## INVITATION TO BID

|  |
| --- |
| The County of Jefferson, Colorado, is accepting bids for **emergency portable sheltering system** in accordance with the terms, conditions, and specifications contained in these bid documents.This is a rebid of ITB# 24-12679H-EM |
|  |
| This project and any subsequent addenda will be posted to the Rocky Mountain E-Purchasing System (RMEPS) website ([www.RockyMountainBidSystem.com](http://www.RockyMountainBidSystem.com)). Bidders are encouraged to register with RMEPS for this and other opportunities.Funding used for this project is from County funds.If you are unable to access any of the content of these documents please complete our [digital accessibility request form](https://www.jeffco.us/FormCenter/Accessibility-Request-69/Digital-Accessibility-Request-Form-406) or call us at 303-271-8455 for assistance. |
| **Prebid Conference** |
| A prebid conference will not be conducted for this project. Participating firms are responsible for familiarizing themselves with all aspects of the project prior to submitting a bid.  |
|  |
| **Questions** (Reference GENERAL INFORMATION Item 2) |
| All questions must be submitted in writing via e-mail to chardwic@jeffco.us or via RMEPS. |
| Questions due by: | Date: | November 27, 2024 | Time: | 10:00 a.m. | *(Questions received after this time will not be accepted.)* |
|  |
| **Bid Instructions** (Reference GENERAL INFORMATION Item 14) |
| Submittal requirements are outlined in the Bid Sheet Submittal Checklist**. Submit any requested electronic copies per the method indicated in the Bid Sheet Submittal Checklist.**  |
|  |
| **Bid Number:** | **24-12679H-EM2** |  | **Project Title:** | **ITB: Emergency Portable Sheltering Tent System-REBID** |
|  |
| **Bid DUE Date:** | December 6, 2024 | **Time:** | 10:00 a.m. | **(*Late bids will not be accepted or considered*.)** |
|  |
| **Bid OPENING Date:** | December 6,, 2024 | **Time:** | 11:00 a.m. | **(Bids must be submitted by the DUE Date in order to be opened on the OPENING Date.)** |
| **Interested parties may watch the opening via Teams and call in to hear the bid opening. Questions will NOT be accepted or addressed during the call.** |
| **Microsoft Teams** [Need help?](https://aka.ms/JoinTeamsMeeting?omkt=en-US)[**Join the meeting now**](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_OTlmOWVmYTQtMDlkOS00MGZiLWE3N2MtYTg0M2U1ZGI2NWQ0%40thread.v2/0?context=%7b%22Tid%22%3a%227be8ec87-9ac9-4e6a-9141-def9631c43ea%22%2c%22Oid%22%3a%22ab01e01e-ede2-4d6b-9d69-9e4cb7a7ab46%22%7d)Meeting ID: 216 188 058 272Passcode: Db2Fy6Xp**Dial in by phone**+1 970-773-5375,,594083492# United States, Grand Junction[Find a local number](https://dialin.teams.microsoft.com/89fe9774-3f71-4eb3-a475-d68eda61d0fd?id=594083492) |
| All dates and times are local for Jefferson County, Colorado. |
| **Bid Bond**  |
| A bid bond or certified funds in the amount of 5% of the bid amount are required. Such guaranties will be forfeited should the Bidder to whom the contract is awarded fail to furnish the required bonds and insurance, or to enter into a contract with the County within the period of time provided by the bid requirements. |
| **Method of Award** |
| The successful Bidder will be issued a purchase order that will include all of the terms, conditions, specifications, prices, and any approved exceptions to this bid. |
| The County of Jefferson, Colorado, reserves the right to reject any or all bids or portions thereof, to waive any informalities or irregularities in the bids received which are inconsequential or immaterial in nature, and to approve awards in total or in part, whichever, in its judgment best serves the interests of Jefferson County, Colorado. The County reserves the right to base the suitability of the award on factors other than lowest price.  |
| 11/20/2024 |  |
| Date Published |  |
|  |  |  |

I-MASTER.doc 04-03-2024

**1. Understanding of the Work**: All participating firms or individuals (herein referred to as Vendor) are expected to examine all documents contained herein. Failure to do so shall in no way relieve a Vendor from obligations with respect to his/her bid or to the resultant award. Nonresponsive and incomplete submittals may be deemed cause for rejection. The County is not required to give consideration to any claim of misunderstanding.

