

INVITATION TO BID  
CARPET MAINTENANCE PROJECT

The City of Fort Collins, Colorado is seeking sealed proposals for furnishing all labor, equipment and materials necessary to perform maintenance of carpet in City facilities in accordance with established guidelines and specifications

Bids will be received at the Office of the Purchasing Division, 256 West Mountain Avenue, P O Box 580, Fort Collins, Colorado 80522, until 2 00 p m (our clock), November 3, 1998 Bid No 5300 Square footage figures above are approximate and should be independently verified by the bidder

Collusive or Sham Bids Any bid deemed to be collusive or a sham bid will be rejected and reported to authorities as such Your authorized signature of this bid assures that such bid is genuine and is not a collusive or sham bid

Sales Prohibited/Conflict of Interest No officer, employee, or their dependent or person residing in and sharing the expenses of their household, shall have a financial interest in the sale to the city of any real or personal property, equipment, material, supplies or services This rule also applies to subcontracts with the city This shall not apply to members of any authority, board, committee, or commission of the city, other than the members of the city council Soliciting or accepting any gift, gratuity favor, entertainment, kickback or any item of monetary value from any person who has or is seeking to do business with the City of Fort Collins is prohibited Any vendor knowing of this type of activity is encouraged to report in confidence to the Director of Purchasing and Risk Management, Director of Finance, City Attorney or City Manager so the matter can be dealt with

The City of Fort Collins reserves the right to accept or reject any and all bids and to waive any irregularities or informalities

Discounts Any discounts allowed for prompt payment, etc , must be reflected in bid figures and not entered as separate pricing on the proposal form

A set of contract documents, including drawings, specifications, and other proposed contract documents may be obtained from Purchasing Division at 256 West Mountain Avenue, Fort Collins, Colorado, 80521 upon payment of a refundable fee of \$25

There will be a pre-bid conference and tour of facilities on **October 20, 1998**, at 8 00 a m at the Facilities Conference Room, 117 N Mason, Fort Collins, Colorado

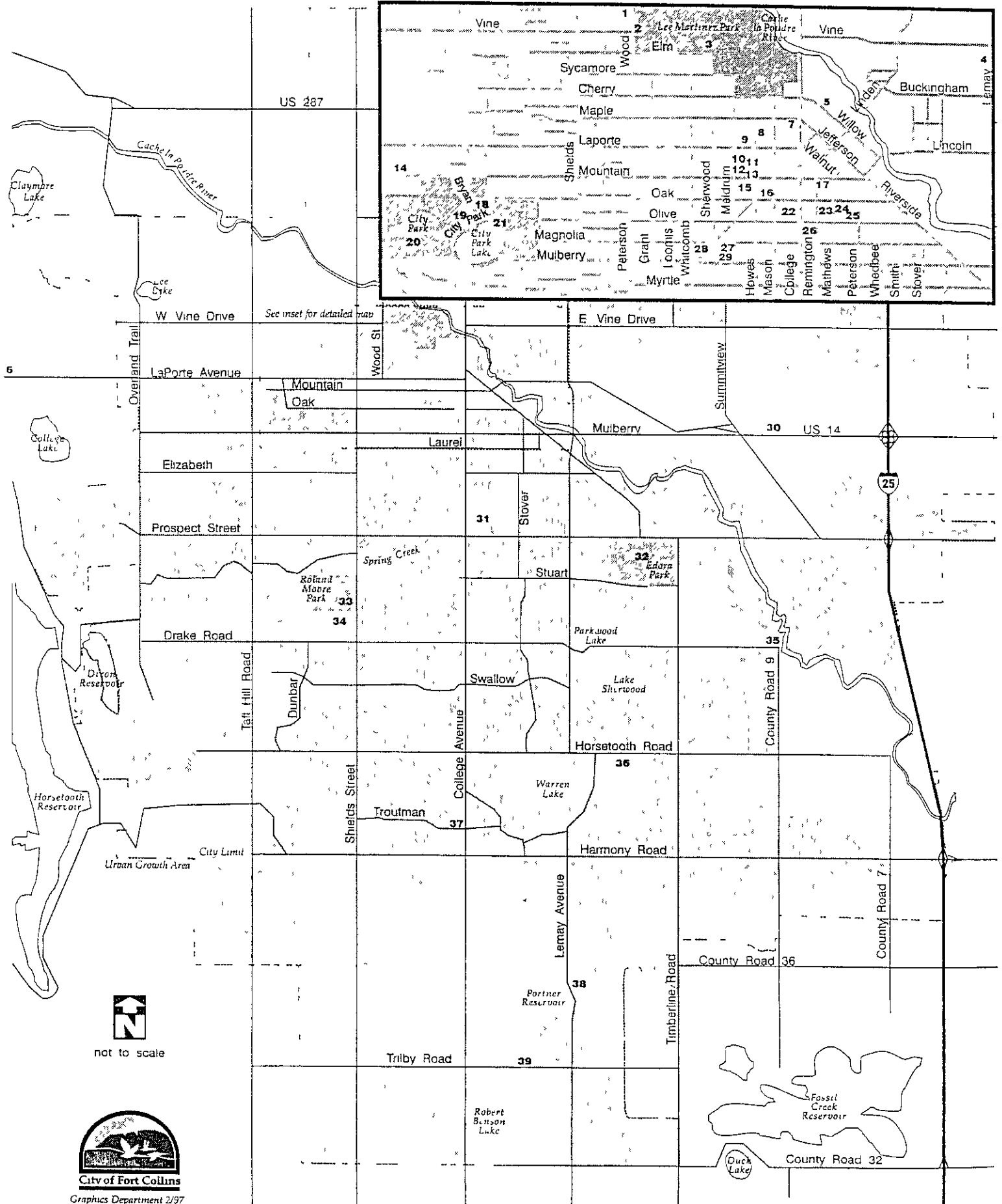
James B O'Neill II, CPPO  
Director of Purchasing and Risk Management

