

January 22, 2026

Request For Proposals For OWNER'S REPRESENTATIVE / DESIGN / CONSTRUCTION

The Montezuma County Hospital District (MCHD) is the Owner of the Southwest Memorial Hospital located in Cortez, Colorado. Southwest Memorial Hospital (Hospital) is operated by Southwest Health System, Inc. (SHS) under a Lease Agreement with MCHD. MCHD is requesting proposals for an Owner's Representative (OR) for MCHD's 2026-2028 Community Microgrid Project (Phase 1), the "Project", will provide battery energy storage, peak hour energy usage, and resilience to power outages for the Hospital. Services to be provided by the OR include project design, general oversight of the installation of the batteries, coordination with moving and replacing the equipment that is in the battery installation location, and coordinating with SHS to ensure the battery installation project run smoothly to minimize interference with daily hospital functions. The project description, scope of services, and proposal requirements are as follows:

Project Description

- To complete drawings, schematic design and plan development as well as construction for the grant-approved phase one project of installing a battery system with microgrid controller on the facility property which will initially be used during peak electricity cost times and at all other times to help decrease the cost of electricity, as well as providing emergency power for the Hospital. This project will require installation of the batteries and all other associated equipment and ensuring the battery system is functionally installed, designed with preliminary planning and preparation for full photo array energy system as phase 2 when secondary funding can be procured. The entire project will be completed with proper coordination and communication with SHS. The project shall be completed in a manner that minimizes interference with and interruptions of daily hospital functions.

MCHD anticipates that \$3,281,250 grant funding will be available to MCHD for this project. The funds anticipated will come from various sources, including State and Federal grants. Any contract between MCHD and an OR will be contingent on MCHD securing all expected third-party funding. Design, identification of system installers and installation are expected to take 9-15 months, and as budgets for this scope of work are developed, additional work may be added, for which the OR will be responsible.

Bonds/Insurance

The OR shall be properly bonded and carry sufficient liability insurance which includes coverage for all aspects of OR's scope including design work and the construction phase that identifies MCHD and SHS as additional insured parties. The OR shall submit a current Certificate of Insurance evidencing the OR's coverage levels with the proposal.

Scope of Services

In general terms, the scope of services to be provided by the OR includes, but are not limited to the following:

- Upon being retained by MCHD, the OR shall work with the Capital Infrastructure Committee (members of MCHD Board and SHS agents) to coordinate the most efficient timeline and dates to reduce interference of daily hospital functions, finalize design specifics, and identify partners/sub-contractors to conduct the MCHD Community Microgrid Project installation.
- During the Project, the OR shall ensure installation of the batteries is completed in a proper manner which ensures the long-term performance of the battery and energy storage system and to ensure the batteries are installed in a manner to maximize enforcement of all relevant warranties. The OR will coordinate with SHS staff to develop a harmonious relationship between the daily hospital functions and the MCHD Community Microgrid Project installation.
- OR shall oversee the proper removal of any equipment deemed necessary and the installation of all batteries and related energy storage equipment.
- The OR shall attend MCHD Board meetings as requested and keep the Board apprised of project status.
- The OR shall manage the project in a manner to achieve a timely completion.
- The OR shall scrutinize all project payment requests of the sub-contractors to ensure the project is being completed according to the project budget. MCHD and SHS agents will also scrutinize all pay requests of the OR and subcontractors.
- The OR shall assist an appointed MCHD agent in cost reporting to comply with all third-party funding and reimbursements associated with the project.
- OR shall also be obligated to design the MCHD Community Microgrid Project and said design work shall comply with the highest industry standards and all relevant State and Local Laws.

Proposal Requirements

Please provide the following:

- Company description including history.
- Organizational chart and resumes' for proposed team members. Previous experience working in operating hospital facilities is critical. Proposals must include the resumes of all team members expected to work on behalf of OR in the design aspect of OR's role as well as the resume for all team members within OR's company that will be providing oversight of the construction and installation of the MCHD Community Microgrid Project.
- A description of the attributes, processes and experience that differentiates you from other firms.
- Listing of arbitration and litigation your firm has been involved in over the past five years.
- Certificate of Insurance declaration page.
- Must provide a sample contract the OR would desire to utilize in memorializing the relationship with MCHD.

Preliminary Schedule

The District would like the OR to be hired as soon as possible to be a part of the meetings with the contractor and Southwest Health Systems to plan and schedule the project start.

Fee Proposal

- Provide a fee proposal based on the scope of work described above and a total estimated project cost of \$3,281,250. The District is flexible on the payment structure and will accept proposals on a pre-construction design and construction phase as a percentage of the overall job cost or an hourly basis. The District will also require a breakout of how the OR will charge for their different roles for the MCHD Community Microgrid Project (role in design and role in construction/install oversight).

Process

Proposals are due by **February 3, 2026 at 5:00 pm** and should be sent electronically to District Chair, Mr. Brandon Johnson. Proposals should not exceed fifteen (15) single-sided pages. All proposals shall be submitted electronically to: brandon.johnson@montezumahospitalco.gov. Selection of the OR will be based on a combination of factors which, in the Owner's sole opinion best serve the interests of the project and the Owner based on the integrated project delivery method allowed under Colorado Law. Interviews may be conducted at the discretion of the Owner. The Owner reserves the right to reject any and all proposals for any reason. Selection of the OR will be announced no later than **February 25, 2026 at 5:00 pm**. MCHD reserves the right to not hire any company that provides a proposal, or to cancel the project.

Questions

Questions regarding this Request for Proposals should be directed via email to District Board President Brandon Johnson at brandon.johnson@montezumahospitalco.gov. Questions may be submitted until **February 6, 2026 at 5:00 pm** and will be answered as they are received.

We look forward to receiving your proposal.

Sincerely,
Montezuma County Hospital District

Brandon Johnson
Chairman of the Board