

**Request for Proposals:**

**FOR GENERAL CONTRACTOR SERVICES  
NEW CLINIC FOR COMMUNITY HEALTH CARE, INC.  
MUSCATINE, IOWA**

**DECEMBER 16, 2024**



## **PROJECT SUMMARY**

Community Health Care Inc. is requesting proposals from qualified General Contractors for the construction of a new approximately 13,000 SF clinic located between the McAvoy University Center and the Weed Park Maintenance building on the east side of Park Avenue in Muscatine, Iowa. See schematic drawings included in this Request for Proposal (RFP).

## **SCOPE OF SERVICES**

The General Contractor will be the Owner's consultant for construction related items including, but not limited to: estimating, phasing, bidding, and construction. The General Contractor will work with the Owner and Architect through all phases of the design process as well as bidding and construction. It should be anticipated that services as described below will be required during each phase of the project.

## **PRE-CONSTRUCTION SERVICES**

- Provide detailed and accurate cost estimates from schematic design through the completion of competitive bidding
- Consult, advise, and make recommendations to the project team on all aspects of planning for project construction
- Review all plans and specifications and make recommendations with respect to construction feasibility, possible economies, time requirements for procurement, and project costs.
- Furnish information on alternative systems, methods, materials, and component details for the Owner to effectively evaluate the feasibility or enhancement of the project.
- Prepare a conceptual estimate based on all available information. Refine estimate as planning and design progresses.
- Identify items with long lead times and create a recommended purchase schedule to ensure delivery by the required date.
- Make recommendations to the project team regarding division of work to facilitate bidding and award of subcontracts and purchase orders.
- Prepare a progress schedule for the project and update regularly.
- Prepare a Guaranteed Maximum Price for the project once construction documents are complete.
- Attend and lead bi-weekly job meetings with Owner and Architect.

## CONSTRUCTION SERVICES

- Write and organize bid packages and solicit qualified subcontractors as construction documents become available
- Take competitive bids for the bid packages. Analyze bids and make recommendations for the most competent qualified subcontractors and vendors. Award the contracts.
- Assign project superintendent to remain on site for the duration of the project. The project superintendent will coordinate and provide general direction for all General Contractors employees and subcontractors on the project.
- Implement a procedure for expediting and processing all shop drawings, samples, catalogs, and records for inspection by the project team. Manage and drive timely response to meet the schedule.
- Implement a system for monitoring and processing all project documentation including RFI's, RFP's, ASI's, change orders, etc.
- Conduct bi-weekly progress meetings with Design Team and subcontractors to monitor progress and allow open communication of project issues.
- Monitor and update the schedule as progress and changes in the scope of work occur.
- Establish and maintain a project safety program to provide a safe working environment for all employees, clients, and the public.
- Establish and maintain a quality control program for the project with organizational lines of authority.
- Meet with the managers or representatives of each department to coordinate Owner items (furnishings, fixtures, and equipment, etc.).
- Perform project closeout procedures including pre-punch, punch list, testing, training and assembling of project operation and maintenance manuals.

## SUBMISSION REQUIREMENTS

RFP responses shall not exceed 25 pages total. Submittals may be printed double-sided but each side counts as one page exclusive of any cover/back and any tabs. Submission of Proposal shall include, at a minimum, the following:

- Letter of interest.
- Company Profile.
- Description of at least three relevant projects that key project staff has played a central role in developing.
- Describe your proposed approach to delivering this project successfully.
- Name and resumes of specific team members that will play key roles in this project; the name of the project manager must be included.
- No more than three references for similar projects. Include contact name, current phone number, and email address.
- Additional information that will assist Community Health Care Inc. in considering the Evaluation Criteria listed below.
- Proposed fees based on the previously described scope utilizing the AIA Document A133 form of contract. Include a detailed breakdown of overhead, profit, and General Conditions. Include cost for pre-construction services if the owner elects to terminate this contract prior to the execution of a GMP.
- Detailed Schematic Design budget proposal.
- One digital copy (PDF) of the completed RFP response must be submitted no later than 3:00 p.m. January 10, 2025.

## INTERVIEW SCHEDULE AND FORMAT

All submittals and inquiries to be addressed to Adam Meuser, Director of Business Development, Community Health Care, Inc. at [ameuser@chcqca.org](mailto:ameuser@chcqca.org).

Community Health Care, Inc. (CHC) intends to interview the three firms January 15-17, 2025. CHC reserves the right to reject or accept any submitted response.

CHC does not want a presentation. We would rather have a conversation about your approach to our project and to learn about your team and their experience. We require attendees to include your Preconstruction Leader, your assigned Project Manager and Superintendent, as we will direct questions to these individuals. Interviews will be held at CHC, Davenport.

## EVALUATION CRITERIA

- Experience in serving as an Integrated General Contractor for construction of similar medical clinic projects.
- Personnel assigned to Project Team.
- Demonstrated knowledge of all phases of the planning and construction process.
- Quality of submitted materials and qualifications package.
- Experience in working directly with Owner and Architect during project fundraising of similar projects.
- Detailed SD budget pricing.
- Proven examples of delivering projects on time and within budget.

