

**PROJECT MANUAL**

**FOR**

**Project Name: RMS-I  
Westcliffe Powell Avenue Sidewalk Improvements**

**July 2024**

**Town of Westcliffe, CO**



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Ayres Project No. 46-03353.02

**Project Name: RMS-I  
Westcliffe Powell Avenue Sidewalk Improvements**

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\*If bidder is already pre-qualified with Colorado Department of Transportation for work in the class and amount of bid, write "Pre-Qualified" on Statement of Bidder's Qualifications.

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**STANDARD SPECIFICATIONS (CDOT)**

CDOT Standard Specifications for Road and Bridge Construction 2023, 2019 CDOT M&S Standards, and the Manual of Uniform Traffic Control Devices 2023 Edition, with revisions No. 1 and 2, May 2012, are hereby included by reference and all provisions thereof shall be applicable. By submitting a bid, the Contractor acknowledges possession of a copy of said documents.

## ADVERTISEMENT FOR BIDS

**PROJECT:** RMS-I Westcliffe Powell Avenue Sidewalk Improvements

**BID DEADLINE: Wednesday July 24, 2024**  
**9:00 am, Local Time**

### NOTICE

Bid proposals for the above project will be received by the Town of Westcliffe (Owner) electronically via email to [townmanager@townofwestcliffe.com](mailto:townmanager@townofwestcliffe.com) until the Bid Deadline above. Immediately thereafter, the bids will be publicly opened and read aloud.

In general, the project consists of removal of asphalt pavement; installation of curb & gutter, sidewalk, curb ramps, and hot mix asphalt patching, pavement markings, and miscellaneous items as indicated in the Bid Documents.

A single prime bid will be received for the work. It is the Bidder's responsibility to verify whether any addenda were issued. Addenda must be acknowledged by the Bidder in the Bid Form.

The Bid Opening may be joined at 9:00 am on Wednesday July 24 at the following link:

<https://us06web.zoom.us/j/89633573763?pwd=FizL8NCneDg68wbmcTiLRtnpsm1C5W.1>

Meeting ID: 896 3357 3763

Passcode: 422236

### BID SECURITY

Bids must be accompanied by bid security in the amount of 5% of the maximum bid amount. Bid and bid security may not be withdrawn for a period of time as specified in the Colorado Department of Transportation Standard Specifications.

Bid security will be retained if the Bidder is awarded the Work and fails to execute the Contract and furnish 100% Performance and Payment Bonds.

### CONTRACT PAYMENT AND CONTRACT PERFORMANCE SECURITY

Per CDOT Standard Specification 103.03 Requirement of Contract Bonds, the successful bidder shall furnish a **Contract Payment Bond** and a **Contract Performance Bond**. Each bond shall be in a penal sum equal to the nearest integral one hundred dollars in excess of the sum of the original bid items. The bonds and the security shall be acceptable to the Town of Westcliffe. The Performance Bond shall remain in effect for a period of 2 years after completion of the project.

### PROJECT FUNDING

This project is to be financed by a grant from the Revitalizing Main Streets program and shall be referred to as RMS-I Westcliffe Powell Avenue Sidewalk Improvements project. Bidders shall comply with all applicable standards, orders, or regulations issued pursuant to the Clean Water Act of 1970, Federal Water Pollution Control Act, and Contract Work Hours Standards Act.

The Town of Westcliffe, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Date of Initial Advertisement for Bids: Wednesday, July 10, 2024.

### QUALIFICATIONS

Bidders shall be experienced in this type of work and should be prequalified with the Colorado Department of Transportation for work in the class and amount of their bid.

**RIGHTS RESERVED**

Owner reserves the right to reject any or all bids and to waive informalities in any bid.

**BIDDING DOCUMENTS**

Bidding documents may be obtained in PDF electronic format by download from the Town of Westcliffe website at <https://townofwestcliffe.colorado.gov/job-openings-requests-for-proposals>.

For technical questions on the project, contact the following:

- Caleb Patterson, Town Manager, at [townmanager@townofwestcliffe.com](mailto:townmanager@townofwestcliffe.com) or
- Nathan Silberhorn, Project Engineer, at [SilberhornN@AyresAssociates.com](mailto:SilberhornN@AyresAssociates.com)

Published by authority of: Town of Westcliffe.

