

Date: 6/10/2024



**REQUEST FOR PROPOSAL**

**Concrete and Flatwork**

**City of Rocky Ford  
203 S Main St.  
Rocky Ford, CO. 81067**

**PROJECT NAME:** Sidewalk Repair Plan  
**PROJECT LOCATION:** City of Rocky Ford  
**PROJECT DESCRIPTION:** Repair/Replace Sidewalks/Curb and Gutters  
**SCOPE OF WORK:** Concrete and flat Work (Details Pg. 3)

The City of Rocky Ford requests proposals for New and Replacement Concrete projects in various sites around the City of Rocky Ford.

The enclosed bid sheets describe the nature of the request and outline specifics for the Form of Proposal. Your response to this request is anticipated.

Procedures for submission of the proposal are detailed herein.

Requests for additional information on the total Request for Proposal should be directed, in writing, to: Rick Long, Public Works Director, City of Rocky Ford, 203 S. Main St., Rocky Ford, CO. 81067, telephone 719-254-7414.

Sealed bids are to be delivered to:

**City of Rocky Ford  
C/o Public Works Department  
203 S. Main St.  
Rocky Ford, CO. 81067**

ATTN: Rick Long

In a sealed envelope marked in the lower left corner:

“RFP – Concrete New and Replacement SIDEWALK REPAIR PLAN”

Sealed proposals will be accepted until 2:00 p.m., Tuesday, **July 9, 2024**, at which time they will be opened by the City Manager and presented to the seated City Council for review.

## **Purpose**

This Request for Proposal (also referred to as “bid” or “RFP” within the document) provides accredited firms with sufficient information to enable them to prepare and submit a proposal for consideration by the City of Rocky Ford’s city council for services described herein.

## **Issuing Office**

This request is issued by the City of Rocky Ford’s Public Works Department. For additional information/questions, please contact Rick Long, City of Rocky Ford’s Public Works Director at 719-254-7414.

## **Incurring Costs**

The City of Rocky Ford is not liable for any cost incurred by firms (proposers) before the issuance of an agreement, contract, or purchase order for requested services.

## **Section II**

### **Instructions to Bidders**

1. Sealed bids for New and Replacement Concrete services will be received until 2:00 p.m. July 9, 2024, when they will be opened by the City Manager and presented to the city council. Bids will be accepted at City Hall, 203 S. Main St., Rocky Ford, CO, 81067, and ATTN: Rick Long, Public Works Director. Any bid received after the specified time will not be considered.
2. All bids shall be submitted in a sealed envelope marked in the lower left corner as “RFP – Concrete New and Replacement SIDEWALK REPAIR PLAN” Faxed or e-mailed Bids Will Not Be Considered.
3. Bids must be typewritten or printed in ink and must be signed by the bidder on the enclosed proposal form. Unsigned bids will not be considered.
4. Changes or alterations to the bid are not permitted.
5. Requests for clarification should be submitted to the City of Rocky Ford, Attn: Rick Long, Public Works Director, 203 S. Main St., Rocky Ford, CO. 81067. These questions shall be printed or typed and submitted in the bid packet by 2:00 pm, July 1, 2024. If it becomes necessary to revise any part of this bid, addenda will be provided to vendors who have received this Request for Proposal.
6. All services shall be performed as ordered. Bidders shall become acquainted with local conditions at the entities where service is required so that bids include all costs. Bidders must contact the designated person to schedule site visits.
7. Specific details regarding the experience of your firm in Concrete Replacement, including three (3) references (include the name and telephone number of a contact person for each of the three (3) references). Number of staff and their responsibilities. The contractor shall provide sufficient staffing, equipment, and supervision to accomplish this work.

8. Bids will not be accepted on an "All or Nothing Basis".
9. Normal services shall be performed between the hours of 7:00 a.m. and 3:30 p.m. Monday through Friday, excluding holidays, unless otherwise specified and agreed to by both parties. Any scheduled work not within the above-stated hours will be billed at the regular rate. Overtime charges will not be accepted.
10. The City of Rocky Ford expressly reserves the right to reject any or all proposals or portions thereof, to waive any informalities or irregularities in the proposals received, and to accept that proposal or portions thereof which are in the best interests of the City of Rocky Ford. The City of Rocky Ford reserves the right to award multiple contracts; the city will award to the company best able to meet their individual needs. No bidder may withdraw their proposal for sixty (60) days after the opening thereof.

