



175 E 3<sup>rd</sup> Street  
P.O. Box 128  
Palisade, CO 81526

Phone: (970) 464-5602  
Fax: (970) 464-5609  
palisade.colorado.gov

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## **US 6 Palisade Sidewalk Project #TAP MO21-001**

The Town of Palisade, Colorado, is accepting proposals for sidewalk preparation and installation. This service is to be provided in accordance with the terms, conditions, and the project plans and special provisions contained in this proposal document.

### **Bid Submittal**

Bids must be delivered on the provided form to Palisade Town Hall, 175 E. 3<sup>rd</sup> Street on or before **2:00 p.m., Friday, November 8<sup>th</sup>, 2024**. The bid is to be submitted in a sealed envelope with both a hard copy and electronic, and clearly marked on the outside **“US 6 PALISADE SIDEWALK PROJECT # TAP M021-001.”** Bid must include the following:

- Signed Bid Form
- Acknowledgement of any and all Addendum issued
- Total BASE BID amount
- Bid Bond
- Insurance Certificates – Workman’s Comp, Liability
- CDOT Form 605
- CDOT Form 606
- CDOT Form 621
- CDOT Form 1413
- CDOT Form 1414
- CDOT Form 1415
- CDOT Form 1416

### **MANDATORY PRE-BID MEETING**

A MANDATORY Pre-Bid Meeting will be held October 25<sup>th</sup> 2024 10:00 A.M., at the Palisade Town Hall, 175 E. 3<sup>rd</sup> Street. There will be a virtual option to attend. Here is the info for that option:

#### **Microsoft Teams**

[Join the meeting now](#)

Meeting ID: 220 611 103 124

Passcode: o3oHwG

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## Dial in by phone

[+1 929-229-5346](tel:+19292295346), [477043248#](tel:+19292295346) United States, New York City

[Find a local number](#)

Phone conference ID: 477 043 248#

A site visit will occur after the meeting. Town of Palisade highly recommends that potential bidders visit the project site prior to the pre-bid meeting if you cannot make this meeting in person.

If the US 6 PALISADE SIDEWALK PROJECT # TAP M021-001 project exceeds the funded amount, the Town of Palisade may reduce the amount of work in order to stay within our budget. It is the sole responsibility of the bidder to see that the proposal is received before the submission deadline. The bidder shall bear all risks associated with delays in the U. S. mail or delivery service. Late bids will not be considered.

The most responsive proposal will be determined by criteria essential to the Town. The criteria are not limited to the lowest price. The Town reserves the right to reject all proposals, reject portions of any proposal, or accept the proposal deemed most advantageous to the Town. All proposals received are subject to negotiation prior to any contract award.

This Request for Proposals is not a commitment to purchase, and the Town shall not reimburse any expenditure experienced by the Bidder in its preparation. Nor does the Town obligate itself with any action taken or cost incurred by Bidder in responding to this Request for Proposal. The responses to this Request for Proposal will be used to select a product supplier. This RFP will be non-exclusive. The Town reserves the right to purchase product from other vendors.

Questions should be addressed to the Project Engineer, Todd Gunderman, [tgunderman@jub.com](mailto:tgunderman@jub.com) by October 29<sup>th</sup> at 4 pm. Thank you for your interest. We look forward to receiving your proposal.

**US 6 PALISADE SIDEWALK  
PROJECT # TAP M021-001 RFP-  
TOWN OF PALISADE 2024**

**Objective**

It is the Town's intent to contract with a CDOT qualified contractor to construct a sidewalk and crossing from the Palisade High School east driveway entrance to just west of Rupp Ave.

Terms, Conditions and Product Specification are included on the attached page.

