



# REQUEST FOR PROPOSAL (RFP)

**Buena Vista School District  
Track & Field and Stadium  
Improvements**



# RFP Summary / Public Notice

**Owner:** Buena Vista School District (BV Schools)

**Project:** Track, Field, and Stadium Improvements

**Location:** Buena Vista School District Athletic Stadium, Buena Vista, Colorado

BV Schools is soliciting sealed proposals from qualified firms for professional design and construction-related services for improvements to the District's track, field, and associated stadium facilities. Proposals shall be submitted in two parts:

- **Part A – Track and Stadium Improvements:** Track design and resurfacing, jump and throw areas, ADA upgrades to entrances and restrooms, drainage solutions, and coordination with existing fencing and stands.
- **Part B – Field Improvements:** Evaluation and recommendation of natural grass or synthetic turf, including drainage, base systems, and lifecycle cost analysis.

Respondents may submit proposals for one or both parts. Cost savings and efficiencies associated with combined proposals shall be clearly identified.

The project will be phased to minimize disruption to seasonal play (spring track and soccer; fall football). The earliest anticipated construction start is **Summer 2026**.

BV Schools encourages proposals that identify opportunities for community partnership, including donated or discounted labor and materials, provided all work meets applicable standards and warranties.

## RFP Schedule (Tentative):

- RFP Issued: January 30, 2026
- Site Walk: February 12, 2026
- Questions Due: February 20, 2026
- Responses Issued: February 27, 2026
- Proposals Due: March 31, 2026

All questions regarding the RFP and project should be sent to Lisa Yates, Superintendent, [lyates@bvschools.org](mailto:lyates@bvschools.org).

BV Schools reserves the right to reject any or all proposals and to award the project in the best interest of the District.

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## A. Project Overview and Goals

The District intends to modernize its existing track and field complex to:

- Improve safety, performance, and durability for student-athletes and community users
- Address known drainage and accessibility challenges
- Maintain compatibility with existing fencing, stands, and stadium layout
- Enhance overall usability, aesthetics, and long-term maintenance efficiency
- Maximize opportunities for cost savings, including coordination of work phases and potential local donations of labor or materials

The earliest anticipated start of construction is **Summer 2026**.

## B. Proposal Structure

Respondents may submit **for Part A and/or Part B**. If submitting for both Part A and Part B, the proposals should be coordinated. Proposals may be awarded separately or together.

### Part A: Track and Stadium Improvements Proposal

### Part B: Field Surface Improvements Proposal

Respondents are encouraged to demonstrate cost efficiencies and scheduling benefits if both parts are awarded as a combined project.

## C. Scope of Services

### Part A: Track and Stadium Improvements

Proposals for Part A shall include, at a minimum:

#### A. Track Design and Resurfacing

- Evaluation of the existing track conditions
- Recommended track surface system(s) meeting current competition standards
- Striping, markings, and event layout compliant with applicable athletic association guidelines
- Expected lifespan, maintenance requirements, and warranty information

#### B. Jump and Throw Areas

- Recommended locations and layouts for:
  - Long jump and triple jump
  - High jump
  - Pole vault

- Shot put, discus, and other throwing events
- Safety considerations and separation from spectator and circulation areas
- Integration with existing site constraints

### **C. ADA Accessibility Improvements**

- ADA-compliant upgrades to stadium entrances and routes of travel
- ADA-compliant restroom/bathroom renovations or modifications
- Coordination with existing structures and utilities

### **D. Drainage Solutions**

- Assessment of existing drainage issues impacting the track, field, or spectator areas
- Recommended grading, subsurface drainage, or other corrective measures
- Long-term performance and maintenance considerations

### **E. Compatibility with Existing Facilities**

- Conformance to current fencing alignments and materials
- Integration with existing spectator stands and sightlines
- Minimization of demolition or rework where feasible

## **Part B: Field Surface Improvements**

Proposals for Part B shall include:

### **A. Field Surface Options**

- Evaluation and recommendation of **natural grass**, **synthetic turf**, or a hybrid solution
- Comparative analysis addressing:
  - Initial construction costs
  - Lifecycle costs and maintenance
  - Durability and seasonal availability
  - Safety and playability
  - Environmental considerations (water use, heat, drainage)

### **B. Best-Surface Recommendation**

- Clear recommendation for the most appropriate surface for BV Schools
- Rationale based on multi-sport use (soccer, football, physical education, and community use)

### **C. Drainage and Base Systems**

- Field grading and subsurface drainage solutions
- Coordination with track drainage systems, if applicable

## **D. Combined Proposal and Cost Savings**

Respondents submitting both Part A and Part B shall:

- Identify any **cost savings**, efficiencies, or schedule benefits from combining the work
- Describe shared mobilization, site work, base preparation, or material efficiencies
- Clearly distinguish combined vs. separate costs

## E. Additional Stadium Upgrade Recommendations

Respondents are encouraged to recommend additional improvements that enhance:

- **Usability** (circulation, storage, lighting, multi-use functionality)
- **Safety** (barriers, clear zones, spectator separation, emergency access)
- **Aesthetics** (landscaping, finishes, cohesive design elements)

These recommendations should be presented as **add alternates or optional enhancements** with estimated costs.

