

LIMON SCHOOL DISTRICT RE-4J
New PK-12 School Facility & Gym Renovation
874 F Street, Box 249
Limon, CO 80028

Home of the Badgers



Request for Proposal for Professional Land Survey Services

Owner's Representative:

R L H engineering, inc.

Owner's Representative, Facility Planning, & Environmental Services

541 East Garden Drive, Unit S
Windsor, Colorado 80550
970-686-5695
970-686-5696 fax

The purpose of this Request for Proposal is to obtain proposals from qualified firms interested in providing Professional Land Survey Services to Limon School District RE-4J.

All questions should be made in writing and addressed to the Owner's Representative for Limon School District RE-4J

RLH Engineering, Inc.
Chuck Jordan / Jeff Chamberlin
541 Garden Drive Unit S
Windsor, CO 80550
970-686-5695
970-686-5696 fax
cjordan@rlhengineering.com and jchamberlin@rlhengineering.com

One electronic copy of the Proposal response is due no later than **2:00 P.M., January 3, 2014** delivered via email to cjordan@rlhengineering.com and jchamberlin@rlhengineering.com . It is the responsibility of the firm to ensure the proposal is received prior to the deadline

Project Description

Owner Background

Limon School District RE-4J encompasses parts of Lincoln and Elbert Counties with the school buildings located in Limon, about halfway between Denver and the Kansas border on Interstate 70. A school district was first established in Limon in 1889. The first grade school building was built not long after that on C Avenue. In 1901, due to a growing population a new grade school building was built at the corner of 2nd Street and F Avenue. In 1912, a new high school was built at the intersection of 8th Street and E Avenue. The grade school moved into a new building to the west of the high school in 1923. A gymnasium was built to the east of the high school in the mid-1920's. The grade school building built in 1923 is still in use today. A separate school district was established to manage the high school when the high school was built but the two school boards collaborated until re-organization in 1959. Over the years, the original high school and gymnasium buildings were demolished and replaced with additions to the grade school building. The most recent addition was a science room added to the north end of the high school addition in 2005.

The Limon School Board has reviewed the three project delivery models and has selected design/build as their delivery model.

Project Description

The BEST funded proposal scope as defined in the approval includes: aging existing facilities (the 1950 Middle School and the 1923/53 Elementary School) will be demolished; existing athletic facilities will remain and receive upgrades; the reconfigured K-12 facility will provide a long-term sustainable LEED Gold facility with significantly lower operational and maintenance costs; the gross area of the proposed K-12 facility is 118,000 sq. ft. with all educational spaces to be right sized and efficiently located; corridors will be clearly organized optimizing supervision and security; core classrooms will be located in a two story classroom wing with clear separation of ES, MS and HS students; day lighting is optimized; shared spaces will be centrally

located to all grade levels and accessed from the Commons; site circulation is optimized as the school is now set back from the street, all student arrival and departure is visible at the front of the school, including bus/parent drop-off and HS parking.

The project will be funded through the Colorado Department of Education (CDE) Building Excellent Schools Today (BEST) program. The District has been awarded a \$18.1 million Lease-Purchase Grant through BEST. In addition, on November 5, 2013, the District's local taxpayers approved \$6.9 million bond issue that will allow the District to move forward with this BEST-funded project.

With the bond issue passed and BEST-funding secured, the District is prepared to move forward with design of the new PK-12 facility and Gym Renovation. Design will consist of a Conceptual Design, which will be tentatively start January, 2014. Schematic Design will begin in early-February, with DD/CD through spring/early-summer 2014 and Construction/Demolition activities will begin June 2014, with completion and occupancy by August 2015. The District is in need of providing the design team with a current Land Survey, including Improvements, Topography, Utilities, Boundaries and other relevant information.

Site Location

LIMON SCHOOL DISTRICT RE-4J
874 F Avenue,
Limon, CO 80028

Survey Schedule

Response to Survey RFP's due	1/3/14
Award of Survey Contract	1/6/14
Owner to call for locates	1/8/14
Survey Field Work	1/10/14
Survey Report Due	1/24/2014

*These dates are subject to change and the successful subcontractor will be responsible for coordinating with the Owner and Owner's Representative.

