



# REQUEST FOR QUALIFICATIONS (RFQ)

for

## CONSULTANT SERVICES – DEVELOPMENT OF A COMPREHENSIVE RECREATIONAL SERVICES MASTER PLAN

### SUBMITTAL DEADLINE

12:00pm on Friday, **October 10<sup>th</sup>, 2025**

**Any questions regarding this Request for Proposal shall be submitted to Ture Nycum,  
Executive Director via email at [TNycum@MountainRec.org](mailto:TNycum@MountainRec.org)**

**Mountain Recreation Metropolitan District  
NOTICE**

Qualifications in accordance with the details set forth below, and hourly rate quote (via E-Mail) will be received by Ture Nycum, Executive Director, Mountain Recreation Metropolitan District, 52 Lundgren Blvd, PO Box 375, Gypsum, Colorado, 81637 (TNycum@mountainrec.org), **until 12:00 pm on September 26, 2025**, for Professional Consultation Services to coordinate and assist in the development of a Comprehensive Master Plan for Recreational Services for Mountain Recreation Metropolitan District.

**TENTATIVE SELECTION SCHEDULE**

- |   |                    |
|---|--------------------|
| • Information Distributed               | September 8, 2025  |
| • Submittal Closing Date                | September 26, 2025 |
| • Short-listed Firm Interviews via Zoom | October 1-3, 2025  |
| • Board Consideration                   | October 15, 2025   |

Submittals and/or requests for information related to this RFQ should be directed to:

- |                   |   |
|-------------------|---|
| • Project Manager | Ture Nycum, Executive Director  |
| • E-Mail          | <a href="mailto:TNycum@mountainrec.org">TNycum@mountainrec.org</a> , <a href="mailto:SRuff@mountainrec.org">SRuff@mountainrec.org</a> ,<br><a href="mailto:AEnglehart@mountainrec.org">AEnglehart@mountainrec.org</a> |

The District reserves the right to undertake its own investigation to evaluate a candidate/candidate firm. The District shall have the sole discretion to accept or reject any submittal and to request further information or clarification from any candidate/candidate firm who submits a response. The District reserves the right to solicit or recruit any individuals or firms directly to request qualifications.

All submittals become the property of the District upon receipt and will not be returned to the candidate/candidate firm. The District operates under applicable public disclosure/open records laws of the State of Colorado. Proprietary information must be clearly identified and will be protected to the extent that such protection is legally possible under the applicable laws of the State of Colorado.

Cost of submitting the response to the RFQ, attendance at an interview, if any, or any other such costs are entirely the responsibility of the candidate/candidate firm and shall not be reimbursed in any manner by the District.

Failure to conform to directions under this RFQ may lead to the rejection of a submittal. The submittals should contain all information necessary to evaluate the qualifications of a candidate/candidate firm.

The District reserves the right to accept or reject any and/or all proposals and to waive any informalities or irregularities in said proposals. The RFQ process does not in any way bind the District to hire a candidate/candidate firm when, in the District's sole discretion, the District determines not to do so.

## **Mountain Recreation Metropolitan District Request For Qualifications**

### **Introduction**

#### **District Overview**

In 1980, the Western Eagle County Metropolitan Recreation District (now Mountain Recreation Metropolitan District) was formed as a small, grassroots organization tasked with providing the community with an outdoor pool. From that humble beginning, Mountain Recreation evolved with the changing population, beginning with seven programs to now offering well over 250 programs and from one outdoor pool to three remarkable recreation facilities and multiple outdoor sports complexes. Our story is told through the thousands of lives we have touched, young and old, and the generations of families who have grown up in our programs.

Our story is ever evolving, changing with the times and trends, but through it all our values remain the same and will continue to be the driving force of telling our story and serving the public long into the future. Mountain Recreation will elevate everyday life in the Eagle County community through a cultural commitment to proactive health service, high quality recreation facilities, and a broad palette of recreational programs and services.

#### **Mission**

Mountain Recreation provides quality recreational facilities and programs, so everyone has the opportunity to live a healthy and happy life.

