

THE TOWN OF
PO BOX 2002 • 210 E. MAIN ST.
BUENA VISTA, COLORADO 81211



BUENA VISTA
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REQUEST FOR PROPOSALS

Buena Vista River Park Bathrooms Renovation Project

Bid Due Date: February 23rd, 2026, by 5:00pm MST

(Proposals Must Be Received by Date and Time Specified to Be Considered)

The purpose of this RFP is to identify a contractor capable of completing all phases of a comprehensive restroom remodel and renovation project within the Buena Vista River Park. The scope of work includes remodeling two existing restrooms, converting an existing interior space into a new ADA-compliant restroom, and upgrading an existing maintenance closet in accordance with applicable building codes and accessibility requirements.

RFP Responses can be submitted in PDF format to Earl Richmond, Recreation Special Projects Manger @ erichmond@buenavistaco.gov or dropped off at Buena Vista Town Hall East - 713 E Main St:

Town of Buena Vista
C/O Earl Richmond
P. O. Box 2002
713 E. Main Street
Buena Vista, Colorado 81211

Important Dates:

RFP Publish Date:	DATE: January 29th, 2026
Site Visits (Highly Recommended):	DATE: February 11th or 12th, 2026 from 10:00-11:00am
Contractor Questions Due:	DATE: February 16th, 2026
Question Responses Published:	DATE: February 17th, 2026
RFPs Due:	DATE: February 23rd, 2026
Committee Reviews RFPs:	DATE: February 24th-25th, 2026
Notice of Intent to Award Contract:	DATE: February 26th, 2026
Contract Finalized	DATE: March 4th, 2026
Approval of Contract	DATE: March 10th, 2026
Construction Begins:	DATE: March 16th, 2026
Project Complete:	DATE: April 29th, 2026

*Submit all questions before the question deadline above to Earl Richmond, Special Projects Manger @ erichmond@buenavistaco.gov.

A copy of the Proposal and any associated exhibits may be obtained as follows from the Town's website: <https://www.buenavistaco.gov/2228/RFPs-RFQs> or can be picked up at Town Hall East – 713 E. Main Street, Buena Vista, CO 81211.

Project Overview:

This project will involve, but is not limited to, plumbing modifications, electrical additions and alterations, door replacements, fixture upgrades, and interior finish improvements. All work must comply with Chaffee County and the State of Colorado building codes, including ADA standards. Based on coordination with the Chaffee County Building Department and the State of Colorado, the Town is required to add a new ADA-accessible restroom as part of this remodel project. The existing two restrooms will be remodeled, but will not be required to meet ADA requirements.

This restroom building was constructed in the early 1990s and has been maintained by the Town of Buena Vista Parks Department. The building footprint is approximately 1,700 square feet, inclusive of covered areas and ADA-accessible concrete ramps/entryways. The facility is serviced by Town water and utilizes an independent septic system for wastewater. The new ADA restroom will be constructed within an existing space that shares water access with the current restrooms. Electrical access is readily available, and drainage connections will require locating and tying into existing pipe beneath the slab-on-grade foundation. No as-builts exist for this facility, although all drain systems are functional to date. A basic mop basin sink will also be added to an existing storage closet during the project.

The Town strongly encourages all interested contractors to attend one of the two scheduled on-site visits with Town staff. These meetings will provide an opportunity to review existing conditions, ask project-specific questions, and gain a clearer understanding of the scope of work to support the preparation of responsive and competitive proposals.

Scope of Services:

Project list to include, but may not be limited to:

Existing bathrooms - remodel:

- Replacement of 3 existing flush valve toilets and 1 flush valve urinal
- Replacement of 3 existing privacy stalls and 1 urinal privacy divider
- Replacement of 2 existing hand-washing sinks
- Refurbish 4 existing wood benches - 3'x6' foot each - via sanding and staining
- Replacement of 2 existing steel commercial entry doors
- Upgrade existing concrete floors to a sealed concrete surface (550 sq feet total)
- Installation of 2 baby changing stations

Build out a new ADA restroom in an existing area in the building:

- Bring water lines and electrical lines into the existing remodel space
- Add a ventilation fan for the 61 sq. ft. space
- Connect the area to the existing drain system located under the concrete slab (No as-built drawings available)