- **The District has completed an ALTA Land and Title Survey; this document will be attached to the RFP as additional information.**

Scope of Services for Limon School District

A. Proposal for Professional Land Survey Services shall include as a minimum the following:

1. Improvement Survey; provide
 - Boundary limits, property lines
 - Streets adjacent to the site provide width and street name.

- Driveways, alleys, or other access on or crossing the property.
 - Ponds, lakes, springs, rivers bordering on or running through the premises.
 - Fences and roads on the site
 - Utility poles, boxes and sign posts
 - Easements and rights of way, all easements shall be clearly identified, coded in the legend and graphically depicted
 - Limits of different types of ground surface, including grass, sidewalks, fences, curbs, curb cuts, and driveways.
 - Identify parking areas and striping type (e.g. handicapped, motorcycle, regular.)
 - Trees 6" and larger, shrubs and other large landscaping items
 - Any permanent or temporary structures, monuments, or buildings. Locations defined by measurements perpendicular to the nearest perimeter boundary.
 - Provide exterior footprint of all buildings and gross floor area of all buildings. Measured height of all buildings above grade at a defined location.
 - Location of minimum recorded setback lines for the Property and any other building restrictions or setback lines.
 - Identify all encroachments or deviations from the description of the property or conflicts with descriptions of adjoining properties.
2. Topographic Survey; provide
- Location and grades on all drainage structures and swales
 - Site grades - 100' x 100' grid on the site plus all grade breaks
 - Grade points as necessary on improved surfaces
 - Grade points at flow line and crown of adjacent streets
 - Complete grade contours at 1' intervals for the site
 - Grade information on all accessible underground utilities
3. Utility Survey; provide
- Locate (in cooperation with appropriate utility company and by use of locating equipment) water, sewer, cable TV, electrical, telephone, gas, storm sewer, sanitary sewer, computer, and other underground or overhead utilities.
 - Identify size of all utilities servicing the project including points of ingress and egress from the Property.
 - Provide locations of manholes, catch basins, or utility vaults.
4. Boundary survey; provide
- Records research for easements, ROW's, etc. Surveyor shall contact Title Company for records review, and incorporate records research into the Survey.
 - Property corners verified and/or set Property lines
 - Closure with local control points

5. General Information; provide

- Legal Description of the project site as shown on the survey, must match the legal description.
- Name of City, County, and State.
- North arrow, magnetic and true.
- Lot and block numbers of property and names of adjacent property Owners.
- Distance to nearest street.
- Identify total square feet and acreage.
- Identify point of beginning, and bearing.
- Flood Zone designation.
- Provide a legend for all symbols and abbreviations used on the Survey.
- Survey drawing shall be on 30" x 42" at 1" = 50', and also provide final survey in electronic format, in .dwg and .pdf format, for the District's use.

6. Pricing Structure; provide

- Provide a cost estimate for items identified in the RFP.
- Provide Fee Schedules. This should include current Billing Rates, and reimbursables.

B. Codes, Regulations

Surveyor shall conform to all codes and regulations applicable at the project site.

C. Fees, Permits, and Utilities

Surveyor shall obtain and pay for all required permits and fees. Surveyor shall be responsible for all utility locates prior to performing work.

D. Quality Assurance

Surveyor shall perform work in accordance with industry standards and in a neat manner to the satisfaction of the Owner and Owner's Representative.

E. Insurance Requirements

Provide a sample insurance certificate, which identifies types of coverage's, offered by your firm.

<u>Type</u>	<u>Limits (Minimum)</u>
Commercial General Liability	\$1,000,000 each occurrence
- Occurrence Based	\$2,000,000 general aggregate
	\$2,000,000 prod./comp. ops. agg.
Automobile	\$1,000,000 comb. single limit
- Any Auto	
- Hired Autos	

- Non-owned Autos Excess/Umbrella	\$2,000,000 each occurrence
- Occurrence Based	\$2,000,000 aggregate
Worker's Compensation	Statutory Limits
Professional Liability	\$1,000,000 per claim
	\$2,000,000 aggregate

1. The selected firm will be required to indemnify and hold Limon School District and its agents and employees harmless from and against all suits or actions of any kind, including, but not limited to, workers' compensation claims brought against them for or on accounts of any damages or injuries received or sustained by any parties, by or from the acts of the successful firm or its agents or employees.
2. The selected firm shall indemnify and hold the Limon School District and its agents and employees harmless from any and all claims, causes of action, suits and liabilities, including attorneys' fees and costs arising out of or relating to disclosure of any information included in the successful firm's proposal.
3. Prior to the commencement of any work, Firm shall forward Certificates of Insurance to Limon School District and its Owner's Representative. The insurance required shall be procured and maintained by the Firm for the duration of the contract. The insurance shall be with a carrier licensed in the state of Colorado and shall have "A" or better Best rating.
4. Firm shall name Limon School District RE-4J additional insured on all insurance except Workers' Compensation.

