



REQUEST FOR BIDS

RFB-20-20

**BID DUE DATE: TUESDAY, SEPTEMBER 1, 2020 BY 1:00 P.M. OUR
CLOCK**

CLOSED METAL SHELVING SYSTEM
For Evidence Storage

**MANDATORY PRE-BID MEETING: WEDNESDAY, AUGUST 19, 2020
AT 2 P.M. AT THE EVIDENCE BUILDING located at the WHEAT RIDGE
PUBLIC WORKS OPERATIONS SITE**

SEALED BID MUST BE EMAILED OR DELIVERED TO:

BIDS@ci.wheatridge.co.us
City of Wheat Ridge Municipal Building
Attention: Jennifer Nellis, Purchasing Agent
BID - Purchasing & Contracting Division
7500 W 29th Avenue
Wheat Ridge, CO 80033
Phone : 303-235-2811

DOCUMENTS PREPARED BY:
POLICE DEPARTMENT/ EVIDENCE DIVISION
PURCHASING & CONTRACTING DIVISION

IMPORTANT: PLEASE READ ENTIRE DOCUMENT
Per the attached specifications, terms and conditions.

PLEASE DO NOT REMOVE ANY PAGES FROM THIS BID DOCUMENT

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EXHIBIT 1 – DRAWING

ADDENDUM (if applicable)

**ADVERTISEMENT FOR BIDS
RFB-20-20
CLOSED METAL SHELVING SYSTEM/ EVIDENCE BUILDING**

Project Overview: The City of Wheat Ridge (COWR) Police Department is requesting bids from qualified firms to provide and install closed metal shelving units on a manual track system on the second floor of the Evidence Building. See Specifications and Exhibit 1. Anticipated start date is Fall 2020. The estimated budget for this project is \$25,000.

Mandatory Pre-Bid Meeting: Scheduled for **WEDNESDAY, AUGUST 19, 2020 at 2 P.M.** at the PD Evidence Building located at the City's Public Works Operations site: 11220 W 45th Avenue, Wheat Ridge, CO 80033. You may take photographs and measurements at this time. This will be the only time vendors will be allowed to visit the site prior to bid close.

Deadline for Questions: **FRIDAY, AUGUST 21, 2020 BY noon OUR CLOCK.** Send email to jnellis@ci.wheatridge.co.us

Point of Contact: Jennifer Nellis, Purchasing Agent, jnellis@ci.wheatridge.co.us or phone 303-235-2885. Do not contact the requesting department.

Minimum Requirements: Awarded firm must obtain a valid City Business/Use Tax license prior to doing business in the City of Wheat Ridge. No bid bond, performance or payment bond required.

Bids Due: **TUESDAY, SEPTEMBER 1, 2020 by 1:00 P.M. OUR CLOCK.** Late receipt of bids will not be considered. It is the responsibility of the offeror to ensure the proposal is received in the BIDS email box on or before the due date and time.

Submit to: **BIDS@ci.wheatridge.co.us**

Mark File Names: "BID," RFB-20-20 CLOSED METAL SHELVING SYSTEM/ EVIDENCE BUILDING

Comments: No bids will be accepted after the due date and time. Bids received after the due opening time will be filed unopened. The City of Wheat Ridge reserves the right to reject any, all or any part of a bid and to waive any formalities or informalities to make an award in the best interest of the City.

Bid Documents: Available on the RMEPS a division of BIDNET www.rockymountainbidsystem.com or call 1-800-677-1997 x 214 or visit the City Website for project documents and updates: www.ci.wheatridge.co.us

//:Jennifer Nellis, CPPB
Jennifer Nellis, Purchasing Agent

Publish Dates:
RMEPS and City website 8/11/2020

RFB-20-20
CLOSED METAL SHELVING SYSTEM / EVIDENCE BUILDING
BID REQUIREMENTS/AWARD CRITERIA

I. INTRODUCTION

A. General

The City of Wheat Ridge (the "City") is located in the northwest area of Denver metropolitan, 7500 W 29th Avenue, Wheat Ridge, CO 80033. The City's area consists of about nine square miles of rolling land adjacent to Interstate 70 transportation corridor between Denver and the Rocky Mountains. The topography is somewhat unique, with a natural ridge traversing the City. The City is a suburban community of approximately 33,000 residents. The City is a home-rule municipality with eight council members, a city manager and mayor form of government.