## TENTATIVE PROJECT SCHEDULE

- |   |                     |
|---|---------------------|
| • Request for Proposal sent to General Contractors: | December 16, 2024   |
| • Questions Due:                                    | December 23, 2024   |
| • Responses to Questions Returned:                  | January 6, 2025     |
| • Request for Proposal Due with SD Budget Pricing:  | January 10, 2025    |
| • General Contractor Firm Interviews:               | January 15-17, 2025 |
| • Notification of Successful General Contractor:    | January 22, 2025    |
| • DD level drawings complete:                       | February 7, 2025    |
| • DD level pricing complete:                        | February 21, 2025   |
| • Final CD drawings complete:                       | March 7, 2025       |
| • Final Pricing and Start of Permit Process:        | March 28, 2025      |
| • Break Ground:                                     | March 31, 2025      |

Sincerely,

Adam Meuser  
Director of Business Development

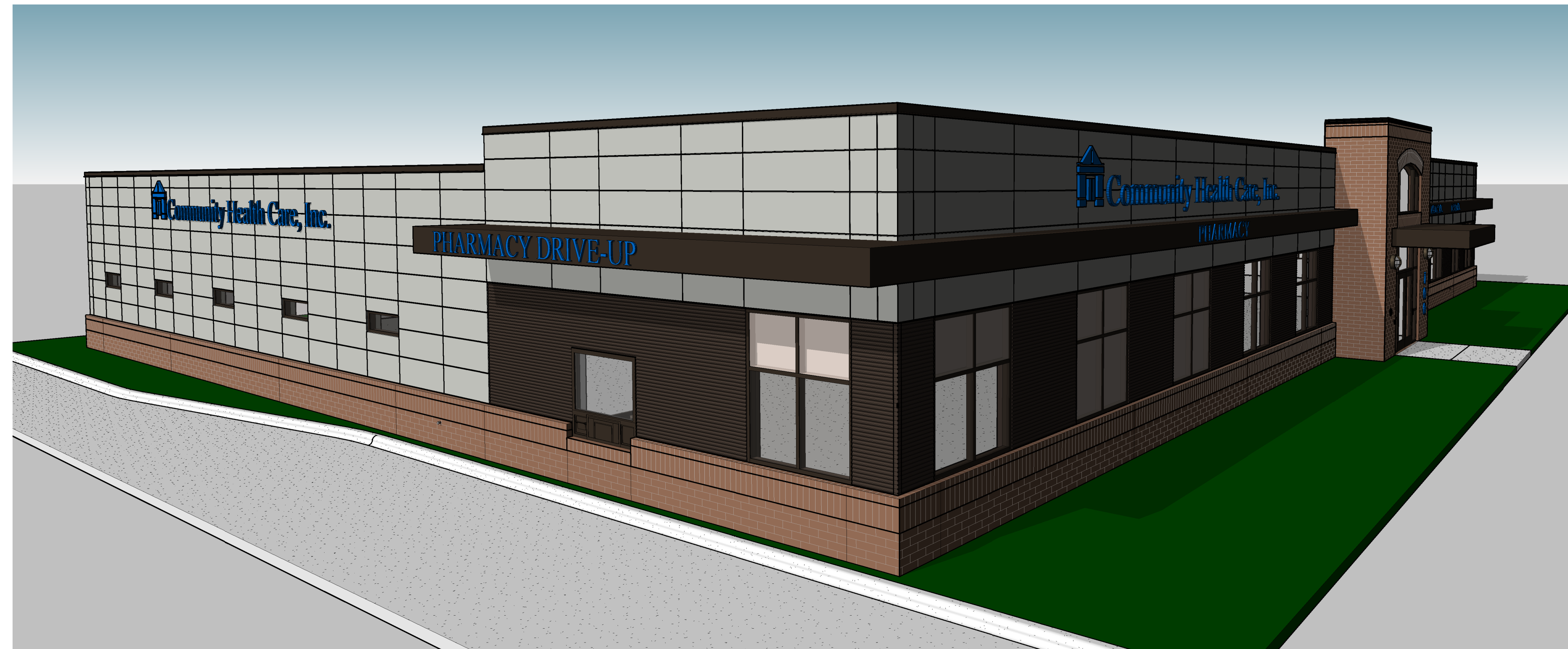


conceptual designs inc.

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1 BUILDING ENTRY - 3D VIEW  
 A3.2



2 BUILDING DRIVE-THRU - 3D VIEW  
 A3.2

COMMUNITY HEALTH CARE, INC.