### **Section III**

#### **General Information**

1. All services shall be performed as ordered. Bidders shall become acquainted with local conditions at all the locations where service is required so that bids include all costs.
2. No contract shall be awarded until the proposals have been examined and the award authorized by the Rocky Ford City Council. In determining the award to a proposer, the following elements may be considered:
  - a) Responsiveness of proposal in clearly stating an understanding of services to be performed;
  - b) Technical experience of the firm;
  - c) Qualifications of staff;
  - d) Size and structure of the firm, considering the scope of the services to be performed;
  - e) Cost factors to perform the specified services.
3. The bidder agrees, if awarded the contract, to furnish and deliver the specified services at such times, at such places, and in such quantities as herein specified, and shall be subject to inspection and approval. If anything shall be rejected as unsuitable or not in conformity with these specifications, such services as outlined in these specifications shall be furnished in place thereof at the expense of the successful bidder.
4. If the successful bidder shall neglect or refuse to furnish and deliver the said services or any part thereof as provided in these specifications, or to replace which are rejected as stated in the specifications, the participating entities are authorized and empowered to obtain services in conformity with this contract from such party or parties in such quantities and in such manner as it shall select at the expense of the successful bidder. Or to cancel this contract reserving to itself,

nevertheless, all rights for damage that may be incurred by the participating entity or the City of Rocky Ford.

5. The bidder agrees if awarded the contract not to assign, transfer, or sublet it unless specific permission to do so is requested in writing by the bidder and permission granted in writing by the City of Rocky Ford.

## **Section IV**

### **Specific Information Concrete Replacement**

#### **Purpose and Objectives:**

The City of Rocky Ford is requesting proposals for New and Replacement Concrete on behalf of the citizens on an as-needed basis. Work will be done as required starting July 29, 2024, through September 30, 2024. Bids will be based on per square foot, per lineal foot price, and yard, for concrete work stated on the enclosed bid sheets.

The overall objective of this proposal will be performing the Concrete Replacement-related services for each specified location.

#### **Services Required:**

1. Prospective bidders are **REQUIRED** to have a site visit for each location, before submitting their proposal, to verify the actual quantity, nature, and condition of the work to be completed through this bid. No cost shall be incurred by the City of Rocky Ford for this pre-bid visit. Vendors shall contact the individual named to arrange a time for reviewing their sites.
2. Services proposed shall include all supplies, equipment, and labor necessary to fulfill the scope of this proposal.
3. Services proposed shall include all professional/technical personnel necessary to accomplish the objectives and scope of this proposal. Services proposed in this project will not involve city employees.
4. Services proposed shall include the preparation and issuance of all required reports and documentation about this project on behalf of the City of Rocky Ford.
5. All traffic control will be the responsibility of the contractor and must be approved by the Public Works Department

**Pricing:**

1. All qualified companies submitting a proposal for this project must use the format listed herein when pricing this project. Failure to use this format could mean disqualification.
2. Certificates of insurance shall state, in particular, those insured, the extent of insurance, location, and operation to which insurance coverage applies. The successful proposer shall be solely responsible for the compliance of sub-contractors with the listed insurance requirements.

**Scope of Work:**

1. Bidders will need to do all their measurements in the field and base their bids on the supplied replacement plan.
2. The successful bidder(s) will be required to provide all necessary labor, materials, removal, equipment, supervision, and transportation to perform installations and replacements.
3. All sidewalk construction shall be constructed in accordance with the City of Rocky Ford's ordinance SEC. 11-3-60 Sidewalks.
4. All curb and gutter construction shall be constructed in accordance with the City of Rocky Ford's ordinance SEC 11-3-70 Curb and Gutter.
5. The successful bidder(s) will be required to provide all necessary labor, materials, removal, equipment, traffic control, supervision, and transportation to perform installations, and replacements according to these specifications.
6. Any work on the highway will require a CDOT permit and CDOT-approved traffic control plan.
7. Concrete work shall be performed by a qualified and experienced contractor or subcontractor accepted by the City of Rocky Ford.
8. The contractor will be responsible for inspection, installation conditions, and field measurements at required locations.
9. Where designated by the Public Works Director, all existing concrete to be replaced shall be removed. The contractor shall remove all debris, including reinforcing wire and broken concrete from the job site. Sidewalk blocks must be removed at expansion or scored joints. Scored joints must be carefully sawed so that new cast-in-place concrete establishes a smooth transition to existing sidewalks and curbs. All removed materials shall become the property of the contractor. Removed and crushed concrete cannot be used as the stone base.
10. Pedestrian walkways shall be sloped to drain away from adjacent structures.

11. Soon after screeding and while the concrete is still pliant, the surface is to receive a trowel finish. Immediately, after trowel finishing, slightly roughen the concrete surface by brooming with a fiber bristle broom perpendicular to the main traffic route.
12. Where new work abuts existing concrete, prepare sub-base so new work surfaces match with a smooth transition.
13. Completed stairs must have handrails that have been approved by the City of Rocky Ford.
14. All work areas must be clearly marked and/or barricaded during the project. Precautions must be taken to ensure pedestrian safety. Any damage to other lawn areas must be restored after the project at the contractor's expense. Allow no traffic for a minimum of 24 hours on completed projects.
11. The contractor is responsible for obtaining any construction permits and having required inspections.
12. WARRANTY - For one year after issuance of the Certificate of Substantial Completion, or final acceptance of the work, the Contractor shall promptly patch, maintain, repair, and/or replace any concrete that settles or becomes damaged due to settlement or defective materials or workmanship.

