



CITY OF FORT COLLINS

INVITATION TO BID

BID #5695
MISCELLANEOUS EARTHWORK

BID OPENING: APRIL 9, 2002, 3:30P.M. (our clock)

Sealed bids will be received and publicly opened at the office of the Director Of Purchasing and Risk Management, PO Box 580, 215 North Mason St., 2nd floor, Fort Collins, Colorado 80522, at the time and date noted on the bid proposal and/or contract documents. If delivered, they are to be sent to 215 North Mason Street, 2nd Floor, Fort Collins, Colorado 80524. If mailed, the address is P.O. Box 580, Fort Collins, 80522-0580.

Bids must be received at the Purchasing Office prior to 3:30 p.m. (our clock), April 9, 2002.

A copy of the Bid may be obtained as follows:

1. Call the Purchasing Fax-line, 970-416-2033 and follow the verbal instruction to request document #25695. **(The bid number must be preceded by a 2 when using the Fax-line.)**
2. Download the Bid from the Purchasing Webpage, Current Bids page, at: www.fcgov.com/purchasing.
3. Come by Purchasing at 215 North Mason St., 2nd floor., Fort Collins, and request a copy of the Bid.

Special Instructions

All bids must be properly signed by an authorized representative of the company with the legal capacity to bind the company to the agreement. Bids may be withdrawn up to the date and hour set for closing. Once bids have been accepted by the City and closing has occurred, failure to enter into contract or honor the purchase order will be cause for removal of supplier's name from the City of Fort Collins' bidders list for a period of twelve months from the date of the opening. The City may also pursue any remedies available at law or in equity. Bid prices must be held firm for a period of forty-five (45) days after bid openings.

Submission of a bid is deemed as acceptance of all terms, conditions and specifications contained in the City's specifications initially provided to the bidder. Any proposed modification must be accepted in writing by the City prior to award of the bid.

Only bids properly received by the Purchasing Office will be accepted. All bids should be clearly identified by the bid number and bid name contained in the bid proposal.

No proposal will be accepted from, or any purchase order awarded, to any person, firm or corporation in default on any obligation to the City.

Bids must be furnished exclusive of any federal excise tax, wherever applicable.

Bidders must be properly licensed and secure necessary permits wherever applicable.

Bidders not responding to this bid will be removed from our automated vendor listing for the subject commodities.

The City may elect where applicable, to award bids on an individual item/group basis or on a total bid basis, whichever is most beneficial to the City. The City reserves the right to accept or reject any and all bids, and to waive any irregularities or informalities.

Sales prohibited/conflict of interest: no officer, employee, or member of City Council, shall have a financial interest in the sale to the City of any real or personal property, equipment, material, supplies or services where such officer or employee exercises directly or indirectly any decision-making authority concerning such sale or any supervisory authority over the services to be rendered. This rule also applies to subcontracts with the City. Soliciting or accepting any gift, gratuity, favor, entertainment, kickback or any items of monetary value from any person who has or is seeking to do business with the City of Fort Collins is prohibited.

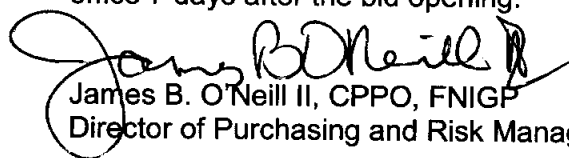
Freight terms: unless otherwise noted, all freight is F.O.B. Destination, Freight Prepaid. All freight charges must be included in prices submitted on proposal.

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

Purchasing restrictions: your authorized signature of this bid assures your firm's compliance with the City's purchasing restrictions. A copy of the resolutions are available for review in the Purchasing Office or the City Clerk's Office. Request Resolution 91-121 for cement restrictions.

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.

Bid results: for information regarding results for individual bids send a self-addressed, self-stamped envelope and a bid tally will be mailed to you. Bid results will be posted in our office 7 days after the bid opening.


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

BID PROPOSAL

BID #5695

BID OPENING: APRIL 9, 2002, 3:00p.m., (our clock)

WE HEREBY ENTER OUR BID FOR THE CITY OF FORT COLLINS' REQUIREMENTS FOR MISCELLANEOUS EARTHWORK PER THE BID INVITATION AND ANY REFERENCED SPECIFICATIONS:

The City of Fort Collins is requesting bids for a time and materials general excavation contract to be used for all City Departments.

SCOPE OF WORK

The work will consist of various work sites throughout the City of Fort Collins. Work items will include, but not limited to, excavation and backfill, flow-fill, de-watering, rough grading, hand operated mechanical compaction (jumping jack type), loading, hauling, dumping, placing rip rap or concrete, utility work, miscellaneous earthwork, hand labor and site clean up. Materials to be purchased and re-sold to the City as part of individual work orders will include, but not limited to, pit run, aggregate base course, crushed rock, structural fill, 6 inch to 24 inch rip rap, topsoil, concrete and embankment material.

