

Elm Street Hotel and Parking Structure Request for Proposals for Site Work

1. INTRODUCTION / OVERVIEW

A. Background

Amidst the revitalization of downtown Greensboro, is the Elm Street Center – home of The Empire and Regency Ballrooms. The building is located in the heart of downtown at 203 S. Elm Street.

Elm Street Center was originally built in 1949 for Ellis Stone, a locally owned department store. Years later the building was sold to the Thalheimers Department stores who remained at the location until 1975. Afterwards it became an IRS office, and more recently was home to a downtown Antique Mall.

The location was then purchased by a small group of investors who named the building the Elm Street Center. They renovated the building to house The Empire Room & The Regency Room; elegant ballrooms that can be used for a wide variety of functions including weddings, large or small parties, Galas, Proms, Conventions, Tradeshows and other Corporate events.

Today the Elm Street Center is beginning a metamorphosis and will soon emerge completely renovated and featuring new 6 story parking structure topped with a Westin Hotel.

The objective of this RFP and the resulting contract is to identify and contract with a qualified firm to assist Elm Street Hotel, LLC (ECH) by providing the construction services / resources described herein.

B. Project Overview

The proposed Elm Street Hotel and Parking Deck Project is comprised of a cast-in-place post-tensioned concrete 6-level parking structure supporting a 7-story cast-in-place post-tensioned concrete hotel building. The concrete parking levels and hotel structure will be located on South Davie Street south of February One Place with 6-levels of cast-in-place concrete parking extending over February One Place. Additionally, a 6-level precast concrete parking structure will be located on South Davie Street north of February One Place and will be structurally independent of the cast-in-place concrete structure. A main expansion joint is located approximately at the north side of February One Place and will provide structural separation within the parking structure.

The Shofety Building at the corner of E. Market Street and S. Davie Street and the parking structure at 201 S. Davie Street are building are scheduled for demolition which is to be completed by the end of May 2018.

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C. Inquiries

A mandatory pre-bid meeting will be held at the Elm Street Center at 9:00 AM on Wednesday, May 9, 2018 to provide all potential offerers the opportunity to visit the site and ask questions of the Civil Engineer and ESH directly. Minutes from this meeting which will include a record of all questions and answers will be provided to all attending.

Additional questions related to this RFP shall be submitted in via email to Jack Cash, email address jcash@dillonpartners.com. Please include the section number in the body of the email.

Deadline for receipt of questions is 4:00 PM, Eastern, Friday, May 11, 2018.

ESH will provide a written response by email to all potential offerers no later than Tuesday, May 15, 2018.

2. SCOPE OF WORK AND MINIMUM REQUIREMENTS

Scope of Work: Site Work

ESH has initiated the process to engage the services of a qualified Subcontractor to perform the referenced Site Work, on schedule and on budget.

Attached, please find the following:

Attachment A: Site Work Drawings – Bid Set / Not for Construction

Attachment B: Project Specifications

Tasks and/or services listed below, are the minimum required for response to this RFP, and are not meant to be all inclusive or representative of the final contract.

Project limits can be generally described as;

- North - E. Market Street,
- West - S. Davie Street,
- South - Elm Street Center property line (approximately 20 feet south of Elm Street Center loading deck),
- East – rear of buildings fronted on Elm Street from E. Market to Elm Street Center.

The project scope of work includes but is not limited to the following:

- Demolition and/or removal of any structures and pavement remaining after demolition of Shofety Building and Elm Street Center parking structure.
- Relocation of electric, gas and telecom utilities within the project limits. Utility connections will be made for water, sanitary sewer, storm water, gas, electricity, and telecom to serve the new buildings and decks from Davie Street, February 1 Place, and Market Street.
- Removal / disposal of spoils from caisson drilling

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- Provide and maintain a firm safe, all weather working area for rubber tired and tracked vehicles associated with caisson drilling operations.
- Dewatering as may be necessary
- North of February 1 Place a new vehicle and pedestrian access area will be paved between the proposed parking deck and the rear of the existing buildings that front Elm Street. This access way will be located to the west of the parking deck with a drive connection to Market Street.
- Access to the site will need to be provided, maintained and coordinated with various Contractors.
- Rear access for the businesses fronting Elm Street for business, deliveries, and emergency egress will need to be maintained.
- The existing sidewalk along Davie Street and February 1 Place will be replaced and expanded.
- Streetscape items such as street trees in grates and outdoor seating areas will be provided.
- West side of Davie Street the curb and gutter will shift to allow for expansion of the sidewalk along the project site and north of Market Street.
- Davie Street lane will be reconfigured with striping and asphalt overlay. Signal mast arm pole will be shifted and new street and pedestrian lighting will be provided along Davie Street.
- A new underground storm water system will run along February 1 Place and tie into a new underground storm water system along Davie Street. This system will tie into an existing storm water system within Davie Street located south of the project site.

