



REQUEST FOR PROPOSAL

**Request for Proposals for  
Construction Management / General Contractor  
Services**

Value-Based Selection Method  
April 14, 2025

**CM/GC SERVICES FOR FIRE  
STATION NEW CONSTRUCTION,  
TRAINING TOWER, AND  
TRAINING FACILITY**

**WEBER FIRE DISTRICT**





## REQUEST FOR PROPOSAL

Weber Fire District  
2023 W 1300 N  
Farr West, Ut 840404

### **Purpose of the RFP**

Weber Fire District (District) is soliciting proposals from qualified firms (hereinafter referred to as “CM/GC”) to provide construction manager/general contractor services related to the construction of two new Fire Stations, a fire training tower, and a training/prevention administration building. One new station will be built in Hooper, UT. One new station will be built in West Haven, UT. The training tower, storage building, and training/prevention facility will be built in Farr West, UT. further descriptions within the RFP.

Proposals will be accepted only from firms that are free of all obligations and interests that might conflict with the best interest of the District and have the capacity to provide services on a timely basis.

Respondents must address the needs and requirements stated in the Scope of Work of this RFP.

### **Projected Schedule for the RFP Process**

The District reserves the right to modify the following schedule at its discretion:

<b>Activity</b>	<b>Date</b>
RFP Available	April 14, 2025
Mandatory Pre-Proposal Meeting	April 24, 2025
Deadline for Questions	April 28, 2025
Final Addendum with Questions & Answers	April 29, 2025
Deadline for Proposal Submission	May 5, 2025, 10:00 AM (MST)
Interviews (if necessary)	May 12, 2025
Anticipated Contract Commencement	May 26, 2025

### **Submission Guidelines**

Respondents are advised to read this RFP in its entirety. Failure to read and/or understand any portion of this RFP shall not be cause for waiver of any portion of the RFP or subsequent agreement. The submitted proposal and this RFP become a part of the subsequent agreement.

All inquiries or questions relating to this RFP must be addressed to Chief Britt Clark. All communications regarding this RFP will be conducted in writing via email through Chief Britt Clark at [bclark@weberfiredistrict.gov](mailto:bclark@weberfiredistrict.gov). A final addendum will be published by the District on April 29, 2025, which will include all questions received and the answers given.

Phone calls or in-person visits are prohibited except for the express purpose of conducting a site visit if the Respondent believes it necessary for the submittal of their proposal. Do not contact any other District officers or employees regarding this proposal. All questions and answers posed will be forwarded to all interested persons or firms through an addendum published on the District’s website. All information will be listed and updated on the District’s website. [Weberfiredistrict.com](http://Weberfiredistrict.com)



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The right is reserved by the District to reject any or all proposals, to waive any informality or technicality, or to accept proposals deemed in the best interest of the District.

Proposals received after the deadline will not be considered and will be returned unopened to the proposers.

CM/ GC responding to this RFP shall have completed similar Public Safety projects.

The proposal shall not exceed 20 pages, exclusive of covers and dividers. Materials shall be 8½" x 11". Charts may be in 8½" x 17" landscape-style format.

All proposals shall become the property of the District.

The information contained in the proposal must be clearly marked and delineated. The District may release any information contained in the proposal that is not marked and delineated as proprietary 30 days following the execution of a contract for services.

### **I. INTENT OF REQUEST FOR PROPOSALS**

It is the intent of the Request for Proposal to generally set forth the minimum acceptable requirements for the proposal to be submitted herein.

### **II. DESCRIPTION OF THE PROJECT**

**Hooper Fire Station.** Approximate address: 5400 W 5500 S Hooper, UT (Parcel #090780089)

The project will include the construction of a new 10,000-12,000 sf fire station with (3) apparatus bays, living quarters for (8) dorms, training/office spaces, all utilities, and site elements as needed for the function of fire services.

**West Haven Fire Station.** Approximate address: 2600 W 3600 S West Haven, UT (Parcel #080220037)

The project will include the construction of a new 13,000-15,000 sf fire station with (4) apparatus bays, living quarters for (10) dorms, and training/office spaces, all utilities and site elements as needed for the function of fire services

**Fire Training Tower, Storage Building, and Training/Prevention Facility.** Address 2023 W 1300 N Farr West, UT

Fire training tower shall be three stories and contain elements for effective fire training. The Training/Prevention project shall include the construction of a 10,000 sf facility that shall include offices, training rooms, fitness space, locker rooms, etc.

This project shall include the construction of an approximately 5000 sf storage building. This shall include 4 bays and storage rooms for fire service equipment.