PRINT THE WORDS "NO EXCEPTIONS" HERE

\_\_\_\_\_ IF THERE ARE NO EXCEPTIONS TAKEN TO ANY OF THE TERMS, CONDITIONS, OR SPECIFICATIONS OF THESE PROPOSAL DOCUMENTS. IF THERE ARE EXCEPTIONS TAKEN TO ANY OF THESE TERMS CONDITIONS, OR SPECIFICATIONS OF THESE PROPOSAL DOCUMENTS, THEY MUST BE CLEARLY STATED ON A SEPARATE SHEET OF PAPER, ATTACHED TO THIS PROPOSAL SHEET AND RETURNED WITH YOUR PROPOSAL PACKAGE.

COMPANY

\_\_\_\_\_

CONTACT

\_\_\_\_\_

TELEPHONE \_\_\_\_\_ FAX \_\_\_\_\_

PRINT NAME AND TITLE

\_\_\_\_\_

\_\_\_\_\_

AUTHORIZED SIGNATURE

\_\_\_\_\_

DATE \_\_\_\_\_

**REFERENCES**

Provide a list (which includes contacts and phone numbers) of three local firms for which you provide similar type of services described herein.

1. Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

2. Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

3. Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

## BID INFORMATION

### REQUEST FOR PROPOSAL – US 6 PALISADE SIDEWALK PROJECT # TAP M021-001

1. All participating bidders, by their signature hereunder, shall agree to comply with all conditions, requirements, and instructions of this Request for Proposals as stated or implied herein. Should the Town omit anything from this package which is necessary to a clear understanding of the requirements, or should it appear that various instructions are in conflict, then the bidders shall secure instructions from Todd Gunderman, Project Engineer, [tgunderman@jub.com](mailto:tgunderman@jub.com) prior to the time and date of the proposal closing date shown in the Request For Proposals.
2. After Proposals are opened, a bidder may be given an opportunity to explain the nature of any error and may request their proposal be withdrawn. Such proposals may, with the approval of the Town, be withdrawn and not resubmitted. Errors determined by the Town to be minor may be allowed within an acceptable proposal.
3. Bidders are expected to examine the specifications and all instructions contained in this proposal package. Failure to do so will be at the bidder's risk.
4. Late or unsigned proposals will not be accepted or considered. It is the responsibility of the bidder to ensure that the proposal arrives at Palisade Town Hall prior to the time indicated on the RFP.
5. The contract shall be awarded to the most responsive bidder and will be determined by criteria determined essential to the Town. The criteria are not limited to the lowest price. The Town reserves the right to reject all proposals, reject portions of any proposal, or accept the proposal or proposals deemed most advantageous to the Town.
6. Important dates and times (all times are Mountain Daylight):

RFP Advertised / packages available	October 11, 2024
Mandatory Prebid Meeting (with Virtual Option)	October 25, 2024 10 am
Bidder Questions Due	October 29 <sup>th</sup> 2024 <b>by 4:00 pm</b>
Answers Due	November 1 <sup>st</sup> 2024
Proposals Due to Town of Palisade	November 8 <sup>th</sup> 2024 <b>by 2:00 pm</b>
Board of Trustees Presentation	November 12 <sup>th</sup> 2024
Award Contract	November 12 <sup>th</sup> 2024
Anticipated Construction Start	Fall 2024 or Winter 2025
Anticipated Substantial Completion	January 2025
Anticipated Final Completion	February 2025

# US 6 PALISADE SIDEWALK PROJECT # TAP M021-0012024

## RFP-TOWN OF PALISADE

The following service specifications will be met by the Contractor:

### **1.0 General Scope of Work**

Utilize CDOT Local Agency allocated funds to construct sidewalk and pedestrian ramps from the Palisade High School east driveway entrance to a tie-in point just west of Rupp Avenue.

### **2.0 Specifications**

2.1 CDOT Specifications 2023 shall govern for this contract along with the attached Project Special Provisions and Plans.

### **3.0 Special instructions**

3.1 This project is a CDOT Local Agency funded project and all documentation requirements and processes must be fulfilled.