**PLEASE NOTE**

**SALES AND/OR USE TAX INFORMATION**

**- STATE OF COLORADO SALES OR USE TAX -**

The exemption of building materials from State Sales or Use Tax in Colorado Revised Statutes applies only to the state of Colorado State Sales or Use Taxes. Please refer any questions on State Taxes to the State of Colorado, Department of Revenue

**- CUSTER COUNTY SALES OR USE TAX -**

The State of Colorado collects all sales or use tax for the County of Custer; therefore, any exemption allowed by the State applies to the County.

**- TOWN OF WESTCLIFFE SALES TAX –**

The State of Colorado collects all sales tax for the Town of Westcliffe; therefore, any exemption allowed by the State applies to the Town.

## PROPOSAL REQUIREMENTS AND CONDITIONS

The bidder, signing and submitting this proposal, agrees and declares as a condition thereof, to be bound by the following conditions and requirements.

The bidder declares that they have carefully examined the site of, and the proposal, plans, specifications and contract forms for the work contemplated, and it is assumed that the bidder has investigated and is satisfied as to the conditions to be encountered, as to the character, quality, and quantities of work to be performed and materials to be furnished, and as to the requirements of the specifications, special provisions and contract. It is mutually agreed that submission of a proposal shall be considered conclusive evidence that the bidder has made such examination.

The bidder submits herewith a proposal guaranty in proper form and amount payable to the party as designated in the proposal, to be retained by and become the property of the owner of the work in the event the undersigned shall fail to execute the contract and contract bond and return the same to the office of the engineer within fourteen (14) days after having been notified in writing to do so; otherwise to be returned.

The bidder declares that they understand that the estimate of quantities in the attached schedule is approximate only and that the attached quantities may be greater or less in accordance with the specifications.

The bidder agrees to perform the said work, for and in consideration of the payment of the amount becoming due on account of work performed, according to the unit prices bid in the following schedule, and to accept such amounts in full payment of said work.

The bidder declares that all of the said work will be performed at their own proper cost and expense, that they will furnish all necessary materials, labor, tools, machinery, apparatus, and other means of construction in the manner provided in the applicable specifications and the approved plans for the work together with all standard and special designs that may be designated on such plans, and the special provisions in the contract of which this proposal will become a part, if and when accepted. The bidder further agrees that the applicable specifications and all plans and working drawings are made a part hereof, as fully and completely as if attached hereto.

The bidder, if awarded the contract, agrees to begin the work not later than ten (10) days after the date of written notification from the engineer to do so, unless otherwise stipulated in the special provisions.

The bidder declares that if they are awarded the contract, they will execute the contract agreement and begin and complete the work within the time named herein, and they will file a good and sufficient surety bond for the amount of the contract for performance and also for the full amount of the contract for payment.

The bidder, if awarded the contract, shall be responsible for any damages to property or injury to persons occurring through their own negligence or that of their employees or agents, incident to the performance of work under this contract, pursuant to the Colorado Department of Transportation 2023 Standard Specifications for Road and Bridge Construction applicable to this contract.

## BID PREPARATION

**Bid to be submitted electronically via email to [townmanager@townofwestcliffe.com](mailto:townmanager@townofwestcliffe.com)**

Download bidding documents from the Town of Westcliffe website at <https://townofwestcliffe.colorado.gov/job-openings-requests-for-proposals>.

To submit a bid, the following five (5) documents must be completed and submitted:

1. Proposal (signed and attached in PDF format)
2. Bid Bond (signed and attached in PDF format)
3. Evidence of Authority to do Business in the State of Colorado and Copy of Contractor's License (attached in PDF format)
4. Statement of Bidder's Qualifications (signed and attached in PDF format)
  - If bidder is pre-qualified with Colorado Dept. of Transportation, write "Pre-Qualified" on Statement of Bidder's Qualifications.
5. Bid Schedule (completed form attached in PDF format)

Questions should be directed to Caleb Patterson, Town Manager, at [townmanager@townofwestcliffe.com](mailto:townmanager@townofwestcliffe.com).

