



# PAGOSA PEAK OPEN SCHOOL

## Request for Proposal Playground Renovation- Project Manager

RFP: Playground renovation- Project Manager	Proposal Due By: April 30th, 2024	Pagosa Peak Open School
<p><b>Project Overview:</b> Pagosa Peak Open School is a free public charter school in Pagosa Springs, CO. We recently received a \$688,000 grant to create a community playground on our school site. We are looking to contract with an project manager to help us throughout the process.</p>		
<p><b>Project Goals:</b></p> <ul style="list-style-type: none"><li>● To complete full architect plans for submission to the state for building permits that meet the state code and the vision of the Playground for the People Committee.</li><li>● Work with the state through the permitting process to answer questions and revise plans based on state feedback.</li><li>● Work with contractors from the bid process to completion of work, inspections, occupancy permits, and construction warranties.</li></ul>		
<p><b>Scope of Work:</b></p> <p>The project manager will work with the architect to complete architect plans for permitting and contractor bidding.</p> <p>The project manager will work with the school through plan designs, permitting, contractor bidding, construction completions, inspections, and warranty period.</p> <p><b>General Work Description/Qualification</b></p> <ol style="list-style-type: none"><li>1. Minimum 10 years in commercial construction as a Project Manager.</li></ol>		

2. Experience with school construction, building codes, and state requirements/processes.
3. Understand and approve monthly progress billings and percentage of completion with budget oversight.
4. Understanding of grant funding and coordination of funding source.
5. Understanding of the entire construction process from project start to close out.
6. Coordination between school director, contractor and Project Architect.
7. Conduct coordination meetings and site walks as required.
8. Oversee project entirety from design to close-out.
9. Coordination and procurement of owner supplied items.
10. Oversee and responsible for adherence to project specifications and documents including required state and 3rd party inspections.

#### Evaluation Metrics and Criteria

- Plans submitted to the state for approval by October 1st, 2024.
- Contractor bids questions answered and at least three bids received by February 1st 2025.
- Playground construction completed and occupancy permit in place by October 1st, 2025

#### Submission Requirements

- The cost estimate includes time and materials and a not to exceed cost.
- Proposed schedule
- Photos of previous commercial work and references (school-related work preferred)

Project Due By: [Enter Project Due Date]

Budget: Full project amount of \$688,000

Contact: Elly Osmera

Email:  
eosmera@ppos.co

Phone #: 970-317-2151