**2. Questions**: Vendors, by their signature hereunder, shall agree to comply with all the conditions, requirements, and instructions of this Invitation to Bid (herein referred to as Invitation) as stated or implied herein. Should the County omit anything from this Invitation which is necessary to a clear understanding of the project, or should it appear that various instructions are in conflict, then the Vendor shall secure instructions from Jefferson County Purchasing. All questions must be submitted in writing to Jefferson County Purchasing by the time and date specified in the Invitation and must reference the Bid Number and Project Title. Responses to Supplier inquiries for project budget or engineer's estimate will be deferred until after bid opening (for competitive sealed bids) or after award (for competitive sealed proposals).

**3. Invitation Modifications**: Modifications to any of the terms, conditions, or specifications of this Invitation which are made by the County after the Invitations have been distributed to prospective firms, and prior to the due date and time, will be made in writing, and signed by the Purchasing Manager. No employee of Jefferson County is authorized to modify any of the terms, conditions, or specifications of this Invitation without written approval of the Purchasing Manager. This is not to imply that bids will not be accepted or considered for specifications which are different than those herein.

**4. Joint Ventures**: Principals from all firms participating in a joint venture must be present at the pre-bid conference, if Mandatory, and indicate on the sign-in sheet their intentions to bid as a joint venture.

**5. Collusion**: By submitting a bid, the Vendor certifies that (a) the prices in the bid have been arrived at independently without collusion, consultation, communication or agreement for the purpose of restricting competition as to any matter relating to such prices with any other participating firm or with any competitor; (b) the prices quoted herein have not been and will not be knowingly disclosed, directly or indirectly, by the Vendor to any other participating firms, competitors or County's representatives prior to the final date for submission of such bid; and (c) no attempt has been made and none will be made by the Vendor to induce any other person, partnership or corporation to submit a bid or not to submit a bid (complementary or otherwise) for the purpose of restricting competition.

**6. Obligation**: By submitting a bid, the Vendor acknowledges that (a) the preparation and submission of the bid, and other quotations herein contained, does not obligate the County in any way; (b) the County assumes no obligation to enter into an agreement for the project; (c) all Invitation documents are understood; and (d) the Vendor has the equipment, technical ability, personnel and facilities to complete the project as specified herein in accordance with the Invitation documents.

**7. Proprietary Information**: Any information submitted may subject to disclosure as a public record under the Colorado Open Records Act, § 24-72-201 et seq., C.R.S. (“CORA”). If you consider any of the information being submitted to be trade secrets, privileged information, or confidential commercial, financial, geological, or geophysical data, it is your responsibility to label the information as such. The County has the final discretion in determining whether information is subject to disclosure under CORA.

.

**8. Payment for Information**: Any and all costs, fees and expenditures paid for, or incurred by, the Vendor in connection with (1) the Invitation (2) negotiations (if any) between the Vendor and Jefferson County shall be the Vendor’s sole responsibility, and the Vendor shall have no recourse whatsoever against the County for reimbursement of such expenses.

1. **Pre-submittal Corrections**: Bids should be free of erasures. Errors may be crossed out with corrections printed in ink or typed adjacent, and must bear dated initials of the person signing the bid.

**10. FOB Point**: All prices bid are to be FOB DESTINATION unless otherwise specified.

**11. Exceptions/Deviations**: Any item which does not fully comply with all of the terms, conditions, or specifications of this Invitation must be identified on a point-by-point basis on a separate sheet of paper and returned with your bid. Indicate the paragraph numbers from the Invitation, or describe the specific location of a requirement specified in any attachment, for each deviation proposed. Deviations may be considered, provided that you submit adequate explanation and justification for any proposed deviation. If there are no exceptions/deviations, so state under the EXCEPTIONS section of the proposal sheet.

**12. Prices**: All prices bid shall be less all taxes and discounts, and shall, in every way, be the total net price which the Vendor will expect the County to pay if awarded the bid.

**13. Withdrawal of Bid**: No bid shall be withdrawn for a period of one hundred eighty (180) days subsequent to the opening of bids without the consent of the County's County Purchasing director or his/her delegated representative.

 Withdrawal of inadvertently erroneous bids before the award may be permitted if the Vendor submits proof which clearly and convincingly demonstrates, as determined by the County, that an error was made. BIDS MAY NOT BE RE-SUBMITTED.

1. **Submittal Deadline**: Hard copy bids, faxed bids and emailed bids are stamped with the date and time they are received in the County’s Purchasing office. Electronic bids are stamped with the date and time they are received on the Rocky Mountain E-Purchasing System (RMEPS). Your bid must be received by Jefferson County Purchasing in the format requested by the County no later than the date and time indicated in the Invitation to Bid. Late bids will not be accepted or considered.

