

ADVERTISEMENT FOR BIDS
Competitive Sealed Best Value**State of Colorado
[Insert Agency/Institution]**

Notice Number: XXXX

Project Number:

Project Title:

Estimated Project Cost:

# NOTICES

1. For all projects with a total dollar value above $150,000 Notice of Final Settlement is required by C.R.S. §38-26-107(1). Final Settlement, if required, will be advertised in the same location as the original solicitation.
2. For State Public Works C.R.S. §8-17-101 - Colorado labor shall be employed to perform at least 80% of the work. Colorado labor means any person who is a resident of the state of Colorado at the time of the Public Works project.
3. All respondents accept the conditions of this AFB, including but not limited to, the following:
	1. All submittals shall become the property of the State of Colorado and will not be returned.
	2. Late submittals shall not be evaluated.
	3. The State reserves the right to reject any or all proposals on the basis of being unresponsive to this AFB or for failure to disclose requested information.
	4. The State shall not be liable for any costs incurred by respondents in the preparation of submittals and proposals nor in costs related to any element of the selection and contract negotiation process.
4. The respondent has reviewed Appendix F and by responding has agreed that the terms and conditions of the sample Contractor’s Design/Bid/Build (D/B/B) Agreement (SC-6.21) and General Terms and Conditions of the Contractor’s Design/Bid/Build Agreement (SC- 6.23) are expressly workable without reservation. Any exceptions to the contract must be communicated formally in writing before the bid closes.
5. Per C.R.S. §24-92-115 unless prohibited by applicable federal law, contract for any public project in the amount of one million dollars or more, that does not receive federal money, in the amount of one million dollars or more shall require the general contractor to which the contract is awarded to submit, at the time the mechanical, electrical, or plumbing subcontractor is put under contract, documentation that Identifies the contractors or subcontractors that will be used for all mechanical, sheet metal, fire suppression, sprinkler fitting, electrical, and plumbing work required on the project and certifies that all firms identified participate in apprenticeship programs registered with the United States department of labor’s employment and training administration or state apprenticeship councils recognized by the United States department of labor and have a proven record of graduating a minimum of 15% of its apprentices for at least three of the past five years.
6. Per C.R.S. §24-92-117, a public construction project in the amount of five hundred thousand dollars or more shall be subject to the Buy Clean Colorado (BCCO) Act program requirements. The BCCO Act requires the Office of the State Architect to establish a maximum acceptable global warming potential (GWP) limit for each category of eligible materials, which include asphalt and asphalt mixtures, cement and concrete mixtures, glass, post-tension steel, reinforcing steel, structural steel, and wood structural elements. For any solicitation for a contract for the design of an eligible project, a State Agency or institution shall require the designer who is awarded the contract to include, in project specifications when final construction documents are released, a current Environmental Product Declaration (EPD) that meets the maximum acceptable GWP limits for each eligible material specified for the project. A contractor that is awarded a contract for an eligible project shall not install any eligible materials on the project until the contractor submits an EPD for each eligible material procured for the project.
7. Per C.R.S. §24-92-Part 2, a public construction project in the amount of five hundred thousand dollars or more shall be subject to the State prevailing wage rate, of the regular, holiday, and overtime wages paid and the general prevailing payments on behalf of employees to lawful welfare, pension, vacation, apprentice training, and educational funds in the State, for each employee needed to execute the contract. Payments to the funds must constitute an ordinary business expense deduction for federal income tax purposes by contractors and subcontractors. Contractors are required to pay their employees at weekly intervals and shall comply with the enforcement provisions of C.R.S. §24-92-209. Contractors awarded a project of this size will be required to utilize the LCPTracker cloud-based labor compliance and certified payroll application.
8. Preference shall be given to Colorado resident bidders and for Colorado labor, as provided by law.
9. Per C.R.S. §24-105-201 If the construction value is $50,000 or greater a Bid Bond and Power of Attorney or Proposal Guaranty is required in an amount not less than 5% of the total Bid.

