



36 South State Street, 21st Floor
Salt Lake City, UT 84111-1486
801.442.2000

August 14, 2024

Gary Blazzard
HKS Architects
222 Main Street Suite 230
Salt Lake City UT 84101
gblazzard@hksinc.com

Re: **REQUEST FOR PROPOSAL (RFP) to provide
General Contractor (GC) Services for the
Intermountain Layton Hospital Projects 10017708**

*THIS CORRESPONDENCE, INCLUDING ANY ACCOMPANYING DOCUMENTS, IS CONFIDENTIAL, intended for the sole use of the addressee(s), and may contain information that is privileged and exempt from disclosure under applicable law. If you are neither the intended recipient nor responsible for delivering the message to the intended recipient, please note that any dissemination, distribution, copying, or the taking of any action in reliance upon this correspondence is strictly prohibited. If you have received this communication in error, please notify the sender immediately. **No communication should take place with other individuals (including Intermountain personnel, AHJ, or contractor personnel).***

To Whom It May Concern:

Intermountain Health is pleased to request a proposal for General Contractor Services for the Intermountain **Layton Hospital Projects** located at 201 West Layton Pkwy, Layton, UT 84041

INTRODUCTION

The Layton Hospital is a level III trauma center, Layton Hospital provides a compliment of services specifically tailored to meet the growing needs of the communities it serves.

VISION STATEMENT & GUIDING PRINCIPLES

Intermountain's mission is "helping people live the healthiest lives possible."® It is supported by Intermountain's vision, values, and fundamentals of extraordinary care. This project is envisioned to provide a lean, efficient design. The remodeled space will:

- Be patient-engaging, and caregiver-friendly with integrated spaces that support caregiver efficiency, coordination of care, team-based care, improved clinician efficiency, and above all - an extraordinary patient experience.

Guiding principles to be employed in the design and development of the remodeled space includes:

- Do the right thing for the patient
- Follow Intermountain's mission, vision, and values
- Great experience at low cost and price
- Implement lean design principles
- Support current and future process
- Provide efficient space for execution of these projects

PROJECT DESCRIPTION

These Projects are located throughout the Layton Hospital, these projects will consist of:

Minimal remodel of the existing ER

Finishing OR Room 5, which is currently a shelled space

Finishing 2 Labor & Delivery rooms which are currently shelled spaces.

Expanding the current infusion area from 6 to 12 bays by taking 2 conference rooms, an IT classroom, and call center that are located across the hall from the current infusion area. This project will need to be phased to keep the current infusion area operating during construction.

Building 2 new conference rooms one large and one small, and a shared flex office up on the 3rd floor of the hospital in a shelled area to replace what will be taken to expand infusion.

We are Requesting 2 projects to be going at the same time. The first to start will be the infusion expansion and the conference rooms and flex office space up on the 3rd floor shelled area. It is anticipated that the conference rooms will finish before infusion. At that point it is expected that we start one of the other projects to continually have 2 projects always going until the last of the projects are finished. Layton administration will let us know the order the projects are to be started. Once the SOW is executed, the submittal process for all jobs will be started to get ahead of lead times that may cause delays to the schedule. One superintendent can manage both jobs, as long as both jobs are able to be managed where they are both moving forward. This will be discussed more in the pre bid walk. Feel free to ask any questions that may arise.

PROJECT SCHEDULE

GC Invitation to Bid:	August 21, 2024
Construction Documents Available:	August 21, 2024
Pre-Bid Meeting Located at: Intermountain Layton Hospital 201 W Layton pkwy LH-01-BOARD-1 (Admin)	August 26, 2024; 1:00 PM
Questions and Substitution Requests Due (7 days prior to Bid Due Date):	August 30, 2024
Final Addenda Issued:	September 5, 2024
Bid Due Date:	September 10, 2024; 3:00PM
General Contractor Notice of Intent to Award:	~September 13, 2024
Pre-Construction Kick-Off Meeting ¹ :	September 30, 2024; 2pm
Anticipated Construction Start:	October 1, 2024
Anticipated Substantial Completion/ Certificate of Occupancy ² :	3 rd Quarter, 2025

¹Tentative date: information will be provided to the awarded General Contractor.

² Respondent's proposed construction schedule will be evaluated for best value to Owner.

*All indicated times are Mountain Time (MT) Zone.

**Pending NTP from Owner

PROJECT INFORMATION

OWNER	IHC HEALTH SERVICES, INC. 36 South State Street, 21 st Floor Salt Lake City, Utah 84111 Owner's (Intermountain) Representatives: Facility Design & Construction (FD&C): Corey Cracroft, Director Kurt Wilson, Project Manager
ARCHITECT	HKS ARCHITECTS 222 Main Street, Suite 230 Salt Lake City Ut, 84101 Principal-in-Charge: Shelia Ruder A/E Project Manager: Gary Blazzard Phone: (801) 384-7606 Email gblazzard@hksinc.com

PATIENT SAFETY INFORMATION

Contractors and all of Contractor's representative(s), including subcontractors, entering any Intermountain facility must be familiar with and comply with all Preconstruction Risk Assessment (PCRA), Infection Control Risk Assessment (ICRA) plans, processes, and procedures. This includes full participation in filling out all required PCRA/ICRA and other Intermountain required forms and coordinating all required signatures prior to any work initiation. In addition, the assigned facility Infection Preventionist (IP) and other designated Intermountain patient safety team members must review all ICRA work permits and sign off prior to work commencing and prior to removal of any ICRA barriers. This occurs continuously throughout the project duration and must be followed when multiple phases or bid packages occur on the project.