The successful firm shall not commence work nor allow any sub-contractor to commence work under this contract until all required insurance certificates have been received and approved by the City Clerk for the City of Rocky Ford.

Certificates of insurance shall state, in particular, those insured, the extent of insurance, location, and operation to which insurance coverage applies. The successful firm shall be solely responsible for the compliance of sub-contractors with the listed insurance requirements.

Insurance policies shall include the following clause: "This policy shall not be canceled or reduced in required limits of liability or amounts of insurance until notice has been mailed to the City of Rocky Ford stating the date of cancellation or reduction. Date of cancellation or reduction may not be less than thirty (30) days after the date of mailing notice."

**IF THE CONTRACTOR IS AN INDIVIDUAL:**

Sign Here: \_\_\_\_\_ Date: \_\_\_\_\_

**IF THE CONTRACTOR IS AN INDIVIDUAL TRADING UNDER A FICTITIOUS NAME OR IS A PARTNERSHIP:**

Sign Here: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Trading As: \_\_\_\_\_

City of Rocky Ford Official: \_\_\_\_\_ Date: \_\_\_\_\_

BID SHEETS

PRIORITY/LOCATION	WORK TO BE DONE	BID AMOUNT
1. South side of Washington from 2nd to Meloneer Drive	<b>SIDEWALK-</b> Replacement or repair of damaged stones on the entire segment	
Replacement Sidewalk	Approx. Sq. Foot =	
New Sidewalk	Approx. Sq. Foot =	
Replacement Curbing/Gutter	Approx. Lineal Foot =	
Curb Ramps	Approx Cubic Yard =	

PRIORITY/LOCATION	WORK TO BE DONE	BID AMOUNT
2. Elm Ave. N side from 9th St to Main St. and Southside from 9th St. to 10th St.	<b>SIDEWALK/CURB &amp; GUTTER-</b> Replacement or repair of damaged stones and curb & gutter	
Replacement Sidewalk	Approx. Sq. Foot =	
New Sidewalk	Approx. Sq. Foot =	
Replacement Curbing/Gutter	Approx. Lineal Foot =	
Curb Ramps	Approx Cubic Yard =	

PRIORITY/LOCATION	WORK TO BE DONE	BID AMOUNT
3. Swink Ave. both sides from 9th St. to Main St.	<b>SIDEWALK/CURB &amp; GUTTER-</b> Replacement or repair of damaged stones and curb & gutter	
Replacement Sidewalk	Approx. Sq. Foot =	
New Sidewalk	Approx. Sq. Foot =	
Replacement Curbing/Gutter	Approx. Lineal Foot =	
Curb Ramps	Approx Cubic Yard =	

PRIORITY/LOCATION	WORK TO BE DONE	BID AMOUNT
4. Babcock Park from Washington leading down to the walking path	<b>STAIRS/HANDRAIL</b> new construction to include handrails	
Stairs	Please state how many number of threads	
Stairs	Approx. Sq. Foot	

PRIORITY/LOCATION	WORK TO BE DONE	BID AMOUNT
5. Library Park	<b>NEW SIDEWALK</b> - to create a complete walking the path around the park	
New Sidewalk	Approx. Sq. Foot =	

PRIORITY/LOCATION	WORK TO BE DONE	BID AMOUNT
6. Library Park Fountain	<b>NEW SIDEWALK</b> - create a path from the main sidewalk to the fountain for ADA accessibility	
New Sidewalk	Approx. Sq. Foot =	

PRIORITY/LOCATION	WORK TO BE DONE	BID AMOUNT
7. Railroad Crossings at 9th St. 10th St. and 12th St	<b>NEW SIDEWALK</b> - create a sidewalk to cross tracks	
New Sidewalk	Approx. Sq. Foot =	



PRIORITY/LOCATION	WORK TO BE DONE	BID AMOUNT
8. Main St. East side from Chestnut Ave. to Fairgrounds and West side from Catalpa to Fairgrounds	NEW SIDEWALKS - new construction	
Replacement Sidewalk	Approx. Sq. Foot =	
New Sidewalk	Approx. Sq. Foot =	
New Curbing/Gutter	Approx. Lineal Foot =	
Replace Curbing/gutter	Approx. Lineal Foot =	
Curb Ramps	Approx Cubic Yard =	