

Allegany College of Maryland

Request for Proposals

BPM 057297

Physical Education Building: Design/Build Services for Pool Conversion into Fitness Center

LOCATION:

Allegany College of Maryland, Cumberland Campus
12401 Willowbrook Road
Cumberland, MD 21502

PROJECT BACKGROUND:

Allegany College of Maryland is seeking proposals from qualified contractor/design teams to complete a design/build project to convert our approximately 6,180 square foot indoor, in-ground pool and surrounding space in our Physical Education Building into a new fitness center. As part of this project, the winning bidder will provide all drawings, specifications, and construction services for the project. This will be a “turn-key” project, in which the winning bidder will take the project from design through the completion of construction.

Project will consist of engineering, design, and construction that will transform the current pool area into a spacious new fitness center for students, faculty, staff, and the community to enjoy as a year-round health and wellness space. The selected design/build team will work with stakeholders at the College in the early design phase in order to determine a clear direction for the project moving forward.

Components of the project include, but are not limited to:

- Development of Project Specifications
- Filling of pool with crushed stone
- Removal of aged HVAC Equipment and Controls and replacement/installation of new system that better serves the space
- Significant MEP work
- Concrete work
- Drywall
- Contractor shall be responsible for all construction debris removal and lawful disposal generated by the work. Contractor shall maintain the site in a clean and safe condition throughout the project and provide final cleanup prior to turnover. Costs for dumpsters, hauling, disposal fees, and related labor shall be included in the proposal

Prospective bidders should direct questions about the specifications and requests for site visits to:
Adam Phipps, Director of Physical Plant 301-784-5262 aphipps@allegany.edu

SCOPE OF WORK:

- The Members of the design/build team will be required to meet with college representatives on June 24th, 2026 to develop a further understanding of the proposed project, the layout of the project site, as well as the preferred timetable for the project.
- Contractor will present a detailed breakdown of the project.
- Contractor will be required to meet and adhere to all General Conditions, which will be a part of the final contract.
- The College will require a performance bond and payment bond, each in the amount of the full contract price, with a corporate surety approved by the Owner, shall become part of the final contract.
- A contract price for construction that exceeds (\$250,000) two hundred fifty thousand dollars, shall require the successful bidder and any subcontractor to pay not less than the current Maryland DLLR prevailing wages.
- **Winning bidder will be responsible for the full design and construction of the project.**
- Winning bidder will design and construct the project in accordance with all applicable regulations and code requirements. Bidder will be responsible for obtaining permits and coordinating all associated inspections, including but not limited to, electrical, plumbing, structural, and fire marshal inspections.
- Winning bidder is responsible for the overall coordination of the project and completing the project in accordance with the schedule.
- Winning bidder will provide all as-built drawings, renderings, or maps of the site or building areas in an appropriate size and scale for archival purposes at the completion of the project This shall include two hard copies and one digital copy.

PROJECT SCHEDULE:

The work for this RFP would be completed in the following proposed fashion: Interested bidders should submit a preliminary schedule either based on the list of milestones provided below, or with an alternate proposed list.

- Completion of Design Development Documents: Preliminary design of space should be submitted as part of the initial bid. The College will meet with and discuss routinely with the chosen team, it's wants, needs, and visions for the space.
- Submission of 100% Draft Construction Documents
- Submission of 100% Complete Construction Documents
- Stamped and Signed Construction Documents:
- Construction Begins
- Submission of As-Built Drawings

The Owner will receive 2 physical copies of design/construction documents and drawings during each phase for its use during and after the project.

As-Builts and O&M manuals will be submitted to the College in a digital format.

COMPENSATION

Compensation will be made in the form of monthly payments based upon the percentage completion of the schedule of values submitted by the contractor. Five percent (5%) of each monthly invoice will be retained until project is completed and final approvals have been made.

ADDITIONAL INFORMATION:

Bidder Questions:

Questions should be submitted by e-mail to: aphipps@allegany.edu

Adam Phipps, Director of Physical Plant

Pre-Bid Meeting: A mandatory pre-bid meeting will be held on June 24th, 2026 10:00 a.m. in the Physical Education Building, in the Swimming Pool room.

The deadline for the submission of questions will be **July 8th, 2026 @ 4:00 p.m. EST**

Sealed bids in duplicate should be delivered to:

Allegany College of Maryland

Attn: Sherry Buffenmyer – Director of Fiscal Affairs

Physical Education Building: Pool Conversion into Fitness Center Project

College Center – Room 166/67

12401 Willowbrook Road

Cumberland, MD 21502

All proposals must be received by **5th day, August 2026 by 2:00 PM.**

Miscellaneous Information:

1. All costs of bid preparation shall be borne by prospective vendors.
2. All submitted bids will become the property of Allegany College of Maryland and can be revealed to outside consultants and State and Federal agencies.
3. Vendors are to provide ACM with a list of 3 references for other jobs done on similar projects.
4. **ACM will require a performance and payment bond for this project.**
5. **Prevailing wages must be used on bids at or above two hundred-fifty thousand dollars (\$250,000).**
6. **ACM anticipates that proposals for this project will generally fall within the range of \$325,000 to \$500,000. However, respondents are encouraged to submit pricing that they believe appropriately reflects the scope and requirements of the work, including proposals that may exceed this estimated range.**

*Bid Proposals should include the following:

- Project Cost
- Preliminary Project Proposal
- Proposed Scope of Work
- Start Date
- Projected Tasks + Description of Weekly Tasks
- Estimated Substantial Completion Date
- Preliminary Project Schedule
- Names and descriptions of all firms and their project managers that will be involved with the project.
- List past experiences on design/build projects
- List the **percentage of projects in the past 3 years that have been within budget.**
- List past experiences of projects the team has completed together (design/build, design/bid/build, subcontractors, etc.)

Bid Selection

Vendors submitting bids will be ranked according to price, project experience and general exclusions provided.

The contractor that is judged to be the best qualified to create an outstanding product and to provide the greatest value will be selected. The College reserves the right to request additional information and to make any additional investigations relating to the qualifications of an applicant.

Throughout the selection process, safeguards will be in place to ensure impartiality and objectivity. To protect the integrity of the process, deliberations will be confidential, although the selection results are a matter of public record. Allegany College of Maryland will not discriminate against any firm or individual on the grounds of race, creed, sex, age, handicap or national origin in the contract award. The College reserves the right to waive minor irregularities and omissions in the information contained in a submission.

Award of the bid will be at a later date after an analysis of all proposals. Allegany College of Maryland reserves the right to reject any or all proposals and request other proposals. Allegany College of Maryland reserves the right to accept any proposal it feels is in the best interest of the college.

Allegany College Maryland

BASE BID – Converting Pool to Fitness Center

Due August 5th, 2026 in College Center: Room CC-167

Base Bid - Scope of Work:

- Design/Development Documents including specifications
- Construction Documents
- Filling of pool with crushed stone
- Removal of aged HVAC Equipment and Controls and installation of new system that better serves the space
- Significant MEP work
- Concrete work
- Drywall
- For more details please refence the project background, scope of work, and project schedule sections of the RFP.

State the amount in US dollars to complete the job which includes design, demolition, construction, and equipment installation.

\$ _____

State the estimated date of substantial completion.

_____ of _____, _____
(Day) (Month) (Year)

Total number of expected days to complete the project _____

Submitted by: _____ Title: _____ Date: _____

Allegany College Maryland

**ADD ALT 1 – Converting Wellness Center into Office for
Athletic Trainer**

Due August 5th, 2026 in College Center: Room CC-167

Description: The College’s Athletic Trainer’s Training Room, currently Housed in Room 159, will move to Room 134, the existing weight room, which will have been vacated due to the completion of the base-bid of the project. This alternate aims to 1) give the athletic trainers a more appropriate level of space in which to complete their work. And 2) to increase usable office space of the building by opening up offices in other parts of the building as the athletic trainers and their equipment move into the newly vacated area. In order for the athletic trainers to be able to complete their work there will need to be water brought into Room 134. This is to allow the function of the whirlpool ice baths and other such equipment. Finally, the room vacated by the Athletic Trainer will be converted into a Staff offices. We request that interested design-build teams provide a Guaranteed Maximum price to complete the work described.

Allegany College of Maryland reserves the right to either accept or reject this Add Alternate price.

Base Bid - Scope of Work:

- Tie in to locker room plumbing on opposite side of CMU Wall to allow for full functionality of the trainers’ equipment.
- Painting walls
- Masonry Work

State the amount in US dollars to complete the job which include plumbing, masonry work, and painting.

\$ _____

Submitted by: _____ Title: _____ Date: _____

Allegany College Maryland

ADD ALT 2 – Converting Multi-Purpose Room into Athletic Director Suite

Due August 5th, 2026 in College Center: Room CC-167

Description: The Athletic Director’s Suite, currently Housed in Rooms 164 and 166, will move to Room 132, the current location of a multi-purpose room. Room 132, will be divided up into four (4) rooms to house our Athletic Director, Administrative Assistant, a conference room, and a bathroom. This will require new walls, floors, and in the bathroom for tile to be put down and water run to it for a shower, sink, and toilet. We request that interested design-build teams provide a Guaranteed Maximum price to complete the work described.

Allegany College of Maryland reserves the right to either accept or reject this Add Alternate price.

Base Bid - Scope of Work:

- Tie in to locker room plumbing on opposite side of CMU Wall to allow for functionality of a bathroom with a sink, shower, and toilet
- Painting walls
- Masonry Work
- Drywall Work
- MEP Work
- Tile Work in bathroom area

State the amount in US dollars to complete the job which include the creation of new offices.

\$ _____

Submitted by: _____ Title: _____ Date: _____