



Colorado Mountain College

**RFQ # 418-08
Request for Contractor Qualifications
August 28, 2008**

Bristol Hall Lobby Remodel

To Whom It May Concern:

Your firm is being considered as one of a number of firms to be asked to participate in a contractor selection process for the Remodel of Bristol Hall at the CMC Alpine Campus, Steamboat Springs Co. The selection process will consist of the Request for Qualifications, followed by Requests for Proposals and culminating in Oral Interviews from a short list of Qualified Contractors. The selection of the successful candidate shall be made the week of November 3, 2008

For purposes of responding to the informational requests below, assume the project will be a 500 square foot remodel of an open lobby area in the Bristol Hall academic building. It has been engineered and designed by Eric Smith Associates of Steamboat Springs, consulting Architects on this project. Complete plans will be provided to the Short Listed Contractors to prepare their bids from. For planning purposes this project will include structural, mechanical and electrical improvements to the space. The projected window for construction is the late spring of 2009, May-July.

Timeline:

RFQ due	September 22, 2008
Construction documents and bid sheets to short-listed Contractors	September 26, 2008
Bid proposals due	October 20, 2008 at the close of business
Award contract	Week of November 3, 2008

To allow Colorado Mountain College to fully understand your firm's qualifications for this job, please carefully prepare a response to the items listed below.

I. Overview of the Firm

- A. Please use AIA Document A305, General Contractor's Pre-Qualification Statement – 1986 Edition, to respond. Please insure an email address as well as telephone number is provided for the primary contact person.

II. Overview of the Firm

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III. Safety

- A. Provide your firm's Interstate Experience Modification Rate for Workmen's Compensation Insurance used by your Insurance carrier for each of the last five years.

IV. Construction Cost Estimating

- A. The construction cost estimating process used by the selected contractor is one of the essential elements of this project
1. Provide one example of a cost estimate prepared by your firm for a project similar in scope and use to this proposed facility.
 2. Provide the current resumes of each member of the cost estimating team.
 3. List the construction estimating software used by your team. How long has your firm used the software packages?

V. Scheduling

- A. The ability to predict, test and correct the appropriate project duration is another essential element of this project.
1. What level of personnel commitment does your firm provide?
 2. Provide the current resumes of each member of the scheduling team.
 3. List the project scheduling software and hardware used by your team. How long has your firm use the software packages?

VI. Specific In-House Personnel Dedicated to this Project during Construction

- A. The success of this project's team will rest on the individuals assigned to the project completion. Please provide the following information about the in-house employees your firm proposes for this project:

1. The presentation of the project manager's qualifications should include at least the following information:

- Current resume.
- List of projects completed by this individual, together with owner and design team contact person and phone number for each project shown.
- Narrative of key qualifications that make this individual an ideal "fit" for this Owner and this job.
- Minimum number of hours per week this individual will be specifically dedicated to this project.
- Other projects this individual is scheduled for participation in through July 2009 as a member of a construction team for your firm.
- Personal references for this individual in the community outside the construction industry.

VII. Marketplace Resources

A. The subcontracting community in the mountains of Colorado is very busy and may not be as responsive as we all would like. With the goal of offsetting this challenge by selecting a contractor with well-developed contacts already in place, respond to the following:

1. Provide a complete list of vendors and subcontractors your firm uses as its list of resources.
2. The intent is to determine the level of marketplace penetration achieved by your firm.

VIII. Firm's Bond Rating

A. Provide a copy of your current Bond rating. Size of the project requires a Payment and Performance Bond.

Direct any questions to sskramstad@coloradomtn.edu or by FAX to (970)-947-8324.

Qualifications should be addressed to Linda Ouellette, Purchasing Manager and delivered to Colorado Mountain College, 831 Grand Avenue, Glenwood Springs, CO 81601, no later than **5 PM on September 15, 2008**. Questions regarding this process should also be directed to the Purchasing manager. louellette@coloradomtn.edu 970-945-8691x8400

Thank you for your time and interest in our project.