B. Background

The off-site Police Evidence building is used for the secure storage of property and evidence in the control of the Police Department. In 2012 the City added a second system of track shelving, and the City now intends to add more shelving units with a similar track system. The City has recently expanded the second floor interior of the building.

The shelving installation location is at the Evidence Building located at 11220 W 45th Avenue, Wheat Ridge, CO 80033 Estimated budget for this project is \$25,000.

C. Objectives

Provide and install as many units as possible in accordance to the specifications, and within the budget. The City provides all storage bins and boxes. The project goals are to:

- Increase the amount of effective storage space
- Increase security for property / evidence stored within the building
- Provide for storage growth

II. SPECIFICATIONS

The primary evidence storage space for the new storage system (size of area) is as follows: **21'6" x 19'1"**

Note: Dimensions are approximate.

New storage units must meet the following criteria: (See plan details.)

- Accommodate 18" wide x 18" deep x 16" high boxes
- Aurora brand is currently installed and should be considered the guideline for bid purposes. Equals allowed.
- Shelving Units: 18 gauge heavy duty steel, fire retardant, painted finish shelf, posts, kick plates, tops, backs, sides, and standard color chart. Units are used to safely store various types of property / evidence. All units shall have tops, backs, sides, kick plates, posts and hardware. Minimum weight per shelf 200 lb. Acceptable dimensions: (See DRAWING).
 - Shelf openings (vertical space between shelves): 17" – 21"
 - Unit height: 60" – 63" maximum
 - Shelf widths: 40" minimum, 42" maximum
 - Shelf depth: must be 18"
- Shelves must be configured to accommodate specific types of items and sizes of storage boxes.

- Moveable: Shelving must be moveable via floor mounted tracks or other similar system.
- Mechanical Assist: Shelving must incorporate manual systems that assist in the moving of the shelves.
- Minimum 3 adjustable shelves per unit. Except that the location for the stationary unit is only tall enough for 2 adjustable shelves.
- Durability - heavy gauge, fully welded, long-lasting
- Finish – non-glare fingerprint resistant surface
- Labels – each shelf must have a label cover, minimum 5” wide

TRACK SYSTEM:

- Floor track system
- Mechanical assist (manual crank) carriages providing smooth, quiet, easy carriage operation.
- Track and floor must be level and parallel.
- Must accommodate storage unit capacities for future.

WARRANTIES:

- Minimum one year warranty on: parts, mechanical parts, and labor—upon owner acceptance.

LIMITATIONS:

- Shelving must be designed to exist within the structural confines of the existing building.
- Due to the need to arrange temporary storage for property / evidence during the project, and due to the disruption this may cause for court proceedings, the vendor is expected to meet contracted start and ending dates for the project.
- Product will be installed in a controlled-access environment. The following security measures are required and not subject to negotiation or modification:
 - ◆ All workers (vendors, contractors, sub-contractors, etc.) in the Evidence building must be monitored by Police Department personnel
 - ◆ Access to work area outside of negotiated work days / hours is prohibited
 - ◆ All persons working in the secure area must provide legally valid identification and will be subjected to a check of their criminal history before being permitted to work in the Evidence building. This may include a fingerprint check. Examples of activities that may result in exclusion from the Evidence building include:
 - ◆ Drug arrests / convictions
 - ◆ Theft arrests / convictions
 - ◆ Economic crime arrests / convictions
 - ◆ Arrests / convictions for “violent crimes” (as defined by Colorado Law)

INSTALLATION HOURS:

- Tuesday through Thursday: 7:00 a.m. – 4:30 p.m.

