively bid out any individual project at the GJRAA's absolute and sole discretion.

The contract format is intended to be the AIA A121-2014, AIA-A121 Exhibit A, attached and modified and include Work Orders incorporated by utilization and completion of the AIA A221-2014, as modified on a Project by Project basis. Each Work Order will define and outline the schedule, scope and cost, along with other specific details for each Project on an individual Project basis. The terms and conditions set forth in the executed Master Agreement shall apply to the Work Orders as the Work Orders relate to an entire term and Master Agreement and to each individual

Work Order. Attachments to the Contractor's response to this RFP including Fee, hourly rates and Contractor Owned Equipment will become part of the Master Agreement with the Owner.

4. REQUEST FOR PROPOSAL CONTACT, QUESTIONS AND DUE DATE

RFP Contact: The Owner's contact for the RFP process is Mr. Eric Trinklein, Planning and Development Manager.

RFP Questions: Direct all questions in writing via email to: Steve Sciscione, Owner's Representative, at steves@project-1.com with Cc to etrinklein@gjairport.com, utilizing Attachment C – Question and Response Form no later than **3:00 PM MDT on October 12, 2018**.

All addenda, clarifications, responses to questions and other items relevant to the RFP will be provided via e-mail. Do not make contact with any other individuals regarding this RFP. Contact with other individuals may result in immediate disqualification from the process.

Due Date & Time: Proposals are due not later than **3:00 PM MDT on October 30, 2018**. Submit three (3) hard copy and one (1) electronic copy on a flash drive or via email (bid@gjairport.com) and the hard copy and flash drive of the RFP response to:

Grand Junction Regional Airport Authority
C/O Eric Trinklein, P.E., Planning and Development Manager
2828 Walker Field Drive,
Grand Junction, CO 81506

Late proposals will not be accepted, nor shall the Owner review submittals transmitted via facsimile. All proposals shall become the property of GJRAA and will not be returned. Late proposals may not be evaluated, nor shall the Owner review submittals transmitted via facsimile. GJRAA reserves the right to reject any or all proposals at the Owner's sole discretion.

Optional Interview

The Owner may elect to interview firms as part of the selection process. If interviews are held, it is anticipated the oral interviews will be conducted on November 05, 2018. Interview times and location will be announced at the time of shortlist, if interviews are held. Key personnel from the firm who will be directly involved with the project(s) should attend the interview. The Owner may

be interested in meeting individuals who will act as the primary contact with Grand Junction Regional Airport Authority. If optional interviews are held, the top ranked firms will then be recommended to the Board to be approved to enter into a Master Agreement with the Airport Authority.

Master Agreement

The Master Agreement for selected Contractors is the **Attachment D – AIA A121-2014 along with the AIA A-121 Exhibit A Cost of the Work**, as modified by GJRAA. Work Orders will be completed on a per-project basis in the format of **Attachment D – AIA A221-2014**. Grand Junction Regional Airport Authority expects selected Contractors to execute the Master Agreement without the need for significant changes or alterations. Requests to negotiate Contract Agreement clauses not included in the Contractor’s proposal after the selection process is completed will be rejected.

Pricing Attachments

In addition to the RFP responses, pricing attachments (Attachments A and B, as well as Contractor Owned equipment) must be submitted separately in a sealed envelope by the deadline and marked Confidential. **DO NOT INCLUDE ATTACHMENTS A, & B IN THE PROPOSAL RESPONSE.**

5. REQUEST FOR PROPOSAL SCHEDULE

Request for Proposal Issued October 05, 2018
Written Questions cut off time and date..... October 12, 2018 by 3:00 PM MDT
Written Response to Questions October 19, 2018
Response to Request for Proposal Due October 30, 2018 by 3:00 PM MDT
Optional Interview..... Week of November 05, 2018
Notification of Award November 20, 2018
Anticipated Master Agreement Execution November 20, 2018

6. RFP RESPONSE DELIVERABLES:

Please review the following information and prepare a comprehensive proposal response that includes all items within this section. Follow this outline for the response to allow for easy

tracking and evaluation of the response. In order to be considered your response must include the following:

Tab 1 – Company Profile

- a. Provide a brief company overview. Please be sure to include number of years in business and total staff. (If your firm has more than one office, please provide information **ONLY** for the office that will be responsible for performing the work).
- b. Provide a listing of past active Airport project experience. Include successful experience executing differing projects with a range of values.