MUSCATINE, IOWA 52761

PRELIMINARY

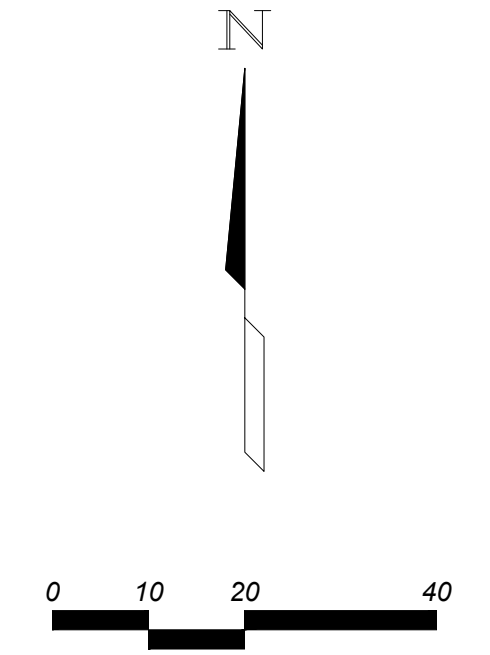
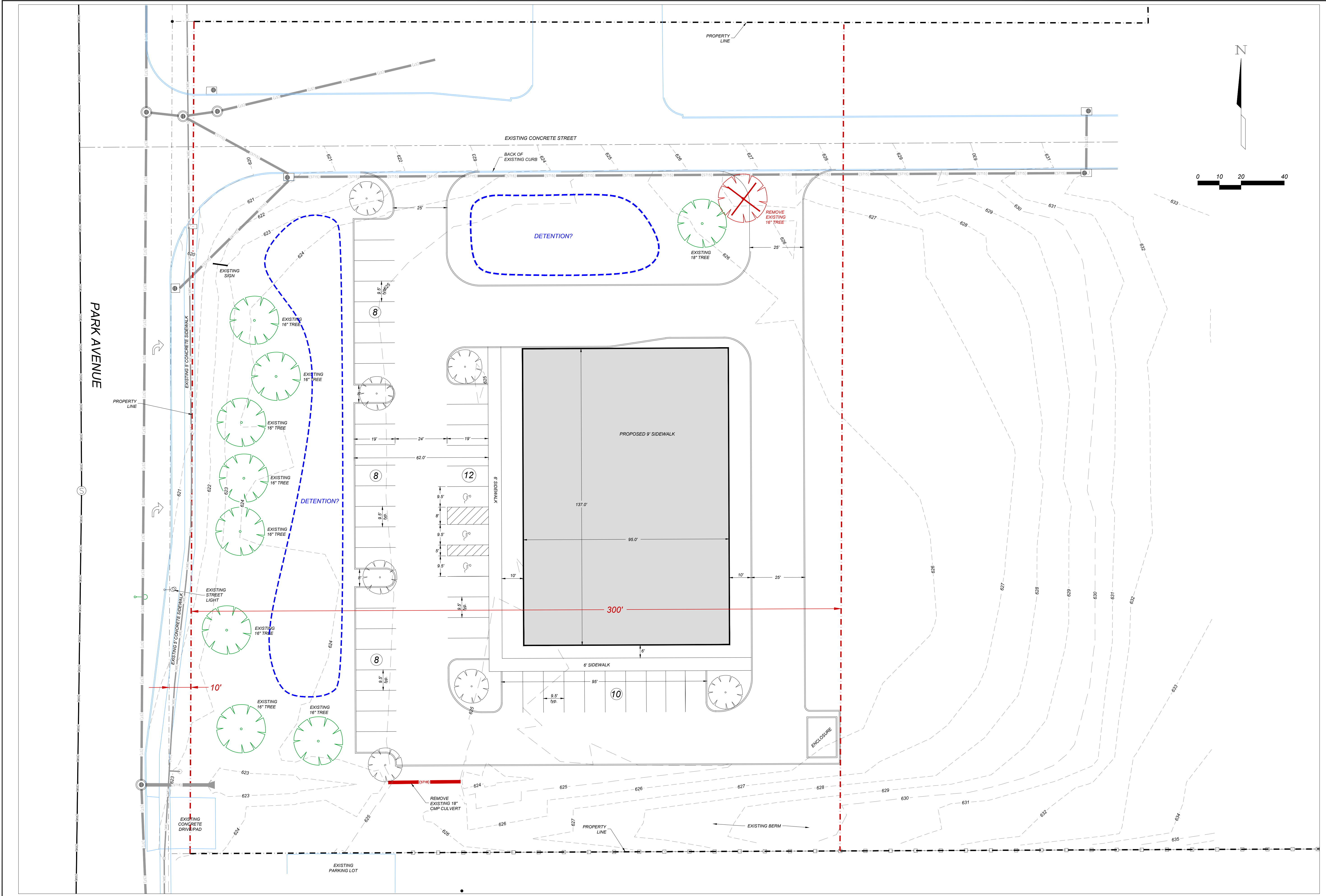
REVISION SCHEDULE

#	DATE	DESCRIPTION
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DRAWN JCK	CHECKED KJC
DATE 12-5-2024	JOB NO. 24-0024

BUILDING 3D VIEW

SHEET  
 A3.2



Drawn:	DLS	Block:	12/29/24
Checked:		Scale:	1"=20'
Reviewed:		No.	1
Revision		Date	
<b>BRAIN</b> ENGINEERING, INC.			
TITLE: SITE SKETCH PROJECT: CHC MUSCATINE			
Page	1	of	1
Project No.	552624-50		