- Installation of a new flush valve ADA toilet, ADA handwashing sink, an ADA grab rail, and a baby changing station
- Secure the existing window with an exterior protective cage or similar.
- Replace the commercial door

Mop sink closet renovations:

- Bring electrical service to this closet
- Add a mop sink of roughly 24"x24."
- Add on demand hot water system, small scale water heater, or equivalent to support the mop sink usage
- Replace the commercial door

The contractor will also be responsible for coordinating logistics, mobilizing equipment, minimizing disturbance to adjacent areas, and adhering to best practices for construction services in sensitive environmental zones. Final deliverables shall meet the Town's standards for durability, safety, and minimal long-term maintenance, while supporting both recreational and event-based use. All work must comply with applicable local regulations, and the Town reserves the right to approve materials, methods, and any proposed changes to the original trail concept.

Reservation of Rights, Disclaimers, Disclosures and Instructions:

All responses, inquiries, and correspondence relating to the RFP, and all reports, charts, displays, schedules, exhibits, and other documentation produced by any vendor and submitted as part of a proposal shall be deemed the property of the Town upon opening of the proposal, will not be confidential, and will be subject to disclosure under the Colorado Open Records Act.

The successful bidder will be required to enter into the Town's standard PSA (professional services agreement.)

All costs incurred by a respondent in preparing and responding to this RFP are the sole responsibility of the respondent. Any recipient of this RFP who responds hereto fully acknowledges all the provisions and agrees to be bound by the terms hereof. Any response submitted pursuant to this RFP is at the sole risk and responsibility of the party submitting such response.

Detailed Response Instructions:

- A. Formal cover letter indicating:
 - a. The firm has read this entire request for proposals (RFP) document and understands its contents.
 - b. The firm's intent to offer services related to this request.
 - c. The firm's website, social media sites (if applicable) and point of contact information.
 - d. A minimum of two references from previous or current clients.
 - e. This letter must be signed by an authorized representative of the firm.
- B. Detailed proposal responding to scope of work:
 - a. Explain the intended approach, execution and deliverables, including a timeframe and budget for each stage.

- C. Summary of the firm's qualifications:
- Does the firm have experience working with municipal/government clients, which included working with the local community on the project? If so, please provide at least one example of the completed work for a municipal/government entity.
 - Give at least one detailed example of a similar project completed. What were the results of this project?
 - Who from the firm will be working on the project (by specific staff person name, job title and résumé of relevant work experience) and indicate – by percentage – the approximate amount of time each person will spend on this project?
 - Who will be the day-to-day contact and what are their qualifications for managing this type of project?
- D. Provide the legal name and address of the company, including name, title, address and telephone number of the person to contact concerning the proposal. The proposal must be signed by an individual or individuals authorized to execute documents on behalf of the proposer.

Selection Criteria:

Proposals will be evaluated based upon the information submitted. The following criteria will be the primary considerations for selecting a proposal:

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| 1. Project understanding, approach and schedule | 25 points |
| 2. Experience and availability of project team | 20 points |
| 3. Experience on similar projects, including past record of performance | 20 points |
| 4. Overall quality and responsiveness of proposal | 10 points |
| 5. Price | 25 points |

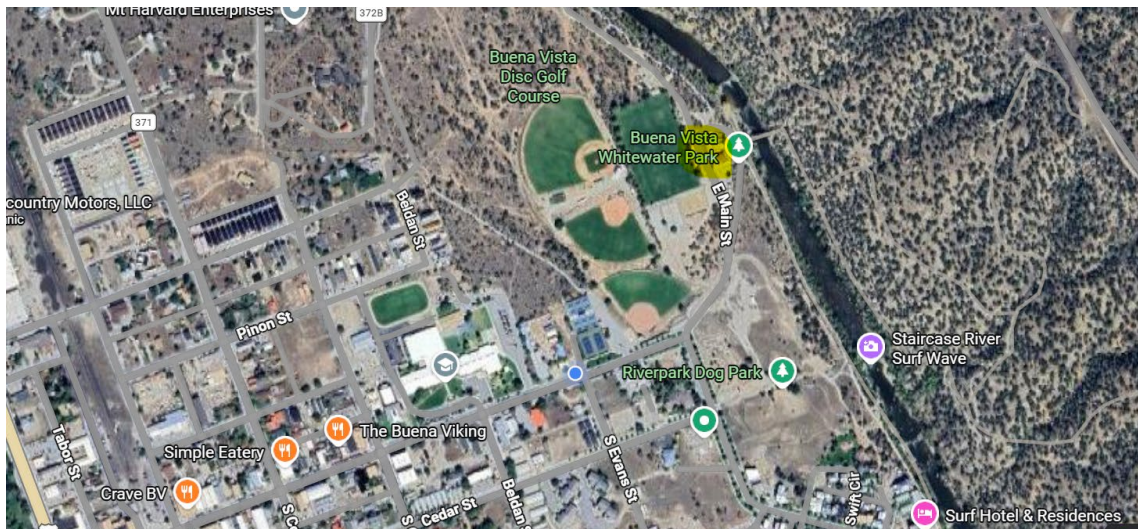
*A 2-point local preference will be given to local contractors for Buena Vista companies; 1-point for Chaffee County companies.

