



TOWN REQUEST FOR QUALIFICATIONS/PROPOSALS (RFQP)

**PROJECT: CINNAMON MOUNTAIN ROAD
STABILIZATION PROJECT - PHASE 1: DESIGN
AND INSTALL ANCHOR SYSTEM**

Town of Mt. Crested Butte
P.O. Box 5800
911 Gothic Road
Mt. Crested Butte, CO 81225
Office: (970) 349-6632

Released to the Public:
February 12, 2024

Proposals Submission Deadline:
March 18, 2024 @ 1:00 PM (MST)

REQUEST FOR QUALIFICATIONS/PROPOSALS FOR CINNAMON MOUNTAIN ROAD STABILIZATION – PHASE 1: ANCHOR SYSTEM Town of Mt. Crested Butte, Colorado

Proposal Deadline: **March 18, 2024, 1:00 pm** (Mountain Time Zone)

I. RFQP Overview

Project Description

The Town of Mt. Crested Butte, Colorado (“Town”) is requesting proposals from qualified firms (“Bidder”) for the design and installation of tie-back anchors to stabilize a landslide section of Cinnamon Mountain Road (“Project”). The project is located within the Town of Mt. Crested Butte, along an approximate 350 linear foot section of Cinnamon Mountain Roadway prone to landslide slumping as the result of poor soils, subsurface characteristics, and groundwater conditions.

Project Purpose

This Project implements the recommendations of the January 2022 CMT geotechnical report, to design and install a tie-back anchor system to sufficiently stabilize the landslide section of Cinnamon Mountain Road. Once monitored and stabilized, the roadway section will be paved based on an engineering/geotechnical design to be completed as part of Phase 2.

Project Background

The Cinnamon Mountain Road was constructed in 1974-1975. The Cinnamon Mountain Road is owned and maintained by the Town of Mt. Crested Butte, up to the existing cul de sac, from which the private roadways of Lookout Point Road and Bridges of Columbine connect. An approximate 300-foot section of roadway remains unpaved to avoid the costs of frequent pavement damage due to continued movement of the landslide,. A 100-foot section of paved roadway, located immediately beyond the south end of the unpaved section, was repaired in 2023 due to roadway damage caused by a slumped uphill section.

The landslide area has been a cause of distress for nearly fifty years. From 1978 through 2022, the slide area has undergone evaluation by multiple professional geotechnical/engineering firms, who have assessed, monitored, and reported the landslide issues to various extents. Since 1978, there have been thirteen (13) separate study reports completed by nine (9) separate engineering/geotechnical firms. Site testing and monitoring began in 1982 and continues today. The most recent geotechnical study was completed by Cesare (now CMT) in January, 2022. The most recent site survey (topography, utilities, and monitoring sites) was completed by Landmark Survey & Mapping in November, 2021.

Previous Monitoring Installation

Between 1982 and 2020, approximately 66 monitoring units have been installed on and adjacent to the Cinnamon Mountain Road to monitor slope/road movements and groundwater conditions. Several of the monitoring units, including the inclinometer, have been damaged and not replaced.

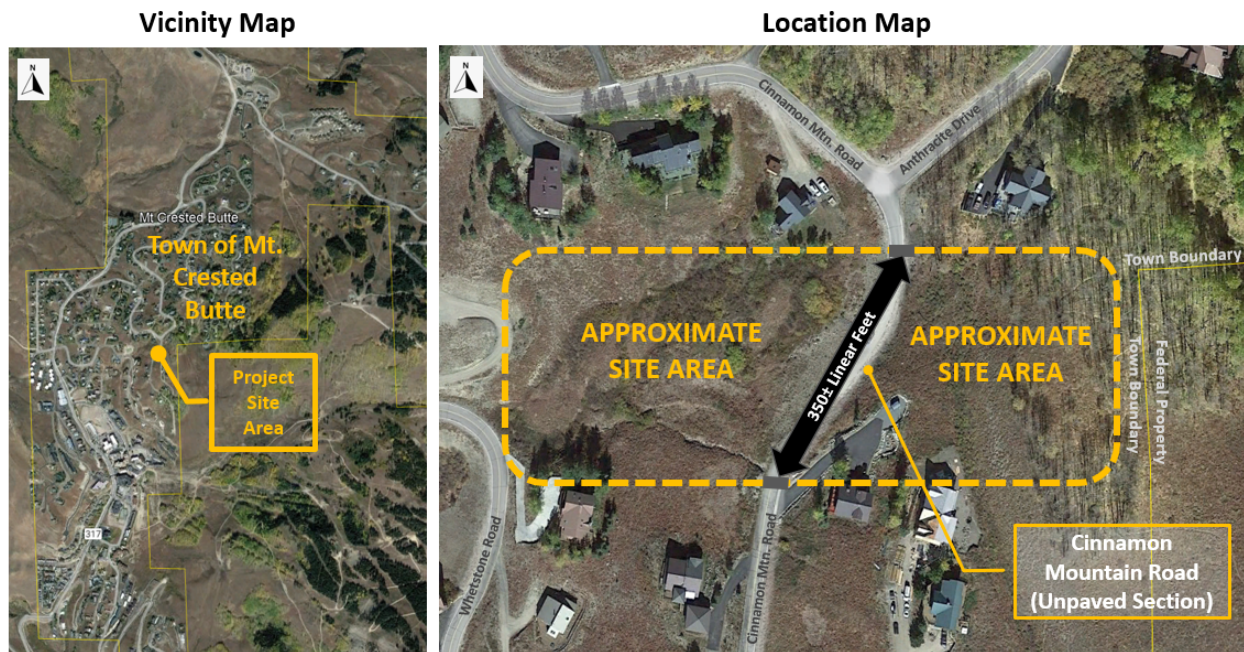
The monitoring units and prior boring for surface soil characteristics, subsurface rock layers, and groundwater depths have been placed mostly along the downslope area of the Cinnamon Mountain Road.