NOTE: The project Scope of Work shall be as described in signed and sealed drawings issued by the Civil Engineer. Drawings provided as Attachment B of this RFP are for bidding purposes only. Any changes to scope of work described by Attachment B will be addressed by a Change Order Request prepared by the Site Work Contractor after receipt of signed and sealed drawings.

3. PRICING / RESPONSE FORMAT

A. Cover Letter

Each respondent to this RFP shall include a cover letter expressing their firm's interest in providing the service described herein. This letter shall be a brief formal letter from the offerer that provides information regarding the firm, its ability to perform the scope of work described. The letter **MUST** be signed by a person who is authorized to commit the offerer's organizations to perform the scope of work described in this RFP and shall identify all materials and enclosures being forwarded in response to the RFP. The letter should also include a Primary and Secondary Point of Contact (POC) as well as email addresses and phone numbers for both POCs.

The letter should clearly state that the offerer has thoroughly reviewed and is familiar with the Construction Documents provided with the RFP (Attachments A through E) and

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the offerer's intent to comply with these Construction Documents if awarded a contract for the work.

B. Company Information

Each offerer shall provide the information requested below as part of their response to this RFP:

i. Contact Information

Company Name: _____
Physical Address: _____
(Street/City/State/Zip Code)
Mailing Address: _____
(Street/City/State/Zip Code)
Phone Number: _____
Fax Number: _____
Primary Contact Name: _____
Primary Contact Email Address: _____
Secondary Contact Name: _____
Secondary Contact Email Address: _____

ii. North Carolina Licenses

Please provide a list of all North Carolina Licenses held including the license number, how long that license has been held and expiration date.

iii. Experience

Please list all projects, active and completed within the last 3 years. For each project provide a brief scope of work statement and contract value.

iv. Bonding

Attach a letter dated within the last 30 days, from your surety company, signed by their Attorney in Fact, verifying their willingness to issue sufficient payment and performance bonds for this project, on behalf of your firm and the dollar limits of that bond commitment, both single and aggregate. Surety company bond rating shall be rated "A-" or better and "VII" or higher under the A.M. Best Rating system or The Federal Treasury List.

Has a surety company ever expended funds on your firm's behalf? If "yes" please provide a description.

v. Insurance

Please list the insurance coverage amounts maintained by your firm for:

- Comprehensive General Liability Insurance
- Comprehensive Automobile Liability Insurance
- Professional Liability Insurance
- Excess General Liability Insurance
- Workman's Comprehensive Insurance

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vi. Litigation / Claims

For all projects completed within the last 3 years, please provide a list of any/all litigation involving the Project's Owners, General Contractor or sub-contractors.

vii. Schedule / Budget Adherence

For all projects completed within the last 3 years, please provide:

- Budget for your scope of work and change orders that adjusted your firm's budget.
- Scheduled completion date and actual completion date for your firm's scope of work.

viii. Safety

Please provide your company's Experience Modification Rate (EMR).
Attach your OSHA 300 Log for the past 3 years.

ix. M/WBE Participation

Please list all projects completed in the last 3 years, for which you were successful in meeting the established contract participation goals for utilizing M/WBE or Historically Underutilized Businesses. Include name, percentage achieved, and CM/GC/Owner representative's name and telephone number. Additional sheets may be attached.

C. Pricing

It is the intent of the RFP is to establish unit prices applicable to the scope of work described in Attachments A and B.

4. DELIVERY OF PROPOSALS

All proposals shall be submitted electronically, via email to jcash@dillonpartners.com, no later than 12:00 Noon Friday May 18, 2018. All proposals submitted must be complete, signed and in .PDF format.

Late or incomplete proposals will be rejected.

5. ATTACHMENTS

Attachment A: Site Work Drawings – Bid Set / Not for Construction

Attachment B: Project Specifications