NOTICE REGARDING PRE-BID CONFERENCE

The tour of facilities will be scheduled immediately following the pre-bid  
**PRE-BID/TOUR – OCTOBER 20, 1998 – 8:00 A.M TO 4:00 P.M.**

<b>CARPET MAINTENANCE 1999</b>				<b>DESIGNATION OF TRAFFIC AREAS</b>			
<b>BUILDING</b>	<b>LOCATION</b>	<b>Map</b>	<b>Approx</b>	<b>Green</b>	<b>Orange</b>	<b>Blue</b>	<b>Yellow</b>
		<b>Location #</b>	<b>Carpeted Sq. Ft.</b>	<b>Super - 24</b>	<b>High - 12</b>	<b>Medium - 4</b>	<b>low - 1</b>
City Hall, Main/2nd floor	300 La Porte	9	9,196		1,633	3,488	4,075
City Hall, Basement / 1st floor			7,783		1,960	1,814	4,009
City Park Center	1599 City Park	21	726		168	558	
281 N College, 2nd floor	281 N College	7	9,036		1,318	454	7,264
281 N College, 1st floor			14,148		1,892	2,795	9,461
CIS/Treasury - 330 S College	330 S College	26	5,803		2,502	210	3,091
EPIC, 1st floor	1801 Riverside	32	7,231			6,638	593
Facilities	117 N Mason	11	2,481			841	1,640
Fleet Services	835 Woods	1	1,613		821		792
Grandview Office	1900 W Mountain	14	454			454	
Human Resources	200 W Mountain	13	4,083		1,155	1,199	1,729
IT ANNEX	321 Maple		1,807			340	1,467
Library, 2nd floor	201 Peterson	25	19,210		1,779	5,954	11,477
Library, 1st floor			9,040		4,003	325	4,712
Meter Readers - 330 S College	330 S College	26	1,576		567	1,009	
Municipal Court	123 N College-1st		4,330		1,707	1,621	1,002
Museum, 1st and Mezzanine	200 Matthews	24	5,118			3,508	1,610
Museum, Basement			1,777			1,777	
Northside Atzlan Center	112 Willow	5	2,267			2,267	
Park Shop	413 S Bryan	19	4,333		1,166	889	2,278
Police Services Bldg, 2nd floor	300 La Porte	9	5,800		722	3,049	2,029
Police Services Bldg, 1st floor			5,692		1,989	1,959	1,744
Police Services Bldg, Basement			2,100			754	1,346
PFA, 2nd floor	102 Remington	17	2,068		968	214	886
PFA, 1st floor			1,903		515	358	1,030
Purchasing	256 W Mountain	12	1,354		368		986
Recreation	214 N Howes	8	4,526		1,242	1,217	2,067
Risk Mgt	112 N Howes	10	1,196			719	477
Senior Center	1200 Raintree	34	10,765	1,925	3,998	3,827	1,015
TRANSFORT	6570 Portner	39	2,918		1,846		1,072
Utilities Services	700 Wood St	2	39,529		8,128	10,861	20,540
<b>Totals</b>			<b>189,863</b>	<b>1,925</b>	<b>40,447</b>	<b>59,099</b>	<b>88,392</b>

# Facility Locations



not to scale



City of Fort Collins  
Graphics Department 2/97