The following list the monitoring unit types and installation dates:

- 1982: 2 test holes and 1 test pit (15' to 25' deep on and adjacent to Road)
- 2008: 1 inclinometer boring (49' deep) and 5 piezometer borings (15' to 25' deep)
- 2012: 7 rebar (5' deep) along Road and 18 rebar (1.5' deep) upslope and downslope of Road
- 2016: 18 rebar (1.5' deep) with 10' to 30' upslope and downslope of Road
- 2020: 12 rebar (1.5' deep) with 10' to 200' upslope and downslope of Road

With continued residential development occurring uphill from the landslide area, the Town is seeking the stabilization design solution and funding resources to permanently repair and pave the section of unstable roadway. In total, there are twenty-six (26) property parcels served by the affected Cinnamon Mountain Road segment, including three (3) vacant parcels owned by the Town (parcels 42, 43, 45) and twenty-three (23) residential parcels, of which twenty (20) are developed and three (3) remain undeveloped. The slippage area is mostly contained on Town-owned property (parcels and road right-of-way) but may also extend onto multiple adjacent private property parcels.

Exhibit 1: Project Site Area



Town Exhibit: 01-15-2024

II. Town Characteristics and Structure

The Town of Mt. Crested Butte, at 9,375 feet in elevation and covering approximately 2.05 square miles, is within the majestic Elk Mountains in northern Gunnison County. The Town operates under a Council-Manager form of government. The Town Manager oversees all Town Departments, reporting to the seven-member Town Council that includes the Town Mayor.

Capital projects are overseen by the Town’s Capital Projects Manager, who coordinates among the Town Maintenance, Parks, and Community Development Supervisors, including project budgeting through the Town Finance Department.

The Town has an on-call engineering agreement with SGM and JVA and an on-call geotechnical agreement with CMT and RockSol/Buckhorn.

III. Project Objectives - Work Plan

The following describes the anticipated Work Plan in completing the Phase 1 Cinnamon Mountain Road stabilization project. The Work Plan outlined below may not include all necessary project tasks, as the Town is open to non-traditional design, materials, and construction applications to meet the specific stabilization challenges associated with the Cinnamon Mountain Road.

Phase 1 – Stabilization System:

Task 1: Site Conformity

- Task 1.1 Project coordination, meetings, deliverables
- Task 1.2 Conduct necessary survey and staking
- Task 1.3 Identify, mark, and map utilities
- Task 1.4 Permitting
- Task 1.5 Environmental

- Note: Town will coordinate right-of-entry and agreements onto private property, as necessary.
- Note: Town will coordinate and conduct necessary public outreach.
- Note: Town will collect Geotechnical reports for surrounding private property owners.
- Note: Town will assist with utility coordination and regulations.
- Note: Town will assist with Town permitting requirements.
- Note: Town will assist, when appropriate and necessary, with traffic control measures.

Geotechnical Monitoring:

Geotechnical monitoring typically occurs bi-annually, during June to July and October to December. The existing inclinometer (I1) was installed in 2009 and damaged by slope shearing in 2011. Additional instrumentation and monitoring can be performed at the sole discretion of the bidder. It is reported that new inclinometer(s) extending into the underlying bedrock are essential for understanding the nature of global stability and slope movement at depth, as part of the design of slope retention in mitigation of this slope.

Utilities and Survey(s):

Several utilities are located within the site are vicinity, which will need to be survey-verified (identified, marked, documented, and assessed). No utilities are known to be installed under or adject to the Cinnamon Mountain Road. The applicant will be responsible for coordinating with the proper entities to

conduct a utility plan (conflict and remediation) for all potentially impacted utilities. Based on the project area of influence, additional professional field survey(s) may be necessary, including topographic, utility, and property boundary.

Environmental Factors:

The Town is not aware of any environmental analysis or studies previously conducted for the Cinnamon Mountain Road project, or within the site area. Wetlands are thought to be located in the project site area, associated with natural and manmade drainage systems extending downward, or westward, from the Cinnamon Mountain Road. It is anticipated potential environmental concerns (wetland, drainage disturbance) may be involved and require some level of environmental clearance.

Task 2: Design

- Task 2.1 Research and coordinate regarding previous studies and monitoring
- Task 2.2 Design stabilization system (plans and project design manual)
- Task 2.3 Cost opinion
- Task 2.4 Project implementation and phasing plan (means & methods)

Task 3: Installation

- Task 3.1 Prepare construction bid documents to include appropriate Quality Control (QC) testing. Town will be responsible for Quality Assurance (QA) testing, as deemed necessary by the Town.
- Task 3.2 Site preparation
- Task 3.3 Install stabilization system (consider installing a test-anchor)
- Task 3.4 Stabilization system installation (report)

Task 4: Monitoring

- Task 4.1 Monitor the slope for post installation movement. The Town anticipates monitoring to encompass at least one post construction spring snowmelt cycle.
- Task 4.2 Post construction monitoring report to include timeline on ability to construct asphalt surfaced roadway section without damage associated with slope movement. Acceptable distress to the pavement section shall be included in the report and agreed upon by the Town.

IV. RFQP Firm Qualification Requirements

The proposal firm must have a minimum of five (5) years of similar project experience. Firms located in the Colorado mountain region with alpine roadway experience will be given preference. The firm must be in good standing and meet the insurance requirements for contracting with the Town of Mt. Crested Butte.

V. RFQP Submittal Format

The SOQ/Proposal shall be organized and formatted to include the information described below.

- Proposal labeled as “Cinnamon Mountain Road Stabilization Project – Phase 1: Anchoring System”.
- Proposal body limited to twenty-five (25) single-sided pages (excluding cover letter, dividers, references, and license and insurance evidence).
- Proposals shall be formatted to 8 ½” x 11” paper with no pages exceeding 11” x 17” paper size.
- Minimum 11-point font.
- One (1) electronic file submitted in digital format – not to exceed 25 MB.

The proposal will include the following elements:

- i. Cover Letter - with authorized signature (1 page) and addressed to:

Carlos L. Velado
 Town Manager
 Town of Mt. Crested Butte
 P.O. Box 5800
 911 Gothic Road
 Mt. Crested Butte, CO 81225

- ii. Qualifications and Experience – Firm and Key Individuals
- iii. Similar and Relevant Projects
- iv. Project Understanding, Approach, and Timeline
- v. Project Budget
- vi. Evidence of professional licensure and insurance

Proposed Project Schedule:

The Town anticipates the following RFQP and Project schedule:

| | |
|-----------------------------------------------------|----------------------------------------|
| RFQP Public Release/Notification | February 12, 2024 |
| Site Visit Opportunity with Town Staff | By March 11, 2024 |
| RFQP Questions and Request for Information Deadline | By March 11, 2024 at 3:00 pm (MST) |
| RFQP Submittal Deadline | March 18, 2024 at 1:00 pm (MST) |
| RFQP Bid Opening | March 18, 2024 at 3:00 pm (MST) |
| Interviews / Evaluation / Selection | March 25 – 29, 2024 |
| Town Council Recommendation: | April 2, 2024 |
| Award Contract | April 5, 2024 |
| Contract Negotiation / Execution | April 19, 2024 |
| Project Start Date (Notice-to-Proceed / Kick-Off) | April 26, 2024 |
| Project Completion (Final Design): | August 16, 2024 |
| Project Completion (Installation): | To Be Determined |

RFQP inquiries and site visit request directed to:

Jeffrey Smith, Capital Projects Manager
Town of Mt. Crested Butte
Email: jsmith@mtcb.colorado.gov
Office Phone: (970) 349-6632, Ext 108

Any questions or request for information about the terms and conditions of this RFQP, or any addendum or attachment hereto, shall be submitted to the Town Capital Projects Manager via email per the Project Schedule. Inquiries received after this date may not receive a response. Please do not contact any other Town departments or personnel with questions or for information regarding this solicitation.