The Town will enter into an agreement based on the proposal determined to be the most beneficial to the Town. The Town reserves the right to reject any or all proposals, without obligation to the Town, and to negotiate additional terms or alterations with respect to the proposal.

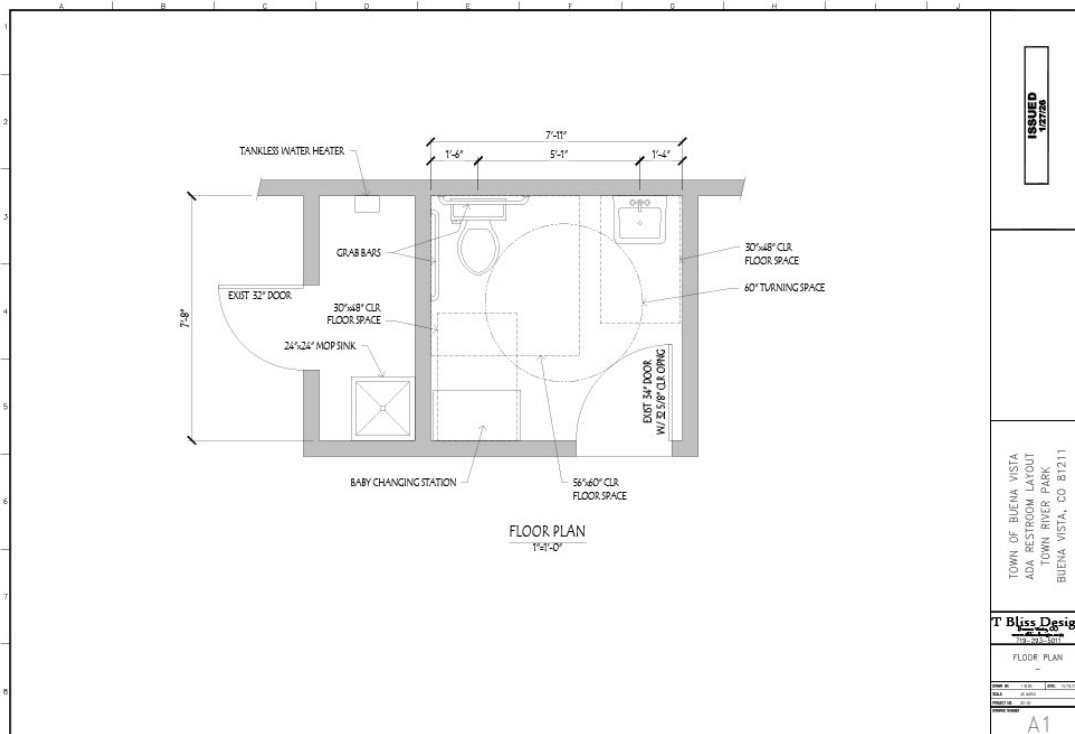
For questions pertaining to the content in this RFP, proposers are specifically directed to not contact any town personnel other than the person indicated below. All inquiries concerning this RPF should be directed to:

Earl Richmond, Recreation Special Projects Manager
erichmond@buenavistaco.gov
(719) 221-1461

Site location :
800 E Main St.
Buena Vista, CO. 81211



Drawing of the new bathrooms and new mop sink closet



Overview images of existing bathrooms:

