



Physical Therapy, Wellness, and Rehabilitation Facility License Agreement

REQUEST FOR PROPOSALS

Mountain Recreation
PO BOX 375
Gypsum, CO 81637

Issue Date: June 15, 2022

Due Date: July 15, 2022, 2:00 PM

1.0 Request for Proposal

Mountain Recreation (District) is requesting proposals from qualified applicants to lease physical therapy (PT) space in the Gypsum Recreation Center, owned by the Town of Gypsum (Town) and operated by Mountain Recreation. Proposals shall describe how the bidder will operate an efficient, effective, and educational PT service in the existing physical therapy space located within the Recreation Center. Proposals shall be submitted by licensed and qualified physical therapy persons or business entities.

2.0 Term of License

The License for the PT space in the Gypsum Recreation Center will have a five (5) year term commencing on November 1, 2022 and ending on October 31, 2027, unless sooner terminated as provided in the Lease. The License will not contain any landlord or tenant option to extend the License beyond its five (5) year term. A failure to meet the scope of work and requirements set forth in the License will be a default under the Lease.

3.0 Request for Proposals can be obtained at:

Mountain Recreation, Gypsum Recreation Center
52 Lundgren Blvd.
Gypsum, Colorado 81637
(970) 777-8888

All questions must be submitted in writing to the District by 5:00 PM on July 1, 2022. Questions shall be sent by email to Janet Bartnik: jbartnik@mountainrec.org

4.0 Objectives

Mountain Recreation is committed to offering quality physical therapy services from its dedicated physical therapy room located in the Gypsum Recreation Center. Mountain Recreation, in partnership with the Town of Gypsum, actively supports recreation within the District and the Town and wants to provide the best available options for citizens' health and wellness. The physical therapy space provides an opportunity for a physical therapy contractor to operate a successful business while serving the Gypsum community by working cooperatively with Mountain Recreation and the Town of Gypsum to improve the treatment, health, and fitness of its citizens.

All proposals should include the bidder's qualifications and business history, a proposed annual license fee, proof of the financial ability to comply with lease requirements, an organizational outline showing the various roles in operating the business, and any value-added services to the community the firm may provide.

5.0 Scope of Work

Physical Therapy services shall be performed in the leased space during all weekdays for a minimum of 8 AM to 6 PM each day, commencing on November 1, 2022.

6.0 Lease

The successful bidder will need to enter into a License Agreement with Mountain Recreation and the Town for the PT space in the Gypsum Recreation Center. The License Agreement will be based on Mountain Recreation's standard license agreement for commercial space in Town-owned property managed and operated by Mountain Recreation. The License Agreement will cover topics customarily addressed in a commercial lease, including, but not limited to:

- Term of License Agreement
- License Fee
- Description of Licensed Premises
- Tenant's allowed use of the Licensed Premises and standards
- Tenant's obligation to pay real property taxes if assessed
- Maintenance and Janitorial Duties
- Alterations to the Licensed Premises
- Prohibition against assignment and subletting
- Compliance with laws
- Insurance
- Indemnification
- Complaint resolution
- Default and License Agreement termination
- Landlord's Rules

END OF PROPOSAL SOLICITATION

Attachment 1 – Proposal Instructions

Project: Gypsum Recreation Center Physical Therapy, Wellness and Rehabilitation Facility

This section contains instructions on how to complete this proposal, actions that may subject the bid to disqualification, and forms on which to submit the proposal. The proposal shall include all of the following forms, which must be executed in full, with the submissions – failure to do so may disqualify the proposal.

1. Instructions
2. Statement of qualifications
3. Attachments
4. Bidder's Declaration and Understanding

Proposal Instructions

RFP Purpose

To obtain proposals from licensed and qualified contractors for physical therapy, wellness and rehabilitation services located in the physical therapy room of the Gypsum Recreation Center, operated by Mountain Recreation and owned by the Town of Gypsum.

Submittal Requirements

Sealed proposals for the Gypsum physical therapy, wellness and rehabilitation services RFP will be received by the Operator, Mountain Recreation, at the Gypsum Recreation Center front desk, 52 Lundgren Blvd., until 2:00 PM, July 15, 2022.

Proposal Forms

The proposal shall be submitted on the forms provided by Mountain Recreation in the RFP and shall be sealed and delivered to the Gypsum Recreation Center front desk:

Mountain Recreation
52 Lundgren Blvd.,
Gypsum, Colorado 81637
970-777-8888

no later than 2:00 PM on July 15, 2022. Additional information may be provided by the Bidder to support their proposal.