# PROJECT OVERVIEW

## Introduction

[Insert brief introduction and any background information needed]

## The State of Colorado, [Agency/Institution (ACRONYM)] is soliciting bids from qualified contractors for the [name of project] project.

[DOs

Introduction(s): Include introductions as applicable. You may include an introduction to the agency/IHE in general and/or the program/division and mission.

Background: Include any background information specific to the program/project here. This can be general, i.e., genesis of the program/project, whether it is statutorily mandated, etc... You may also want to include information relative to how the program has been expanded and/or changed since inception, or communicate what changes are expected (if any) in this solicitation.

This is also the section where you can discuss the project or program and include specific program/project expectations of the selected vendor, i.e., what they will be required to do if selected for award. For example, you might include experience and qualifications to be maintained by contractor’s staff, outreach expectations such as advertising, trainings they need to conduct, minimum number of clients to be served monthly/annually, etc.….

Since this section details what is expected of the “selected” contractor you can include mandatory language, i.e., the words “must” and/or “shall” here. Finally, information included in this section can include subsections such as “Program Overview and Requirements,” or something similarly descriptive and applicable.

DON’Ts

DO NOT include specific proposal requirements or criteria in this section. Any Scope of Work requirements, i.e., what you expect contractor to provide in their bid cannot be included here and must instead be included in contract documents or Scope of Services section. Neither contractors nor evaluators should be expected to recall and address bid submission requirements that are sprinkled throughout the document. If there is a requirement in this section (e.g., education/qualification of vendor staff, training, outreach, etc.) that the selected vendor needs to comply with and that all vendors need to address at time of bid submission, it may be included here but will need to be specifically addressed in either Scope of Services or Minimum Requirements below Section below.]

# Scope of Services

[The scope of services should be as specific as needed to capture those items that are generally not captured in the Scope of Work or the Construction Documents exhibits]

The scope of services will include full Construction Contracting Services for the project specified during the process of construction and warranty period to the State as per the Advertisement for Bid. Specific tasks to be performed by the Contractor include those generally performed by the construction community where the Contractor is the prime vendor to the State. Bidders shall reference the drawings, specifications, and supporting documents in the Appendices for an understanding of the entire scope of the project.

Per C.R.S. §38-26-106, if a contract amounts to $150,000 or more, the awarded contractor shall provide payment and performance bonds not less than 50% of the value of the contract. The costs associated with this bond are to be included in the contractor’s bid.

# MINIMUM REQUIREMENTS

Notice is hereby given to all interested parties that all firms will be required to meet all minimum requirements to be considered for this project. Interested bidders should be prepared to show evidence of the following to be considered as qualified, as a minimum:

1. Not previously terminated by the State for non-performance on a State Buildings contract or procurement.
2. The bidding contractor must have been in the same business, under the same name for the last two (2) years.
3. Demonstrated specific contracting experience in projects of similar scope and complexity for at least two (2) projects each in excess of $ \_\_\_\_\_\_\_\_\_\_\_ (hard costs), utilizing the expertise present in their Colorado Office; and
4. Demonstrated bonding capability up to $ \_\_\_\_\_\_\_\_\_\_\_ for an individual project coincidentally with current and anticipated workloads; provide letter from surety that affirms this capacity.
5. Respondents must acknowledge all issued addenda in their submittal and proposal.
6. Attended and signed in at the Mandatory Pre-Bid Conference

[These minimum requirements are suggested. Agencies/institutions may alter as needed].

Firms meeting the minimum requirements may obtain the bidding documents on the website accompanying this advertisement.

[Note that agencies/institutions must provide the website(s) or location where the bidding documents are posted].

# MANDATORY PRE-BID CONFERENCE AND SITE TOUR

A mandatory Pre-Bid Meeting will be held at:

Building Address: Room: Date/Time

# SCHEDULE

The following is a tentative schedule of events for the Bid Submittal process and an outline of the schedule for the balance of the project. All dates are subject to change and changes in the schedule will be issued via addendum.