Prices must be quoted as time and materials basis. Some work may be required at Davis Bacon wage rates and contractor must use these rates instead of the bid rates when instructed by the City Representative. Contractor must use the wage schedule that is current at the time of the work order. Davis Bacon wages shall not be reflected in this bid. Controlling specifications will be City of Fort Collins Standards for Streets and City of Fort Collins Storm Drainage Construction Standards.

There is no guaranteed minimum amount of services to be ordered. No work order exceeding \$50,000 will be issued. The City reserves the right to supply any or all materials. This contract shall be administered by the Park Planning Division, but may be utilized by other City Departments. Time of completion is important and work on each individual job must be initiated within 10 working days of notice or as agreed by the City Representative and contractor.

The successful bidder must have a minimum of three (3) years of excavation/pipeline construction experience and hold a current City of Fort Collins Utility Contractors License. Contractor must provide equipment list with current pricing with bid.

1. Procedure for work:
 - A. All job estimates must be submitted on a unit price basis consistent with the prices established in the Bid Schedule section.
 - B. Contractor will invoice for all jobs completed on a unit price basis with the prices established in the Bid Schedule section, including appropriate mark up on materials, if any. City will not pay more that 10% mark-up on items under \$500.00 or more that 8%

mark-up on materials over \$500.00. Material invoices must be included with the billing invoices.

2) Service Agreement

Contractor must enter into the attached services agreement (SAMPLE) and provide the required insurance. This agreement is effective for one year from the date on the service agreement. At the option of the City, the Agreement may be extended for additional one year periods not to exceed four (4) additional one year periods. Pricing changes shall be negotiated by and agreed to by both parties and may not exceed the Denver - Boulder CPI-U as published by the Colorado State Planning and Budget Office. Written notice of renewal shall be provided to the Service Provider and mailed no later than ninety (90) days prior to contract end.

BID SCHEDULE

Please enter your costs in the following bid schedule:

Name of Contractor: _____

BID SCHEDULE MISCELLANEOUS EARTHWORK						
Description	Minimum Capacity	Minimum Net Power	Working Rate per hour	Stand-by Rate per hour	Operate Rate per	
Excavator - Track						
	1.5 C.Y.	85 H.P.				
	18'-22' MAX. DIGGING DEPTH					
	2.5 C.Y.	160 H.P.				
	19'-26' MAX. DIGGING DEPTH					
Backhoe - Loader						
	0.75 C.Y.	50 H.P.				
	14'-16' MAX. DIGGING DEPTH					
	1.25 C.Y.	75 H.P.				
	15'-20' MAX. DIGGING DEPTH					
Tractor Loader - Wheel						
	1.5 C.Y.	100 H.P.				
	4 C.Y.	170 H.P.				
Tractor - Track w/ Bulldozer						
		140 H.P.				
Wheeled - Skid steer loader						
		40 H.P.				
	65" BUCKET					
Truck - Dump, tandem						
	12 TN	N/A				
Tractor - Semi w/ "low boy" transport trailer						
	mobilization of other equipment not listed				N/A	N/A
	applicable to non-delivered rental equipment					

Labor Rates - for rental or other equipment					Rate	per hour
	Laborer					
	Truck Driver					
	Operator - Loader					
	Operator - Excavator/Dozer					
	Foreman/ Operator					
	Superintendent w/ Pickup truck					

Material Costs.

Cost plus _____ % for materials costing less than \$500.00. Maximum allowed is 10%

Cost plus _____ % for materials costing \$500.00 or more. Maximum allowed is 8%

Name of Contractor _____

CONTRACT AWARD

Award will be based upon (1) The most favorable total cost for the labor, material and mark-up requirements stated below and (2) the Service Provider meeting the requirements of the Service Agreement. Following is a sample project, similar in scope to a typical job to be expected under this contract. Please fill-in the standard hourly rate using your standard hourly rates from the bid schedule.

Sample Project Worksheet.

A) Labor Amount:

Category	Hours	Std Hourly Rate	Sub Total
Laborer	16		
Truck Driver	8		
Operator-Loader	6		
Operator-Excavator/Dozer	8		
Foreman Operator	16		
Superintendent w/Pick-up truck	1		
Sub-Total			\$

B) Equipment Amount:

Category	Hours	Std Hourly Rate	Sub Total
Excavator 85 hp	8		
Backhoe 50 hp	8		
Tractor loader 100 hp	6		

Tractor bulldozer	6		
Skid steer loader	8		
Truck Dump/tandem	8		
Tractor-semi w/ low boy trailer	4		
Sub-Total			\$

Sample Materials Mark-up Totals: \$450.00 x 1.____% = \$_____ Maximum 10%
 \$2500.00 x 1.____% = \$_____ Maximum 8%

C) Total Materials Mark-up: \$_____

Equipment Totals \$_____

Labor Totals \$_____

Mark-up Totals \$_____

Sample Project Award Total: \$_____

(Grand Total of: A) Labor amount, B) Equipment amount and C) Total Materials mark-up)

Firm Name _____
 (Are you a corporation, DBA, Partnership, LLC, PC)

Signature _____ **PRINTED NAME** _____

Title _____

Address _____

Phone/Fax _____