When an Interim Life Safety Measures (ILSM) plan is included in the Construction Documents, or provided separately, they are to be clearly understood and followed by the contractors performing the work. All ILSM forms must be filled out by the Contractor and coordinated with the Intermountain patient safety team for required signatures prior to work commencing. The responsibility lies with the Contractor to obtain all applicable signatures prior to commencing with the defined scope of work. A PCRA and ICRA permit must be completed and documented prior to any work being performed within the facility. Contractors and Subcontractors acknowledge that the work must be coordinated allowing the facility to stay operational during construction.

Permits (including utility shutdown forms, hot work permits, above ceiling work permits, and medical gas certifications) are to be coordinated with local Facility Management (FM). Some permits may require up to 72 hours' notice. For all permits, the local FM will verify permit compliance prior to completion of the work. The contractor is required to coordinate with the local Infection Prevention (IP) and Facilities Management (FM) teams.

Contractors and all of Contractor's representative(s) entering any Intermountain facility must attend the FM-led orientation(s) prior to and throughout the duration of any work, including multiple phased projects. Frequent refresher orientations will be required per the scope and nature of the project, but not less than monthly, or whenever new contractor or subcontractor representatives join the project.

Contractors and all of Contractor's representative(s), including subcontractors, entering any Intermountain facility must comply with Intermountain's Facility Access Policy. This policy requires each Contractor and all of Contractor's representative(s), including subcontractors, to check in with local Intermountain Facility Management representative prior to performing any work to receive facility orientation and training, and completing a badge request form to obtain an identification badge; and as applicable, log onto: <https://intermountainhealthcare.org/supply-chain-organization/for-suppliers/for-current-suppliers/access-to-intermountain-facilities/> and complete the registration requirements. In order to access all areas of an Intermountain facility, including patient care areas, the Contractor and their subcontractors must register with RepTrax/IntelliCentrics (<https://www.sec3ure.com/login>), or current Intermountain credentialing system, and complete the registration process. Please select the "free version" and complete the required registration process. Please be prepared to attest to requirements and upload required items. Where entry for Construction Work occurs within existing and operating Intermountain Healthcare facilities (e.g., hospitals, clinics, ambulatory surgical centers, administrative areas), additional requirements may apply such as: background checks, immunizations/vaccinations, Electronic documentation (electronically filled PDF form preferred) for all team members who will be onsite during construction, when required, will need to complete and email these documents to suppliermanagement@imail.org. Additional FAQ's and additional information can be found on SCO's public website at <https://intermountainhealthcare.org/supply-chain-organization/for-suppliers/>. All the above must be coordinated and documentation recorded with the Intermountain Representative noted above. Please contact the Intermountain Representative with any questions. This will be further discussed during the pre-bid and pre-construction meetings.

CONTRACTOR REQUIREMENTS

The Contractor is required to include within their proposal, costs to manage the PCRA/ICRA process, facility orientation meetings, management, cleaning and maintaining surrounding area(s) near job site where project related foot traffic, carts, and materials are transported, and to provide the following equipment for this project. This equipment includes, but is not limited to:

- 1) ICRA barrier(s)
- 2) Containment cart(s)
- 3) HEPA vacuum(s)
- 4) Negative Pressure machine(s)/ HEPA air scrubber(s)
- 5) Sticky mat(s) at construction entrance/exit
- 6) Carts with cart covers

All work performed by the contractor and subcontractors shall be in accordance with certain Intermountain policies and procedures and all applicable regulations, codes, regulatory agencies, and applicable local, State, and Federal laws including OSHA regulations. Contractor must demonstrate compliance during construction activities (e.g. Crystalline Silica – OSHA 29 CFR 1926 and subsections).

AVAILABILITY OF DOCUMENTS

The Contract Documents are planned to be available as indicated in the project schedule above. Construction documents will be released on Procore. Printed Contract Document sets will be made available only upon request. Please contact the Owner's Representative for printed sets if these are needed. The General Contractor must ensure that Bidding documents shall not be posted in plan rooms, bids submitted from plan rooms will be disqualified. The General Contractor shall transmit or allow

access to Contract Documents in a secure method to each of its invited subcontractors compliant with Intermountain General Conditions.

