



REQUEST FOR PROPOSAL (RFP)

Construction Services for Pioneer Park

Release Date: March 2, 2026

Submittal Deadline: March 26, 2026, at 2:00pm

Public Works
Town of Frisco
102 School Road
Frisco, CO 80443

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1. Invitation

The Town of Frisco (hereinafter referred to as “Town”) is seeking proposals from qualified firms (hereinafter referred to as “Proposer”) to provide construction management and general contractor services for the construction of site infrastructure work and park amenities installation associated with a park improvements project located between 5th and 6th Avenues and Galena Street, in Frisco, CO.

2. Background

The Town is located in Summit County near Interstate 70 and Colorado Highway 9. The Town has approximately 3,000 year-round residents, 467 business license holders, and approximately four million visitors per year. The Town takes pride in the natural beauty that surrounds it, in addition to the natural spaces that are hidden within the Town itself. The Town values providing recreational and park amenities and is seeking to continue that tradition with this renovation and upgrade to Pioneer Park.

Currently, the park includes two public tennis courts but lacks other amenities such as restrooms, play features, signage, or formal circulation. A dirt alley through the park serves as snow storage during winter months. Wetlands have been delineated on-site and are a significant consideration in future design efforts. In August of 2025, the Town entered into a contract with SCJ Alliance, of Crested Butte, CO, for design services. The Town Council has provided formal direction for SCJ to proceed with a preferred design concept.

In 2024, the Town was awarded a **DOLA Strong Communities Grant** to support infrastructure for a 54-unit workforce housing project located at **602 Galena Street**, adjacent to the park. A portion of this funding is allocated to Pioneer Park improvements. Accordingly, the construction will thoughtfully integrate pedestrian and multimodal connections to the 602 Galena development, ensuring access and usability for new residents while maintaining the park’s character and environmental integrity.

In April of 2025, work began on a workforce housing project located at 602 Galena Street, which is diagonally across the intersection from the park, and will include 54 units upon completion. With this new influx of residents, the Town wants to ensure that it can provide a welcoming space for those with families, or those who simply want to escape into a natural setting, just one block off Main Street.

3. Scope of Work

The Town is seeking a qualified and experienced contractor to provide construction management and general contractor services. The Scope of Work includes the following:

1. Design Review: Contractor shall review the plans and provide comments, recommendations, and value-engineering (VE) suggestions prior to SCJ issuing a construction set of drawings. Proposer shall work with Town staff and the design team to discuss any comments, changes, or recommendations for the design. Proposer shall attend weekly meetings with Town and SCJ Alliance, to provide support for utility relocation/abandonment work with utility agencies, and utilize its relationships with vendors

to secure materials, park features, and other items necessary to the project that may be considered long lead items.

2. Preconstruction Services – Coordination with Town: Proposer shall work with Town staff and their consultants/contractors to coordinate work phasing, schedule, and other construction coordination details.
3. Construction: Work includes all infrastructure and utility portions of the project, and site improvements that are identified in the proposed design (see Exhibit B). Additional work items include:
 - a. Coordination between all permitting agencies to ensure that all work can be started and completed in an effective and efficient manner, according to local permitting agencies/divisions.
 - b. Contractor shall meet all grant reporting requirements and supply all documentation and reporting to ensure that the Town can submit accurate reports for reimbursement.

4. Schedule

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| • Advertisement of RFP | March 2, 2026 |
| • Mandatory Site Visit | March 5, 2026 at 10:00am |
| ○ <i>Between 5th and 6th Avenues and Galena Street</i> | |
| • Questions Due | March 13, 2026 by 12:00 p.m. MST |
| • Responses to Questions | March 19, 2026 by 12:00 p.m. MST |
| • Proposal Submittal Deadline | March 26, 2026 by 2:00 p.m. MST |
| • Potential Interviews | Week of March 30, 2026 |
| ○ <i>With Top Candidates</i> | |
| • Contract Award (<i>pending Council approval</i>) | Week of March 30, 2026 |
| • Council Materials Due | April 6, 2026 |
| ○ <i>Contract Reviewed and Signed by Prospective Bidder</i> | |
| • Meeting of the Frisco Town Council | April 14, 2026 |

*Grant expiration deadline is scheduled for August of 2026, so the Town would like to see as much work completed as possible to ensure that the maximum amount of these funds can be utilized for the park construction.