3.2 A pre-construction meeting prior to the start of construction is mandatory.

### **4.0 Required Submittals**

4.1 Each Bid shall contain a completed and signed Bid Form. A Bid Form will not be considered complete unless all spaces for inserting either unit prices or total prices are filled in. Lump Sums and Unit Costs will be considered contractual obligations. Total BASE BID will be used for bid comparison purposes in determining the lowest responsive bidder. Any blank on the Bid Form, that is not filled in with a number, shall be assumed to be zero.

4.2 The Bid Form shall be signed by a principal of the company having the authority to enter into contractual relationships on behalf of the company.

4.3 Each Bid shall include a copy of insurance certificates or other evidence of the following minimum insurance requirements:

(1) Workers' Compensation insurance to cover obligations imposed by the Workers' Compensation Act of Colorado and any other applicable laws for any employee engaged in the performance of Work under this contract, and Employers' Liability insurance with minimum limits of FIVE HUNDRED THOUSAND DOLLARS (\$500,000) each accident, FIVE HUNDRED THOUSAND DOLLARS (\$500,000) disease - policy limit, and FIVE HUNDRED THOUSAND DOLLARS (\$500,000) disease - each employee.

(2) Comprehensive General Liability insurance with minimum combined single limits of ONE MILLION DOLLARS (\$1,000,000) each occurrence and ONE MILLION DOLLARS (\$1,000,000) aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations. The policy shall include coverage for explosion, collapse, and underground hazards. The policy shall contain a severability of interests provision.

(3) Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than ONE MILLION DOLLARS (\$1,000,000) each occurrence and ONE MILLION DOLLARS (\$1,000,000) aggregate with respect to each of Contractor's owned, hired and/or non-owned vehicles assigned to or used in performance of the services. The policy shall contain a severability of interests provision.

- 4.4** Bid Bond will be required for this project. All insurance certificates shall have the Town of Palisade listed as certificate holder and J-U-B Engineers, Inc. as additional insured.
- 4.5** Each Bid shall be submitted, with 1 hard copy and 1 electronic copy; placed in a sealed envelope; and clearly marked on the outside **“US 6 PALISADE SIDEWALK PROJECT # TAP M021-001.”**
- 4.6** Altering and Withdrawing Biddings. Any handwritten alteration to a bid must be initialed by the signer of the bid, guaranteeing authenticity. Bids cannot be altered or amended after the submission deadline but may be withdrawn entirely at any time prior to the execution of the final Contract.
- 4.7** Information detailing the qualifications of the firm or team is not required but may be requested after the bid opening.
- 4.8** **Bid Deadline.** All Bids must be received in the Town of Palisade Town Hall no later than **2:00 PM, Friday, November 8<sup>th</sup>, 2024.** Late or unsigned bids will not be accepted or considered.
- 4.9** **Responsiveness.** At the Bid Opening, each bid will be evaluated for responsiveness according to the checklist below. The Town reserves the right to waive minor discrepancies in the form or content of the bids, but the minimum requirements for responsiveness must be met. Any missing item from the checklist below may cause rejection of the entire bid.
- Signed Bid Form
  - Acknowledgement of any and all Addendum issued
  - Total BASE BID amount
  - Bid Bond
  - Insurance Certificates – Workman’s Comp, Liability

- CDOT Form 605
- CDOT Form 606
- CDOT Form 621
- CDOT Form 1413
- CDOT Form 1414
- CDOT Form 1415
- CDOT Form 1416

## **5.0 Conflict of Interest**

No Town public official and/or Town employee shall have a direct financial interest in any firm submitting a Bid under this Request. Any indirect interest in an Offeror firm by a Town public official and/or Town employee by virtue of blood or marriage shall be disclosed within the Bid.

## **6.0 Only One Bid Accepted**

More than one Bid from an individual, firm, partnership, or corporation under the same or different names, will not be considered. Evidence that any primary Offeror has an interest in more than one Bid for the same Work will be cause for rejection of all such bids. Evidence of collusion or other illegal activities between firms will be considered sufficient cause for the rejection of all Bids, so affected. A subcontracted person or entity (such as the Surveyor or Traffic Control Firm), which has quoted prices to one bidder is not disqualified from quoting prices to other bidders but may not submit a direct bid on its own behalf.