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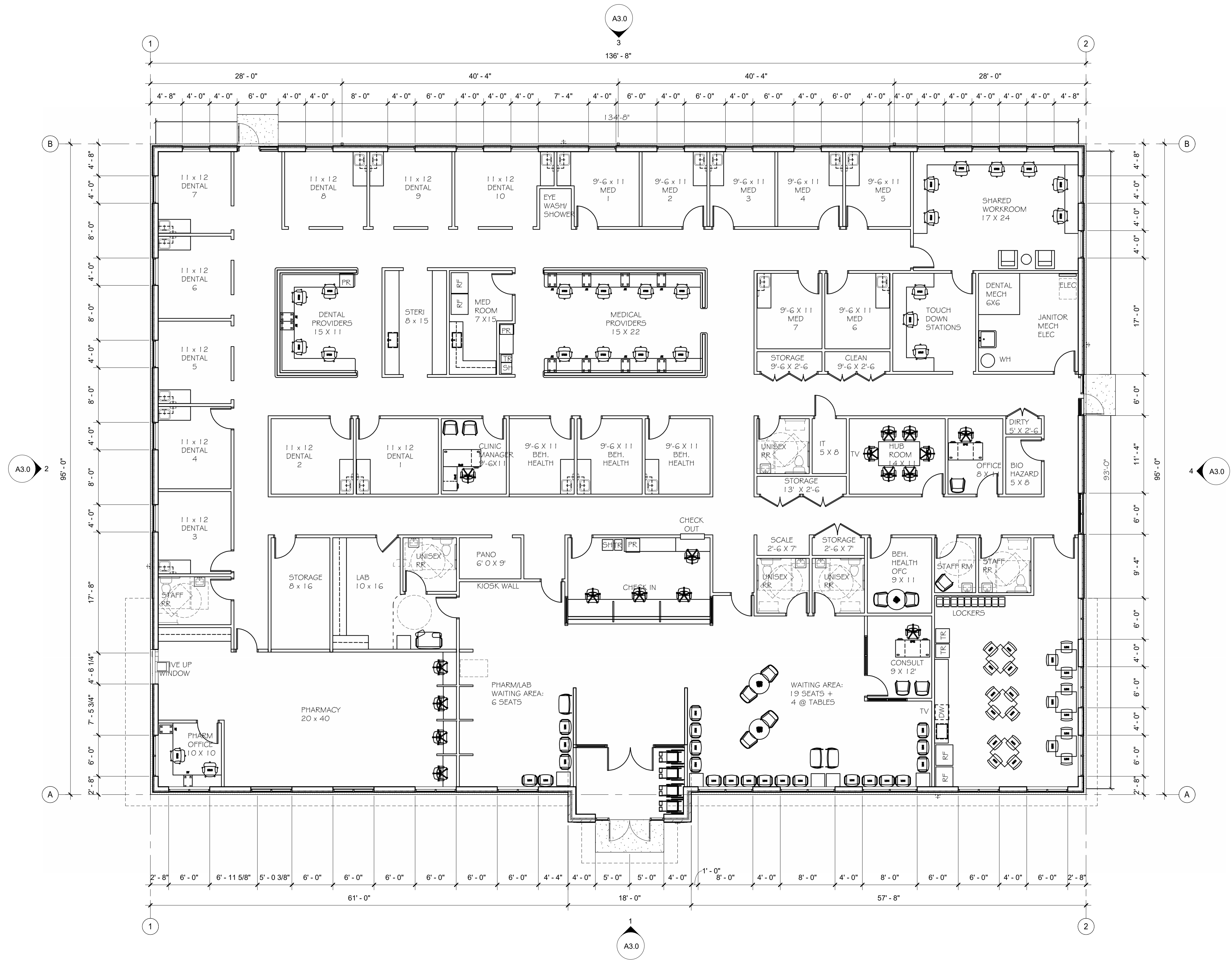
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FLOOR PLAN

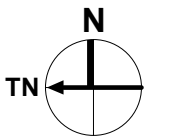
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A1.0

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1 FIRST FLOOR PLAN  
A1.0 1/8" = 1'-0"