# PROPOSAL

<u>COUNTY</u>	<u>PROJECT ID</u>	<u>FEDERAL PROJECT ID</u>	<u>PROJECT DESCRIPTION</u>	<u>HIGHWAY</u>
CUSTER	RMS-1		Westcliffe Powel Ave Sidewalks	

Proposal Submitted To: Town of Westcliffe via QuestCDN.com

This proposal, submitted by the undersigned bidder to \_\_\_\_\_, is in accordance with the advertised request for proposals. The bidder is to furnish and deliver all materials, and to perform all work for the improvement of the designated project in the time specified, in accordance with the appended Proposal Requirements and Conditions.

<b>Proposal Guaranty Required: 5% of Maximum Bid Amount</b>	
<b>Payable to: Town of Westcliffe</b>	
Bid Submittal Due  Date: July 24, 2024 Time (Local Time): 9:00 am, Local Time Contract Completion Time:	Firm Name, Address, City, State, Zip Code
Assigned Disadvantaged Business Enterprise Goal	0% <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Joint Venture <input type="checkbox"/> Corporation

This certifies that the undersigned bidder, duly sworn, is an authorized representative of the firm named above; that the bidder has examined and carefully prepared the bid from the plans, proposal, and all addenda, and has checked the same in detail before submitting this bid proposal; and that the bidder or agents, officer, or employees have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this bid proposal.

Subscribed and sworn to before me this date \_\_\_\_\_

\_\_\_\_\_

(Signature, Notary Public, State of Colorado)

\_\_\_\_\_

(Print or Type Name, Notary Public, State of Colorado)

\_\_\_\_\_

(Date Commission Expires)

\_\_\_\_\_

(Bidder Signature)

\_\_\_\_\_

(Print or Type Bidder Name)

\_\_\_\_\_

(Bidder Title)



## PROPOSAL BID BOND

Project Number RMS-1	Project Description Westcliffe Powell Avenue Sidewalk Improvements	Letting Date Wednesday July 24, 2024
Name of Principal		
Name of Surety		State in Which Surety is Organized

We, the above-named Principal and the above-named Surety, are held and firmly bound unto the Town of Westcliffe (Owner) in the sum equal to the Proposal Guaranty for the total bid submitted for the payment to be made; we jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns. The condition of this obligation is that the Principal has submitted a bid proposal to the Owner for the improvement designated by the Project Number, Project Description, and Letting Date indicated above.

If the Principal is awarded the contract and, within the time and manner required by law after the prescribed forms are presented for signature, enters into a written contract in accordance with the bid, and files the bond with the Owner to guarantee faithful performance and payment for labor and materials, as required by law, or if the Owner shall reject all bids for the work described, then this obligation shall be null and void; otherwise, it shall be and remain in full force and effect. In the event of failure of the Principal to enter into the contract or give the specified bond, the Principal shall pay to the Owner **within 10 business days of demand** a total equal to the Proposal Guaranty as liquidated damages; the liability of the Surety continues for the full amount of the obligation as stated until the obligation is paid in full.

The Surety, for value received, agrees that the obligations of it and its bond shall not be impaired or affected by any extension of time within which the Owner may accept the bid; and the Surety does waive notice of any such extension.

IN WITNESS, the Principal and Surety have agreed and have signed by their proper officers and have caused their corporate seals to be affixed this date:

\_\_\_\_\_  
(Date Must Be Entered)

**PRINCIPAL**

**SURETY**

\_\_\_\_\_  
(Company Name)

\_\_\_\_\_  
(Name of Surety)

\_\_\_\_\_  
(Signature and Title)

\_\_\_\_\_  
(Signature of Attorney-in-Fact)

**NOTARY FOR PRINCIPAL**

**NOTARY FOR SURETY**

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

State of Colorado )  
County of \_\_\_\_\_ )ss.

State of Colorado )  
County of \_\_\_\_\_ )ss.

On the above date, this instrument was acknowledged before me by the named person(s).

On the above date, this instrument was acknowledged before me by the named person(s).

