



**Request for Proposals**

**RFP-23-2**

**Field House Outdoor Pool Audit**

**For**

**MONTROSE RECREATION DISTRICT**

## **I. REQUEST FOR PROPOSALS**

The Montrose Recreation District, hereinafter referred to as the MRD, is requesting proposals from qualified and experienced professional consultants with backgrounds in aquatics, recreation, architecture, engineering and similar professions to provide services related to an comprehensive condition audit of the Field House Swimming Pool outdoor facility.

The intent of this request for proposal is to retain a firm/consultant to develop options in a comprehensive facility condition audit that will guide the MRD and community stakeholders in producing a capital plan for the Field House Swimming Pool improvements. This Agreement consists of this document, the Request for Proposal, Field House Swimming Pool Facility Condition Audit, together with any additional information and addendum provided by the Owner relating thereto.

**Questions regarding RFP requirements must be received by Miguel Lopez, Parks and Maintenance Superintendent through email at [miguel@montroserec.com](mailto:miguel@montroserec.com) by 5:00pm MT on Friday, February 10, 2023.** Late questions will not receive responses.

**THE DEADLINE FOR ALL PROPOSALS is Friday, February 17, 2023 at 5:00pm MST.**

**Any Proposal not received before the date and time specified shall not be accepted.** Faxes of proposals will not be accepted. Parties must submit their proposal via email to [miguel@montroserec.com](mailto:miguel@montroserec.com). Parties may also choose to submit a paper proposal in addition to the emailed proposal. Paper proposals shall be sent to:

Miguel Lopez, Parks and Maintenance Superintendent  
Montrose Recreation District  
16350 Woodgate Road  
Montrose, CO 81401

It is the sole responsibility of each Respondent to ensure its Proposal is received by the MRD by the date and time stated in this RFP. Late Proposals will not be accepted.

## **II. BACKGROUND INFORMATION**

The Montrose Recreation District is a Colorado Special District that provides parks and recreation services in the Montrose area and covers the eastern section of Montrose County, including the entirety of the City of Montrose (20,291 residents). The whole of the district contains approximately 35,000 residents. In existence since 1954, MRD is generally regarded as the primary provider of community recreation in the area.

Residents of the District live within the City of Montrose, with its small-town feel, as well as in the agricultural area surrounding the town. With a settlement history dating to the 1870s, early focus was to provide supplies to the abundance of mining communities on Colorado's Western Slope. The opening of the Gunnison Tunnel in 1909 irrigated the Uncompahgre Valley within which Montrose lies, and agriculture soon took root. Today, the local economy has an increasing focus on tourism and the service

industry to support Montrose's place as a thriving gateway to the many regional wonders of Western Colorado, playing true to its Visitor Center slogan, "Stay Here, Play Everywhere."

The Montrose Recreation District's (MRD) vision, mission and values define that, as a Colorado Special District, it will be a leader in providing exceptional parks and recreation experiences, by FUNdamentally improving lives, by building community in fun, engaging ways, and by providing excellent parks and recreation facilities, activities and services. The District is intent to deliver its values through, at a minimum: outreach and engagement; diversity, equity and inclusion; innovation; community partnerships; increasing the quality and quantity of levels of service; and continuous improvement and advancing new opportunities.

The MRD owns and operates a 23,000 sf Montrose Field House that includes an indoor turf field, three multipurpose class/community rooms, and outdoor amenities including a pool, slide, splash pad, tennis/pickleball courts, and community garden. The facility was constructed in 1987 including the outdoor youth pool and a kids wading pool with a mushroom fountain. The outdoor wading pool was renovated in 2006 into an outdoor splash pad that included the construction of an outdoor pump house. The indoor facility was renovated in 2017 into a multipurpose indoor turf field. The outdoor slide was constructed in 1988, and steel reinforcement was done in 2018. While some improvements have been made over the years, the outdoor facility remains, for the most part, in its original condition.

**Enclosed in the attachments section at the end, you will find the following:**

**Exhibit A. Site Location**

**Exhibit B. Field House Amenities and FF&E List**

### **III. SCOPE OF SERVICES**

The Pool facility condition audit will provide information on the current condition of the existing outdoor youth pool, splash pad, pits, MEP systems, support facilities such as, but not limited to, the pool decks, slides, compliance with ADA regulations, to name a few, and the necessary information for the MRD to determine its options and potential next steps regarding the future of Field House Swimming Pool.

