

Town of Paonia



**Town of Paonia, COLORADO
ENGINEERING SERVICES
PEDESTRIAN and BICYCLE BRIDGE
over the North Fork of the Gunnison River
connecting the Paonia K8 Campus with the Paonia Library.**

Bid Submittal Deadline:

Date: October 27, 2021

Time: 11:30 A.M.

Place: 214 Grand Avenue, Paonia CO 81428 Community Room

Bid Opening:

Date: October 27, 2021

Time: 2:00 P.M.

Place: 214 Grand Avenue, Paonia CO 81428 Community Room

Request for Proposals are listed on the Town Website at TownofPaonia.Colorado.gov.

Town of Paonia



PUBLIC NOTICE

**Town of Paonia, COLORADO
ENGINEERING SERVICES
PEDESTRIAN and BICYCLE BRIDGE
over the North Fork of the Gunnison River
connecting the Paonia K8 Campus with the Paonia Library.**

NOTICE IS HEREBY GIVEN that the Town of Paonia, operating as a pass through for The Nature Connection, is soliciting competitive sealed bid proposals from professional firms that are interested in, and capable of, providing engineering services for the construction of a pedestrian and bicycle bridge over the North Fork of the Gunnison River.

Bidders may obtain bidding documents through the Town of Paonia website at TownofPaonia.Colorado.gov. All bids shall be marked "**ENGINEERING SERVICES**" on the face of the envelope and hand-delivered or mailed to the Town of Paonia, 214 Grand Avenue, PO Box 460, Paonia, CO, 81428 no later than **October 27, 2021, at 11:30 A.M.** Bids received after this time, **SHALL NOT BE ACCEPTED**. Bids will be publicly opened **October 27, 2021, at 2:00 P.M.** in the Community Room. Bids will be presented to the Town of Paonia Board of Trustees for consideration at a regularly scheduled meeting.

The Town of Paonia reserves the right to reject any bids; to change, add, or amend the specifications; to waive any informality; to accept the proposal which, in its judgment, best serves the interest of the Town.

Published in the Delta County Independent on October 6, 2021.

TOWN OF PAONIA, COLORADO

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INSTRUCTIONS TO BIDDERS:

- 1.0** **DESCRIPTION:** the Town of Paonia, Colorado is soliciting competitive sealed bid proposals from professional firms that are interested in, and capable of, providing engineering services for the construction of a pedestrian bridge crossing the North Fork of the Gunnison River in Paonia, Colorado. **The Scope of Work / Deliverables is outlined in Section 2.3 of this RFP.**

To be considered, Bids must be made in accordance with these Instructions to Bidders.

- 1.1** **DEFINITION:** Bidding Documents include the Request for Proposal, Instruction to Bidders, Bid Form, Statement of Qualifications, Notification of Immigration Compliance, and **Exhibit "A"** -Map-, attached hereto and incorporated herein by reference.

1.2 **BIDDING DOCUMENTS:**

1.2.1 Copies of the Bidding Documents may be obtained from the Town of Paonia website at [TownofPaonia.Colordo.Gov](http://TownofPaonia.Colorado.Gov).

1.2.2 Questions regarding Bidding Documents related to this project should be submitted to Corinne Ferguson at Corinne@townofpaonia.com.

1.2.3 Questions concerning the scope of work should be submitted to Ben Graves at bgraves@deltaschools.com.

1.3 **BIDDING PROCEDURE/PREPARATION & SUBMISSION OF BIDS:**

1.3.1 Bids will be submitted on unaltered Bid Forms furnished by the Town. Additional information may be attached. **SUBMISSIONS WILL NOT BE ACCEPTED BY EMAIL OR FAX.**

1.3.2 Fill in all blank spaces for bid prices in ink or typewritten words and **submit four (4) copies.**

1.3.3 Bids will be signed by the person or persons legally authorized to bind the Bidder to a contract.

1.3.4 Bids, together with required enclosures, will be submitted in sealed envelopes bearing on the outside the Bidder's name and address, along with the notation **"ENGINEERING SERVICES"** on the face of the envelope.

1.3.5 **SUBMISSION DEADLINE:** Bids will be deposited at the Paonia Clerk's Office, 214 Grand Avenue/PO Box 460 Paonia, Colorado, 81428 no later than October 27,

Office: 970-527- 4101 / 214 Grand Avenue / P.O Box 460, Paonia, CO 81428-0460

www.townofpaonia.com

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2021, at 11:30 A.M. Bids received after the time and date for receipt of Bids will be returned unopened.