 It is the responsibility of the Vendor to ensure the bid arrives in the County's Purchasing office or is uploaded to RMEPS by or prior to the time indicated on the Invitation. The County will not accept any late bids, regardless of the cause (e.g. traffic, inclement weather, parking, courier service, erroneous delivery to any other County office, delays in electronic uploads, etc.), unless the County causes the delay.

**15. Clarification**: The County reserves the right to request additional written or oral information from Vendors in order to obtain clarification of their bid.

**16. Bid Award** **Recommendation**: The award recommendation shall be made to the responsive, responsible Vendor whose bid is most advantageous to Jefferson County, price and other factors considered.

1. **Preliminary Procedures**: The Invitation, the Invitation process and any negotiation towards a final contract are preliminary procedures only and SHALL NOT BE BINDING on the County unless and until the County has duly approved and executed a written agreement with the Vendor.
2. **Process Termination:** The County may terminate the Invitation process and any negotiation or discussion in connection with the Invitation at any time with or without notice to the Vendor or any other person. In such event, the county shall have NO LIABILITY whatsoever to the Vendor or any other person in connection with such termination.

**19. Terms of Payment**: The term of payment shall be Net 30 following inspection and acceptance of goods/services or receipt of invoice, whichever is later, unless agreed to otherwise.

**20. Nonperformance**: Vendors who fail to perform in accordance with their bid are subject to the County striking that Vendor from future bidding opportunities for a period of time to be determined by the Purchasing Manager.

1. **Acknowledgement**: By signing the Bid Sheet contained in this Invitation, the Vendor acknowledges that it has the proper legal authority to sign the document, it has received a copy of the Invitation and it has read and understands each of the foregoing and all other documents in this Invitation package.
2. **Cooperative Purchasing:** Jefferson County encourages cooperative purchasing in an effort to assist other agencies to reduce their cost of bidding and to make better use of taxpayer dollars through volume purchasing. Suppliers may, at their discretion, agree to extend the prices and/or terms of the resulting award to other state or local government agencies, school districts, or political subdivisions in the event they would have need for the same product/services. Usage by any other entity shall not have a negative impact on Jefferson County in the current term or in any future terms.
3. **Disposal of Unsolicited Financial Data:** If unsolicited financial data is submitted with a bid response, such information will be destroyed so as not to become part of the public record open to inspection. Vendors are advised to not submit financial information unless it was specifically included as a requirement of the bid response.
4. **Disadvantaged Business Enterprises:** All disadvantaged business enterprises will be afforded full opportunity to submit bids in response to all invitations and will not be discriminated against on the grounds of race, color or national origin for all proposals for negotiated agreements.  Vendors are encouraged to utilize the services of the Small Business Administration and the Minority Business Development Agency of the Department of Commerce as applicable.
5. **Consideration of Past Performance:** Jefferson County reserves the right to consider past performance, historical information and fact, whether gained from the Vendor’s bid, interviews, references, or any other source in the evaluation process.
6. **Information Obtained from Private Plan Rooms:** Jefferson County is not responsible for the accuracy of information obtained by Vendors from private plan rooms or other sources not authorized by Jefferson County.

1. **Specifications Development Vendor Exclusion:** Vendors that develop or draft specifications, requirements, or statements of work associated with the work included in this Invitation, or that assist in these activities, are excluded from submitting a bid.  By submitting a bid, the Vendor affirms that they did not draft or develop any of the above-referenced items associated with this Invitation.
2. **Domestic Preferences:** Vendors shall to the greatest extent practicable consistent with law, use goods, products, or materials produced in the United States for their bid.
3. **Recoverable Materials:** Vendors shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired based upon not being competitively available within a timeframe included in the performance schedule; not meeting the bid performance requirements; or not being available at a reasonable price. Refer to https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program.

GI-Bids-Federal.docx (REV 5-20-2021)

 

Jefferson County Specifications

EMERGENCY PORTABLE SHELTERING TENT SYSTEM

1. BACKGROUND AND OBJECTIVES

The Jefferson County Sheriff’s Office seeks to purchase a rigid portable tent system for the winter of 2024-2025 to support the mass sheltering needs of the County. This sheltering system must be able to support the county’s increasing needs to shelter both people and animals.

The rental of tents or equipment for the sheltering system is not being requested for this project.

The funds expended will serve as an opportunity to increase public safety by providing faster, more efficient sheltering capability within Jefferson County.

1. SUMMARY DESCRIPTION OF GOODS TO BE PROVIDED

Vendor shall provide shelters according to the specifications below and training for the County for assembly and disassembly of the shelter system.

The sheltering system must be able to connect interoperable together or act as standalone individual tents at potentially two different site locations with the two larger tents per site. It is understood that the heating system will only be able to operate within the confines of the system. The sheltering system must be able to be carried by hand to accommodate deployment into areas where a lift truck of a forklift is not available.