 Advertisement for Bids Issued Mandatory Pre-Bid Conference and Site Tour Request for Clarifications Due

Final Addendum Issued (anticipated)

Bid Submittals Due (date and Time)

Public Bid Opening

Award Intent Notification (anticipated)

Contracting

Contract Approval (anticipated)

Anticipated Construction Start

Anticipated Construction Finish

The above schedule is tentative. Responding firms shall be notified of revisions in a timely manner by email or posted on [ColoradoVSS / Bidnet/Rocky Mountain E-Purchasing System (RMEPS)] website. Respondents may elect to verify times and dates by email, but no earlier than 36 hours before the scheduled date and time.

# QUESTIONS, CLARIFICATIONS AND ADDENDA

Owner initiated changes to this AFB will be issued under numerically sequenced addenda.

Owner initiated changes to this AFB will be posted in the form of addenda on [ColoradoVSS / Bidnet/Rocky Mountain E-Purchasing System (RMEPS)].

Questions and requests for clarifications regarding this project shall be submitted before the deadline listed in the above Schedule.

Communication regarding the project during the procurement, outside of the this submission process or scheduled procurement milestones is not permitted.

# POINT OF CONTACT/CLARIFICATION

Name: Agency:

Email Address: Phone:

# SUBMITTALS OF SEALED QUALIFICATIONS AND BIDS

1. This AFB document, it’s appendices, and any written addenda issued prior to the bid opening, and written clarifications shall serve as the only basis for Bid.
2. All submittals must comply with the following items, a through h. The State retains the right to waive any minor irregularity or requirement should it be judged to be in the best interest of the State.
	1. Qualifications shall be formatted and tabbed in the exact form and numeric sequence of the Evaluation Form (1 through 7) in Appendix A. A two sided single page cover letter addressed to the (Insert Agency/Institution contact person)outlining the firm(s) qualifications is required at the front of the submittal. (Not counting the cover letter and required Acknowledgement and Attestation form, the entire submittal is to be no more than \_\_\_\_ doubled sided 8 ½’ x 11” sized pages in portrait format, at least 10 font and stapled, spiral or plastic bound. No loose leaf notebooks or hard bound submittals. (Optional)).
	2. Qualifications shall be evaluated in accordance with criteria as indicated in PREQUALIFICATION SUBMITTAL CRITERIA and ranked on the corresponding Evaluation Form in Appendix A.
	3. Response to all items shall be complete.
	4. All references shall be current and relevant.
	5. Bids shall be submitted on the required bid form as indicated on the Information For Bidders document (SBP-6.12) in Appendix B1.
	6. Each solicitation by a state agency for construction services shall contain a clause requiring the bidder to disclose if they are a Service-Disabled-Veteran-Owned-Small-Business (SDVOSB). A SDVOSB per C.R.S. 24-103-211, must be incorporated or organized in Colorado or maintains a place of business or has an office in Colorado and who is officially registered and verified as a SDVOSB by the Center for Veteran Enterprise within the U.S. Department of Veterans Affairs
	7. An electronic copy of the qualifications and sealed bid submittal are due [Insert date] and shall be received no later than \_\_\_\_\_\_\_ AM/PM (MD/ST), and shall be submitted/accepted as described in the Information for Bidders (SBP-6.12)

\_\_\_\_\_ (\_\_) hard copies of the sealed bid submittal are due [Insert date] and shall be received no later than \_\_\_\_\_\_\_ AM/PM (MD/ST), and shall be submitted/accepted as described in the Information for Bidders (SBP-6.12)

* 1. Bid Forms and Appendices to be included with bid submittal:

Bid Form (SBP-6.13)

Bid Bond (SBP-6.14)

Bid Alternates (SBP-6.131)

Unit Pricing (SBP-6.133)

1. Late bid submittals will be rejected without consideration. The State of Colorado assume no responsibility for costs related to the preparation of bid submittals.