1.4 **CONSIDERATION OF BIDS:**

1.4.1 **OPENING OF BIDS:** Bids will be publicly opened on October 27, 2021, at 2:00 P.M. in the Town Hall Community Room, and presented to the Board of Trustees for consideration at a regularly scheduled meeting.

1.4.2 **EVALUATION OF BIDS:** Bid Proposals will be compared and judged based on:

1. Cost
2. Delivery time
3. Compliance with bid specifications
4. Experience with the supplier
5. Locality of business
6. Any other factor which the Board feels affects the interest of the Town of

Paonia.

1.4.3 **REJECTION OF BIDS, INFORMALITIES, AND IRREGULARITIES:**
The Town of Paonia reserves the right to reject any bids, to change, add, or amend the specifications; to waive any informality or irregularity; to accept the bid which, in its judgment, best serves the interest of the Town.

1.4.4 **ACCEPTANCE OF BID:**

1.5.4.1 **The Town shall have the right to accept Alternates in any order or combination and to determine the low Bidder based on the sum of the Base Bid and the Alternates allowed if it is determined to be in the best interest of the Town.**

1.4.4.2 It is the intent of the Town to award a contract to the lowest responsible Bidder provided the Bid has been submitted in accordance with the requirements of the Bidding Documents, is judged reasonable, and does not exceed the funds available.

1.4.4.3 Preference will be given to Bidders whose main office is licensed by and located within the State of Colorado. Consideration of experience with Paonia will also be given.

1.4.4.4 The Town may conduct such investigations as it deems necessary to assist in the evaluation of any Bid and to establish the responsibility, qualifications, and financial ability of the Bidders proposed Subcontractors and other persons and organizations involved.

1.4.4.5 **Important Dates for This RFP:**

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- Posting on the Town of Paonia Website: **October 6, 2021.**
- Advertisement of the Public Notice in the DCI: **October 6, 2021.**
- Proposal Due Date: **October 27, 2021, at 11:30 A.M.**
- Bid-Opening: **October 27, 2021, at 2:00 P.M.**
- Proposal Evaluation and Scoring: **Within two weeks after the RFP closing.**

1.5 MISCELLANEOUS REQUIREMENTS:

- 1.5.1 The Town will not be liable for any of the cost incurred in the preparation and presentation of the proposal.
- 1.5.2 Any materials submitted by the Bidder considered confidential must be marked as such. Due to applicable laws and regulations concerning public documents, the Town makes no representation that such materials will be kept confidential.
- 1.5.3 **ALL materials are confidential and proprietary until bid opening.**

1.6 DISQUALIFICATION: The Town reserves the right to disqualify Bids, before or after opening, upon evidence of collusion with the intent to defraud or other illegal practices upon the part of the Bidder.

1.7 INSURANCE:

1.8.1 Bidder and all sub-contractors, at their own expense, shall provide and maintain insurance with a company licensed to do business in Colorado as follows:

1. Workman's Compensation: as required by all federal, state, maritime, or other laws, including employer's liability with a limit of at least \$500,000.

2. Comprehensive general liability: including contractor's liability, contingent, liability, completed operations, and product liability all on the occurrence basis with personal injury coverage:

A. Personal injury each person \$1,000,000.

B. Each occurrence \$1,000,000.

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C. Property damage \$1,000,000.

3. Professional Liability Insurance: Evidence of Professional Liability Insurance coverage for 1,000,000 dollars, with a minimum coverage of 1,000,000 dollars per occurrence and 1,000,000 dollars aggregate. The Town of Paonia shall be named as “Additional Insured” under the Commercial General Liability and Comprehensive Automobile Liability insurance policies. All certificates of insurance shall be issued and effective before the date a Notice to Proceed is issued by the Town.

4. The contractor and all subcontractors in connection with the above-mentioned insurance shall furnish to the Town duly executed forms showing proof of insurance naming the Town of Paonia as additionally insured and that insurance is in full force before the commencement of the contract.

1.8 **BONDS:**

1.8.1 Bid bonds are required on all public construction contracts where the price is estimated to exceed \$50,000, **C.R.S. § 24-105-201**. Additionally, payment and performance bonds are required on all public contracts that are greater than \$150,000, **C.R.S. § 24-105-202**.