\_\_\_\_\_  
(Signature, Notary Public, State of Colorado)

\_\_\_\_\_  
(Signature, Notary Public, State of Colorado)

\_\_\_\_\_  
(Print or Type Name, Notary Public, State of Colorado)

\_\_\_\_\_  
(Print or Type Name, Notary Public, State of Colorado)

\_\_\_\_\_  
(Date Commission Expires)  
Notary Seal

\_\_\_\_\_  
(Date Commission Expires)  
Notary Seal

**IMPORTANT:** A certified copy of Power of Attorney of the signatory agent must be attached to the bid bond.

**BID FORM**

**Project:** Town of Westcliffe  
RMS-1 Westcliffe Powell Avenue Sidewalk

**Address:** Town of Westcliffe  
Attn: Caleb Patterson, Town Manager  
P. O. Box 406, Westcliffe, CO 81252

1.01 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with The Town of Westcliffe in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices within this Bid and in accordance with the other terms and conditions of the Bidding Documents.

1.02 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged:

<u>Addendum No.</u>	<u>Bidders Signature</u>	<u>Date Acknowledged</u>

B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, and performance of the Work.

C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.

D. Based on the information and observations referred to in Paragraph B & C above, Bidder does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.

E. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.

F. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

1.03 Bidder certifies that:

A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.

B. Bidder has not solicited or induced any individual or entity to refrain from bidding; and

C. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph:

1.04 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Base Bid Proposal

The work will include all coordination, labor, supervision, equipment, tools, materials, supplies, environmental protection, sweeping, cleanup, and incidentals necessary to complete the work in accordance with the Project Construction Documents and the current Town of Westcliffe and CDOT Design Standards and Specifications.

ITEM NO.	Bid Item	UNIT	EST. QTY.	UNIT PRICE	TOTAL PRICE
1	Clearing & Grubbing	ACRE	0.5		
2	Removal of Curb & Gutter	LF	20		
3	Removal of Sidewalk	SY	55		
4	Removal of Asphalt Mat	SY	143		
5	Removal of Pavement Marking	SF	171		
6	Embankment (Complete In Place)	CY	50		
7	Topsoil (Onsite)	CY	31		
8	Reset Ground Sign	EACH	5		
9	Organic Fertilizer	LB	150		
10	Seeding (Lawn) (Broadcast) 6 lbs PLS per Acre	LB	3		
11	Mulching (Weed Free)	ACRE	0.5		
12	Mulch Tackifier	LB	33		
13	HMA (Patching) (Asph) (as-needed)	SY	20		
14	Concrete Pavement (6 Inch)	SY	80		
15	Concrete Sidewalk	SY	773		
16	Concrete Curb Ramp	SY	133		
17	Detectable Warnings	SF	162		
18	Concrete Curb and Gutter Type 2 (Section II-B)	LF	1272		
19	Construction Surveying	LS	1		
20	Mobilization	LS	1		
21	Preformed Plastic Pavement Marking (Type I)	SF	272		
22	Traffic Control	LS	1		
				<b>TOTAL:</b>	<b>\$</b>

Total Bid Amount, Items 1 thru 22, shall be

\_\_\_\_\_ Dollars, and  
 \_\_\_\_\_ Cents.

BIDDER acknowledges that the Owner has the right to delete items in the Bid or change quantities at his sole discretion without affecting the Agreement or prices of any item so long as the deletion or change does not exceed twenty-five percent (25%) of the total Contract Amount.

The undersigned Bidder agrees to furnish any and all required Bonds in the form required by the Town and to enter into a contract within the time specified in the Instructions to Bidders and further agrees to complete all Work covered by the Bid, in accordance with specified requirements, within the time specified in the Agreement.

In submitting this Bid it is understood that the right is reserved by Owner to reject any and all bids, and it is understood that this Bid may not be withdrawn during a period of 45 days after the scheduled time for the receipt of bids.

1.05 Construction Schedule

- A. Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with the Services Agreement on or before the dates or within the number of calendar days indicated in the Agreement.

1.06 The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security.
- B. Evidence of Authority to do Business in the State of Colorado and Copy of Contractor's License.
- C. Statement of Qualifications.

1.07 The Engineer may require the apparent low responsive bid and second low responsive bid General Contractors to submit the following Statement of Qualifications after the bid opening:

A. General Information

- 1. Please provide official firm name, license, contact person for bidding, title, phone number, e-mail address, and mailing address. Provide a list of current projects under construction in detail, including Owner's name and contact information, Engineer's name and contact information, contract price, percent complete, and brief description of work.

Continued on next page.