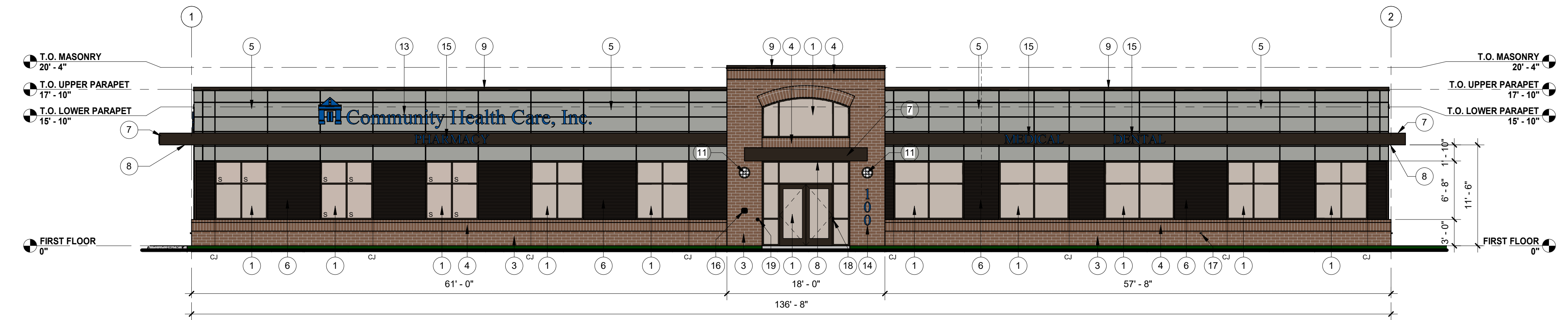
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**GENERAL EXTERIOR NOTES**

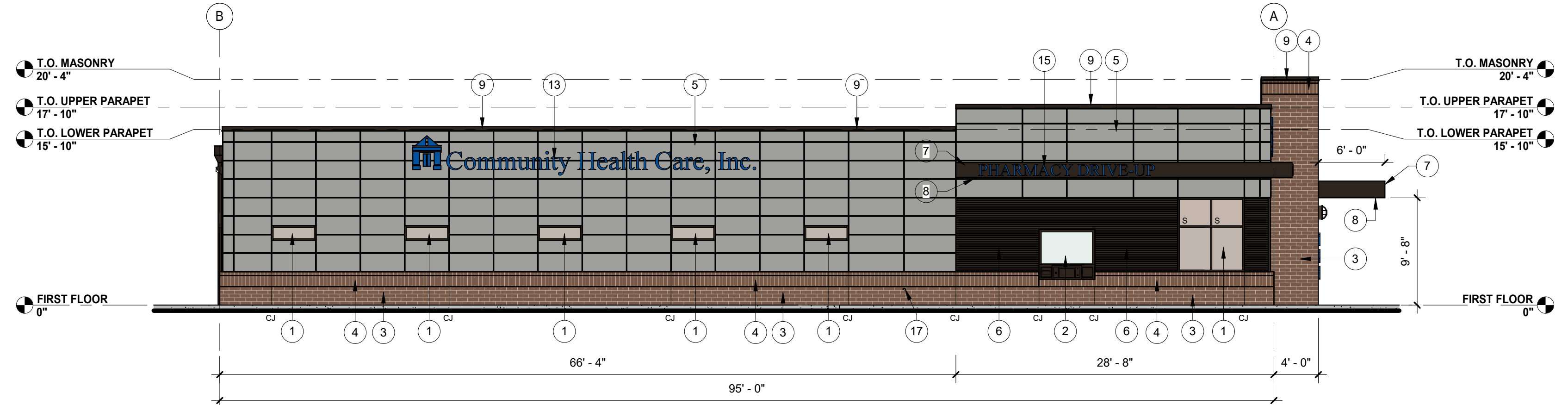
- PROVIDE AND INSTALL ALL WORK AND MATERIALS AS REQUIRED BY THE DRAWINGS AND SPECIFICATIONS - IN FULL ACCORDANCE WITH ALL CODES AND ORDINANCES.
- INFORM ARCHITECT OF ANY EQUIPMENT, PRODUCT, OR MATERIAL SUBSTITUTES PRIOR TO FABRICATION AND INSTALLATION.
- SEE DRAWINGS FOR FULL REQUIREMENTS FOR EXTERIOR BUILDING MATERIALS, MATERIALS INDICATED GENERICALLY ON PLANS FOR CLARITY.
- REFERENCE ADDITIONAL NOTES AND REQUIREMENTS ON ALL OTHER DOCUMENTS AND OTHER DISCIPLINES DOCUMENTS.
- EXTERIOR LIGHTING INDICATED FOR PLACEMENT ONLY. SEE ELECTRICAL FOR LIGHTING DESIGN.
- ALL HORIZONTAL TRANSITIONS BETWEEN DIFFERENT MATERIALS SHALL BE FLASHED CONTINUOUS FROM UP BEHIND TO UNDER UPPER MATERIAL AND EXTEND OVER TO EXTERIOR FACE OF LOWER MATERIAL.
- ALL RETURNS OR BLIND ELEVATIONS NOT SHOWN SHALL BE SIMILAR IN MATERIAL AND MAKEUP TO ADJACENT CONDITIONS OR OTHER SIMILAR CONDITIONS.
- SEAL ALL TRANSITION, CONTROL AND EXPANSION JOINTS AT ALL EXTERIOR MATERIALS.
- INSULATE AND SEAL TO ENSURE ADEQUATE AIR INFILTRATION BARRIER AROUND ALL EXTERIOR PENETRATIONS.
- CJ = CONTROL JOINT - VERIFY SPACING WITH MASONRY CONTRACTOR - ADJUST AS NEEDED TO SUIT LOCAL CONDITIONS AND EXPERIENCE

