

CITY OF WRAY, COLORADO



REQUEST FOR PROPOSALS
HISTORICAL PROPERTY ASSESSMENT
WRAY LIONS AMPHITHEATER
RFP No. 101-2018

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I. Introduction

The City of Wray, Colorado is requesting proposals from qualified architectural firms to provide a Historical Property Assessment of the Wray Lions Amphitheater located at 34232 County Road JJ, Wray, CO 80758. The City of Wray is the sole owner of this property.

II. Background

The Wray Lions Amphitheater, a natural Amphitheater, is set in the caliche bluffs of the North Fork of the Republican River in the town of Wray, Colorado. The property encompasses approximately 17.5 acres and consists of a stage, natural sloping seating for approximately 500 people, and 4 man-made structures. This property was listed on the Colorado State Register of Historic Properties by History Colorado- The Colorado Historical Society on September 27, 2017. The City of Wray intends to apply for a Survey and Planning Mini Competitive Grant through History Colorado with a potential award date of December 1, 2018 and if awarded, this project will be funded through the History Colorado State Historical Fund. Completion of this project is contingent upon grant award. All work on this project must meet the Secretary of the Interior's Standards for the Treatment of Historic Properties. More information about the Secretary of the Interior's Standards can be found at <https://www.nps.gov/tps/standards.htm>.

The following documents are attached to this request in order to provide additional site information.

Attachment A: Colorado State Register of Historic Properties Nomination Form

III. Contact and Response Information

The City Manager is the point of contact for this RFP. Submitted proposals should include all of the following requirements listed within this Request for Proposal (RFP). Submittals will be accepted no later than **2:00PM (local time), September 26, 2018**, to:

City of Wray
Attention: James DePue, City Manager
245 W 4th Street
P.O. Box 35
Wray, CO 80758
970-332-4431
jdepue@cityofwray.org

IV. Scope of Work

The scope of work for this project shall include, but may not be limited to the following:

- On-site condition assessment to include but not limited to:
 - Seating
 - Stage Condition
 - Potential options for stage cover
 - Acoustics
 - Lighting and sound infrastructure
 - Water, sewer, electrical infrastructure
 - Materials Analysis
 - Safety conditions
 - ADA Compliancy
 - Restroom facilities, stage shed, dressing room/storage building, backstage building, and light and sound booth
- Preparation of Draft Historic Property Assessment
- Preparation of Final Historic Property Assessment
- Coordination with city to identify and assess needs

V. Contents of Proposal

1. Statement of Qualifications
 - A. Resume of architect assigned to project and other applicable consulting staff.
 - B. List any previously completed projects relating to Historical Assessments or HSA Applications.
 - C. List any previously completed projects relating to Amphitheater Assessments or projects.
2. Provide a cost estimates for the following:
 - A. Condition Assessment- Architectural Services
 - B. Preparation of Draft HSA
Include historic research and report writing, development of recommendations and preservation plan, consultation with tradesmen and suppliers.
 - C. Preparation of Final HSA
Include revisions per review comments, collecting additional data, cost estimating, and publishing.
 - D. Reimbursable expenses
Travel, reproductions, postage, etc.
 - E. Engineering or consultant services.

VI. Schedule

EVENT	DATE
RFP issued	9/7/2018
Deadline for Submission of Questions and Requests for Clarification by 2:00 PM, local time	9/17/2018
Amendment with Responses to Questions and Requests for Clarification issued approximately (if required)	9/19/2018
Deadline for Submission of Responses by 2:00 PM, local time	9/27/2018

VII. Requests for Clarification

All questions about the meaning or intent of this request are to be submitted to the City Manager in writing and addresses to James DePue. Interpretations or clarifications considered necessary by City Manager in response to such questions will be issued by Addenda and made available to all parties upon request. Questions received less than seven (7) calendar days prior to the date for submission deadline will not be considered.

Direct contact with City officials or City staff (with the exception of City Manager or other appointed authorized staff) during the selection process, except when and in the manner expressly authorized by the Request for Proposals documents is strictly prohibited and may render the submittal as non-compliant. Violation of this requirement is grounds for disqualification from the process.

VIII. Scoring Criteria

<u>Criteria</u>	<u>Points Possible</u>
Capability to perform all aspects of the project	50
Previous experience with similar projects	35
Cost of services	15
Total Points Possible:	100

IX. Right to Refuse

The City herein expressly reserves the following rights:

1. To negotiate separately with any source whatsoever in any manner necessary to serve the best interests of the City. The City does not intend to award a contract solely on the basis of any response made to this request for proposals or in any way to pay for information solicited or obtained. The information obtained will be used in determining what seems to best serve the interest of the City.
2. To consider the competency and responsibility of proposers and of their proposed sub consultants in awarding any contract.
3. To make the award based on the City's best judgment as to which proposal best meets the City's expectations of a project of the highest quality and innovation.
4. To negotiate the terms and conditions of the contract, including but not limited to the statement of work and contract price, in order to meet the City's project expectations.
5. To make such changes or correction in plans, specifications or quantities of the RFP as City may deem necessary or desirable during the RFP process. It is Proposer's responsibility to monitor the RFP throughout the RFP and subsequent processes.
6. The right to withdraw the entire project or any Project Element(s) from award consideration if it is in the best interest of the City to do so.
7. The City of Wray reserves the right to reject any or all proposals, to waive any informalities or irregularities therein, and to negotiate other terms in the proposals.