



RFP #852-19P Facilities Master Plan

**Addendum 001
Issued April 24, 2019**

1. What level of detail in the architectural review is CMC looking for?

We're looking for massing studies/capacity for future expansion and not architectural renderings of any future facilities.

2. How many pages can be submitted?

25 pages single page.

3. What is the budget?

\$300,000.

4. The RFP does not ask for pricing. When will that be requested?

We may ask for pricing from the Short List.

5. Does CMC have a completed space inventory currently? Can you describe the format of the data and how current the data is?

We currently do not have a space management software with all room data and square footage. We have plans for every building, building square footage totals, and utilization reports, but not an inventory of every room and it's square footage.

6. On page three of the RFP, one of the goals of the project is to create "a dynamic plan that allows the college to adjust to changes in enrollment, pedagogy, programming, and funding." Are there any specifics about what CMC is expecting from a "dynamic" facilities master plan?

As we were trying to convey, a dynamic plan means that it's "nimble" and able to change when enrollment, pedagogy, programming or funding may change. Nimble also means that it's easy to update on an annual basis. Dynamic can also mean that the plan is living, evolving, and integrated with the other plans of the college such as the strategic master plan and enrollment management plan. Flexible. It can be changed by a multitude of factors and not specific to an increase in FTE. Lastly, we want to know what "Dynamic" means to the design team.

7. The timing is described as aggressive. Please describe what that means? What is driving the six month time frame?

Aggressive means we need to get it done in six months. That means a clearly defined schedule of milestones must be set early for the College to review and that schedule must be met by both the consultant team and CMC. The Board of Trustees has requested to review draft plan in December 2019.

8. Can CMC provide a list of potential stakeholders, or provide thoughts on community/public engagement as well as extent of internal CMC staff and student engagement in the master plan process?

A steering committee will be established made up of facilities, academic deans and campus deans. Expectations are that interviews will occur with academic and campus deans (14 in total).

9. What do you like about the 2009 facilities master plan and what do you want to be different in this plan?

As stated in the executive summary of the 2009 plan, the facilities master plan was data driven and did not incorporate any sort of facilities condition assessment. Data is important to inform the college when facilities might be near capacity and expansion is necessary, but CMC wants a plan that analyzes data, but also considers future needs be driving by the strategic plan and enrollment management plans, but also informed by a facilities condition assessment.

The level of detail from the classroom utilization reports may be more than is necessary for the 2019 update, but the utilization reports are important for assisting the Facilities Department in planning.

10. You ask specifically for responses to provide a project approach to address data gathering and establishing priorities. Are you also desiring in the 25 page submission a detailed scope of work and list of deliverables for contracting purposes?

Yes, please include that information in your proposal.

11. Can we be forwarded a copy of the Facilities Condition Assessment scope of work that was mentioned in the RFP?

This information was included when the RFP was posted at <https://coloradomtn.edu/contact-departments/purchasing/bids-rfp-rfi-rfq/> and on Rocky Mountain E-Purchasing.

12. Can CMC provide a list of facility improvements performed since the 2009 Master Plan?

Alpine Campus(Steamboat)

- Monson, Bogue & Willet Halls were replaced in 2012 by Academic Building. Includes food service, book store, art labs, resort management, ski and snowboard business, health services, fitness center and auditorium space.

Breckenridge

- 36,760 academic center. Not in master plan, but completed in 2009.

Aspen

- No Change

Carbondale

- No Change

Edwards

- 34,000sf were added to the Edwards facility in 2011, but this was not listed in the short-term goals in the 2009 master plan.

Rifle

- No Change

Spring Valley

- New 15,000sf student affairs center. Includes bookstore, student affairs offices, Admissions, and three classrooms. Opening in July 2019.
- New 32,000sf fitness center. Two-court gym, climbing wall, weight room, multi-purpose room, outdoor program, dance studio, and concessions.
- Renovation of existing student center. Increase in cafeteria seating to 300 seats.

Timberline Campus (Leadville)

- Rattlin' Jack-1100sf. Welding facility and shop (not listed in plan).
- Climax Building-15,000sf gym, fitness, outdoor program and climbing wall (not listed in plan).

13. Is CMC going to provide the 9 plan documents listed on pg. 3 and 4 prior to RFP response? (CMC Strategic Plan; Strategic Enrollment Management Plan; I.T. Master Plan; Sustainability Action Plan; Diversity, Equity, and Inclusivity Plan; Housing Study; Community and Employer Surveys; Classroom Utilization Reports; Facilities Condition Assessment)

The Sustainability Action Plan, Housing Market and Demand Analysis and Classroom Utilization Reports were included when the RFP was posted at <https://coloradomtn.edu/contact-departments/purchasing/bids-rfp-rfi-rfq/> and on Rocky Mountain E-Purchasing. Also included was the Facilities Condition Assessment Scope of Work (per the pre-proposal meeting, the work is currently being completed).

The CMC Strategic Plan is located at <https://cmc-wpengine.netdna-ssl.com/wp-content/uploads/filebase/bot/Strategic-Plan-Reaching-Greater-Heights-2019-FNL.pdf>.

The Strategic Enrollment Management Plan, Diversity, Equity, and Inclusivity Plan and IT Master Plan v.2 are in process.

14. Pg. 4, Scope of Services #2 mentions “evaluating future space requirements based on data and program projections for each campus”. Are these data and projections anticipated to be completed prior to the start of this project or is the generation of the data and projections part of the facilities master plan scope of work?

Future space requirements for classrooms will be provided by the college. That study is being completed at this time. Using that information and our utilization reports, we are looking to the design team to help CMC assess future needs. For examples, based on new classroom design standards, if CMC knows when it is time to build a new academic wing due to an increase in FTE, the standards will tell the college how much square footage would be needed to add ten classrooms of various capacities.

15. Pg 6. Submittal Requirements, lists A, B, C, and E. Is there anything missing where D would be?

Our apologies, that is a typo.