1. DELIVERABLES AND SPECIFICATIONS OR PERFORMANCE STANDARDS
2. All goods and services shall be provided in accordance with industry standards and the Contractor shall complete all work in a first-class workmanship manner to the satisfaction of the Jefferson County Representative within the specified period of performance.
3. **Specifications for Goods**

Jefferson County reserves the sole right to accept or reject equivalents for items listed below that may be submitted by the vendor for consideration.

* 1. Four rigid tents able to house 50 individuals each for overnight sleeping room for a total of 200 persons (approximate size estimated to be 19x35' or greater depending on style, etc). The 200-person count is based on individuals sleeping on mats on the floor not based cots being utilized.
	2. Two rigid tents each size minimum 20’x20’ that are anticipated to be used for admin operations supporting the shelter of individuals in the larger tents.
	3. All tents must be of rigid design and cannot be of inflatable style
	4. Larger tents are expected to have doors on both ends to allow for ingress and egress of people. Entry doors must allow for ADA access. The End Doors must have the ability to connect either directly or through a vestibule to the 20’x20’ smaller tents allowing for movement between the tents without being exposed to the elements. Windows on both sides (ability to close/include)
	5. Minimum height of side walls 6’-7', with additional height in the middle
	6. Individual HVAC opening to integrate in the HVAC system
	7. Portable 3.5 BTU HVAC unit, Cooling and Heating or equivalent to meet the needs of the system
	8. Extra heat-resistant strips
	9. Insulation system to support extreme heat/cold weather operations

Optional request: Screened sides to support open air operations (if available)\_

* 1. Removable flooring
	2. Tent is washable
	3. Tent can be decontaminated with high-strength cleaners
	4. Hangable lighting (protective case for travel).
	5. Tie down straps
	6. Stakes to support either a hard ground installation such as asphalt or concrete along with stakes to support dirt or field support.
	7. Storage bags for tents
		1. Optional ask for hard storage cases for long term storage during no activation times
	8. Hand truck to transport tent
	9. Sandbags/or integrated system for holding shelter down (minimum 20)
	10. Easy tear down (de-mobilize)
	11. Connection panel (ability to connect multiple tents)
	12. Shipping & handling included in the cost
	13. Warranty on tent and HVAC unit
	14. Patchable (Can fix holes). Material to patch holes on-site must be included.
	15. Initial repair kit must be included
	16. Choice of colors and printing (multiple logos)
	17. Portable Generator 26,250 Surge Watts, 17,500 Rated Watts (e.g. Generac GP17500 or other equivalent generator. Jefferson County reserves the sole right to determine equivalency)
	18. All other equipment, tools or misc. items needed for set up, tear down and storage of tent
	19. Sheltering solution must be able to be installed and operated in extreme weather conditions such as extended times in sub zero weather to multiple days in extreme heat exceeding 100 degrees.
	20. The solution must be able to be carried by hand.
	21. Sanitation integrations are not required.
	22. Include complete design recommendations. Design recommendations must include the ability to connect the tents interoperable together or act as standalone individual tents at potentially two different site locations with two larger tents per site.
1. **Services**
	1. Provide an onsite training day at Jefferson County to demonstrate the erection and build out of the sheltering solution.
	2. Provide warranty information and services for the sheltering system.
2. SCHEDULE OR TIMELINE FOR PERFORMANCE

Goods and Services shall be provided per the timeline in the bid sheet. All goods are to be delivered within 90 days of the order date.

1. CONTRACTOR RESPONSIBILITIES

The vendor shall provide goods and services in accordance with the specifications.

1. ACCEPTANCE CRITERIA

The Jefferson County Authorized Representative shall consider goods acceptable upon receipt and erection demonstration of the sheltering system to verify compliance with specifications, deliverables, and industry and performance standards.  Acceptance shall only be granted if all deliverables are completed as stated herein.  Defects will be corrected in accordance with contract terms.

1. PRICING and PAYMENT

Payment is released once all goods and services have been completed and accepted.

1. CONTRACT REFERENCE

This specification document is an attachment to the purchase order/contract and is governed by the terms and conditions therein. Goods shall not be provided until the purchase order/contract has been executed; including receipt and approval by the County of required documents.

# COUNTY REPRESENTATIVE

|  |  |
| --- | --- |
| Name | Nathan Whittington |
| Title | Emergency Management – Manager |
| Phone | 303-271-4947 |
| Email | njwhittington@jeffco.us |

## BID SHEET

# Bidder Information

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ EIN: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Active Unique Entity Identification (UEI) Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Name as filed with the Secretary of State, if corporate entity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Colorado Secretary of State Website, for reference purposes, is http://www.sos.state.co.us/ )

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name and Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Base Bid

Bidding $ \_\_\_\_\_\_\_\_\_\_\_\_\_ Total amount not to exceed for all labor, equipment and materials required for the goods and/or services as specified herein.