#### **Vision**

Mountain Recreation is available to everyone and offers access to welcoming, clean, safe recreational facilities that promote healthy living and bring people together. Community members are invited to test their limits, try out new activities, and make new connections, whether engaging in activities just once or exploring opportunities they can enjoy for a lifetime.

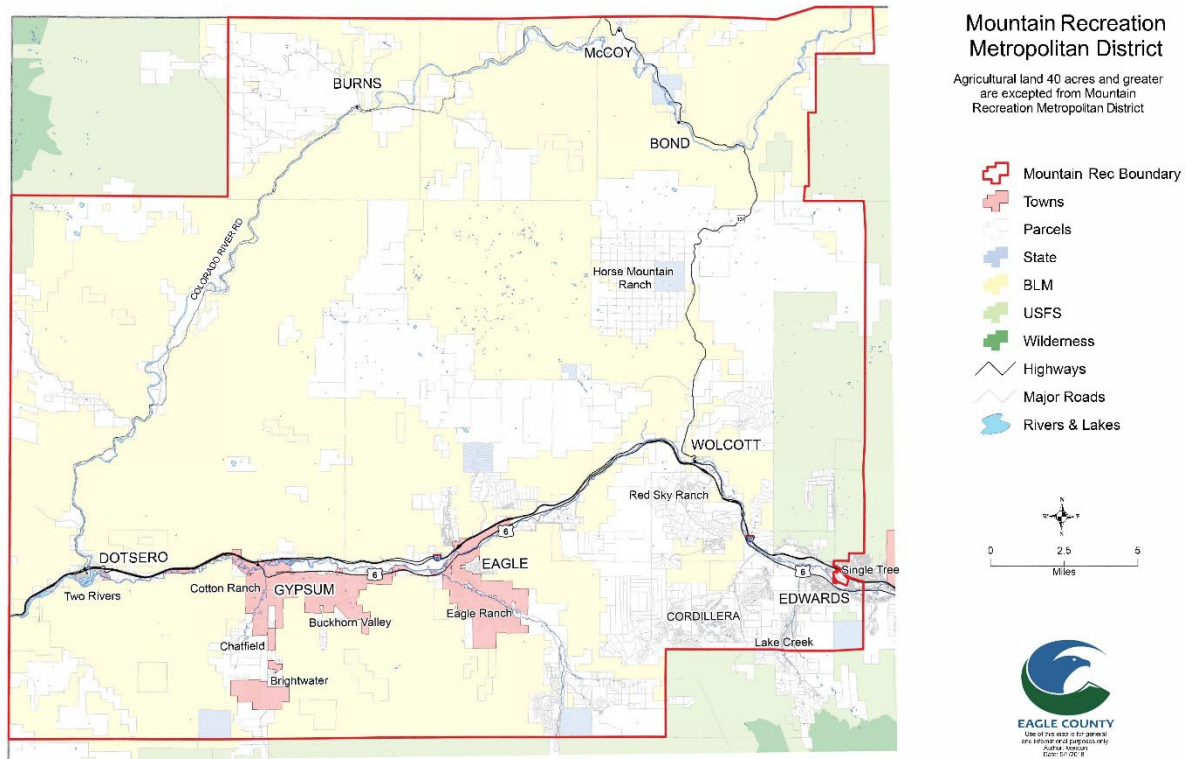
#### **Core Values**

- **Courage**: We believe that every human has the ability to trust themselves to test their limits. Courage is an essential ingredient in personal growth. It's what propels us to reach new milestones.
- **Joy**: We believe that the quest for true happiness has far more value than money, success, and achievement. Joy is healthy and is contagious!
- **Community**: We believe there is strength in bringing people together that cannot be matched individually.
- **Learning**: We believe freedom comes from lifelong learning and personal development. We are thankful to create experiences that make our community better than yesterday, where enduring goals are achieved and dreams are born.
- **Excellence**: We believe that we have been entrusted with our community's most prized possessions – their health, their families, and their tax dollars. We will always meet our community's needs in an efficient, engaging, effective, and transparent manner.

