

**Denver Botanic Gardens  
The Habitat Gardens**

**Request for Qualifications: General Contractor**

**Deadline: Noon, May 9, 2022**

**Deliver Package To:**  
**VogtB@BotanicGardens.org**  
Attn: Brian Vogt, CEO

**From:**  
**Denver Botanic Gardens**

**Project Title:**  
General Contractor  
Habitat Gardens

**Contact:**  
Suzi Latona, Director of  
Operations  
[Suzi.latona@botanicgardens.org](mailto:Suzi.latona@botanicgardens.org)

| NO | Event                                 | Dates            |
|----|---------------------------------------|------------------|
| 1  | Issue RFQ to five firms               | April 20,2022    |
| 2  | Deadline for Submission               | May 9, 2022 Noon |
| 3  | Clarifications/Selection of Finalists | Through May      |
| 4  | Committee Review and Interviews       | TBA              |
| 5  | Decision                              | TBA              |
| 6  |                                       |                  |

**Introduction**

This Request for Qualification (RFQ) is the means for prospective General Contractors to submit their qualifications to Denver Botanic Gardens (DBG) for the services described in this document.

**Purpose of the RFQ**

A Special Committee of DBG seeks to make a selection for the General Contractor for the renovation/refurbishment of three gardens.

This project is currently under design and construction is slated to commence in late 2022. Selection will be made on the basis of qualifications as outlined in this request. The Special Committee will identify the selected General Contractor in a timely manner and issue the appropriate paperwork shortly thereafter. The intent is to award to a General Contractor who will assist DBG and the Architect in evolving schematic design to construction documents. Preconstruction assessment meetings will be critical, as will review and feedback sessions from committees, Board and staff.

### **Project Description**

Situated along the southern edge of the Denver Botanic Gardens, the Habitat Gardens will address deferred maintenance by renovating spaces devoted to distinct habitats and solving problems posed by inaccessibility, poor drainage and aging, damaged infrastructure. From an elevated birds and bees walk and pollinators plaza, to a lower willow garden and stream course, to a sculpted Himalayan Garden, the Habitat Gardens will further enhance the Denver Botanic Gardens' diverse range of habitats and plant collections.

The Birds and Bees Walk takes advantage of some elevated terrain and existing tree canopy while introducing a universally accessible boardwalk.. Pollinators' Plaza situated below the boardwalk will create a loop experience and become a gathering space for small groups and educational sessions. The Willow Plaza will replace an inaccessible plaza and dysfunctional water feature. The Himalayan Garden will improve circulation and drainage challenges in the southern section of June's PlantAsia while enhancing the space as an authentic, geographically-focused collection of plant specimens from the Himalayan region.

The total project work involves planning from 90% Schematic Design to Construction Design, preconstruction planning, coordination of subcontractors, collaborating with the Landscape Architect, Didier Design Studio, LLC, permitting, and construction once a GMP is agreed upon.

### **Responding to this Request for Qualification**

DBG has developed the schedule of events with dates as indicated on the first page of this document showing the key events in this solicitation process. The

RFQ and schedule are subject to change and DBG will send notifications of changes to this RFQ or the schedule to prospective Proposers.

**If your organization wishes to submit questions, please provide your questions via email to the following:**

Brian Vogt, CEO [vogtb@botanicgardens.org](mailto:vogtb@botanicgardens.org)

Suzi Latona, Director of Operations [suzi.latona@botanicgardens.org](mailto:suzi.latona@botanicgardens.org)

**Preparing and Packaging Your Qualification submittal:**

Qualification submittals should provide straightforward, concise information that satisfies the requirements noted in this RFQ. Emphasis should be placed on brevity, conformity to the RFQ instructions, with completeness and clarity of content. Organizing qualification submittals into the tab order suggested below will not only help each proposer achieve the proper emphasis, but will facilitate review and evaluation. Please limit to 30 single sided pages or less including all exhibits.

Each Proposer's Statement of Qualification (SOQ) should clearly and accurately demonstrate specialized knowledge and experience regarding relevant experience. In a sealed envelope (clearly marked):

Qualification Submittal (Firm Name)

Project Name: General Contractor DBG Pollinator Gardens

**Please Submit the following:**

**Cover Letter:** Provide a cover letter that references this RFQ and confirms that all elements of the RFQ have been read and understood and that the Proposer takes no exception to material provided. The cover letter shall be one page maximum and signed by an individual authorized to bind the Proposer contractually.

Include in the letter:

- The exact legal name, address, telephone and fax numbers and federal tax identification number of the organizations proposing to do business with DBG.
- The name, telephone, fax, address and email address of one business person who is the organization's designated representative.
- The name, telephone, fax, address and email address of the contracts management or legal representative who will liaise with DBG in contractual matters.

**Descriptive Application for Construction**

**Tab A:** The prospective General Contractor shall provide specific information regarding experience in constructing similar projects, information regarding that experience, expertise of the key personnel and description of the capacity to deliver high quality services for these projects. Further, the prospective General Contractor will describe their specific experience and ability to comply with the City and County of Denver's social ordinances, including requirements for payment of prevailing wages and for the meeting the determined percentage inclusion of small business enterprise, equal employment opportunity, and minority and women business enterprise participation.

**Tab B: Proposed Approach:**

Provide a general Project Plan for executing the preconstruction design for the projects described in this RFQ. The intent is to demonstrate the firm's experience in understanding of the purposes, services, scope and objectives of this project.

**DBG recommends that the Project Plan should provide examples of:**

- Experience in key elements: Work within active garden spaces; Construction of elevated boardwalks.
- Efficient cost management
- Methodology for collaboration with owner and architect
- Scheduling
- LEED construction
- Experience working in a residential neighborhood context
  - Limited staging and access
  - Neighborhood communications
  - Traffic and noise issues

**It is DBG's expectation that the firm will provide a dedicated construction team. Please provide resume(s) of the lead(s) you will assign to this project.**

Questions may be directed to the two addressee's listed.

**5.0 Submitting Your Prequalification submittal**

In order to be considered for award, DBG requires five delivered hard copies and an 8.5"x11" PDF format electronic submission of your statement of qualifications to be provided no later than the time and date indicated in the Schedule of Events to the following address:

Hard copies: Denver Botanic Gardens  
909 York Street  
Denver, Colorado 80206  
Attn: Brian Vogt

PDF: [VogtB@BotanicGardens.org](mailto:VogtB@BotanicGardens.org)

The Proposer is solely responsible for ensuring delivery no later than the date and time specified.