1.9 **PROPOSAL FORMAT AND CONTENT:** The Town discourages overly lengthy and costly proposals. However, for the Town to evaluate proposals fairly and thoroughly, Bidders should follow the format set forth herein and provide all the requested information.

Proposals must include a cover letter stating the complete legal name and type of legal entity (e.g., corporation) of the Bidder submitting the Proposal, the mailing address, the telephone number, the facsimile number, and the name of the person the Town should contact regarding that Proposal. The cover letter must bear the signature of the person having actual authority to make the Proposal on behalf of that entity. Each Proposal must affirmatively state that the Bidder will comply with all the provisions of this RFP and any attachments thereto. Proposals must be signed by a company officer empowered to bind the company. A Bidder's failure to include these items in their proposals may cause their bid to be determined to be non-responsive, and the proposal may be rejected.

2.0 **UNDERSTANDING OF THE PROJECT:** Bidders must provide a comprehensive narrative statement that illustrates their understanding of the requirements of the project and the project schedule.

2.1 **INTRODUCTION and BACKGROUND:** As part of the multi-year public engagement process that resulted in the formation of The Nature Connection in 2017, the community

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expressed interest in developing a multi-use pathway along the North Fork of the Gunnison through Paonia. The goal was to increase educational and recreational opportunities for kids and families while linking the Paonia River Park, Paonia K8 school campus and the Paonia Library. A preliminary cost estimate was assembled by The Nature Connection in 2018 for a bridge over the North Fork to connect the library with this proposed river trail, however the cost was beyond the scope of the GOCO grant that funded the rest of the projects. In 2021, Colorado Parks and Wildlife awarded a planning grant to The Nature Connection to pursue multiple trail connections that would provide increased access to nature for kids and families as well as link vital community resources with recreation pathways. An extension of the pedestrian and bicycle trail is currently being constructed from the Paonia River Park through the newly renamed Paonia K8 Campus (projected completion Aug. 2021.) The Town of Paonia, The Nature Connection and other stakeholders are working with private landowners to link this trail with a suitable site for a bridge. A bridge spanning the North Fork of the Gunnison River is currently being proposed at the Town of Paonia property located at 3 W. 4th St.

2.2 SCOPE OF WORK: ENGINEERING SERVICES WILL INCLUDE:

1. Preliminary design and rough cost estimate for at least 3 different suitable pedestrian and bicycle-friendly bridge (non-motorized) options for the site located on the Town of Paonia property (*3 W 4TH ST PAONIA 81428 S: 6 T: 14S R: 91W Subdivision: RIVERSIDE ESTATES Lot: 6; Delta County Parcel Number: 324506201006.*) The design options will be considered by Town Officials and stakeholders in a brief community engagement process prior to selecting the final design. This community engagement process will allow stakeholders the opportunity to provide input on which design meets the needs and values of the community and will be coordinated by The Nature Connection.
2. The Respondent must provide enough information to effectively communicate the site limitations, cost breakdown and other details for the different conceptual designs so that the public and the stakeholders can determine the most suitable option that reflects the values and needs of the community.
3. Research the required documentation and provide a cost-estimate for required services to comply with all necessary permit applications (including all required supporting materials) from all approving agencies including, but not limited to: the Army Corps of Engineers, Fish and Wildlife Service

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4. Once approved by the Town and Stakeholders, final shovel-ready structural design plans of the bridge, required abutments and materials/cost estimate with sufficient detail to be included in construction bid documents.
5. Identify potential limits on construction methods and practices (such as identifying potential staging areas, seasonal or other limits of where and when construction activity can, or cannot, occur in the surrounding area, etc.) and best-case construction timeline for use in grant applications for subsequent construction bid documents.
6. Structural design of the bridge structure(s) shall be performed by or under the direct supervision of a Licensed Professional Engineer in the State of Colorado, and in accordance with engineering practices and principles, and current and applicable codes.
7. Surveyed alignment of the required short trail segments on northwest and southeast banks of the river including an estimate of material amounts and specifications for constructing the base for the short trail segments with sufficient detail to be included in construction bid documents.
8. Estimate of material amounts and specifications for constructing either a crushed rock trail surface or a paved concrete surface 6' wide connecting to adjacent sidewalks on West 4th St. with sufficient detail to be included in construction bid documents.
9. Surveyed and staked property corners of property boundaries of the Town parcel located at 3 W. 4th St.