#### **Board Philosophy**

We create experiences that make our community better than yesterday, where lifelong goals are achieved, and dreams are born. We don't settle for anything less than excellence in every area of our organization. We have the courage to be honest and adapt to change. Regardless of role, these values are embedded into our organization and make us a true leader in recreation.

## Mountain Recreation District Boundaries



## Recreational Facilities

Currently, Mountain Recreation oversees the operations of the following facilities:

Edwards Field House – Opened in 2009, the Edwards Field House (“EFH”) facility is owned wholly by Mountain Recreation but the land it sits on is owned by Eagle County. This facility is currently under reconstruction to expand the court space, rearrange the trampoline and climbing wall spaces. Currently though, within the 55,000 sq ft EFH, there are:

- Multiuse turf field with boards
- Multiuse court for basketball, volleyball, and pickleball
- Gymnastics and anti-gravity center
- RecKids (day camps) room
- Rock climbing tower and bouldering wall
- Meeting / community rooms, E-Sports room, and general office space for staff
- Space for an Eagle County Sheriff’s Substation
- Rental space occupied by SOS outreach

## Freedom Park in Edwards

Built in cooperation with Eagle County, Freedom Park hosts:

- Baseball field with a synthetic turf infield
- Regulation synthetic turf multipurpose field
- Natural turf areas that can host up to 10 fields for soccer, lacrosse, etc.
- Skatepark
- Playground that was updated in 2023
- Restroom facility with a pavilion

### Eagle Pool and Ice Rink

Opened in 2003, Eagle Pool and Ice Rink ("EPIR") is co-owned by the Town of Eagle and Mountain Recreation. Facility Capital Improvements are split equally however, operational expenses are currently covered by Mountain Recreation in whole. The EPIR is home to:

- Regulation Ice Rink (hosts Vail Mountaineers, Battle Mountain High School, Vail Skate Club, and many other internally run programs)
- Eagle Outdoor Pool – Original pool was closed in 2022 due to the northernmost part of the pool sinking from unstable soils. The new pool was constructed and opened in May 2025 and has two pools, a 6-lane lap pool and a leisure pool. There are also be dual slides and deck space
- Locker rooms support the ice rink in the winter months and the outdoor pool in the summer months

### Eagle Sports Complex in Eagle

The Eagle Sports Complex ("ESC") sits on the Eagle County Fairgrounds site. The Land is owned by Eagle County and the Sports Complex is operated by Mountain Recreation. The ESC is host to:

- 2 full-size baseball/softball fields with synthetic turf infields and natural turf outfields
- 1 full-size field that is synthetic turf
- 1 multipurpose field for soccer, lacrosse, etc. but also with small backstops on either end
- Restroom and concession facility
- Workshop and storage grounds

### Gypsum Recreation Center

Gypsum Recreation Center ("GRC") is a full-service recreation center located on the Town of Gypsum's civic campus with Town Hall and the Eagle County Library. The GRC was built in 2006 with sales and use tax funds from the Town and a \$3,000,000 contribution from Mountain Recreation. It is fully owned by the Town of Gypsum. Mountain Recreation operates the GRC and shares capital improvement and operational subsidies equally with the Town. The GRC hosts:

- Natatorium with a leisure pool, lazy river, 3-lap lanes, water slide, and a hot tub/spa,
- Men's and Women's Lockers, 4 cabanas, and a steam room
- Full-court gymnasium for basketball, volleyball, and pickleball
- Gymnastics area
- 5,000 sq ft fitness area, group exercise room, spin room, and elevated indoor running track
- Meeting room and a community room
- Childcare/watch space
- Leased space for a concessionaire and Howard Head which provides physical therapy services

### Gypsum Creek Pool

The Gypsum Creek Pool was built by the developer of the Cotton Ranch sub-division; however, the Town of Gypsum purchased the pool when the golf course went into bankruptcy. While Mountain Recreation operates the pool and performs maintenance, expenses and revenues are split equally between the Town and Mountain Recreation. The pool is a standard 6-lane lap pool with changing facilities, bathrooms, and an entrance facility.

