

SECTION 00020

INVITATION TO BID

Date: December 14, 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 January 18, 2005, for the Spring Canyon Community Park; BID NO. 5952. **If delivered**, they are to be delivered to 215 North Mason Street, 2nd 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 Spring Canyon Community Park.

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.

A prebid conference and job walk with representatives of prospective Bidders will be held at 10:00 a.m., on January 4, 2006, in the Community Room at 215 N. Mason St. in Fort Collins.

Contract Documents will be available December 16, 2005.

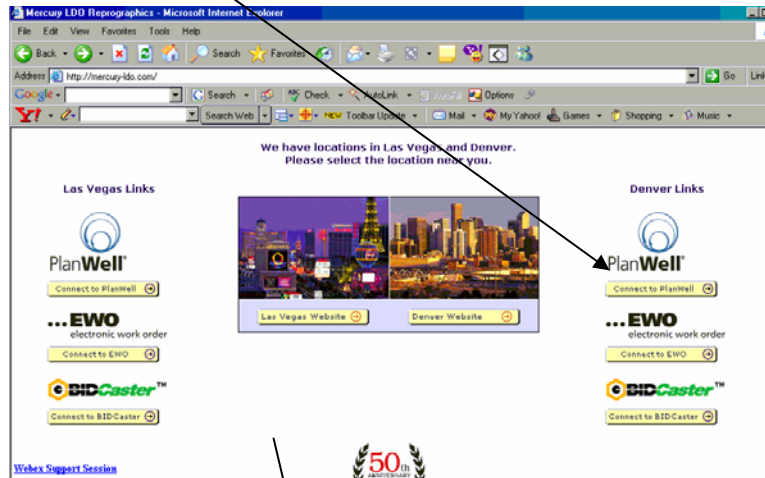
Copies of the Contract Documents, complete with Construction Specifications and Drawings, may be viewed and purchased from Mercury LDO Reprographics:

- FORT COLLINS: 422 S. Link Lane, Ft. Collins, CO 80524
Ph: 970-484-1201, Fax: 970-221-0404
- ENGLEWOOD: 9632 E. Arapahoe, Englewood, CO. 80112
Ph: 303-790-7169, Fax: 303-792-2936
- DENVER: 860 Bryant Street, Denver, CO. 80204
Ph: 303-893-8701, Fax: 303-893-0617
- COLORADO SPRINGS: 11 E Las Vegas, Colorado Springs, CO. 80903
Ph: 719-231-8121, Fax: 719-633-5710
- LODO: 1660 Wynkoop Ste. 130, Denver, CO. 80202
Ph: 303-785-2520, Fax: 303-785-2522
- BOULDER: 2575 Pearl St. Unit C., Boulder, CO. 80302
Ph: 303-539-1350, Fax: 303-539-1356

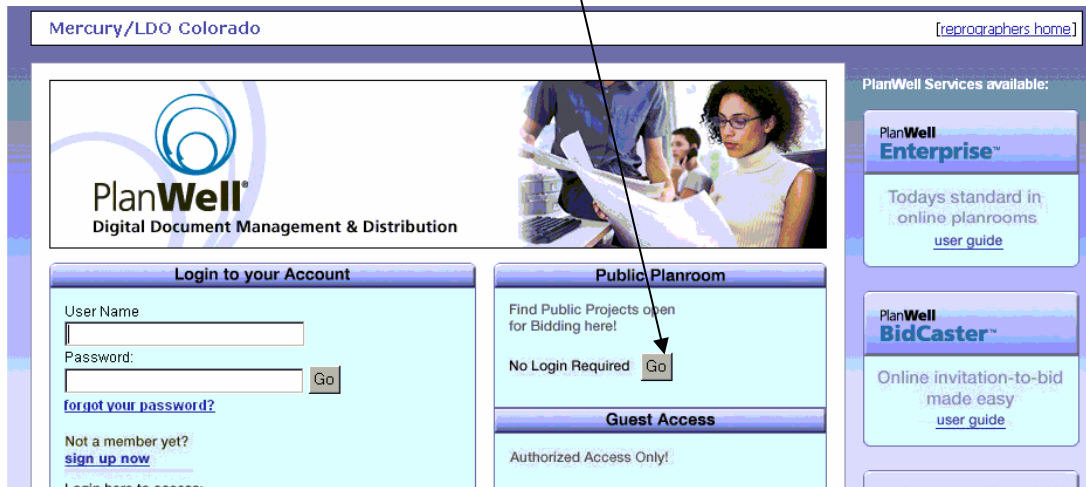
Construction Document Ordering Instructions

(Download a complete PlanWell 4.0 Ordering Guide from www.planwell.com)

1. GO TO: www.mercury-ldo.com
2. SELECT: Denver Links: "Plan Well"




3. SELECT: Public



Planroom: "GO"

4. SELECT: the desired "Project Number" from the list
5. CLICK: "Most Current Set" to View the list of documents available for the project



6. CLICK: Sheet No. to view
7. CLICK:  to add a specific document to your "Shopping Cart"
8. CLICK: to place the order for printing
9. REGISTER -or- LOGIN
10. SELECT: **Process-Media, Output Size and Binding options**
11. ENTER: **Job Number** and **PO** information then click **Next**.
12. REVIEW: Recipient information.
13. ENTER: Quantities
14. CLICK: the **down arrow** to populate order.
15. SELECT: **Delivery options** and **Due time**.
16. ENTER: Your phone number in the **special instructions box**.
17. CLICK: **Next**.
18. REVIEW order
19. CLICK: **SUBMIT**

Planwell contacts:

Sam Ordway 970-691-2201, sordway@mercury-ldo.com
 David Bacon-720-220-7683, dbacon@mercury-ldo.com

Contractor Qualifications

Required Documents

To be a qualified Contractor, the Prime Contractor shall submit with their bid the following written documentation for the Owner's review:

1. **Cover Letter.** A letter on the company letterhead with the following information:
 - a. The letter must be signed by the Owner of the Company or a Company Officer and dated; and
 - b. A statement declaring at least seven (7) complete years of experience in the active performance of similar work (similar work is considered to include, but not limited to, the acquisition and installation of large scale park projects, athletic facilities, skate park construction, buildings of a similar nature to the proposed buildings, irrigation systems, landscaping) with its own forces and organization as opposed to the use of subcontractors.
 - c. A statement declaring that the company will perform a minimum of 20% of the work, not including purchase of materials, with its own forces and organization, and a list of services that the Prime Contractor will provide; and
2. **Company Experience.** On a separate sheet, list a project history of the company's experience as a General Contractor for the seven (7) years declared in item 1.b. above, including the following information:
 - Project name and a brief description of the work performed; and
 - Beginning and ending date of project; and
 - Location of project (city, state); and
 - Monetary amount of project construction budget; and
 - Owner of project, contact person, valid phone number with area code; and
 - If applicable, name of Prime Contractor (Client) that the work was performed for/phone number with area code; and
 - Superintendent must have worked for the Prime Contractor for minimum of one year and preferably on one of the like projects.
3. **Resumes.** The company shall include up-to-date resumes for the Superintendent(s) and other key personnel that will actually be doing the work which shall include at a minimum a list of similar projects that each person has been involved with, and their role, in the last 4 (four) years; and
4. **References.** On a separate sheet, References for a total of 5 Municipalities and/or Landscape Architects. References shall information shall include:
 - Project name and brief description of work performance; and
 - Location of project (city, state)

The Contract Documents and Construction Drawings may be examined at the City of Fort Collins, Purchasing Division 215 N. Mason St, Fort Collins, CO 80524.

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