LEGAL REQUIREMENTS

A. Verification of Information:

Applicants are hereby notified that Limon School District will rely on the accuracy and completeness of all information provided in making its selection. As such, Applicants are urged to carefully review all information provided to ensure clarity, accuracy and completeness of such information. As Limon School District deems necessary and appropriate in its sole discretion, Limon School District reserves the right to make any inquiries or other follow up required to verify the information provided. The District reserves the right to select any or reject any and all submissions in their best interest.

B. Disclosure of Information:

All submissions and other materials provided or produced pursuant to this RFQ may be subject to the Colorado Open Records Law, CRS 24-72-201 ET. Seq. As such, Applicants are urged to review these disclosure requirements and any other exceptions to disclosure of information furnished by another party and, prior to submission to CDE, appropriately identify materials, which are not subject to disclosure. In the event of a

request by CDE or School District for disclosure of such information, CDE or School District shall advise the Applicant of such request to give the Applicant an opportunity to object to the disclosure of designated confidential materials furnished to CDE.

- C. **Discrimination in Employment:**
In connection with the performance of work on this project, the selected Service Provider agrees not to refuse to hire, discharge, promote or demote, or to discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, gender, age, military status, sexual orientation, marital status, or physical or mental disability; and the Service Provider further agrees to insert the foregoing provision in all subcontracts hereunder.

- D. **Applicable Laws:**
This selection process and the performance of any selected shall be subject to, governed by and construed in accordance with applicable Federal Laws, the laws of the State of Colorado and the Charter, and other applicable regulations as the same may be amended from time to time.

- E. **Cost of Developing Qualifications:**
Any costs associated with developing qualifications, preparing for and attending an interview is the sole responsibility of the Service Provider. The District assumes no liability for any costs incurred throughout the entire selection process.

- F. **Qualification Ownership:**
All qualifications, including attachments, supplementary materials, sketches, etc. shall become the property of the District and will not be returned to the applicant.

Qualifications Section

In order to select the firm best qualified for the Limon School District RE-4J project we are asking that the prospective Surveyor respond to the following questions.

- A. **Approach to Project:** Identify any work performed by subcontractors, and which area will be self performed.

- B. **Work Experience:** List all relevant work experience and qualifications related to the proposed project. Provide references of completed projects

- C. **Personnel:** Provide a list of key personnel, their skill and qualifications, technical competence, experience on similar projects, capacity to undertake the project, and their availability throughout the duration of the project.

- D. **Insurance Certificate:** Provide a sample insurance certificate, which identifies types of coverage's, offered by your firm.