### Other Areas Managed by Mountain Recreation

- Dotsero Playground – Dotsero Playground was a KaBoom park built in 2018
- McCoy Park in Bond – McCoy Park has a gymkhana rodeo grounds, picnic area and a small playground

### **Recreational Programs**

Mountain Recreation provides a wide array of recreational programs, activities, and events for our district and larger community. Programs and activities are grouped into the following categories:

#### Sports and Athletics

Sports and Athletics lead the programming and organization of traditional youth and adult sports including but not limited to soccer, basketball, baseball, softball, volleyball, pickleball, tennis, hockey, flag football, cornhole, and various summer camps in partnership with the local school district.

#### Aquatics

Aquatics oversees the operations of the Gypsum Recreation Center and Gypsum Creek Pools. They will also oversee and operate the Eagle Outdoor Pool when it is scheduled to open in May 2025. Aquatics hires and trains all lifeguards and water safety instructors to provide a safe swimming and learning environment. Programs offered by the Aquatics team include learn-to-swim, swim team, water aerobics, and American Red Cross courses such as lifeguard training, babysitter training, and junior lifeguarding.

#### Day Camps and Active Older Adults

This department provides licensed day camp programming at all three indoor facilities with a majority of their programming taking place during the summer months and during school breaks throughout the year. Active Older Adult programs are designed for people aged 50+ and include classes and activities such as gardening and painting workshops, trivia nights, wellness workshops, and pickleball clinics.

#### Gymnastics

The gymnastics program is run out of the Gypsum Recreation Center and the Edwards Field House. Programs range from tumble tots to a competitive gymnastics team that has competed throughout Colorado and regionally including California and Texas. They also offer a wide array of summer camps from ninja/parkour to team camps in both the gymnastics and anti-gravity (high-performance trampolines) center.

#### Outdoor Recreation

Outdoor Recreation programs include day camps and overnight trips during the summer as well as Monument trips during the Spring and Fall months where elementary students from local schools are taken to the Colorado National Monument in Grand Junction for either a 3 or 4-night trip. Outdoor Recreation staff also oversee and program the climbing towers in both the Gypsum Recreation Center and Edwards Field House and offer the community belay clinics, drop-in climbing, and Tots and Top Ropes. Outdoor Recreation also manages the Outdoor Gear Library where community members can reserve and use outdoor recreation equipment. This provides the community with low-cost introductory opportunities to try out different gear and activities including snowshoeing, cross-country skiing, fly-fishing, hiking, paddle-boarding, e-bikes, and more.

#### Other Programming

To bring our community closer together and provide a form of social recreation, Mountain Recreation organizes and hosts a variety of community and special events. The community events that Mountain Recreation hosts include Fiestas Americas (a one-day, September event that celebrates the Latino community), Opening Day (a one-day, July event that celebrates our sports and athletics community and is the beginning of summer baseball), and a Volunteer Appreciation Dinner (held in April to celebrate and honor the many Mountain Recreation volunteers). There are several special events provided at our three facilities that include an Easter Celebration, Rec or Treat (Halloween), a New Years Eve Celebration, Winter Extravaganza, and several others.

Mountain Recreation also provides the opportunity for the community, other local sports organizations, and other local agencies to rent our facilities and host tournaments. Other organizations that consistently utilize Mountain Recreation facilities have included local sports clubs and organizations for basketball, hockey, volleyball, lacrosse, and soccer. Mountain Recreation has also rented facilities to host local and regional tournaments, bringing in visitors from all over the country to our community.

#### **Parks, Open Space and Trail**

Mountain Recreation was formed in 1980 to provide recreational services to the Western Eagle County community. As such, the provision of Parks, Open Space and Trail development and management does not fall within the District's purview. The provision of these community amenities have typically fallen on entities like Eagle County, the townships of Gypsum, and Eagle, and other non-profits within the area. Mountain Recreation has, however, supported the efforts of these other entities through financial support when amenities have been developed in the past. While Mountain Recreation may utilize these facilities for the

recreational programs we offer, Mountain Recreation has not taken on the overall management and maintenance of these parks, Trails and Open Space amenities. Please note the two outliers in Dotsero Playground and McCoy Park in Bond.