**EXTERIOR ELEVATION KEYNOTES**

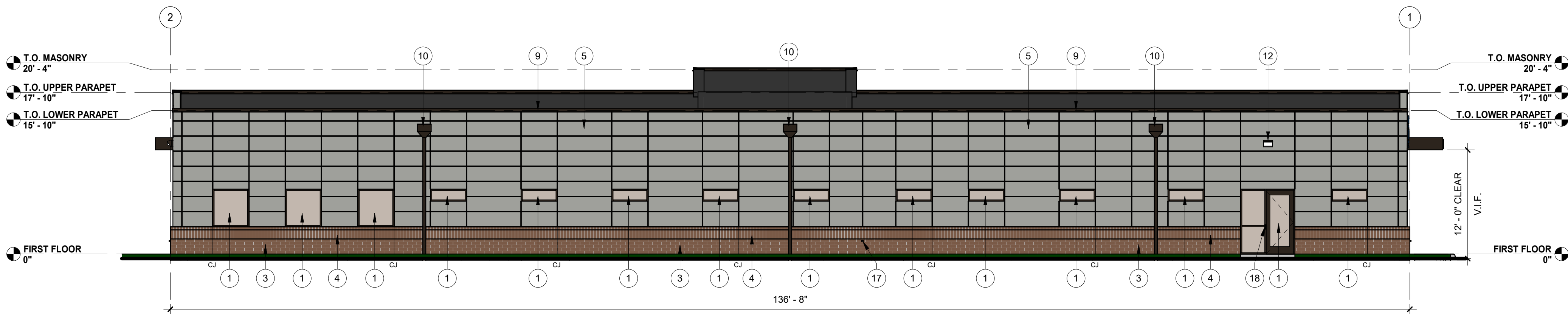
- ALUMINUM STOREFRONT WINDOWS AND DOORS - SEE DOOR & WINDOW SCHEDULE FOR DETAILS. FRAME COLOR: DARK BRONZE. GLAZING TINT: BRONZE. PROVIDE SPANDREL (S) GLAZING WHERE NOTED
- ALUMINUM WINDOW & DRAWER "DRIVE-THRU" COMBINATION - SEE DOOR & WINDOW SCHEDULE FOR DETAILS. FRAME COLOR: DARK BRONZE. GLAZING TINT: BRONZE
- UTILITY BRICK BY KING'S MATERIAL, INC. COLOR: "CHEROKEE VELOUR" OR APPROVED EQUAL TO MATCH EXISTING C.H.C. FACILITIES. MORTAR COLOR: STANDARD
- UTILITY BRICK ROWLOCK COURSE OVER SOLDIER BRICK BY KING'S MATERIAL, INC. COLOR: "CHEROKEE VELOUR" OR APPROVED EQUAL TO MATCH EXISTING C.H.C. FACILITIES. MORTAR COLOR: STANDARD
- ARCHITECTURAL WALL PANELS: MAC POLYMAC "INSPIRATION COLLECTION" - 24 GAUGE - HORIZONTAL ORIENTATION. WIDTH: 20-INCH. LENGTH: VARIES. COLOR: METALLIC GREY WITH MATCHING MOLDINGS/TRIMS/CORNERS
- ARCHITECTURAL WALL PANELS: MAC MS 380 "INSPIRATION COLLECTION" - 24 GAUGE - HORIZONTAL ORIENTATION. THICKNESS: 3/8". LENGTH: VARIES. COLOR: DARK BROWN WITH MATCHING MOLDINGS/TRIMS
- ARCHITECTURAL WALL PANELS: MAC POLYMAC "INSPIRATION COLLECTION" - 24 GAUGE - HORIZONTAL ORIENTATION. WIDTH: 20-INCH (CUT TO FIT). LENGTH: VARIES. COLOR: DARK BROWN WITH MATCHING MOLDINGS/TRIMS/CORNERS
- ARCHITECTURAL SOFFIT PANELS: MAC MS 750 "INSPIRATION COLLECTION" - 24 GAUGE - RUN PERPENDICULAR TO WALL. THICKNESS: 11/16". COLOR: DARK BROWN WITH MATCHING MOLDINGS/TRIMS
- PRE-FINISHED METAL PARAPET CAP: ALUMINUM. COLOR: DARK BRONZE
- PRE-FINISHED METAL THROUGH WALL SCUPPER WITH COLLECTOR BOX & DOWNSPOUT: ALUMINUM - SIZE TO HANDLE ROOF CAPACITY. PROVIDE OVERFLOW AS NEEDED. COLOR: DARK BRONZE
- EXTERIOR DECORATIVE WALL SCOSCE - T.B.D.
- EXTERIOR LIGHTING - T.B.D.
- ILLUMINATED SIGNAGE - COMMUNITY HEALTH CARE LOGO - VERIFY SIZE & LOCATION WITH OWNER - FONT: PER OWNER. COLOR: C.H.C. BLUE. PROVIDE BACKING & ELECTRICAL ROUGH-IN AS REQUIRED
- SIGNAGE - STREET ADDRESS - VERIFY NUMBER & LOCATION WITH OWNER. 1"X1"X14" DIMENSIONAL LETTERS. FONT: PER OWNER. COLOR: C.H.C. BLUE
- SIGNAGE - C.H.C. SERVICES - VERIFY SERVICE. SIZE & LOCATION WITH OWNER. 1"X1"X12" DIMENSIONAL LETTERS. FONT: PER OWNER. COLOR: C.H.C. BLUE
- KNOX BOX - VERIFY LOCATION WITH AHJ. COLOR: BROWN RECESSED
- HOSE BIBB - VERIFY LOCATION WITH OWNER
- CARD READER/ FOB ON DOOR FRAMES. VERIFY LOCATION WITH OWNER. COORDINATE WITH DOOR SUPPLIER & SECURITY CONTRACTOR
- HANDICAP DOOR OPERATOR. VERIFY LOCATION WITH OWNER.