The Bidder shall clearly state their proposed initial monthly license fee for each month during the first lease year, together with a proposed annual license fee escalator for license fees due for the second and subsequent lease years. Mountain Recreation reserves the right to correct any arithmetic errors. The total area to be licensed consists of approximately 900 square feet in the main lobby of the Gypsum Recreation Center, directly across from the front desk. The winning bid will be selected upon its competitiveness or alignment with current market lease-rates in Mountain Recreation's sole discretion. Comparables for Gypsum-area commercial rents have been determined to fall in the \$12-\$15 per square foot range. It shall be the responsibility of the Bidder to verify the completeness of the proposal and other documents. Mountain Recreation shall not be held responsible for any omissions unless such omissions have been called to the attention of Mountain Recreation prior to the submission deadline of bids.

Withdrawal or Modifications of Proposal

Proposals may be withdrawn at any time prior to the Proposal Due Date and Time, provided notification is received in writing. Proposals cannot be changed or withdrawn after the Proposal Due Date and Time has passed. Modifications of a proposal already received will be considered only if the request is received prior to the Proposal Due Date and Time. All modifications must be made in writing, executed and submitted in the same form and manner as the original proposal.

Rejection of Proposals

The District reserves the right to reject any or all proposals, to waive minor informalities or irregularities contained in any proposal, and to accept any proposal deemed to be in the best interest of the District with the Town of Gypsum's consent. The District also reserves the right to negotiate with all qualified sources or to cancel all or part of the RFP.

Equal Opportunity

Mountain Recreation is committed to ensuring that all firms have an equal opportunity to participate in District bids, proposals, and contracts. The District does not discriminate against any person based on race, color, creed, gender, sexual orientation, religion, national origin, disability, or other category protected by law.

Limitations and Award

This RFP does not commit Mountain Recreation to award a License Agreement for the PT space in the Gypsum Recreation Center, nor to pay any costs incurred in the preparation and submission of proposals in anticipation of a License Agreement. Initial evaluation will be based upon the qualifications of the applicant. The District reserves the right to not interview, and to make the final License Agreement based upon the qualification statements and cost estimate.

After a winning bid is selected, Mountain Recreation will negotiate a License Agreement with the bidder. If negotiations cannot be successfully completed with the bid winner, negotiations will be formally terminated and will be initiated with the second most qualified bidder and, likewise, with the remaining firms.

Statement of Qualifications

Company Information

Name of Company	
Email	
Street Address	
City, State, Zip	
Mailing Address	
City, State, Zip	
Contact Person	
Phone	
Local Website	

Identification Information

Employment Security Number	
Federal Tax ID Number	
Town of Gypsum Business License Number	

Answers to the following questions may be provided on a separate word document:

Provide the names and addresses of the corporation officers, members, partners or principles.

Name/Title	Address

Number of years the company has been doing business under the present name:

Bank References:

Name	Address	Contact	Phone

Have you changed your Insurance within the last 3 years? ☐ Yes ☐ No If yes, please explain:

Insurance Company who will provide liability insurance for the Lease:

Name	Address	Contact	Phone

Has your company ever been served with a lawsuit and/or had a judgement and/or lien upon any public or governmental entity? ☐ Yes ☐ No If yes, please explain:

Please provide the disposition of the case (s):

Proposed License Agreement amount and terms for a five-year License Agreement beginning on November 1, 2022 with an annual escalator:

Please attach the following documents (max two pages per document):

- Organizational outline showing the various positions within the organization with a brief job description of each role.
- Proposed value-added services that bidder may provide to the citizens of the Town of Gypsum.
- Outline of the bidder's business history and qualifications.
- Financial verification of ability to pay rent (license fee) to the Town pursuant to the License Agreement.

The information contained within this Statement of Qualifications and required attachments is true and accurate to the best of my knowledge.

Name of Bidder

Date

Signature

Title

Bidder's Declaration and Understanding

If the undersigned is notified for the acceptance of this proposal within sixty (60) calendar days of the time set for the closing of Request for Proposal, the undersigned agrees to execute an acceptable License Agreement for the PT space in the Gypsum Recreation Center in accordance with the requirements and specifications of this RFP.

Name of Bidder

Date

Signature

Title

IN WITNESS WHEREOF, the undersigned corporation has caused this instrument to be executed and its seal affixed by its duly authorized officers this _____ day of _____, 20_____.

Attest:

Name of Corporation

WITNESS

Signature of Corporate Officer

Title

STATE OF COLORADO)

) ss.

COUNTY OF _____)

Subscribed and sworn to before me this ____ day of _____, 2022 by

_____, as _____ of

_____.

WITNESS my hand and official seal.

My commission expires: _____

Notary Public

Attachment 2 – License Agreement Documents

Project: Physical Therapy, Wellness and Rehabilitation Facility License Agreement

This section contains documents in support of this RFP.

1. Exhibit A – Architectural drawing of physical therapy room, noted as “GAME ROOM.”

Exhibit A