### **Project Purpose and Scope**

Mountain Recreation has developed several area and facility specific studies in the past; however, a comprehensive district-wide master plan has never been developed. Mountain Recreation believes that undertaking this type of planning process will benefit the District by outlining a clear plan for the delivery of current recreational services as well as plan for future growth in facilities and programs offered.

Mountain Recreation is seeking qualified Consultants with demonstrated professional competence and experience to provide services to develop a Comprehensive Recreation Master Plan. The plan will include research, public involvement, and the development of recommendations for all aspects of the Mountain Recreation recreational system that builds on previous studies, data, policies, procedures, processes, and other documentation. Through the selection process for a qualified consultant, a full and detailed scope of work will be developed and agreed upon. However, Mountain Recreation believes the following should at a minimum be included:

- A community survey / needs assessment for both facilities and programs,
- The economic and social impact of recreational service on the community,
- Recommendations for internal changes including a staffing plan, policies, and procedures,
- The identification and prioritization of potential future facilities and program offerings,
- An implementation plan with action plans for goal and objective achievements,
- Budget support / funding mechanisms for the short-term to long-term maintenance and growth.

Based on the feedback / input and the community priorities within the Master Plan, the District may engage in the development of a feasibility study for the development of future recreational facilities. There has been expressed community interest and discussion for the development of additional recreational facilities and programs, including, fitness and wellness offerings, an additional sheet of ice for hockey and skating programs, expanded court sport offerings like pickleball and tennis, as well as additional aquatic opportunities. We would anticipate the natural progression would be that the selected consultant would provide services for the development of a feasibility study on a high priority project, if warranted.

The project contact will be Ture Nycum, Executive Director, at [TNycum@MountainRec.org](mailto:TNycum@MountainRec.org)

### **Submittal Requirements**

Qualified firms should submit their complete submittal in PDF format by email to:

Ture Nycum, Executive Director  
**EMAIL: [TNycum@MountainRec.org](mailto:TNycum@MountainRec.org)**  
Mountain Recreation  
52 Lundgren Blvd  
PO Box 375  
Gypsum, Colorado 81637

Hard copies of qualifications may be submitted via FedEx, UPS, or personal drop off at the Gypsum Rec Center located at 52 Lundgren Blvd, Gypsum, CO, by the same bid deadline listed above and should be clearly addressed to Ture Nycum, Executive Director, and include "Response to RFQ" on the envelope. Emailed digital copies are preferred.

### **Proposals should include the following items:**

#### **Company Profile**

Provide a one-page description of your company and experience, complete with office location, years in business, owner information, primary contact information and company size.

#### Similar Projects

Provide three similar projects completed in the last 5 years, with project description, budget, location and client.

#### Staff Resumes

Provide resumes of proposed staffing.

#### References

Provide three references with complete contact information.

#### **Special Provisions**

##### Late Qualifications

A late proposal is one received after the 12:00 p.m. local time, at the time and delivery address as stated. Proposals received after the deadline date and time will be returned unopened. It shall be the responsibility of those submitting a proposal to assure themselves that their proposal has been timely received by the District.

##### Waiver of Informalities

The District may, at its election in its sole discretion, waive any minor informalities or irregularities in proposals received or reject any or all proposals for any reason it deems appropriate.

#### **Criteria for Selection**

The selected firm will demonstrate a history of successful projects that reflect accurate budget tracking, proper management of the process and active monitoring of the project schedule. Each submittal will be evaluated, and a selection will be made based on the following criteria:

- Experience maintaining cost controls;
- Experience maintaining schedule;
- Experience in managing the process, the team & client expectations;
- Established processes for information management;
- History of effective communications with all stake holders & trade partners;
- Qualifications of assigned staff;
- Cost of service;
- Evidence of ability to serve Mountain Rec as a priority customer;
- Any other factor deemed relevant by the District in its sole discretion.

Requests for Information (RFI's) or other specific questions should be sent in writing to Ture Nycum at: [TNycum@MountainRec.org](mailto:TNycum@MountainRec.org).