III. BID SUBMISSION

A. **Submit to: BIDS@ci.wheatridge.co.us**

MARK FILE NAME: “BID,” RFB-20-20 CLOSED METAL SHELVING SYSTEM/ EVIDENCE BUILDING

BID DUE DATE: TUESDAY, SEPTEMBER 1, 2020 BY 1:00 P.M. OUR CLOCK. NO EXCEPTIONS.

IV. EVALUATION AND AWARD will be to the lowest, most responsive and responsible bidder(s) whose bid meets the requirements and criteria outlined. Also considered is the lead time, installation schedule and bidder’s ability and willingness to provide quality goods and service, as well as compliance with the purchase order terms and conditions (available on our website). Do not qualify your bid nor alter the bid format. Interviews may be requested.

The following is a partial list of the criteria that may be used in the award:

- Superior quality and adherence to specifications
- Ease of use and service offered
- Delivery and/or completion time (lead time, and installation schedule)
- Guarantees and warranties
- Firm reputation and References
- Firm experience, and cost with same or similar equipment or service

Award will be based on best value to the City.

The City reserves the right to base its evaluation on a "Should Cost" analysis to reflect the real costs to the City arising out of or incidental to the award. Proposing firms should therefore avoid unbalanced pricing and other cost presentation tactics that attempt to understate, conceal or distort real costs or otherwise take advantage of a mere formula-oriented, non-judgmental type of cost or price analysis. The City shall look to substance more than format and shall perform its cost and price evaluation on the basis of probable real costs.

V. ANTICIPATED SCHEDULE OF EVENTS

All times are local and by our clock.

RFB Issued	Tuesday, August 11, 2020
Mandatory Pre-Bid Meeting	Wednesday, August 19, 2020 at 2 p.m.
Inquiry Deadline	Friday, August 21 by noon
Final Addendum Issued	Wednesday, August 26, 2020
Bid Due Date and Time	Tuesday, September 1, 2020 at 1 p.m.
Virtual Bid Opening	At 2 p.m. on September 1, 2020
Start Date	TBD

Objective: To seek and procure goods and/or services as per the attached Drawing/Specifications. Bid per the specifications or equal. Equal must meet or exceed specifications, and the City makes the sole determination if a product is an equal or not. The City may purchase additional units at the same bid prices within a reasonable length of time. Delivery and installation is required. Provide quickest delivery without extra charges. FOB destination (Prepaid). All applicable State of Colorado and Federal laws, City and County ordinances, licenses, permits and regulations shall apply to this award and the duration of the agreement.

POINT OF CONTACT: Jennifer Nellis, Purchasing Agent, jnellis@ci.wheatridge.co.us or phone 303-235-2811 on all questions and inquires. Do not contact the user department.

VI. TERMS AND CONDITIONS

Delivery and Installation Address: Evidence Building at Public Works Operations, 11220 West 45th Avenue, Wheat Ridge, CO 80033.

Payment: Payments will be made within thirty (30) days of receipt of approved delivery and invoice. Financial obligations of the City, payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted and otherwise made available.

Modification or Changes: All modifications must be in writing and signed by both parties.

New Items and Warranties: All items must be new product (not used, remanufactured, refurbished, rebuilt, reconditioned, etc.) and are not to contain components that are not newly manufactured, unless specifically stated otherwise in the bid specifications. Product shall have a new product warranty of one year. Bidder warrants all goods and services will meet or exceed applicable drawings, specifications, samples and/or other descriptions given to the City, and will be free from defects. Any breach of warranty will be at the Bidder's expense and at the direction of the City.

Assignment/Subcontract: No portion of this Bid may be assigned or subcontracted without the prior written approval of the City.

Equals: The City makes the sole determination if a product is an equal or not.

Bid Results are posted on the City of Wheat Ridge website at www.ci.wheatridge.co.us
Access the site for bid results. If award is not yet posted, it is still under evaluation.