SIGNATURE OF BIDDER:

Date: \_\_\_\_\_

If an Individual: \_\_\_\_\_  
\_\_\_\_\_

Doing business as: \_\_\_\_\_

If a Partnership: \_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_,  
partner

If a Corporation: \_\_\_\_\_ (a \_\_\_\_\_ Corporation)

By: \_\_\_\_\_

(SEAL & TITLE \_\_\_\_\_  
\_\_\_\_\_ ATTEST)

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

TELEPHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**END OF SECTION**

**STATEMENT OF BIDDER'S QUALIFICATIONS**

To: \_\_\_\_\_ Project: \_\_\_\_\_

Date: \_\_\_\_\_

The following experience record, as of date shown, shall be submitted to the Owner with the bid. All questions shall be answered fully. The contents of this form will be considered confidential to the extent allowed by applicable laws and regulations.

Name of Bidder: \_\_\_\_\_

Business Address: \_\_\_\_\_  
Street  
City State Zip Code

- 1. Number of years in business as a Contractor under the present:  
Business Name \_\_\_\_\_  
As Principal Contractor \_\_\_\_\_ As a Sub-Contractor \_\_\_\_\_
- 2. Class of work you are equipped to perform: \_\_\_\_\_
- 3. Class of work you usually sublet: \_\_\_\_\_
- 4. Have any members of your concern ever operated under any other business name? \_\_\_\_\_  
If so, give details: \_\_\_\_\_  
\_\_\_\_\_
- 5. Have you ever failed to qualify as a responsible bidder? \_\_\_\_\_  
If so, give details: \_\_\_\_\_  
\_\_\_\_\_
- 6. Have you ever refused to enter into a contract after the award is made to you? \_\_\_\_\_  
If so, give details: \_\_\_\_\_  
\_\_\_\_\_
- 7. Have you ever failed to complete any work? \_\_\_\_\_  
If so, give details: \_\_\_\_\_  
\_\_\_\_\_
- 8. Has any surety or financial institution ever experienced loss on your concern? \_\_\_\_\_  
If so, give details: \_\_\_\_\_  
\_\_\_\_\_

9. Give name, address, and telephone number of Owner; type of work; and the contract amount of at least three projects completed in the last three years:

<u>Owner Name, Address, Telephone No.</u>	<u>Type of Work</u>	<u>Contract Amount</u>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

10. Give name, address, and telephone number of Owner; type of work; and the contract amount of projects now in process of construction:

<u>Owner Name, Address, Telephone No.</u>	<u>Type of Work</u>	<u>Contract Amount</u>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

11. Indicate your experience in the construction of work similar to this project (if not demonstrated by Questions 9 and 10, above):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

12. Give construction experience of principal individuals of your organization:

<u>Name</u>	<u>Position</u>	<u>Years of Experience</u>	<u>Size and Type of Work</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

13. Attach a list of your major equipment pertinent to this project.

14. Are there any judgments, suits, or claims pending against you? \_\_\_\_\_

If so, give details: \_\_\_\_\_

\_\_\_\_\_

15. Does your organization operate as a corporation, partnership, or individual? \_\_\_\_\_

A. If a corporation, when incorporated: \_\_\_\_\_

In which state incorporated: \_\_\_\_\_

List name, title, and address of all officers:

<u>Name</u>	<u>Title</u>	<u>Address</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

B. If a partnership, date of organization: \_\_\_\_\_

General, Limited, or Associated? \_\_\_\_\_

List name, address, and proportional interest of parties:

<u>Name</u>	<u>Address</u>	<u>Proportional Interest</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

16. If requested prior to award of contract, provide to the Owner an accurate, up-to-date, condensed financial statement of the corporation, partnership, or individual.

The undersigned hereby declares and certifies that the foregoing is a true statement of the experience and condition of the organization, therein first given and that any agency or individual herein named authorized to supply any information as may be deemed necessary to verify this statement.

Bidder's Signature \_\_\_\_\_

NOTARY CERTIFICATE

I hereby certify that \_\_\_\_\_ (name and title)

appeared before me on \_\_\_\_\_ (date)

SEAL

\_\_\_\_\_ (Notary signature)

\_\_\_\_\_ (Notary printed name)

My Commission expires \_\_\_\_\_ (date)