#### **1. FACILITY EVALUATION**

- Conduct input meetings with administrative, operational and maintenance team members to gain insights to conditions, challenges, concerns and expectations.
- Collect and review available existing information including available plans, studies, reports, photos, and other information.
- Evaluate the existing construction, structural and mechanical, electrical, plumbing systems with an analysis of such problems that might exist in the facility that shall require long or short-term attention.
- Review facility for conformance with ADA compliance requirements, fire and safety regulation, compliance regulations and solutions, if applicable.

- Evaluate all major facility systems and rate based on overall integrity, probable useful life and need of replacement. Systems and equipment shall be rated using evaluation criteria that includes present overall condition, age, effectiveness, efficiency, safety, code compliance as per year constructed, spare capacity, availability of spare parts.

## **2. FACILITY CONDITION AUDIT**

Prepare a Field House Swimming Pool Facility Condition Assessment that will include, but not be limited to, the following:

- Written condition analysis for each facility component; and
- Findings based on the condition of each facility component; and
- Recommendations on repairing, maintaining or replacing each facility component; and
- Develop capital budgets for each recommendation. These budgets must be reported in a manner so the decision-makers can consider priorities and potential phasing.

## **3. PRESENTATION OF FACILITY CONDITION AUDIT**

- Conduct meetings with the Growth Committee and staff at the end of the facility condition assessment to present draft findings and recommendations.

Consultant will maintain regular contact and communicate as necessary and as required by the MRD or its designee.

## **IV. RESPONSE AND EVALUATION CRITERIA**

### **REQUIRED RESPONSE FORMAT**

The following RFP requirements were developed to aid consultants in providing a structured format so that the staff can systematically evaluate several responses. Proposals shall not be more than twenty (20) pages in length.

Proposals will be evaluated as outlined below:

#### **1. Qualifications of the firm (Maximum 10 points)**

- Please provide a brief description of the firm, organization structure, location of principal offices, and number of professional personnel.

#### **2. Project experience and references (Maximum 20 points)**

- Please detail five (5) projects of similar scope and size completed by your firm in the last five (5) years with references. References shall include name and contact information, name of agency, scope of work, and dates of work.

#### **3. Team's Qualifications (Maximum 25 points)**

To better understand the team who will be assigned to this project, please provide the following:

- An outline of key personnel's knowledge regarding the applicable standards
- Professional Credentials
- Resumes of all key personnel and anticipated personnel to be employed on this project including their longevity with the firm

#### **4. Workflow Qualifications (Maximum 25 points)**

To better understand the consultant's capabilities with projects of this magnitude, please provide the following:

- A description of your anticipated workflow specific to the aforementioned Scope and Deliverables
- Discuss the process used to audit and prepare reports for this site
- A description of your approach to client meetings, and relationship with government agencies and, if possible, Special Districts
- A reasonable schedule that meets a completion deadline of June 30th.

#### **5. Fee for service (Maximum 20 points)**

Bidder to provide a fee for the base bid. While fee will be important in determining the winning bidder, it will not be the only criteria used.

### **V. MISCELLANEOUS**

The issuance of this RFP and the receipt and evaluation of Proposals do not obligate the MRD to select a Respondent, to enter into any agreement, or to pay any costs incurred in responding to this RFP or negotiating an agreement. Selection of any Contractor and execution of a contract is dependent on approval in accordance with applicable City laws and policies and the MRD's receipt of any required Certificates of Insurance and applicable endorsements. No Proposal shall constitute business terms of any eventual agreement except as expressly agreed by the MRD. The MRD reserves the right to modify this RFP or the selection process, to cancel this RFP, to reject or accept any Proposal, and to waive any informalities or irregularities in any Proposal, without liability, at any time.