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The budget for the construction of these facilities is \$23,000,000.00. This excludes the cost of property.

### **III. MANDATORY PRE-PROSAL MEETING**

A mandatory pre-proposal meeting will be held on April 24, 2025, at 2:30 PM, (MST), at Weber Fire District, Station 61 2023 W 1300 N, Farr West, UT 84404.

A representative from each interested prime contractor is required to attend. During the meeting, a presentation will be made to describe the overall scope of work. Interested prime contractors may ask questions and request clarification about the project and the procurement process.

### **IV. COST PROPOSAL, FEES, AND MARKUPS**

Before submitting a Cost Proposal, each Contractor shall carefully examine the RFP, shall visit the site of the work, shall fully inform themselves as to all existing conditions and limitations, and include in the proposal the cost of all items required by the RFP. If the Contractor observes that portions of the Contract Documents are at variance with applicable laws, building codes, rules, or regulations or contain obvious erroneous or uncoordinated information, the Contractor shall promptly notify the specified Weber Fire District Representative, and the necessary changes shall be accomplished by Addendum.

The Cost Proposal, bearing original signatures, must be typed or handwritten in ink on the Cost Proposal Form provided in the procurement documents and submitted as specified below prior to the deadline for submission of cost proposals indicated on the Project Schedule.

A bid bond properly signed by a qualified surety, in the amount of 5% of the bid, shall accompany the bid submission to Weber Fire District. The bid bond shall be issued by a surety firm authorized to do business in the State of Utah and be listed in the U.S. Department of the Treasury Circular 570, Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies for an amount not less than the amount of the bond to be issued. A co-surety may be utilized to satisfy this requirement

All architectural fees, engineering fees, building permits, and impact fees will be paid by Weber Fire District and should not be considered by the proposer.

### **V. SUBMITTAL OF PROPOSAL**

Proposals shall be submitted no later than 10:00 AM local time on May 5, 2025. All responses to this RFP must be submitted by email to [bclark@weberfiredistrict.gov](mailto:bclark@weberfiredistrict.gov) or hardcopy delivered to the Weber Fire District Fire Station 61 located at 2023 W 1300 N Farr West, Ut 84404 c/o Jolene Whipple

Proposals shall remain valid for a period of ninety (90) days from the due date.

### **VI. SIGNATURE ON PROPOSAL**

Proposals must be signed by an authorized representative of the proposer named thereon. The signature on the proposal shall be interpreted to signify the proposer's intent to comply with all of the required services.

Construction is scheduled to begin in approximately the 1st quarter of 2026.



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### VII. SCOPE OF WORK

The CM / CG services shall include the following services and activities:

Collaborate with the District throughout the design and pre-construction phases of this project, providing Cost Estimating, Project Construction Scheduling, Review and Recommendations regarding Building Systems and Materials, and constructability.

The CM / GC will prepare detailed cost estimates at the Award of the contract and at the completion of the Design Development and Construction Document Phases of work and will collaborate with the District, the Architects, Engineers and Consultants, and potential sub-contractors to develop a consensus.

Provide the cost of alternate systems, products, and materials being considered.

Develop (CPM) Project Schedule

CM / GC shall be expected to obtain and award sub-bids and construct the facility per the Construction Documents and approved modifications.

Construction must comply with all applicable building codes, zoning ordinances, and licensing regulations.

Applicants must provide complete construction services utilizing professional constructors licensed in the state of Utah.

Arrange for permits and inspections from all applicable public agencies.

Guarantee the work for at least one (1) year after a Certificate of Occupancy is issued and appropriately correct deficiencies discovered during the warranty period.

### VIII. FORMAT OF PROPOSAL

The CM / GC will be selected on the basis of several factors, including, but not limited to, experience, staff, qualifications, project superintendent, approach to the project, project references, safety information, and interview of finalists. Proposals submitted in response to this RFP will be reviewed and ranked by a Selection Committee. A select number may be invited to an interview. Contract negotiations will be initiated with the highest-ranking firm.

- a. **INTRODUCTION TO FIRM** | Provide a brief introduction to the qualifications and background of your firm.
- b. **PROJECT TEAM** | Provide an Organizational Chart of all major participants of your firm's proposed Project Team. Include resumes only of those principals, project managers, superintendents, and other primary representatives who will be directly involved in the overall effort.



