

TOWN OF FRISCO, CO
REQUEST FOR PROPOSALS (RFP)
FRISCO MAINTENANCE FACILITY FUEL SYSTEM

Invitation:

The Town of Frisco is seeking proposals in this RFP, for DESIGN-BUILD services for the project named above. All bids associated with this RFP will be due no later than 1:00PM, Friday April 22, 2022.

Background:

The Town of Frisco has existing underground storage tanks at the Frisco Maintenance Facility that are nearing the end of their safe and environmental lifespan. Due to the age of the fuel system at the Frisco Maintenance Facility, several issues have come to light that need to be addressed in order to stay in compliance with the most current OPS and Colorado State regulation(s). Town staff has deemed it necessary for there to be a full overhaul of the system itself to stay within regulations and better assist fleet maintenance with tracking and maintaining accurate service and fuel records for all Town vehicles.

Project Scope and Description:

The Town of Frisco is seeking proposals from qualified firms to design and build an above ground fuel system at the Frisco Maintenance Facility which will adequately serve the needs of Town staff and fleet maintenance. New above ground storage tank(s) will be replacing the existing underground storage tanks. Along with the installation of new above ground tank(s), a new storage tank monitoring system, dispensers and key/vehicle monitoring. The Town would be interested in hearing about what would be the best way to proceed. Items included in the design/build proposal:

- Submit and obtain all required permitting
- Locate utilities
- Electrical disconnect from existing fuel system and install of new cable
- Removal and disposal of existing underground storage tanks, product lines and conduit/cable
- Soil sampling and environmental compliance
- Backfill excavation from existing tank removal
- Ground prep for concrete pour of new tank pad
- Complete fuel system install
- Storage tank (minimum 8000 gal)
- Software installation and training

Project Schedule:

The Town of Frisco would like to see final completion of this project by November 30, 2022.

RFP Advertisement	March 11, 2022
Site Visit (Mandatory)	March 30, 2022 10AM
Questions Due, via email	April 8, 2022 3PM
Questions Answered, via email	April 13, 2022 3PM
RFP Submissions Deadline	April 22, 2022 1PM
<i>*Bids will be opened publicly @ 1PM</i>	
Select Firm	April 29, 2022
<i>*Pending Council Approval</i>	
Contract to Council	May 10, 2022

Additional Information:

Additional information and access to the project documents folder concerning this Request for Proposals (RFP) is available from:

Addison Canino
Assistant Public Works Director
Town of Frisco
PO Box 4100
Frisco, CO 80443
970-668-9150
AddisonC@townoffrisco.com

Project Contacts:

- Jeff Goble, Public Works Director
 - 970-668-9151
 - JeffG@townoffrisco.com
- Addison Canino, Assistant Director, Frisco Public Works
 - 970.331.6632
 - AddisonC@townoffrisco.com
- Kim McDonald, Fire Marshal, Summit Fire/EMS
 - 970.262.5100
 - kmcdonald@summitfire.org

All Proposals Shall Include:

- Name, address and telephone number of person(s) authorized to legally represent firm.
- Any confidential information in the proposal shall be labeled or marked as *CONFIDENTIAL*.
- Background experience in fuel system design and installation.
- Proof of insurance coverage that the firm maintains.
 - Town of Frisco will require insurance certificates naming the Town as co-insured.
- List of references for fuel system projects that have been completed by the firm.

- References should show agency, contact person, contact information and a brief description of the project.
- Provide project costs for services in an itemized format.
 - Two total amount for services rendered should be proposed as:
 - Base bid
 - Alternates (if proposed) should be broken out separately for Owner's review and consideration

Proposed Fees:

Proposal should include all fees the contractor anticipates based on the plans and/or information given in this RFP. Fees should be based, as much as possible, on unit prices where units are noted, or a lump sum where appropriate. Include bonding costs in fee proposal, in addition to any other anticipated design costs.

Proposal Response:

Proposal response shall contain all information as requested herein, and any additional information necessary to summarize the overall benefit of the proposal to the Town. Proposing firms should submit their proposal electronically no later than 1PM, April 22, 2022. Late proposals will not be accepted under any circumstance. Since proposals will be sent electronically, all emails shall have the subject line of "FRISCO MAINTENANCE FACILITY FUEL SYSTEM PROPOSAL."

If file sizes are too large to attach to an email, please use a file share service in which a link is provided to the recipient in which the submittal is directed to.

Submittals directed to:

Addison Canino
 Assistant Public Works Director,
 Town of Frisco
AddisonC@townoffrisco.com

The submittal of a proposal shall be taken as evidence that the proposing individual/firm has full knowledge of the scope, nature, quality and quantity of the project to be performed and the detailed requirements and conditions under which the project is to be performed.

This solicitation does not commit the Town of Frisco to award a contract, to pay any cost incurred with the preparation of a proposal, or to procure or contract for services or supplies. The Town of Frisco reserves the right to accept or reject any or all proposals received in response to this request, to negotiate with any qualified source, or cancel in whole or part this proposal process if it is in the best interest of the Town to do so. Subsequent to contract negotiations, prospective consultants may be required to submit revisions to their proposals. All proposers should note that any contract pursuant to this solicitation is dependent upon the recommendation of the Town staff and the approval of the Frisco Town Council.

General Requirement of the Selected Proposing Firm:

- Enter into a contract with the Town. (These documents and proposal becomes part of the contract).
- Maintain insurance coverage for the duration of the contract period.
- Prohibited from assigning or subcontracting the whole or any part of the contract without the prior written consent of the Town.
- Shall not hire, discharge, promote, demote or otherwise discriminate in matters of compensation, terms, conditions or privileges of employment against any person otherwise qualified solely because of race, creed, sex, national origin, ancestry, physical or mental disability, color or age.
- All work done by the selected firm will be in compliance with all Town of Frisco, Colorado State, Fire and American Society of Mechanical Engineering codes.
- Operate as an independent contractor and will not be considered employee(s) of the Town of Frisco.
- Successful contractor will be paid on actual invoices as work is completed.
- Performance and Payment Bonds will be required.
- Obtain a Town of Frisco Business License prior to commencement of work
- Obtain any required construction or building permits from Town of Frisco Buildings Department, Town of Frisco Public Works Department, Summit Fire & EMS and any other authority having jurisdiction in the project area.

Selection Criteria:

The Town will select the contractor it deems best for this project with consideration to price, experience, proposed project methodology, proposed timeline, references, and other materials presented by the firm.

Attachments:

1. Supplemental Information
2. Existing Conditions Frisco Maintenance Facility Site Plan

Attachment #1: Supplemental Information

- There is no geotechnical report for the site.
- Communication to/with Summit Fire and EMS required.
- Show all currently adopted and amended requirements from updated 2018 IFC and IBC
- Current Equipment:
 - (3) 2000 gallon underground storage tanks
 - (1) 500 gallon underground storage tank inside maintenance facility
 - Fuel island with 2 individual Gasboy suction style pumps (3 fueling pumps)
 - PetroVend fuel island terminal
 - PetroVend chip key encoder
 - PetroVend K800 automated fueling system
 - Veeder Root TLS 350 automatic tank gauging system
 - Phoenix fuel management software
 - Emergency stop
- The Town of Frisco is looking to replace all current equipment with updated and upgraded components
 - Above ground fuel storage tank equating to 8000 gallons
 - One tank or multiple tanks (depending on proposals received)
 - Fleet fuel dispenser(s)
 - Fuel island terminal
 - Interest in automatic vehicle identification
 - Automated fuel management solutions
 - Veeder Root TLS 450 PLUS equivalent or better
 - Phoenix SQL equivalent or better fuel management software