## Item Bid Schedule

# The attached Item Bid Schedule is intended to be the basis for payment of quantities actually installed and accepted in place on this project and must be completed and returned with the Bid Sheet.

# Authorized Representative

Refer to section 1 of the Purchase Order Terms and Conditions.

Indicate the name of the Authorized Representative who will be assigned to this project:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Performance Period**

Proposed delivery period is number of calendar days.

Proposing: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ calendar days to deliver all goods and services.

**Key Notices**

Refer to section 14 of the Purchase Order Terms and Conditions.

Indicate the name and title of the individual who will receive Key Notices\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company E-mail Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Basis of Award**

Any subsequent award will be made to the responsive and responsible bidder that offers the Best Value to the County based upon, but not limited to, any combination of the Base Bid amount, Item Bid Schedule, and information included with the bid (warranty, design) or provided by references.

# Other Questions

**Provide a response to the following:**

Are any lawsuits; Federal, State or Local Tax Liens; or any potential claims or liabilities pending against you, your firm, or the officers of the firm at this time?

Yes 🔿 No 🔿 **If yes, provide details on a separate piece of paper and attach to your bid.**

Has your firm filed for bankruptcy or corporate protection under applicable federal or state laws in the last seven (7) years?

Yes 🔿 No 🔿

**Cooperative Purchasing**

Jefferson County encourages cooperative purchasing in an effort to assist other agencies to reduce their cost of bidding and to make better use of taxpayer dollars through volume purchasing. Please indicate if you agree to extend the prices and terms of the resulting award to other local government agencies in the event they would have need for your product/services:

Yes 🔿 No 🔿

**Bid Bond**

In the event your firm is not awarded this contract, Jefferson County is requesting permission to securely shred your bid bond.  Indicate below your agreement to allow us to shred your bid bond.  **If no, please include a mailing address for the return of your bond per the enclosed instructions for submitting an Exception.**

Yes      No 

**Submittal Checklist**

The following documents are to be returned with your bid. **Nonresponsive or incomplete submittals may be deemed cause for rejection.**

Place a check (√) against each document submitted.

1.❑ Submit the following copies of all information requested herein, including all attachments, unless otherwise indicated:

 ❑ONE (1) electronic copy submitted on the Rocky Mountain E-Purchasing System at [www.RockyMountainBidSystem.com](http://www.RockyMountainBidSystem.com)

 ❑ONE (1) electronic copy of the bid bond IF it is on a bid bond form. **Shade any embossed seal with pencil prior to upload.**

2. ❑ This completed and signed Bid Sheet.

3. ❑ A list of at least three references, current accounts with similar products or system.

4. ❑ Warranty information for all products of sheltering system.

5. ❑Design recommendations for sheltering system.

6. ❑Specifications for items included in the bid.

7. ❑ Exceptions sheet, if applicable.

8. ❑ W-9 for firm submitting the bid.

9. ❑ Acknowledgement of Receipt of Addenda below, if applicable.

***Note:*** *Be advised that the successful firm, if a corporate entity, will be required to provide evidence of current good standing with the Colorado Secretary of State after acceptance of bid.*

**Exceptions**

Are there any exceptions taken to any of the terms, conditions, or specifications of these bid documents or contract?

**Yes 🔿 No 🔿**

If there are exceptions taken to any of the terms, conditions, or specifications of these bid documents, they must be clearly stated on a **separate sheet of paper**, attached to this bid sheet, and returned to Jefferson County. (Reference **General Information Item 11**.)

**Acknowledgment of Receipt of Addenda**

Your acknowledgment of any addendum issued for this Invitation shall be noted by signing below. This will serve as your acknowledgement that these clarifications/revisions have been taken into consideration during the preparation of your bid.

Addendum Number: \_\_\_\_ Date: \_\_\_\_\_\_ Acknowledged by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Addendum Number: \_\_\_\_ Date: \_\_\_\_\_\_ Acknowledged by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Addendum Number: \_\_\_\_ Date: \_\_\_\_\_\_ Acknowledged by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Addendum Number: \_\_\_\_ Date: \_\_\_\_\_\_ Acknowledged by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Addendum Number: \_\_\_\_ Date: \_\_\_\_\_\_ Acknowledged by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Addendum Number: \_\_\_\_ Date: \_\_\_\_\_\_ Acknowledged by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_