**The Town of Palisade reserves the right to reject any or all Bids, and to waive any informalities or irregularities, therein.**

## **7.0 Description of Bid Items**

Bid Item Descriptions are included in the Special Provisions. All Bid Items shall be priced as complete, in place.

## **8.0 Measurement & Payment**

The Bid Schedule is comprised of Lump Sum and Unit Price items of work that collectively covers all the work for this project. The Bid Schedule shows estimated quantities. Actual quantities may be more or less than the Bid Schedule quantity and will be measured in the field and verified by the Project Inspector. All quantities will be paid at the listed Unit Price.

**END OF BID INSTRUCTIONS**

## **9.0 Bid Submittal**

Bids must be delivered on the provided form to Palisade Town Hall, 175 E. 3<sup>rd</sup> Street on or before **2:00 PM, Friday, November 8<sup>h</sup>, 2024**. The bid is to be submitted in a sealed envelope with one hard copy and one electronic copy, and clearly marked on the outside **“US 6 PALISADE SIDEWALK PROJECT # TAP M021-001”**.

Additional bid documents and/or additional information may be received at the following location:

Town of Palisade  
175 E. 3<sup>rd</sup> Street  
Palisade, CO 81526  
(970) 464-5602  
Attn: Dennis Lytle, Special Project Supervisor

**The successful bidder will be given NOTICE OF AWARD within 10 working days of bid opening, and NOTICE TO PROCEED as soon as the successful bidder provides the signed acknowledgment of Notice of Award, a signed Agreement, and Notice to Proceed.**

The Town of Palisade is exempt from all local, state and federal taxes.

The successful bidder must have a current Town of Palisade Business License.

### See Attached documents:

- Plans and specifications
- Bid Form
- Acknowledgement of any and all Addendum issued form
- CDOT Form 605
- CDOT Form 606
- CDOT Form 621
- CDOT Form 1413
- CDOT Form 1414
- CDOT Form 1415
- CDOT Form 1416
- Project Wage Decision
- FHWA Special Provisions



**US 6 PALISADE SIDEWALK PROJECT # TAP M021-001  
 QUOTATION SHEET 1 – PROPOSED PRICING**

**A. BIDDER INFORMATION:**

Company Name:	
Mailing Address:	
City, State, Zip Code	
Phone Number:	

- See the attached bid form to input the unit prices

**B. INSURANCE CERTIFICATES:**

YES  NO

**C. INSURANCE REQUIREMENTS**

Workers' Compensation insurance to cover obligations imposed by the Workers' Compensation Act of Colorado and any other applicable laws for any employee engaged in the performance of Work under this contract, and Employers' Liability insurance with minimum limits of FIVE HUNDRED THOUSAND DOLLARS (\$500,000) each accident, FIVE HUNDRED THOUSAND DOLLARS (\$500,000) disease - policy limit, and FIVE HUNDREDTHOUSAND DOLLARS (\$500,000) disease - each employee.

- (1) Comprehensive General Liability insurance with minimum combined single limits of ONE MILLION DOLLARS (\$1,000,000) each occurrence and ONE MILLION DOLLARS (\$1,000,000) aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations. The policy shall include coverage for explosion, collapse, and underground hazards. The policy shall contain a severability of interest's provision.
- (2) Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than ONE MILLION DOLLARS (\$1,000,000) each occurrence and ONE MILLION DOLLARS (\$1,000,000) aggregate with respect to each of Contractor's owned, hired and/or non-owned vehicles assigned to or used in performance of the services. The policy shall contain a severability of interests provision.

**D. SPECIAL CONDITIONS:**

Acknowledgement of all Addendum issued: YES  NO

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Authorized Signature

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Date

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Please Print Signature and Title