All Proposals shall become the property of the MRD, will not be returned, and will become a public record. Respondents may request parts of their Proposals to remain confidential by indicating such in the Proposals and on the appropriate proprietary or financial pages, which must be clearly marked. The MRD will take reasonable steps to keep confidential only documents actually prevented from disclosure under the Colorado Open Records Act ("CORA" or "Act"), C.R.S. § 24-72-201, *et seq.*, including notifying the Respondent of a CORA request and allowing the Respondent to take steps to prevent disclosure. Under no circumstances may an entire Proposal be marked or identified as proprietary or confidential. **By submitting a Proposal, each Respondent agrees to hold the MRD harmless from any claims arising from the release of confidential or proprietary information not clearly designated as such by the**

**Respondent or where the MRD has notified the Respondent of a request, and from any claims arising from the release of documents not protected from disclosure under the Act.**

Respondents are cautioned not to undertake any activities or actions to promote or advertise their submittals, other than discussions with MRD staff as described in this RFP. After the release of this RFP, Respondents are not permitted to make any direct or indirect contact with members of the Selection Committee, the Board of Directors or media on the subject of this RFP, except in the course of MRD-sponsored presentations. Violation of these rules is grounds for disqualification of the Respondent.

**VI. CHANGE ORDERS**

Any alteration or deviation from the Services mentioned or any other contractual specifications that result in a revision of this Agreement shall be approved by the MRD Executive Director and/or its designee.



## **REQUEST FOR PROPOSAL SUMMARY SHEET**

1. Project: Outdoor Play - Field House Outdoor Pool Audit 23-2
2. Location: 25 Colorado Avenue, Montrose, Colorado 81401
3. Type of Submittal Required: Request for Proposal in accordance with written guidelines
4. Submission Date: Friday, February 17, 2022
5. Submission Time: No later than 5:00pm, MST
6. Submission Requirements: Proposals must be emailed to [miguel@montroserec.com](mailto:miguel@montroserec.com).
7. Montrose Recreation District Representative and Primary Contact:

Miguel Lopez  
Parks and Maintenance Superintendent  
16350 Woodgate Road  
Montrose, Colorado 81401  
Telephone: (970) 249-7705 x. 8572  
E-mail: [miguel@montroserec.com](mailto:miguel@montroserec.com)



## Exhibit A.

### Site Location





## EXHIBIT B.

### Field House Amenities and FF&E List

Amenities/Equipment	Installed, Renovated, and/or Repaired
Outdoor Youth Pool	Built - 1987, no renovations
Wading Pool	Built - 1987, renovated to outdoor splash pad - 2006, no renovations since construction completion
Shade Structures (4 qty)	Installed 2008, no updates
Outdoor Slide	Built - 1988, steel reinforcement completed - 2018, gel coat completed - 2014
Outdoor Slide Pump 15hp (3 phase)	Installed 1988, refurbished 1998, 2008, Brand new pump 2018
Pump House	Built - 2006, no renovations
Youth Pool Circulating Pump - 5hp (3 phase)	Installed 1987, renovated - 2006, new pump 2017
Youth Pool Chlorine Booster Pump - 1hp (single phase)	Installed 1987, renovated - 2006, new pump 2016
Youth Pool Sand Filter	Installed - 1987, renovated - 2006, new sand into filter - 2016
Youth Pool Boiler	Installed - 1987, renovated - 2006, new boiler installed in 2021
Youth Pool Pulsar 3 System	Installed - 1987, renovated - 2006, still in use
Youth Pool Becsys 3	Installed during renovation in 2006
Youth Pool Stenner Pump	Installed 2006, no updates
Vortex Splash Pad - 14 play features	Installed - 2006, two features were replaced in 2017
Vortex Controller Panel	Installed - 2006, original
Vortex Breaker Box	Installed - 2006, original
Vortex Turbidimeter	Installed - 2006, original
Splash Pad Circulating Pump - 7.5hp (3 phase)	Installed - 2006, new pump 2017

Splash Pad Sand Filter	Installed - 2006, new sand into filter - 2016
Splash Pad UV Controller	Installed - 2006, original
Splash Pad UV Chamber	Installed - 2006, original
Lounge Chairs - 14 (qty)	Purchased - 2016
4' Picnic Tables - 6 (qty)	Purchased - 2006
8' Picnic Tables - 4 (qty)	Purchased - 2006
Benches - 9 (qty)	Purchased - 2006
Trash Receptacles - 7 (qty)	Purchased - 2006