DELIVERABLES WILL INCLUDE:

1. Computer generated and/or other visual representations for a minimum of 3 initial alternative conceptual designs that consider the limitation of site and rough costs before proceeding with final design of the preferred alternative. The printing costs of the community engagement meeting shall be included in Design Tasks, however facilitation of the public and stakeholder meeting will be coordinated and provided by the Town of Paonia and The Nature Connection.
2. Final engineering report detailing the requirements detailed in the above scope of work. The report shall provide sufficient detail to be included in construction bid documents.
3. Plan view maps shall include trail alignment, bridge location, location of utilities and other construction details as necessary.

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- Digital files will include report pdf, XLS survey data, and GIS and/or CAD files for bridge design and maps.

BID PROPOSAL FORM

ENGINEERING SERVICES

Proposal of _____ Date: _____
(Name of Company)

Address: _____

Phone: _____ Contact Person: _____

Fax: _____ E-Mail: _____

(Hereinafter called "BIDDER"), organized and existing under the laws of the State of Colorado doing business as: _____
(Sole Proprietor, Partnership, Corporation, etc.)

Town of Paonia, State of Colorado shall be hereafter called "Town."

By submission of this BID, each party to it certifies as to his organization that this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.

In compliance with your Advertisement for Bids, BIDDER hereby proposes the following bid for all labor, materials, tools, equipment, and professional services for engineering services for the construction of the pedestrian and bicycle bridge, from 4th St. near the Paonia Library across the North Fork of the Gunnison River in Paonia, CO.

PRICE: Bidder acknowledges that he has familiarized himself with the Bid Documents, and schedules affecting the cost. With knowledge of the above documents and conditions, the Bidder agrees to perform the work described in the RFP, and Exhibits "A", attached hereto and

TOTAL COST: LUMP SUM BID TO COMPLETE THE PROJECT, AS DESCRIBED IN THIS RFP:

\$ _____

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BID PROPOSAL FORM [cont.]

ENGINEERING SERVICES

PROJECT SCHEDULE:

- **HOW SOON CAN BIDDER BEGIN THE PROJECT AFTER NOTICE OF AWARD?** _____.
- **PROJECTED LENGTH OF TIME TO COMPLETE THE PROJECT?**
_____.

BIDDER:

Name of Company: _____

Signature of Bidder: _____

Title: _____

E-mail: _____

STATEMENT OF QUALIFICATIONS:

(To be completed by both bidder/contractor and any proposed sub-contractors)

The information from the questions below will be used to evaluate the ability of the Bidder to supply products and perform the *WORK/SERVICES* bidder wishes to provide Town of Paonia.
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Answer all **applicable** questions, clearly, and comprehensively. Separate sheets may be attached to include a further explanation or to include additional information.

1. Name of Bidder: _____

2. Address: _____

3. Phone: _____ Fax: _____

4. E-mail: _____ Web: _____

5. Doing business as: _____
(SOLE PROPRIETOR, PARTNERSHIP, CORPORATION, ETC.)

6. How long have you been engaged in this type of business under your present firm or trade name? _____ Years.

7. What is the character of most of the work performed by your Company?

8. List and describe the background and experience of the key personnel who will be assigned to this project.

9. The state with specificity projects of a similar nature performed by you or your company, within the past eighteen (18) months.

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10. Provide names and addresses of references that could be contacted concerning your recent work.

The undersigned hereby authorizes and requests any person, firm, or corporation to furnish information requested by the Town of Paonia to verify the information and data provided by the Bidder in this Statement of Bidder's Qualifications.