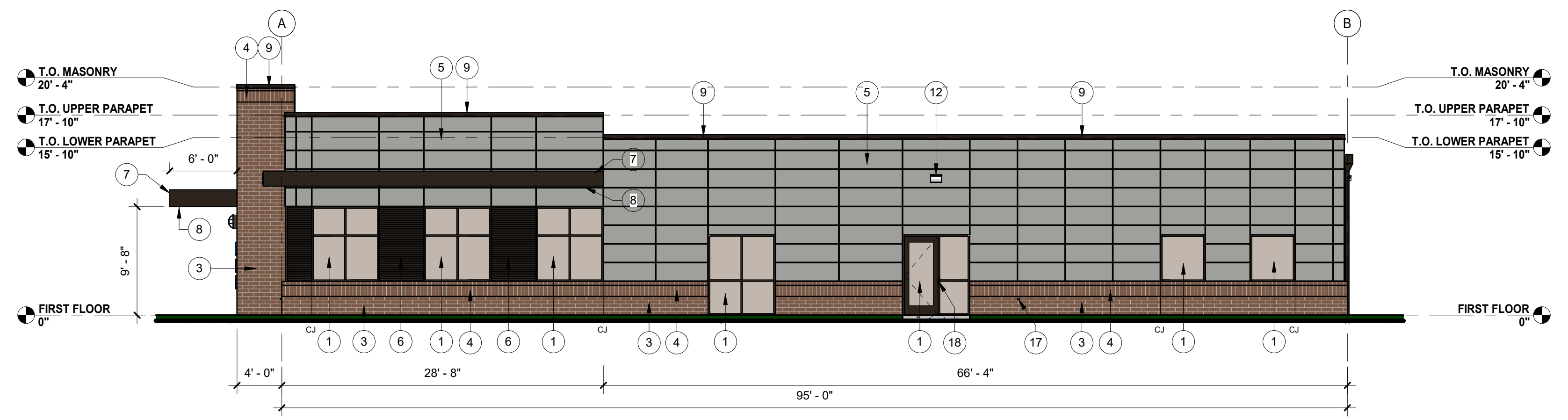
1 WEST ELEVATION  
A3.0 1/8" = 1'-0"



