

# PAGOSA SPRINGS MEDICAL CENTER

## REQUEST FOR PROPOSALS

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### EMERGENCY DEPARTMENT LOBBY, REGISTRATION AND NURSE STATION REMODEL

#### SUMMARY OVERVIEW

Pagosa Springs Medical Center (PSMC) seeks to retain a design/build team experienced in healthcare construction to complete a renovation of the Emergency Department (ED) accesses, lobby, registration and nurse station). The successful team will be skilled in administration, organization, oversight, and coordination of healthcare projects. The team must demonstrate experience and qualifications to manage the technical and operational complexity of an ED remodel while minimizing disruption to ongoing clinical services.

Pagosa Springs Medical Center operates the only hospital and EMS service in Archuleta County. In addition to inpatient services, PSMC provides primary and specialty outpatient care and operates a Medical Wellness Building for physical therapy, pain management, and wellness.

#### GENERAL INFORMATION

Project Name: Emergency Department Remodel

PSMC Points of Contact:

David Ball, Director of IT, Facilities, Security, and Life Safety  
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Ann Bruzzese, CAO

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Chelle Keplinger, CFO

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#### Summary Description of the Project:

This project includes upgrades to safety infrastructure, staff workspace efficiency, and facility functionality within the Emergency Department. Work must be coordinated to minimize impact on ongoing patient care operations.

#### Scope of Design and Renovation:

Design and prepare construction documents for the scope below. Plans must account for design, engineering, electrical, mechanical, plumbing, access control, and communications systems.

- Safety and Security Enhancements:

- Replace interior sliding doors at the ambulance entrance with bullet-resistant glass (include supporting infrastructure as needed).
- Replace lobby and registration glass with bullet-proof or bullet-resistant glass (prefer a quote for both so Owner can chose); reinforce walls to be bullet-resistant.
- Replace the ER entrance door from the lobby with a bullet-resistant unit and reinforce the surrounding wall.
- Install lock-out capability at ER registration.
- Install card access readers at key ER access doors integrated with PSMC's access control system.
- Install security camera for the back parking lot.
- Install monitors in the ED for viewing security camera feeds.
- Install intercom system between registration and the lobby, and from exterior entrance to registration.
- Acquire (see PSMC quote for the same) and install nurse call system that will serve all of the ED and Inpatient areas.
- Interior Renovation and Efficiency Upgrades:
  - Replace all existing workstation countertops with wipeable, non-porous surfaces.
  - Update existing workstations to accommodate computers and install cabinetry for storage.
  - Add a third workstation as part of a reconfiguration of the nurses' station.
  - Replace flooring in the ED nurses' station.
  - Perform drywall repairs and apply paint as needed.
  - Install required electrical service and outlets for all upgraded and new workstations.
  - Include allowance for design layout work related to workstations, cabinetry, and workflow.

#### **Items Excluded from this Scope:**

The following are being addressed under other PSMC efforts and are not part of this RFP scope:

- Corner mirrors (requested via PSMC Facilities).
- Wand metal detectors (separate project managed by David Ball).

#### **Type:**

PSMC prefers an Integrated Delivery Method Design/Build with a Guaranteed Maximum Price (GMP) and appropriate warranty period.

#### **Attachments:**

- Nurse call system quote

#### **SCHEDULE**

RFP Issue Date: Tues. April 22, 2025

PSMC issuance of a video of the space and needs: Tues. May 6, 2025  
Date email questions are due: Thurs. May 21, 2025  
Date answers issued by PSMC: Tues May 27, 2025  
Addenda, if any, to RFP issued: Tues. May 27, 2025  
RFP Response Due Date: Tues. June 3, 2025  
Selection Announced: By Fri. June 6, 2025

### **ANTICIPATED TIMING OF THE PROJECT:**

Renovation will occur in an active Emergency Department. Project phasing or alternate hour work may be necessary to avoid service disruption. Project timeline must accommodate critical hospital operations and emergency readiness.

TBD in negotiation with contractor between Nov. 2025 and February 2026

### **MINIMUM QUALIFICATIONS**

- Demonstrated healthcare renovation experience in Colorado within the last four years.
- Ability to provide design/build services and manage technical, phased projects.
- Bonding capacity up to \$1,000,000.
- Knowledge of healthcare facility regulations and codes.

### **SUBMITTAL BID DOCUMENTS**

#### **SPECIFIC SUBMITTAL REQUIREMENTS:**

- Company qualifications and team structure.
- Management team qualifications, including superintendent and key staff roles.
- Three (3) relevant project summaries including:
  - Project name and scope
  - Cost and any change orders
  - Subcontractors used
  - Schedule performance
  - Client references
- Statement on managing project satisfaction.
- Statement on compliance with industry standards and codes.
- Itemized cost proposal.
- Contact information for at least three relevant references.

### **GENERAL INFORMATION**

Submit one PDF with all required submittal documents.

Late submittals shall not be evaluated.

Email submissions must be sent to both points of contact.

All submittals become the property of PSMC and will not be returned.

Restrictions on proprietary information must be specific—blanket confidentiality statements will not be honored.

PSMC reserves the right to reject any or all proposals and is not liable for costs related to submission preparation or contract negotiation.