Tab 2 – Fee Proposal

- a. Complete the Fee Matrices in the format provided in **Attachment A**.

Tab 3 – Labor Rates

- a. Provide the Labor Rates for the duration of the Master Agreement by title in **Attachment B**. Include anticipated escalation over the term, if applicable.

Tab 4 – Contractor’s Equipment

- a. Submit the Contractor’s Equipment Rates detailing pricing on an hourly, daily, weekly and monthly basis. Note, this will become an attachment to the Master Agreement. Include projected cost escalation, as applicable.

Tab 5 – Insurance, Bonds & Safety

- a. Provide a copy of your standard General Liability insurance coverage.
- b. Provide your Builder’s Risk rate. Identify the deductible associated with the Builder’s Risk rate included in your proposal.
- c. Please provide a narrative describing your safety program and commitment to safety. State your safety modifier for the past five (5) years.
- d. Provide a letter from your Company’s surety providing your current bonding capacity.

Tab 6 – Owner and Contractor Agreement, Claims and Status *(no page limit)*

- a. The selected Contractor must fulfill all the requirements, obligations and responsibilities as outlined within the Master Agreement - AIA A121-2014, AIA A121-2014 Exhibit A, as well as subsequent Work Orders utilizing the A221-2014 as modified by the Owner. The Owner is not prepared to make changes that substantially modify the roles and responsibilities of the parties to the contract. The Owner will however consider Contractor's specific recommended changes that clarify the intent of the agreement. **The Owner will not consider requested changes that have not been specifically identified in the proposal response.**
- b. Provide a history of claims and litigation that your firm has been named in within the past three (3) years. Provide status and result of claim or litigation.
- c. Provide written confirmation that you are not currently suspended and/or debarred on SAM.gov.

7. THE OWNER'S RIGHTS:

The Owner shall not be held responsible for any oral instructions. Any changes or modifications to this Request For Proposals will be in the form of an addendum, which will be furnished to all interested and registered firms.

The Owner reserves the right to accept or reject any or all RFP responses, to waive any informality or irregularity in any RFP responses received, and to be the sole judge of the merits of the respective responses received.

Proposals received after the submittal deadline may be rejected.

If the Owner determines that the proposal submitted contains a minor informality or irregularity, the Owner shall give the bidder an opportunity to cure any deficiency resulting from a minor informality or irregularity in a proposal, or waive the deficiency, whichever is to the advantage of

the Owner. The Owner reserves the right to request clarification from one or more proposers should the proposal be unclear or if the Owner prefers additional information.

All Contractors doing business with the Airport should be familiar with the policies governing how the Airport conducts business; including its Code of Conduct. These policies can be viewed online at: <https://gjairport.com/documents>.

8. INSURANCE & BONDS:

General Liability Insurance: The Contractor shall be required to provide Commercial General Liability of no less than \$2,000,000 Combined Single Limit Per Occurrence and \$2,000,000 Aggregate per Location/Project and \$2,000,000 Products/Completed Operations Aggregate. (Pollution liability exclusion must not apply to products/completed operations coverage or a separate Pollution Liability policy must be provided). Umbrella/Excess Liability must be no less than \$2,000,000 per Occurrence/Aggregate.

Bond: The Owner will determine if a payment and performance bond will be required on each Project.

9. RFP ATTACHMENTS

Attachment A – Fee Matrices

Attachment B – Labor Rates

Attachment C – Question and Response Form

Attachment D – AIA A121-2014, AIA A121-2014 Exhibit A, AIA A221-2014, as modified by the Owner