## F. Schedule and Phasing

Proposals shall include a preliminary project schedule that:

- Identifies key milestones from design through construction
- Minimizes loss of seasonal play:
  - **Spring:** Track and Soccer
  - **Fall:** Football
- Considers phased construction or off-season work
- Assumes earliest construction start of **Summer 2026**

## G. Local Contributions and Community Support

The District welcomes creative approaches that incorporate **local donations or partnerships**, including:

- Donated or discounted labor
- Donated or locally sourced materials (e.g., site work, aggregate, base material)
- Coordination strategies to ensure donated work meets project standards and schedules

Respondents should describe how such contributions could be integrated without compromising quality, safety, or warranties.

## H. Deliverables

At a minimum, proposals shall include:

- Narrative description of approach and recommendations

- Conceptual layouts or diagrams (as applicable)
- Preliminary cost estimates
- Proposed schedule and phasing plan
- Assumptions and exclusions
- Experience and qualifications of the project team

## I. Proposal Evaluation Criteria

Proposals will be evaluated using a **best value** approach consistent with Colorado school district procurement best practices. Evaluation will consider qualifications, approach, cost, and overall value to the District, not price alone.

### Scoring Rubric (100 Points Total)

Criteria	Description	Points
Project Understanding & Approach	Demonstrated understanding of BV Schools's goals, site constraints, phasing needs, and seasonal scheduling requirements	20
Technical Quality & Design Solutions	Quality, durability, safety, ADA compliance, drainage solutions, and compatibility with existing fencing and stands	20
Experience & Qualifications	Relevant experience with K–12 or public athletic facilities, track and field projects, and similar scope in Colorado or comparable jurisdictions	15
Cost & Value	Overall cost competitiveness, lifecycle cost considerations, clarity of pricing, and identified efficiencies	15
Combined Proposal Efficiencies	Demonstrated cost savings, schedule efficiencies, or risk reduction if Parts A and B are awarded together	10
Schedule & Phasing	Ability to minimize loss of seasonal play and provide realistic, well-sequenced timelines beginning Summer 2026	10
Community Partnerships & Local Contributions	Thoughtful integration of donated or discounted labor/materials while maintaining quality, warranties, and compliance	5
Optional Enhancements	Value and feasibility of recommended add alternates for usability, safety, or aesthetics	5

**Total Possible Points: 100**

The District may, at its discretion, invite one or more respondents to interviews or request best-and-final offers as part of the evaluation process.

## J. RFP Schedule

The anticipated schedule for this RFP is as follows (subject to change):

- **RFP Issued:** [Insert Date]
- **Optional Site Walk:** [Insert Date and Time]
- **Deadline for Written Questions:** [Insert Date]. Questions sent to Lisa Yates, [lyates@bvschools.org](mailto:lyates@bvschools.org)
- **Responses to Questions Issued:** [Insert Date]
- **Proposals Due:** [Insert Date and Time]
- **Interviews (if required):** [Insert Date Range]
- **District Approval / Award:** [Insert Date]

## K. Submission Instructions

- Proposals shall be submitted electronically in PDF format to [lyates@bvschools.org](mailto:lyates@bvschools.org) by March 31, 2026
- Clearly label submissions as:
  - “BV Schools Track & Field Improvements – Part A”
  - “BV Schools Track & Field Improvements – Part B”
- Combined proposals shall clearly identify both parts

## L. Colorado Procurement a Compliance

This RFP is issued in accordance with applicable provisions of Colorado law and recognized school district procurement best practices.

This solicitation is intended to support a **competitive, transparent, and fair procurement process** consistent with the District’s purchasing policies. Where not expressly governed by statute, BV Schools will follow its adopted district policies and administrative regulations.

By submitting a proposal, the respondent certifies that it:

- Is authorized to do business in the State of Colorado
- Is not disqualified from contracting with any Colorado public entity
- Will comply with all applicable federal, state, and local laws and regulations
- Will comply with Colorado nondiscrimination and equal opportunity requirements
- Will comply with C.R.S. § 8-17.5-101 et seq. regarding employment eligibility verification



## M. Public Entity Rights, Conflict of Interest, and BV Schools Policy Compliance

This procurement shall be governed by the policies and administrative regulations of Buena Vista School District, including but not limited to the District's purchasing, contracting, ethics, and conflict-of-interest policies (Policy DJ/DJE, DJB, and related regulations).

Respondents, their officers, and employees shall disclose any **actual or potential conflicts of interest**, including financial interests or relationships that could reasonably be perceived to influence the procurement or performance of the work. BV Schools reserves the right to disqualify any proposal where a conflict of interest is identified and not satisfactorily mitigated.

No gifts, gratuities, favors, meals, or items of monetary value shall be offered to any District employee, officer, or Board member in connection with this RFP, consistent with District policy and Colorado law.

BV Schools reserves the right, in the best interest of the District and in accordance with Board policy and Colorado law, to:

- Reject any or all proposals, in whole or in part
- Waive informalities and minor irregularities
- Request clarifications, additional information, or interviews
- Negotiate with one or more respondents
- Award Parts A and B separately or as a combined contract
- Cancel this RFP at any time

No proposal shall be deemed accepted and no work shall commence until a written contract is approved by the BV Schools Board of Education and fully executed by the District.