The Town will, at minimum, post and advertise this RFQP at the following:

- BidNet
- Town Website (<https://mtcb.colorado.gov/request-for-proposals>)
- Crested Butte Newspaper

VI. RFQP Proposal Review and Evaluation:

The Town reserves the right to reject any/or all proposals. Failure of the applicant to provide the minimum RFQP prerequisites or any of the information requested in the RFQP, may result in the disqualification of the submittal, regardless of proposal evaluation or scoring. Additionally, any firm(s) who is in the opinion of the Town, is not in a position to perform the RFQP capabilities or who has previously failed to perform similar projects may also be disqualified.

The Town reserves the right to make its selection decision after consideration of any other relevant factors it deems appropriate to that decision. The contract award shall be made to the responsible firm(s) whose proposal is determined to be most responsive and advantageous to the Town based on the evaluation factors set for in this RFQP. The Town Council reserves all other rights, whether express, implied, or inherent, that it may have as a political subdivision of the State of Colorado.

RFQP Addenda:

If it becomes necessary to revise any part of this RFQP, then a written “Addendum” shall be issued by the Town. The Town is not bound by any oral changes, clarifications, or representations made by Town employees, unless those oral changes, clarifications, or representations are provided in a written Addendum to this RFQP.

Proposal Submittals:

Proposals must be submitted electronically by **March 18, 2024 at 1:00 pm (MST) to the Town Clerk via BidNet or Town email (toconnell@mtcb.colorado.gov)**. Proposals will only be accepted in digital format as a single PDF file. If the file size of the email exceeds 15 MB, it will need to be submitted alternatively (Dropbox, OneDrive, thumb drive or similar). It is the responsibility of the RFQP firm to confirm Town receipt of their RFQP proposal. Late RFQP proposal submittals will not be accepted.

Acceptance of Proposals:

All Proposal information is subject to analysis, legal review, and other required approvals prior to the award of any contract. Therefore, all timely received Proposals shall be unconditionally accepted without alteration or correction, except as may otherwise be authorized by applicable provisions of the Town. Unless formalized by the Town, a Bidder may not alter or change any price or other information in a Proposal after it has been opened.

Proposal Bid Opening:

The Town Staff will oversee the proposal bid opening. Proposals will be electronically opened in the presence of one or more Town witnesses. The opening will occur in the Mt. Crested Butte Town Hall Building located at 911 Gothic Road, Mt. Crested Butte, Colorado, 81225. The witnesses will record each timely submitted proposal in accordance with CRS §24-72-201, with the record available for public inspection by appointment only.

VII. RFQP Firm Selection

Award:

The Town is intending to select and award one (1) Bidder under this RFQP process.

Contractual Arrangement:

The Bidder must state in their RFQP Proposal their service delivery model, project contracting, and delivery methods. The Bidder statement/scope of work will be defined by a master contract with the Town. The Town prefers to contract with a sole-source firm in which all sub-consultants are contracted through the prime firm. If utilizing sub-consultants, please be specific about what services the sub-consultant(s) would perform, the names of the sub-consultant(s), and the qualifications of those sub-consultants. Sub-consultants may not exceed 25 percent of the on-call engineering project effort.

VIII. RFQP Terms and Conditions

The following statements address the Terms and Conditions set forth in this Town RFQP process.

Proposal Proprietary or Confidential Information:

All materials submitted in response to this RFQP will become a public record and subject to inspection following final selection of a Bidder and the award of a contract. Any Bidder who requests that material be treated as “proprietary” or “confidential” must clearly identify that material and it must be easily separable from the rest of its Proposal. A written statement must be submitted with the Proposal that clearly states the Bidder’s asserted justification(s) for the request. It is not acceptable to label an entire Proposal as “proprietary” or “confidential”.

Proposal Error and Irregularity:

Any error in a Proposal that is not withdrawn prior to the award of a contract shall not relieve the submitting Bidder from any obligation to provide the goods or services to be acquired through this RFQP at the prices stated in that Proposal. The Town reserves the right to waive any minor informality or irregularity in a Proposal if it is in the best interests of the Town or fair competition.

Proposal Withdrawal:

A Bidder may request in writing to withdraw a Proposal it has submitted at any time prior to the date a contract award is made. If a Bidder claims that it has made an error in its Proposal, then clear and convincing written proof of that error must be submitted to the Town before that Proposal may be withdrawn.