5. Instructions

One digital copy of the proposal shall be submitted via email to the address below. There is no limit on the number of pages or proposal size, but concise proposals are encouraged. Please note: files over 10 MB cannot be accepted via email and must be delivered through a file share service such as Dropbox. Submittals must be received no later than **Thursday, March 26, 2026 at 2:00pm.**

Email: addisonc@townoffrisco.com

The Town will not accept late proposals. The Town reserves the right to reject any or all proposals or accept what is, in its judgment, the proposal which is in the Town's best interest. The Town further reserves the right, in the best interests of the Town, to waive any technical defects or irregularities in any and all proposals submitted.

During the Request for Proposal selection process, all proposals shall be kept non-public to the extent permitted by law. The entire selection process (procurement) file shall be opened to the

public (which includes all proposers) after an agreement is approved by the Town, except for those items for which confidentiality has been requested in writing by the Proposer, and providing that the Town Attorney has reviewed and determined this to be properly confidential under the State Open Records Act and other relevant statutes and regulations.

This solicitation does not commit the Town to award a contract, to pay any costs incurred with the preparation of a proposal, or to procure or contract for services or supplies. The Town 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. After contract negotiations, prospective consultants may be required to submit revisions to their proposals.

6. Proposal Requirements

6.1 Cover Letter

This letter should identify the Proposer's name, mailing address, email address, telephone number, and contact person. The letter should also identify key staff who will be working on the project, and commit them for the duration of the project, if selected. The letter should also state that the firm has read and understands the requirements of the RFP. This letter must be signed by a duly authorized official of the appropriate firm.

6.2 Organizational Information

Provide a statement of the Proposer's corporate status and background, organization structure, list of owners and principals, history, type of business conducted, and business locations.

6.3 Qualifications and References

List qualifications and ability of the proposer to meet the terms of the RFP. Include at least three examples of projects completed within the past five years that will confirm the proposer's expertise in providing services listed in this RFP. Include experience with similar mountain communities (if applicable). Examples must be specific to the key staff identified in section 6.1. Each project shall include the following:

- Client Name
- Address
- Contact Person, Phone Number, and Email
- Project Dates
- Project Description
- Project Budget

6.4 Project Manager and Personnel

List the project manager and other key personnel who will contribute to the project. Describe the qualifications, experience, job title, years of experience, expertise, and availability of the manager and personnel. Additionally, list any subcontractors who will contribute to the project.

6.5 Project Approach

Provide a comprehensive description of the methodology and approach for completing the project scope described above. List milestones, steps, coordination with subcontractors and innovative ideas for the project approach.

6.6 Fee Schedule

Proposer shall complete Exhibit A – Summary of Quantities (Bid Items & Quantities) and submit with proposal. The unit pricing submitted will be used to enter a construction agreement (Exhibit C) with the successful proposer.

6.7 Project Schedule

Proposer shall submit a preliminary timeline of dates and schedule for scope of work from beginning to final completion. This schedule should generally follow the milestone dates in Section 4 of this RFP.

7. Questions and Answers

All questions concerning this RFP must be submitted by email to Addison Canino, Capital Project Senior Manager of Town of Frisco, at addisonc@townoffrisco.com by 2:00 pm on March 26, 2026. Addenda, reports, and responses to questions will be distributed by 12:00 pm March 19, 2026. Any written question of a proposer regarding the meaning or interpretation of the RFP, work scope, specifications, etc., must be submitted to the Town prior to the above-specified date. All clarifications given to any prospective proposer shall be similarly furnished to all prospective proposers in summary form as an addendum to this RFP if the lack of such information could reasonably be considered prejudicial towards uninformed proposers.

8. Evaluation Criteria

The following is a list of weighted criteria that will be used to evaluate proposals:

Qualifications and References	20%
Project Manager and Personnel	15%
Project Approach	15%
Fee Schedule	50%

9. Selection Process

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

The Town may invite Proposers to participate in interviews with the evaluation committee for the purpose of clarifying, confirming, or obtaining additional information on proposals. If interviews are held, they will be scheduled after the proposal deadline.

10. Attachments

Exhibit A	Summary of Quantities (Bid Items & Quantities) <i>*To be issued via addendum</i>
Exhibit B	Drawings (Pricing Set)
Exhibit C	Sample Construction Agreement