Funding: There is in effect within the City of Wheat Ridge, Colorado, Section 2-4 of the City's Code of Laws which limits the amount for which the City shall be liable to the amount expressly appropriated by the City Council, either through budgeted appropriation, or contract or bid award. The Contractor is specifically advised of this Section 2-4 of the Code of Laws. This Contract is specifically subject to the provisions of said Code Section. Funding of this contract for any time period after January 1, of the year succeeding the date of entry of this contract is expressly contingent upon appropriations being made by the City Council of the City of Wheat Ridge, Colorado. No promise, expressed or implied, is made that such funding will be approved by the City Council, acting in its legislative discretion.

Low Tie Bids shall be decided in accordance with the provision of C.R.S., Section 24-113-203.5, as it currently exists or is hereafter amended, which give a preference to resident bidders. Any bidder who wishes to be considered a "resident bidder" for purposes of the tie bid procedure provided in C.R.S., Section 24-113-203.5 shall include with their bid proof that he/she meets the definition of resident bidder as set forth in either C.R.S., Section 24-113-111 (6)(a) or C.R.S., Section 24-113-111 (6) (b).

Vendor Offset: No award will be issued to any person, firm or corporation that is in arrears to the City, upon debt or contract that is a defaulter, as surety or otherwise, upon any obligation to the City or that is deemed irresponsible or unreliable by the City. If requested, Bidders shall be required to submit satisfactory evidence that they have a practical knowledge of the particular good/service bid upon and that they have the necessary financial resources to provide the proposed good or service as described in the specifications.

Termination for Cause: If the successful Bidder shall fail to fulfill in a timely and proper manner its obligations, violate any of the covenants, agreements or stipulations of the award, the City shall have the right to terminate the agreement by giving written notice to the Bidder of such termination. All completed or unfinished work, reports, materials, documents and anything relating to the project shall become property of the City. The Bidder shall not be relieved of liability to the City for any damages sustained by virtue of the breach. The City may withhold payments until the cost of the damages is assessed.

Cancellation/Remedies: The City reserves the right to cancel any order resulting from this RFB with a sixty (60) day written notice if the vendor has failed to comply with the terms specified, has been notified in writing of three (3) such failures, and has failed to remedy the problem after each written notification. In the event of cancellation based on lack of contract compliance, the City will not be subject to any early termination or cancellation charges.

Termination For Convenience: The City may terminate the award at any time by giving written notice to the successful vendor of such termination and specifying the effective date, at least thirty (30) working days before the effective date of such termination. In that event, all finished or unfinished services, reports, materials prepared or furnished by the successful Bidder under the award shall at the option of the City become its property. If the award is terminated by the City, the successful vendor will be paid an amount which bears the same ratio to the total compensation as the services actually performed or material furnished bear to the total services/materials the successful Bidder covered by the award, less payments of compensation previously made. If the award is terminated due to the fault of the successful Bidder, termination of award for cause, relative to termination shall apply.

Indemnification: The Consultant agrees to indemnify and to hold the City and its agents harmless for, from and against any and all claims, suits, expenses, damages or other liabilities, including reasonable attorney fees and court costs arising out of damage or injury to persons, entities, or property causes or sustained by any person or persons as a result of the negligent performance or failure of the Consultant to provide services pursuant to the terms of this Agreement.