Dated this _____ day of _____, 2021

Bidder: _____
[Company Name]

By: _____
[Signature of Bidder]

[Print Name]

Title: _____

**NOTIFICATION OF IMMIGRATION COMPLIANCE REQUIREMENTS
CERTIFICATION BY CONTRACTOR
RE: ILLEGAL ALIENS
PROJECT NAME:
ENGINEERING SERVICES
PEDESTRIAN and BICYCLE BRIDGE
over the North Fork of the Gunnison River**

Town of Paonia



connecting the Paonia K8 Campus with the Paonia Library [2021-RFP-02]

Date: _____

_____, ("Contractor" herein) acknowledges that Contractor has been notified of the immigration compliance requirements of C.R.S. § 8-17.5-101, *ET. Seq.* (House Bill 06-1343), and hereby **CERTIFIES** that Contractor understands the following:

ILLEGAL ALIEN: If Contractor/Consultant has any employees or subcontractors, Contractor/Consultant shall comply with § 8-17.5-101 C.R.S., *et seq.*, regarding Illegal Aliens Public Contracts for Services, and this Contract. By execution of this Contract, Contractor/Consultant certifies that it does not knowingly employ or contract with an illegal alien who will perform work under this Contract and that Contractor/Consultant will participate in either the E-Verify Program or Department Program to confirm the eligibility of all employees who are newly hired for employment to perform work under this Contract.

Contractor/Consultant here also certifies that:

1. The Contractor/Consultant shall not knowingly employ or contract with an illegal alien to perform work under this Contract; or
2. Enter into a contract with a subcontractor that fails to certify to the Contractor/Consultant that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this contract;
3. The Contractor/Consultant has confirmed the employment eligibility of all employees who are newly hired for employment to perform Work under this Contract through participation in either the E-Verify Program or Department Program. If the Contractor is not accepted into the E-Verify Program or Department Program before entering into a public contract for services, that the Contractor shall apply to participate in the E-Verify Program or Department Program every three months until the Contractor is accepted or the public contract for services has been completed, whichever is earlier. This provision shall not be required or effective in a public contract for services if the E-Verify Program or Department Program is discontinued;
4. The Contractor acknowledges that the Contractor/Consultant is prohibited from using the E-Verify Program or Department Program procedures to undertake pre-employment screening of job applicants while the public contract for services is being performed;

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5. If the Contractor/Consultant obtains actual knowledge that a subcontractor performing work under the public contract for services knowingly employs or contracts with an illegal alien, the Contractor shall be required to:

- (A) Notify the subcontractor and the Town within three days that the Contractor/Consultant has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and
- (B) Terminate the subcontract with the subcontractor if within three days of receiving the notice required according to subparagraph (A) of this Section 5 the subcontractor does not stop employing or contracting with the illegal alien; except that the Contractor/Consultant shall not terminate the contract with the subcontractor if during such three days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.

6. The Contractor/Consultant is required to comply with any reasonable request by the State Department of Labor and Employment ("Department" herein) made in the course of an investigation that the Department is undertaking pursuant to the authority established in C.R.S. § 8-17.5-102 (5).

7. If a Contractor/Consultant violates a provision of the public contract for services required here in the Town may terminate the contract for a breach of the contract. If the contract is so terminated, the Contractor/Consultant shall be liable for actual and consequential damages to the Town.

8. The Town must notify the office of the Secretary of State if a Contractor/Consultant violates a provision of this Addendum, and the Town terminates the contract for such breach. Based on this notification, the Secretary of State shall maintain a list that includes the name of the Contractor/Consultant, the state agency or political subdivision that terminated the public contract for services, and the date of the termination. A Contractor/Consultant shall be removed from the list if two years have passed since the date the contract was terminated, or if a court of competent jurisdiction determines that there has not been a violation of the provision of the public contract for services required pursuant to Section I. An agency or political subdivision shall notify the office of the secretary of state if a court has made such a determination. The list shall be available for public inspection at the office of the Secretary of State and shall be published on the internet website maintained by the office of the Secretary of State.

9. The Department may investigate whether a Contractor/Consultant is complying with the provisions of a public contract for services required pursuant to Section I. The Department may conduct on-site inspections where a public contract for services is being performed, request and review documentation that proves the

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citizenship of any person performing work on a public contract for services or take any other reasonable steps that are necessary to determine whether a contractor is complying with the provisions of a public contract for services required pursuant to Section I. The Department shall receive complaints of suspected violations of a provision of a public contract for services (this Addendum) and shall have the discretion to determine which complaints, if any, are to be investigated. The results of any investigation shall not constitute final agency action.

The Contractor/Consultant is hereby notified that the Department is authorized to promulgate rules, by article 4 of title 24, C.R.S., to implement the provisions of C.R.S. § 8-17.5-101, ET. seq.

CONTRACTOR:

Name of Company: _____

Address: _____

Phone: _____

By: _____

[Signature]

[Print Name]

[Date]