Binding of Proposals:

Proposals shall be binding for a period of not less than sixty (60) calendar days following the Proposal opening date. The Town may request a Bidder to extend this period of time if necessary to complete the solicitation and contract award process.

Determination of Non-Responsibility:

If a Bidder is found to be “not responsible” by the Town, then the Town shall make a written determination of its findings and promptly send a copy of those findings to the non-responsible Bidder. The written determination shall be part of the permanent contract file and is a public record available for inspection pursuant to §24-72-201, et seq., C.R.S., as amended.

Protests:

An aggrieved Bidder may file a written protest of this solicitation or any resulting contract award with the Town Manager within seven (7) calendar days of the date the aggrieved Bidder knew, or should have known, of the facts giving rise to the claim.

IX. RFQP Proposal Review and Evaluation

The contract will be awarded based on the following factors. Each factor will be rated based on the merits of the proposal and under typical circumstances the contract will be awarded to the bidder receiving the highest number of points. The Town reserves the right to award the contract in the best interest of the Town regardless of score.

The RFQP proposal will be evaluated based on the following factors (100 points total):

- A. Firm and Key Staff Capabilities = 20 points
- B. Similar Experience and Service Performance = 30 points
- C. Project Approach / Means & Methods = 30 points
- D. Project Costs = 20 points

X. INSURANCE

The Contractor (firms selected) shall obtain and maintain, and ensure that each subcontractor shall obtain and maintain, insurance as specified in this section at all times during the term of this Contract. All insurance policies required by this Contract shall be issued by insurance companies as approved by the State.

Workers' Compensation: Workers' compensation insurance as required by state statute, and employers' liability insurance covering all Contractor or Subcontractor employees acting within the course and scope of their employment.

General Liability: Commercial general liability insurance covering premises operations, fire damage, independent contractors, products and completed operations, blanket contractual liability, personal injury, and advertising liability with minimum limits as follows:

- i. \$424,000.00 one person per occurrence;
- ii. \$1,195,000.00 each occurrence;
- iii. \$1,195,000.00 general aggregate;
- iv. \$1,195,000.00 products and completed operations aggregate.

Automobile Liability: Automobile liability insurance covering any auto (including owned, hired and non-owned autos) with a minimum limit as follows:

- i. \$424,000.00 any injury to one person in any single occurrence;
- ii. \$1,195,000.00 any injury to two or more persons in any single occurrence.

Additional Insured: The Town shall be named as additional insured on all commercial general liability policies (leases and construction contracts require additional insured coverage for completed operations) required of Contractor and Subcontractors.

Primacy of Coverage: Coverage required of Contractor and each Subcontractor shall be primary over any insurance or self-insurance program carried by Contractor or the Town.

Cancellation: The above insurance policies shall include provisions preventing cancellation or non-renewal, except for cancellation based on nonpayment of premiums, without at least 30 days prior notice to Contractor and Contractor shall forward such notice to the Town in accordance with §14 within seven days of Contractor's receipt of such notice.

Subrogation Waiver: All insurance policies secured or maintained by Contractor or its Subcontractors in relation to this Contract shall include clauses stating that each carrier shall waive all rights of recovery under subrogation or otherwise against Contractor or the Town, its agencies, institutions, organizations, officers, agents, employees, and volunteers.

Certificates: Contractor shall provide to the State certificates evidencing Contractor's insurance coverage required in this Contract within seven Business Days following the Effective Date. Contractor shall provide to the State certificates evidencing Subcontractor insurance coverage required under this Contract within seven Business Days following the Effective Date, except that, if Contractor's subcontract is not in effect as of the Effective Date, Contractor shall provide to the State certificates

showing Subcontractor insurance coverage required under this Contract within seven Business Days following Contractor's execution of the subcontract. No later than 15 days before the expiration date of Contractor's or any Subcontractor's coverage, Contractor shall deliver to the State certificates of insurance evidencing renewals of coverage. At any other time during the term of this Contract, upon request by the State, Contractor shall, within seven Business Days following the request by the Town, supply to the Town evidence satisfactory to the Town of compliance with the provisions of this section.

RFQP Document Attachments:

1. Geotechnical Evaluation – Cinnamon Mountain Road
Project Job Number: 21.6065
Prepared By: Cesare (now CMT)
Prepared For: Town of Mt. Crested Butte
Document Date: January 28, 2022

2. Survey Drawing (PDF and Autocadd Files)
Project Job Number: 21168
Prepared By: Landmark Surveying & Mapping
Prepared For: Town of Mt. Crested Butte
Document Date: November 11, 2021 (no revisions)

End of RFQP
February 9, 2024