# METHOD OF SELECTION AND AWARD

The process to be used in the selection of the Construction Contracting Services is the Competitive Sealed Best Value Bidding method comprised of two steps. STEP I is the Submittal of Qualifications as described in Section I (G). STEP II is the submittal and opening of the sealed bids at a public bid opening. The (Insert Agency/Institution) will evaluate the qualifications prior to the public bid opening in Step II. After the public bid opening and acknowledgement of the apparent low bidder, the (Insert Agency/Institution) will consider both qualifications and bid prices and determine the final ranking of firms with qualifications given 40% of the value of the weighted criteria and the bid price given 60%. Selection and award of this project will be by written notice and will be based on a combination of qualifications and bid price that represents the most advantageous and best overall value to the State.

After selection and award all bids, qualifications and ranking documents will be made available to the public on the agency or institutions solicitation platform.

# EVALUATION OF QUALIFICATIONS

## A. EVALUATION FACTORS

### 1. TECHNICAL APPROACH TO THE PROJECT

#### Provide a strategic project approach summary discussing how your firm will provide successful Construction Contracting Services for this project. Include specific examples (1-2 page excerpts) of actual products (estimates, progress reports, schedules, constructability reviews, value engineering studies, forms, etc.).

#### Provide a detailed description of how your firm will select qualified sub-contractors and manage them effectively on this project.

### 2. EXPERIENCE, PAST PERFORMANCE AND EXPERTISE

#### Provide a description of successful prior construction contracts, including performance in the areas of cost, quality control, schedule, compliance with plans and specifications and adherence to applicable laws and regulations as performed by your firm and by your subcontractors.

### 3. PROJECT MANAGEMENT PLAN

#### Provide a description of the composition and management structure of your firm. Identify the firm’s roles and responsibilities and relevant technical expertise and experience of the key management personnel that will be used on this project. Provide a description and separate graphic organizational chart complete with working titles identifying the lines of authority, responsibility and coordination between your firm and your subcontractors and,

#### Describe the proposed project schedule, quality control program, financial resources, equipment to be used on this project and its current location, and any other information or resources that demonstrates your firm’s competency to perform this work

### 4. STAFFING PLAN

#### Provide a detailed staffing plan of key management personnel to be assigned to this project from your firm and your subcontractors and identify the time commitments and all current office locations.

### 5. SAFETY PLAN AND SAFETY RECORD

#### Describe your firm’s safety program and provide your firms’ safety record over the last ten years.

### 6. JOB STANDARDS

#### Demonstrate on past projects examples how a high quality of workmanship was achieved and industry standards of care were achieved and,

#### Describe the firm’s method of personnel procurement, diversification of workforce, employment of Colorado workers, work force development and long-term career opportunities of workers and,

#### Describe the firm’s availability of training programs, including apprenticeships approved by the United States Department of Labor and,

#### Describe the benefits provided to workers, including healthcare and defined benefit or defined contribution retirement benefits, and whether the firm pays industry-standard wages.

### 7. AVAILABILITY AND USE OF DOMESTICALLY PRODUCED GOODS

#### Describe how your firm intends to use domestically produced iron, steel, and related manufactured goods in this project.

### 8. EQUITY, DIVERSITY AND INCLUSION

#### Describe what Services under the contract or any Subcontract will be performed by a Service-Disabled Veteran Owned Small Business.

#### Described any programs or incentives your firm has for utilizing historically disadvantaged businesses

# APPENDICES:

Appendix A: Information for Bidders (SBP-6.12)

Appendix B: Bid Form (SBP-6.13)

Appendix B1: Bid Alternates (SBP-6.131) [if applicable]

Appendix B2: Unit Pricing (SBP-6.133) [if applicable]

Appendix B3: Bid Bond (SBP-6.14) [if applicable]

Appendix C: Sample: Direct Labor Burden Calculation (SBP-6.18)

Appendix D: Applicable Prevailing Wage and Apprenticeship and Fringe Rates (if Applicable)

Appendix E: Sample: Apprenticeship Utilization Certifications (SBP-6.17) (if Applicable)

(Appendix F: Sample: SC6.21 and SC6.23 Design/Bid/Build Contractor’s Agreement and General Conditions of the Contract)