

SECTION 00020

INVITATION TO BID

Date: May 13, 2005

Sealed Bids will be received by the City of Fort Collins (hereinafter referred to as OWNER), at the office of the Purchasing Division, 3:00 P.M., our clock, on June 6, 2005, for the Children's Garden at the Gardens on Spring Creek; BID NO. 5021. **If delivered**, they are to be delivered to 215 North Mason Street, 2<sup>nd</sup> Floor, Fort Collins, Colorado, 80524. **If mailed**, the mailing address is P. O. Box 580, Fort Collins, CO 80522-0580.

At said place and time, and promptly thereafter, all Bids that have been duly received will be publicly opened and read aloud.

The Contract Documents provide for the construction of an institutional garden including, but not limited to, overlot and finish/fine grading, landscape infrastructure consisting of rock walls and planting beds, a "green" roof shelter, concrete paths, special water features, outside electrical and minor mechanical. Specific features are planned as Contractor design/build and will require complete submittals and shop drawings.

All Bids must be in accordance with the Contract Documents on file with The City of Fort Collins, 215 North Mason St., 2nd floor, Fort Collins, Colorado 80524.

Contract Documents will be available May 13, 2005.

Copies of the Contract Documents, complete with Construction Specifications and Drawings, may be obtained from Purchasing Division at 215 North Mason St., 2nd floor, Fort Collins, Colorado, 80524 upon payment of a **refundable** fee of Fifty Dollars (\$50.00) per set. No partial sets will be issued.

The Contract Documents and Construction Drawings may be examined at:

1. City of Fort Collins, Purchasing Division.
2. Dodge Plan Room, 1114 W. 7<sup>th</sup> Ave., Suite 100, Denver, Colorado.
3. Reed Construction Data, 8878 Barrons Blvd., Highlands Ranch, Colorado
4. Builders Exchange, 223 South Link Lane, Fort Collins, Colorado.
5. Construction News Service, 3630 Sinton Road, Suite 210, Colorado Springs, Colorado.

A prebid conference and job walk with representatives of prospective Bidders will be held at Gardens on Spring Creek, 2145 S. Centre Ave., Fort Collins, CO 80526 on May 23, 2005, at 10:00 a.m.

Prospective Bidders are invited to present their questions relative to this Bid proposal at this meeting.

Bids will be received as set forth in the Bidding Documents.

The Work is expected to be commenced within the time as required by Section 2.3 of General Conditions. Substantial Completion of the Work is required as specified in the Agreement.

The successful Bidder will be required to furnish a Performance Bond and a Payment Bond guaranteeing faithful performance and the payment of all bills and obligations arising from the performance of the Contract.

No Bid may be withdrawn within a period of forty-five (45) days after the date fixed for opening Bids.

The OWNER reserves the right to reject any and all Bids, and to waive any informalities and irregularities therein.

Bid security in the amount of not less than 5% of the total Bid must accompany each Bid in the form specified in the Instructions to Bidders.

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

City of Fort Collins

By \_\_\_\_\_  
James B. O'Neill, II, CPPO, FNIGP  
Purchasing/Risk Management Director