Evaluation Criteria

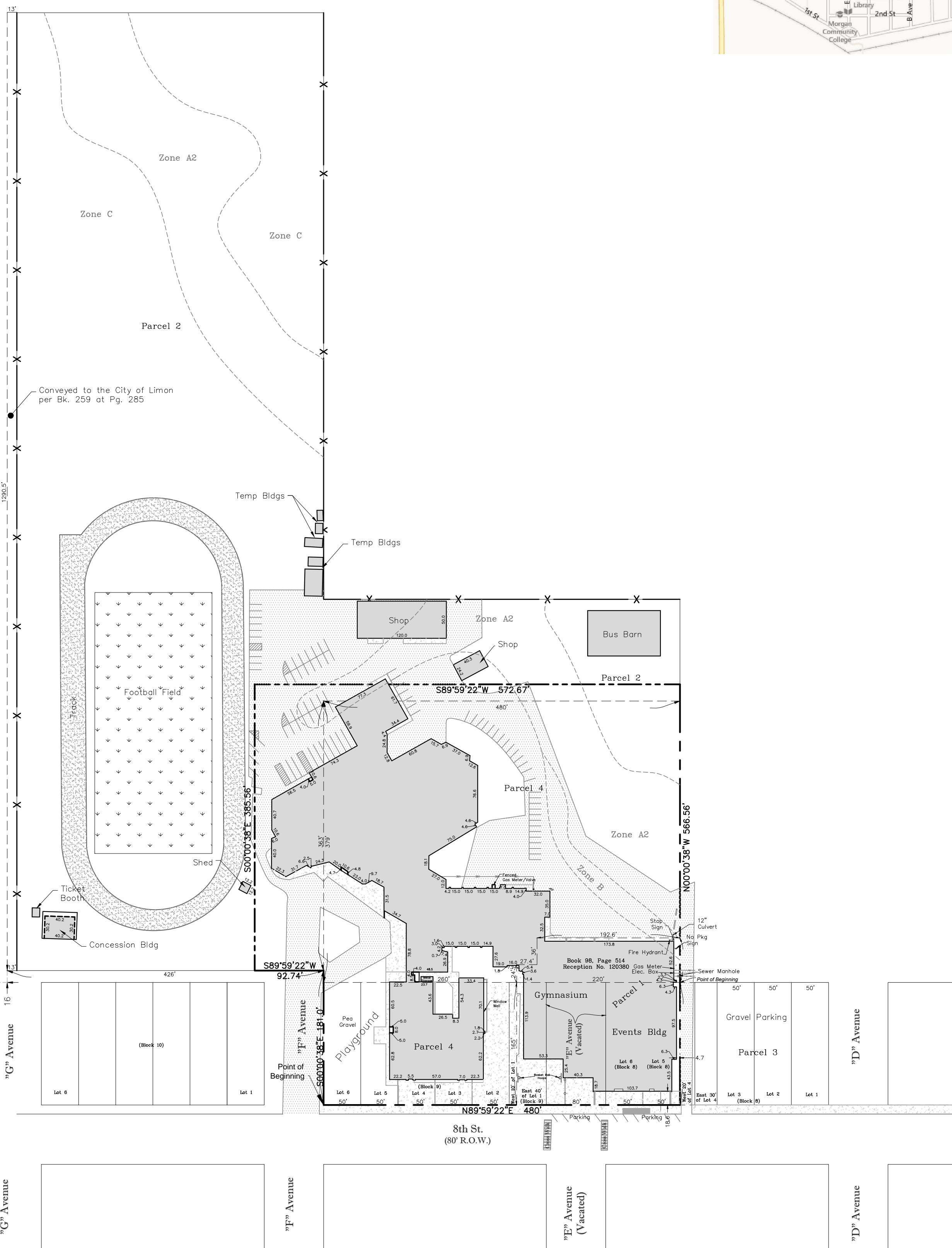
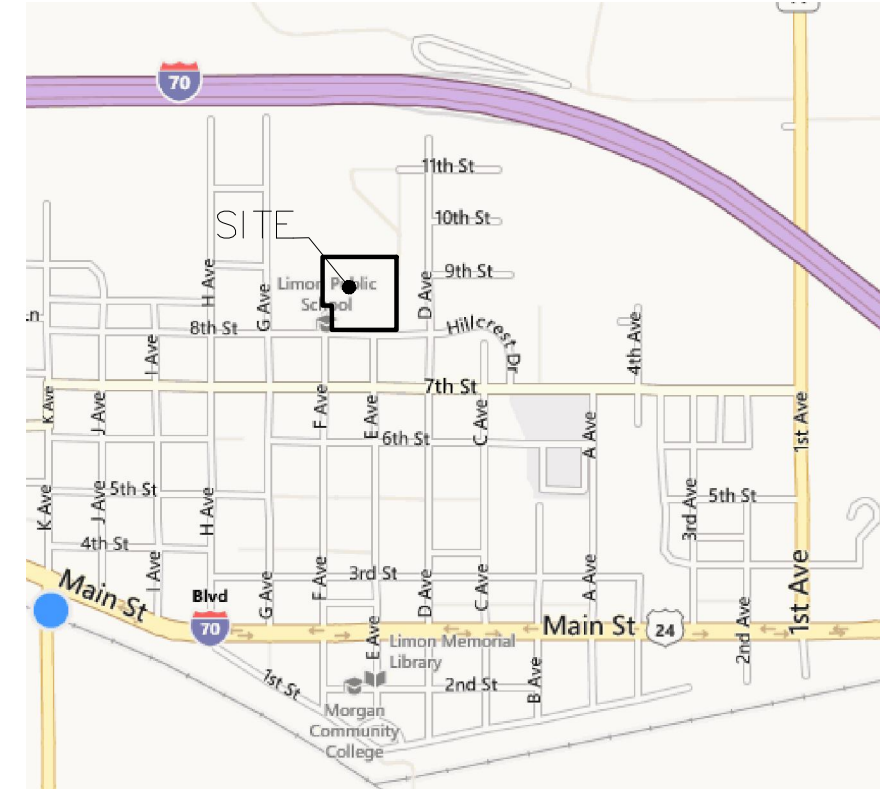
Award of Contract will be based on the following:

- Cost estimate of the survey
- Approach to the Work
- Work Experience
- Experience of key personnel

ALTA/ACSM LAND TITLE SURVEY

Located in a portion of Section 17,
Township 9 South, Range 56 West of the 6th P.M.,
and being located in the incorporated Town of Limon,
Lincoln County, Colorado

Vicinity Map
NTS



ITEMS CORRESPONDING TO SCHEDULE B:

11. The following notices pursuant to Senate Bill No. 172 and CRS 9-1.5-103(1) concerning underground facilities have been filed with the Clerk and recorder and this gives notice that it serves, operates and maintains underground facilities in the area covered by the subject property:
 - a) Peoples Natural Gas - recorded September 30, 1981 in Book 321 at Page 763 (NOT A SURVEY ITEM)
 - b) Mountain Bell - recorded October 5, 1981 in Book 321 at Page 852 (BLANKET)
 - c) Mountain View Electric Association, Inc. - recorded June 1, 1983 in Book 333 at Page 75 (BLANKET)
13. Grant of Right of Way to Mountain View Electric Association, Inc., its successors and/or assigns, grants the easement and right of way to construct, maintain, change, renew, relocate, enlarge and operate its line or lines for the transmission and distribution of electrical energy, and as incident thereto, and in connection therewith, to construct, maintain, operate, relocate and enlarge a telephone and/or telegraph lines may be found advisable, including the necessary steel and wood pole towers, poles, wires, guys, stubs and other fixtures over, upon, under and along a strip of land twenty feet in width, described as follows: an easement of ten feet either side of a power line and guy wires, as built in Section 17, Township 9 South, Range 56 West, County of Lincoln, State of Colorado and which is also known as 874 F Avenue in Section 17, Township 9 South, Range 56 West, as stated in instrument dated March 14, 2000, recorded October 13, 2000 in Book 428 at Page 445 on 17-9-56, and any and all assignments thereof or interests therein. (UNPLOTTABLE)
17. Grant Right of Way to Mountain View Electric Association, Inc., a Colorado corporation, its successors and assigns. Grants the easement and right of way to construct, maintain, change, renew, relocate, enlarge and operate its line or lines for the transmission and distribution of electrical energy, including the necessary steel and wood poles, conduits, wires, footings, guys, anchors, stubs and other equipment and fixtures, and as incident thereto, and in connection therewith, to construct, maintain, operate, relocate and enlarge such transformers, switch cabinets, voltage regulators and other aboveground apparatus, together with a telephone and/or telecommunications line (including but not limited to fiber optic cables) for use by Grantee, as may be found advisable, together with the right of ingress and egress across Grantor's property for any purpose necessary in connection therewith over, upon, under and along a strip of land twenty (20) feet in width owned by Grantor, located in part Section 17, Township 9 South, Range 56 West of the 6th P.M., described as follows: an easement ten (10) feet either side of the power line and other equipment, as built, in Section 17, Township 9 South, Range 56 West, County of Lincoln, State of Colorado to provide service to the premises at 874 F Avenue; as granted in instrument dated July 22, 2010 recorded November 16, 2010 at Reception No. 334614; and any and all assignments thereof or interest therein. (UNPLOTTABLE)

THE PROPERTY HEREON DESCRIBED IS THE SAME AS THE PERTINENT PROPERTY AS DESCRIBED IN FIDELITY NATIONAL TITLE COMPANY, COMMITMENT NO. 099-F0456322-625-YK0 AMENDMENT NO. 4, EFFECTIVE DATE AUGUST 13, 2013 AT 7:00 A.M..