2 NORTH ELEVATION  
A3.0 1/8" = 1'-0"

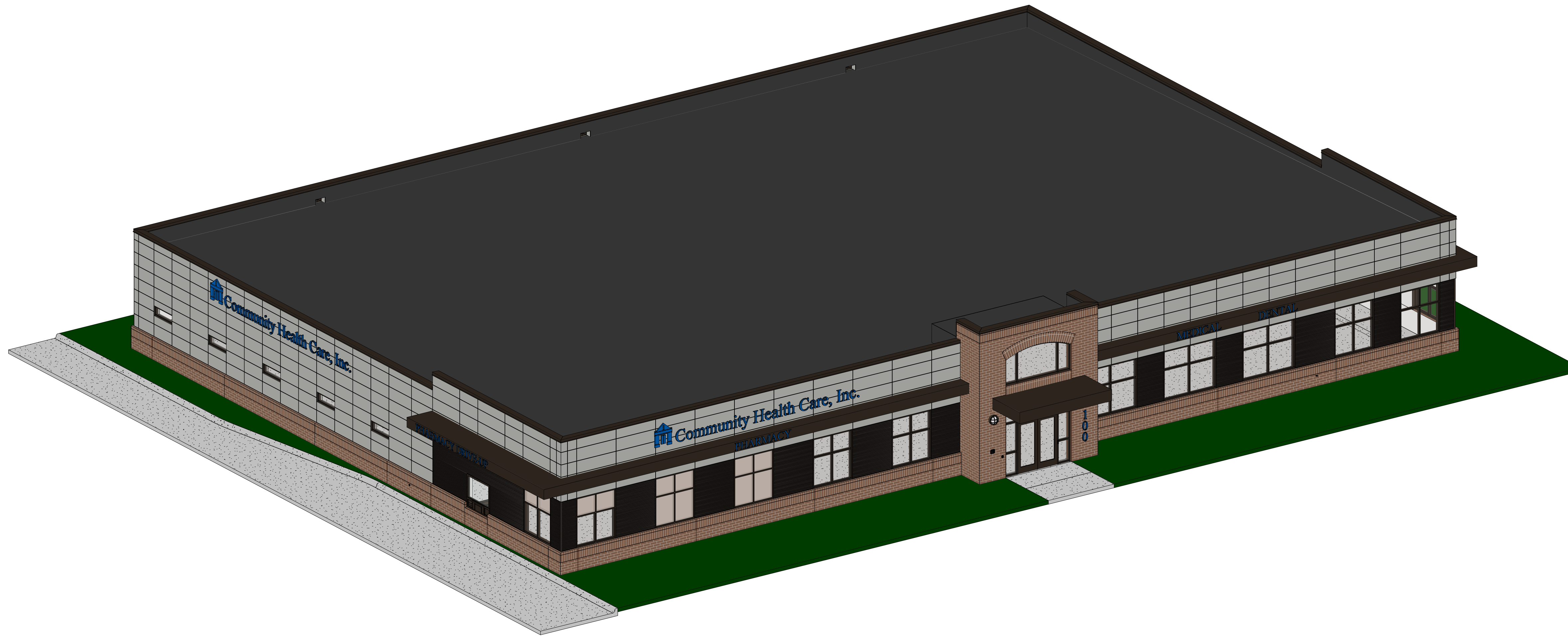


3 EAST ELEVATION  
A3.0 1/8" = 1'-0"

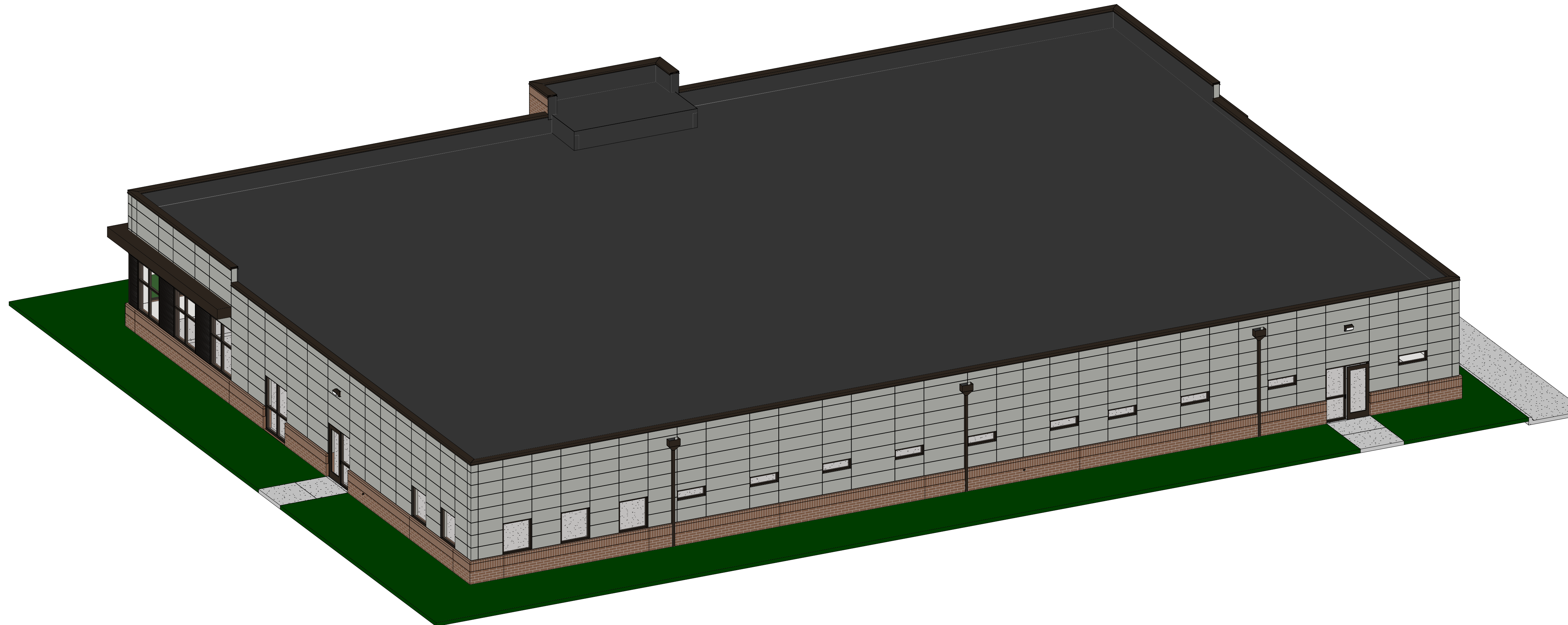


4 SOUTH ELEVATION  
A3.0 1/8" = 1'-0"





1 BUILDING - 3D VIEW 1  
A3.1



2 BUILDING - 3D VIEW 2  
A3.1

PRELIMINARY

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BUILDING 3D VIEW

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