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- c. **RELEVANT CONSTRUCTION EXPERIENCE** | Provide a listing of 5 projects of the CM / GC's relevant construction experience. For each listed project, indicate whether or not the project was constructed on time and the number and amount of change orders.
- d. **PROPOSED APPROACH** | Describe how your firm will approach the scheduling and construction phase aspects of the Project. Describe your firm's overall construction philosophy and how it will be applied to this project. Discuss how you will work with the District Staff, Architect, and Engineers to ensure that the District's needs are adequately met.
- e. **SCHEDULE** | Describe how your firm will complete the project within a reasonable time frame. Provide a brief bar chart of 20 activities maximum for completion of the project.
- f. **REFERENCES** | Provide a name, telephone number, and project title for five (5) references to be contacted as to your performance on similar projects.
- g. **FEE PROPOSAL** | Provide a fixed fee for all pre-construction services and a percentage-based fee of the total construction cost (does not include cost of real estate or the Architects and Engineers fees) for the construction phase of the work. A minimum of three sub-bids will be required on all items that cost more than \$5,000.00, and the District will have "open book" access to all bids received. The Fee Proposal shall be submitted on the attached table in Appendix A

The District reserves the right to cancel the award of this contract at any time before the execution of the contract by both parties if cancellation is deemed to be in the District's best interest. In no event shall the District have any liability for the cancellation of the award. The contractor assumes the sole responsibility for all expenses connected with the preparation of this proposal.

### IX. SELECTION CRITERIA

This is not a bid process. Selection will be primarily based on qualifications. The first team of choice will be asked to complete negotiations of their proposed fee. If no agreement can be reached, which is mutually accepted and agreed upon, then the District will meet with the second team of choice, and so on, until a final agreement has been negotiated and executed. Teams will be ranked based on the following criteria and weighted percentages:

- 20% CM / GC Experience with Similar Projects
- 20% Proposed Project Team / Individuals Assigned to Job
- 20% Approach to Perform the Work
- 20% Scope of Services Proposed
- 20% Fee



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### X. TERMS OF CONTRACT

The District will require that the selected proposer be willing to negotiate and enter into a written agreement with the District to provide all services required within the scope of services as submitted by the proposer in its proposal. The District's management staff, working with the selected proposer, will negotiate the agreement. The agreement must be approved by the Weber Fire District, Board of Trustees. All provisions of the agreement will be in compliance with State and Federal laws.

The terms of the agreement between the selected proposer and the District shall include the following provisions:

- a. It is anticipated the CM / GC will provide a Guaranteed Maximum Price (GMP) after completion of the Construction Documents. If the CM / GC fails to provide a GMP within the District's budget, the District may at their option (1) increase the project budget (2) require the CM / GC to work with the District to develop value-engineering alternatives to reduce the GMP, or (3) terminate the agreement with the CM / GC and commence negotiations with the next ranked CM / GC or (4) follow alternate bidding procedures. The CM / GC will be compensated for past consulting at a predetermined amount.
- b. If the CM / GC has worked satisfactorily in the pre-construction phase of the project, in the opinion of the District and the Architect, the CM / GC will be contracted to continue into the Construction Phase of the Project.
- c. The CM / GC may build anything with their own forces. CM/GC will provide three (3) competitive bids for all self-performed work. The CM/GC shall identify all anticipated self-performed work in the Proposal.
- d. Books are open, organized for monthly Owner review, with separate general conditions, fee, and contracted work correlated with the construction cost estimate.
- e. A "CM / GC" is expected to know how to manage "contracts" with "subcontractors." Therefore, a change in contractual or market conditions will not be a justification for an increase in costs.
- f. Adequate and satisfactory insurance is required, including general liability, automobile, workers' compensation, and performance bonds.
- g. The contractor form will be AIA A133-2019.



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### **XI. GENERAL INFORMATION**

Response to this Request for Proposal is at the proposer's sole risk and expense. The District anticipates selecting one of the responding proposers, but there is no guarantee that any responding proposer will be selected. Weber Fire District reserves the right to reject any or all proposals

It is the District's policy to encourage equal opportunity in its professional services and contracts. The District endeavors to do business with proposers that share the District's commitment to equal opportunity and will not do business with any proposer that discriminates on the basis of race, religion, color, ancestry, age, gender, sexual orientation, disability, medical condition, or place of birth.

The District appreciates in advance the efforts that proposers will make on behalf of this project and looks forward to participating with proposers in the selection process.

All questions, comments, and requests for information regarding this RFP shall be directed to Chief Britt Clark at [bclark@weberfiredistrict.gov](mailto:bclark@weberfiredistrict.gov). Any additional information or answers to questions will be posted to everyone. No other members of the District's Committee, Staff, or Elected Officials may be contacted regarding this RFP.