VII. INSTRUCTIONS TO BIDDERS

1. Bids will only be accepted on the forms provided. Do not re-type forms. Provide all requested information and authorized signature in ink.
2. Bid unit prices and extended amounts when called for. In case of mathematical error in extensions, the unit price will prevail. If unable to bid, indicate "NO BID."
3. Do not submit an alternate or optional bid, unless requested. If a vendor submits more than one (1) bid, the bids will be deemed non-responsive, therefore, disqualified. This includes more than one price for a single item.
4. All changes or modifications (adds, deletes, additional information, etc.) shall be distributed through written addendum and provided to all bidders. Verbal responses will not be considered.
5. A bid with missing or inconsistent information may be considered non-responsive and may not be evaluated. Do not qualify your bid nor alter the bid format.
6. The bid price shall be exclusive of any Federal, State or City taxes. Tax exempt #84-0595832 Federal, #98-03515 State, and #70000 City. Tax exemption certificates will be issued upon request.
7. All bids must be F.O.B. destination, freight prepaid, unless otherwise directed.
8. **SUBMIT BIDS by email to: BIDS@ci.wheatridge.co.us.**
9. **Submit your bid no later than TUESDAY, SEPTEMBER 1, 2020 by 1:00 P.M. LOCAL TIME.** Bids submitted to any other location will not be accepted and will be considered non-responsive.
11. Bids will be accepted by the Purchasing Office only, and are subject to time and date validation. All bids received after the deadline are considered non-responsive and disqualified.
11. **VENDOR REQUIREMENTS:** Submit the following with your bid.
 - A. **All forms included in this solicitation document:** completed and signed.
 - B. **Addendum:** Check website www.ci.wheatridge.co.us or email jnellis@ci.wheatridge.co.us to confirm the number of Addenda issued.
 - C. **Warranties:** Provide information regarding labor and parts warranties.
 - D. **Price:** Attachment A, Price Sheet must be completed, provide pricing and return as your Bid. Pricing shall be firm throughout the effective period. Bid shall be valid for sixty (60) calendar days after bid opening date. Bids shall not be withdrawn after bid due date.
 - E. **Additional Information** relating to this bid, such as detailed specifications for equals, standard agreement, brochures, etc., may be submitted with your bid.
 - F. **References:** Provide at least three (3) references of work similar in nature and size. Include contact name, telephone number, and detail service provided.
 - G. **Response Time/Service:** Provide guaranteed service response time that is reasonable and responsive to the critical daily operation of the City.
 - H. **Insurance:** Provide a statement assuring your ability and intent to provide a certificate of insurance for general liability, workers compensation, and automobile insurance in limits prescribed by City and State requirements, as per attachment. Proof of insurance will be required at time of award.

DO NOT SUBMIT ABOVE TEXT PAGES

BIDDER INFORMATION FORM

SIGNATURE PAGE - SUBMIT THIS PAGE WITH YOUR BID

**RFB-20-20
CLOSED METAL SHELVING SYSTEM / EVIDENCE BUILDING**

BID DUE DATE: TUESDAY, SEPTEMBER 1, 2020 BY 1:00 P.M. OUR CLOCK

**MANDATORY PRE-BID CONFERENCE: WEDNESDAY, AUGUST 19, 2020
AT 2 P.M. LOCAL TIME**

BIDS MUST BE SUBMITTED TO:

BIDS@ci.wheatridge.co.us

IMPORTANT: PLEASE READ ENTIRE DOCUMENT

FEIN/SSN (Required) _____ F.O.B.: DESTINATION/PREPAID
Federal I.D. Number

DELIVERY (upon receipt of order) _____ TERMS : _____
Specify days or weeks, include shipping time

COMPANY NAME _____

ADDRESS _____

CITY/STATE/ZIP _____

PHONE _____ CELL _____

CLEARLY TYPE/PRINT NAME _____

AUTHORIZED SIGNATURE OF PERSON ABOVE _____

TITLE _____ EMAIL _____

ACKNOWLEDGE ADDENDUM: Bidder is responsible for confirming receipt of each addendum, please initial.

#1 _____ #2 _____ #3 _____ #4 _____

DO YOU ACCEPT VISA FOR PAYMENT WITHOUT ADDITIONAL FEES? _____

DO NOT CONTACT THE USER DEPARTMENT

POINT OF CONTACT: Jennifer Nellis, Purchasing Agent, jnellis@ci.wheatridge.co.us or 303-235-2811. No oral, facsimile or telephone bids or modifications will be accepted. Signature acknowledges that Bidder has read the bid documents thoroughly before submitting a bid and will fulfill the obligations in accordance to the terms, conditions and specifications without collusion with any individual or firm. **Do not submit more than one bid from your firm or both/all bids will be disqualified.** Bid must be signed.

