



INTRODUCTION & BACKGROUND

The Town of Mountain Village is seeking qualifications from landscape design professionals or firms to design and estimate construction costs for a remodel of the Town Plazas in the vicinity of the Village Center Pond. Final drawings, engineering analysis and construction estimates to be completed by August 1, 2019. The plan will include the following elements:

1. Understand the existing conditions based upon Town provided documentation listed below, and any other document necessary to perform the task.
2. Provide schematic designs and programmatic outline of space planning and allocations based upon the Town's Community Development Code (CDC) regulations.
3. ROM (rough order of magnitude) construction cost estimate based upon quantity take offs of schematic design. ROM estimate comprised of CSI format, multiple line items per division. Also includes a comprehensive statement of assumptions and qualifications to the estimate.
4. Two design charrettes with town staff/committee and appropriate businesses expected to be two hours in duration. Four additional meetings are expected to discuss programmatic and technical details, each approximately 2 hours in duration. To include a Design Review meeting and a Town Council meeting.
5. A proposal of services per the RFP final scope and cost estimate to be provided and negotiated upon selection.

The Town will provide the awarded firm the following information in order to complete the task:

- Existing conditions survey with utilities and topography.
- Site Plan AECOM Village Center Plaza Concept slide.
- Any other necessary document on file.

With the following understandings:

- TMV would like to commission a landscape architect to develop a design for the remodel of the land surrounding the Village Center Pond. This is a predominately a pedestrian area. Design should consider both summer and winter seasons.
- The Village Center Pond will be reclaimed in 2019 to establish a healthy wetland habitat and the plan should enhance the pond experience. Awarded party must work with Western Stream Works with the design.
- Consideration needs to be given to the surrounding buildings and future build sites.
- Design should consider the removal of the climbing rock and propose an alternate use of this area.
- Recreation opportunities should be explored.
- An existing fire lane must remain in the design.
- Pedestrian lighting and wayfinding will be required.
- An art component should be incorporated into the design.
- Explore restroom facilities.
- Sensitivity to the town's partnership with the EPA on this project and wetland regulations. After successful completion of this schematic and cost estimating phase, the town would move into design documents, town approval processes then construction documents with an anticipated construction timeline either the spring of 2020 or fall of 2020.

STATEMENTS OF QUALIFICATIONS AND QUOTE

Interested and qualified firms or consultant teams are invited to submit a Statement of Qualifications and Quote for this project. Qualifications and Quotes shall be submitted with an original pdf labeled "TMV Village Pond Landscape Design" to the town contact specified below. The selection of an architect to receive the award will be based on the information provided in the Statement. The Statements should be organized with the following sections:

1. Executive Summary
2. General Experience Statement: This statement should emphasize the firm's experience in designing, cost estimating and constructing..
3. Project References: References should include contact name, address, phone number and email address and provide evidence of similar work.
4. Project Team: Provide resumes for personnel that will be assigned to the project, verification that they will be available to complete the project, and partnership relationships if teamed with other firms.
5. General Information: This section can be used to provide alternatives or additional information the firm feels would be beneficial for the town to use during the review process.
6. Fee for Services to complete the task.

SELECTION PROCESS

A selection committee will evaluate the qualifications of the responding firms. The town may elect to utilize the services of an outside consultant(s) to assist in the evaluation. In evaluating the responding firms, the town will use a criteria evaluation process. All statements will be evaluated using the same criteria and weighting.

Selection criteria will include:

1. Quality of previous experience with similar projects
2. Quality of experience and expertise in collaborative processes
3. Appropriateness of organization and key personnel
4. Quality of references
5. Experience in working with similar projects and/or experience working regionally.
6. Cost Estimate to complete the scope of work

The committee will base the final selection and ranking upon the evaluation of the proposal. The committee will reserve the right to request a more comprehensive proposal from the top two finalists as needed. The committee will begin to negotiate an agreement for the project with the top ranked firm. If an agreement cannot be reached with the top ranked designer, the committee may elect to negotiate with the next highest ranked architect.

TOWN CONTACT

Please address questions to Finn Kjome, Public Works Director. fkjome@mtnvillage.org. The statements must be submitted no later than 4:30pm, Thursday, May 16, 2019

Finn Kjome
Public Works Director
Town of Mountain Village
411 Mountain Village Blvd, Second Floor
Mountain Village, CO 81435
PHONE: 970-729-3441
fkjome@mtnvillage.org

Timeline:

- Site walk and meeting on May 7, 2019 meet at TMV Town Hall 455 MV Blvd 2nd floor conference room at 10:00 a.m.
- Statement of Qualifications due on May 16, 2019
- Town Selection on May 22, 2019
- Contract Negotiations and contract executed by May 30, 2019
- Deliverables due to the town by August 1, 2019

Deliverables:

1. Provide schematic designs and programmatic outline of space planning and allocations based upon the town's Community Development Code (CDC) regulation.
2. ROM (rough order of magnitude) construction cost estimate based upon quantity take offs of schematic design. ROM estimate comprised of CSI format including multiple line items per division. Also includes a comprehensive statement of assumptions and qualifications to the estimate.
3. Two design charrettes with town staff/committee and business in the vicinity of the project site.
 1. The design charrette will include discussions of community expectations.
 2. Work with Western Stream Works
5. Presentation of design and cost to Town Council at the August Town Council meeting.