QUESTIONS, ADDENDA, AND SUBSTITUTION REQUESTS

All questions and substitution requests shall be submitted to the Architect by August 30 2024. The final addenda will be issued no later than prior to close of business on September 5, 2024. An addendum may be issued no later than 12 hours prior to the date for receipt of bids for the purpose of cancellation or postponement of receipt of bids. No substitution requests will be considered prior to receipt of Bids unless written requests for approval have been received by the Architect at least 7 days prior to the date for receipt of Bids.

BID SECURITY, AND LIQUIDATED DAMAGES

Bid Security or Payment and Performance bonds will not be required for this project. There will not be any Liquidated Damages imposed for this project.

PROPOSAL SUBMITTAL REQUIREMENTS

Proposals shall include the following information:

- General Contractor proposed Project Team (and Resumes upon request)
- Bid Form (See Architects Project Manual)
- Bidders shall include pricing for Alternates (per the Bid Form), and quantity of anticipated Winter Weather Delay Days
- Construction Schedule in calendar days
- Proposed List of Subcontractors and Schedule of Values within 24 hours of bid submission

- **PROJECT MANAGEMENT KEY PERSONNEL TEAM**
 - Provide resumes of key personnel team members indicating relevant and past Intermountain Healthcare project experience of those that will be assigned to manage this project. Identify the individuals, and their roles, that will lead the requested pre-construction services and the construction phase of the project. Specifically identify your key personnel team member responsible to ensure compliance with Preconstruction Risk Assessment (PCRA), Infection Control Risk Assessments (ICRA), Interim Life Safety Measures (ILSM), Above Ceiling and Hot Work requirements, Facility Access, and permitting.
 - Please indicate team member(s) who will lead, coordinate, and manage energy efficient design/LEED, Commissioning, and other services with the Architect/Design Team and Owner's vendor(s) and commissioning agent(s).
 - Describe your staffing plan and how you will provide continuity through all project phases, including the timeline/duration staff will participate on project phases. Selection of CM/GC is contingent upon proposed team members specifically called out and/or shown as placeholder to fill position/role. Substitution/Addition of any key personnel team members, after project award, will not be considered. If determined necessary, and accepted by the Owner, the CM/GC will be required to fill out a Personnel Staffing Change Request Form.
 - Provide a construction management plan beginning with the current design phase through Substantial Completion. Within this management plan, please describe potential risks associated with performing this work and how you propose to mitigate and manage these risks. Please include how Facility Access and PRCA/ICRA compliance will be managed throughout the duration of construction.

Please direct all questions in writing, to the Architect. Final questions must be received by the date and time indicated within the project schedule section of the RFP.

Submit (1) Electronic Copy (pdf format) of your response to the RFP to Alexis.Cecena@imail.org

Please note at this time, to only deliver an electronic proposal with separate fee proposal to the email listed above. Hard copies are not required.

Proposal Due Date: **September 10, 2024; 3:00 PM (MT)**

Proposals shall be submitted via Procore bearing the company name and plainly marked: **“Proposal for the Intermountain Layton Hospital Projects”** and must be received by the above due date.

Proposal responses will be evaluated on the proposed construction team, total cost, and proposed construction schedule. Selection will be value based. Bids shall be subject to acceptance by the Owner and valid for sixty (60) days from the deadline for receipt of Bids. Firms returning a Bid acknowledge that they have reviewed and agree to Intermountain’s Agreements, including Master Services Construction Agreement, General Contractor Agreement for Stipulated Sum, General Conditions, and applicable Supplementary Conditions. Contracts will be prepared by Intermountain Healthcare. The General Contractor will be responsible to meet the Owner’s insurance requirements for this project, per the contract, and will be required to provide a certificate of liability insurance listing IHC Health Services, Inc. as the certificate holder.

In order to access all areas of an Intermountain facility, including patient care areas, the General Contractor and their subs must register with RepTrax/IntelliCentrics (<https://www.sec3ure.com/login>), or current Intermountain credentialing system, and complete the registration process. Please select the “free version” and complete the required registration process. Please be prepared to attest to requirements and upload required items. Where entry for Design and Construction Work occurs within existing and operating Intermountain Healthcare facilities (e.g., hospitals, clinics, ambulatory surgical centers, administrative areas), additional requirements may apply such as: background checks, immunizations/vaccinations, COVID-19 Vaccination/Exemption, and other Intermountain dictated requirements. COVID Vaccine or Exemption attestation must be completed prior to working within existing and operating Intermountain Healthcare facilities. Electronic documentation (electronically filled PDF form preferred) for all team members who will attend onsite design meetings will need to be completed and emailed to suppliermanagement@imail.org. Additional FAQ’s and additional information can be found on SCO’s public website at <https://intermountainhealthcare.org/supply-chain-organization/for-suppliers/>.

Thank you for your continued interest in Intermountain’s facilities and the excellent work that your firm has been doing for us.

Sincerely,
Kurt Wilson
Project Manager
Intermountain Healthcare
Cell: (801) 440-7294
Email: Kurt.Wilson@imail.org

CC: Project Coordinator, System Construction Director, Project File

Enclosures: FDC_FORM.0540_Bid Form.doc
FDC.FORM.0600_Bid Form-Schedule of Values Sample.doc