CITY OF WHEAT RIDGE, CO
CERTIFICATION STATEMENT FOR
ILLEGAL ALIENS, COMPLIANCE TO HB 1343

SUBMIT THIS FORM WITH YOUR BID

The Vendor, whose name and signature appear below, certifies and agrees as follows :

1. The Vendor shall comply with the provisions of CRS 8-17.5-101 et seq.
2. The Vendor shall not knowingly employ or contract with an illegal alien to perform work under this purchase order or enter into a contract with a subcontractor that knowingly employs or contracts with an illegal alien.
3. The Vendor represents, warrants, and agrees that it (i) has verified that it does not employ any illegal aliens, through participation in the Basic Pilot Employment Verification Program administered by the Social Security Administration and Department of Homeland Security, or (ii) otherwise shall comply with the requirements of CRS 8-17.5-102(2)(b)(I).
4. The Vendor shall comply with all reasonable requests made in the course of an investigation by the Colorado Department of Labor and Employment. If the Vendor fails to comply with any requirement of this provision or CRS 8-17.5-101 et seq., the City may terminate the above referenced purchase order for breach and the Vendor shall be liable for actual and consequential damages to the City of Wheat Ridge.

CERTIFIED and AGREED to this _____ day of _____, 20__

BID NUMBER: _____

FIRM: _____
(Print Full Legal Name)

Authorized Signature : _____

Print Name: _____

Print Title: _____ Date: _____

Attestation : (A corporate attestation is required.)

BY _____
Corporate Secretary or Equivalent Place corporate seal here, if applicable

CONTRACTOR QUALIFICATION FORM

RFB-20-20, CLOSED METAL SHELVING SYSTEM / EVIDENCE BUILDING

IMPORTANT: THIS FORM MUST BE COMPLETED AND SUBMITTED WITH YOUR BID

The following information is considered the minimum required to evaluate the qualifications of contractors intending to work on projects for the City of Wheat Ridge. Any additional information the contractor feels is pertinent, or which clarifies items below, is welcome and may be attached.

The City will contact previous clients and references as a part of the evaluation process; thus, letters of reference may shorten the evaluation period if they are attached to this form.

1. **Name of Firm:** _____

Address: _____

State: _____ Zip: _____ Phone: _____

Principal in Charge: _____

Type of Business Organization:

_____ Sole Proprietorship

_____ Corporation

_____ Partnership

_____ Limited Partnership

State in which Incorporated _____ Joint Venture (yes/no) _____

Name, position, and address of contact person regarding the information on this form:

Number of years your firm has done business under current name: _____

Previous firm names and/or partnerships or firms you have had any interest in, and number of years of each name:

2. **Attach a list of similar projects in which you have been involved during the last two (2) years. For each project, indicate the following:**

- Original contract bid amount
- Owner (address, telephone, and contact)
- Project description
- Litigation or claims related to each project. State nature of claim, the parties, the dollar value, the status and outcome including the value of any judgement or settlement. Your position or capacity on the project.
- Name, address and phone number of reference person.

3. **State type of work normally done by your forces, and work you normally subcontract.**

4. Have you ever terminated or abandoned any work prior to completion or had work completed by others?

Yes _____ No _____

If yes, describe the situation.

Have any bonds been called on any of your projects? Yes _____ No _____

Has your firm, or any firm you have had any interest in, ever been debarred or prohibited from contract work with any government or private institution? Yes _____ No _____

If yes, describe the situation.

City staff will evaluate all qualification forms. The evaluation will include the following:

- Verification of statements and information provided;
- Ability to perform work of similar nature;
- Financial stability and capability;
- Any pattern of controversy, poor management, delayed claims, late completion, inferior workmanship, or other undesirable characteristics.