SITE RESTRICTIONS:

Zone: Residential zone district
Setback Restrictions:
Front - 25' max 15' min
Side - 20' max 5' min
Rear - 35' max 5' min

All Site Restrictions were obtained per Town of Limon
Contact Name: Dave Stang Title: Building & Zoning Official
Contact Number: 1-719-775-2346

FLOOD NOTE

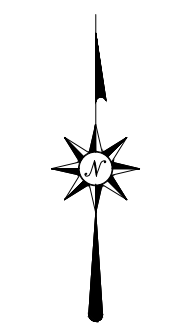
By graphic plotting only, this property appears to be in Zone C with the drainage corridor in Zone A2 depicted hereon. This information is according to the Flood Insurance Rate Map, Community Panel Number 0801090001 B, which bears an effective date of November 1, 1994: Town of Limon, Colorado, Lincoln County. Base flood elevations and flood hazard factors determined by FEMA elevations for FEMA mapping in reference to the National Geodetic Vertical Datum of 1929. Precautions shall be exercised in the design of any new structures.

LAND AREA:

Acres: 7.06
Square Feet: 307691.03

LEGEND

- ⊙ SANITARY SEWER
- ⊕ SIGN
- ⊙ CORRESPONDES TO SCHEDULE B
- GM GAS METER
- BOLLARD
- FENCE
- UNDERGROUND ELECTRIC
- GAS — GAS LINE
- W — WATER LINE
- SS — SANITARY SEWER
- — — PARCEL LINE
- — — BOUNDARY LINE
- CONCRETE
- RUBBER TRACK
- ASPHALT
- GRASS



SCALE: 1" = 100'

COLLATERAL LEGAL DESCRIPTION

A parcel of land situated in the North Half of Section 17, Township 9 South, Range 56 West of the 6th P.M. in Lincoln County, Colorado, to wit:

Commencing from the southwest corner of Lot 6, Block 9 of Pershing's Addition to the Town of Limon, according to the recorded plat thereof on file at the Lincoln County Clerk and Recorder's office in Hugo, Colorado, being the True Point of Beginning; Thence N89°59'22"E along the north line of 8th Street, a distance of 480 feet to the southeast corner of Lot 5, Block 8 of said Pershing's Addition; Thence N00°00'38"W along the east line of said Lot 5 and an extension thereof, a distance of 566.56 feet to the northeast corner of that parcel described in quit claim deed from William S. Pershing to School District 4, recorded July 31, 1931 of Lincoln County records; Thence S89°59'22"W, a distance of 572.67 feet; Thence S00°00'38"E, a distance of 385.56 feet; Thence N89°59'22"E, a distance of 92.74 feet; Thence S00°00'38"E along the east line of "F" Avenue, a distance of 181.00 feet to the True Point of Beginning.

ALTA/ACSM LAND TITLE SURVEY CERTIFICATION

ALTA/ACSM LAND TITLE SURVEY

To: Limon School District No. RE-4J, State of Colorado, Zions First National Bank and Fidelity National Title Insurance Co.;

This is to certify that this map or plat and the survey on which it is based were made in accordance with "Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys," jointly established and adopted by ALTA and NSPS in 2011, and includes Items 1, 2, 3, 4, 6, 7(a), 7(b)(1)(2), 8, 9, 10 (a), 11(a)(b), 13, 14, 16, 17, 18, 19 and 20 (a)(b) of Table A thereof. Pursuant to the Accuracy Standards as adopted by ALTA and NSPS and in effect on the date of this certification, undersigned further certifies that in my professional opinion, as a land surveyor registered in the State of Colorado, the Relative Positional Accuracy of this survey does not exceed that which is specified therein.

Date:
(signed) _____ (seal)
Registration No. 14556

DATE	REVISION DESCRIPTION	BY:

**Limon RE-4J
School District**
Limon School District Building Authority
874 F Ave., Limon, CO 80828
Project Number:
SURVEYOR'S JOB # S13-42
SHT 1 OF 1

This Survey prepared by:
Alta Surveys of Colorado, Inc.
813, B Desertflower Blvd
Pueblo, CO 81001