This qualified contractors list is not intended to restrict competition. The intent is to protect the City's legitimate interests by ensuring that contractors and subcontractors are competent, capable of quality work, and financially able to complete the work they are awarded.

CITY OF WHEAT RIDGE

INSURANCE REQUIREMENTS

INSURANCE: The successful bidder will be required to submit certificate(s) showing the following minimum insurance coverages:

1. Standard Worker's Compensation and Employer Liability.
 - a) As required by State Statute, including occupational diseases, covering all employees at work site.
2. General Liability - PL & PD (minimum).
 - a) Combined single limit - \$600,000 written on an occurrence basis.
 - b) Any aggregate limit will not be less than \$1 million.
 - c) Contractor must purchase additional insurance if claims reduce the annual aggregate below \$600,000.
 - d) City Of Wheat Ridge to be named as additional insured on each comprehensive general liability policy.
 - e) Certificate of Insurance to be provided to the City within ten (10) working days after receipt of award.
 - f) Insurance shall include provisions preventing cancellation without 30 days prior notice by certified mail to the City.
3. Automobile Liability (minimum).
 - a) Contractor to carry a minimum of \$600,000 combined single limit auto insurance.
4. Additional coverages may be required in specific solicitations.

**SUBMIT A BID ONLY IF YOU ARE PREPARED
TO COMPLETE THIS REQUIREMENT.**

ATTACHMENT A
SUBMIT THIS FORM WITH YOUR BID

RFB-20-20
CLOSED METAL SHELVING SYSTEM / EVIDENCE BUILDING
MINIMUM SPECIFICATIONS, PRICE LIST AND CHECK LIST

BID PER THE SPECIFICATIONS OR EQUAL. EQUAL MUST MEET OR EXCEED SPECIFICATIONS. THE CITY MAKES THE SOLE DETERMINATION IF A PRODUCT IS AN EQUAL OR NOT. PRICE SHALL INCLUDE ALL EQUIPMENT, PRODUCT, LABOR, INSTALLATION, AND DELIVERY. FOB DESTINATION - PREPAID.

PROVIDE QUICKEST DELIVERY TIME WITHOUT EXTRA CHARGES. AWARDED VENDOR MUST PROVIDE CERTIFICATE OF INSURANCE PRIOR TO START OF WORK, SEE ATTACHED REQUIREMENTS. BIDDER IS RESPONSIBLE FOR ACCURATE MEASUREMENTS. NO DOCK AREA FOR DELIVERY PURPOSES.

All applicable State of Colorado and Federal laws, City and County ordinances, licenses, permits and regulations shall apply to this award and the duration of the agreement.

<u>NO.</u>	<u>QTY</u>	<u>SPECIFICATIONS</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
1	1 Lot	Closed Metal Shelving Units and track system as drawn	\$ _____	\$ _____
2	1 Lot	Installation		\$ _____
TOTAL DELIVERED & INSTALLED PRICE			\$ _____	

LEAD TIME for Delivery: _____ Days After Receipt of Order (ARO)
Number of Days Anticipated for Installation: _____

STATE MANUFACTURER AND MODEL. INCLUDE DETAILED SPECIFICATIONS (brochures, website info, etc.). IT IS THE SOLE RESPONSIBILITY OF THE CITY TO DETERMINE IF THE PRODUCTS ARE AN EQUAL OR NOT.

CLEARLY STATE ALL WARRANTIES IN DETAIL AND LENGTH OF TIME.

CHECK-LIST: Be sure to INCLUDE THE FOLLOWING DOCUMENTS WITH YOUR BID.

- BIDDER INFORMATION FORM _____
- ILEGAL ALIEN CERTIFICATE _____
- CONTRACTOR QUALIFICATION FORM _____
- REFERENCES _____

FIRM SUBMITTING THIS BID _____

MUST SUBMIT "ATTACHMENT A" PRICING WITH BID