



Grand Junction Regional Airport
2828 Walker Field Drive
Grand Junction, CO 81506

**REQUEST FOR PROPOSAL
DESIGN BUILD SERVICES
ADMINISTRATION BUILDING CONSTRUCTION
GRAND JUNCTION REGIONAL AIRPORT
GRAND JUNCTION, COLORADO**

INVITATION FOR BID

Administration Building Construction
Grand Junction Regional Airport, Grand Junction, Colorado

Sealed bids, subject to the conditions contained herein, for improvements to the Grand Junction Regional Airport, Grand Junction, Colorado, will be received by the Grand Junction Regional Airport Authority, **2828 Walker Field Drive, Grand Junction, Colorado 81506, until Friday, June 30, 2017, at 3:00 p.m. local time.**

The work involved will include the following:

Grand Junction Regional Airport Administration Building is approximately 22,000 square feet, it is a three-story building that requires construction to complete the core and shell of the building. The concrete and steel-framed building shell will be constructed with a manufactured stone exterior cladding system on metal studs and sheathing with ribbon curtainwall windows and a sloping metal roof.

This project is expected to take **200** Calendar days

The project was previously fully designed, permitted and partially constructed. Additional materials and system components were furnished and are currently stored in the building's first level.

The scope of this project is to provide design and construction for the building shell that will fully enclose the building with materials and systems that are of the same aesthetic appearance and of equal or higher quality than that of the original design. Scope also includes providing a design for interior core elements that will allow the construction of tenant improvements shown in appendix A. The interior core work designed and constructed shall also be sufficient to obtain an occupancy permit upon completion of those tenant improvements. The interior materials and systems shall also be of equal or higher quality as the original design.

The contractor may use any materials that are currently installed or stored on site. However, it is the contractor's responsibility to determine the adequacy of those materials for use through research and inspection of those materials or other sufficient means. All submittals documentation that was provided by the original construction contractor and retained by the owner will be made available to the contractor for review during the preparation of proposals.

All infrastructure, such as utilities, electrical services and distribution, HVAC equipment and similar shall be sized to provide sufficient power, water, gas, heating and cooling needed to fully support future tenant

improvements of the entire building and in no case shall be smaller or of less capacity than those of the original design.

The contractor is responsible to evaluate the condition of all in-place construction and include in their proposal/bid all costs to upgrade the condition of any existing in-place construction required.

The complete set of the original building Specifications and Drawings can be obtained by email request to etrinklein@gjairport.com. A request by the Prime Contractor to be placed on the bidders list must be made via email.

Pre-Bid Conference. The mandatory pre-bid conference for this project will be held on **Friday June 16, 2017 at 1:30 p.m., at the Grand Junction Regional Airport Gate 1, 800 Eagle Drive, Grand Junction, Colorado 81506**. The prebid conference is considered mandatory only for the contractors that are intending to bid the project as the Prime Contractor. All bidders are required to examine the site to become familiar with all site conditions.

Bid Conditions. The bidder is required to provide all information as required within the Contract Documents. The bidder is required to bid on all items of every schedule or as otherwise detailed in the Instructions to Bidders.

Bids may be held by Grand Junction Regional Airport Authority (the "Owner" or "Sponsor") for a period not to exceed 60 calendar days from the date of the bid opening for evaluating bids prior to award of contract.

The right is reserved by the Owner in its sole discretion to reject any and all bids. Further, the Owner reserves the right to waive any informality, discrepancies or irregularities in any bids received or bid process.

The Owner reserves the right to modify the RFP documents prior to bid by giving notice to all entities on the Plan holder's List.

All questions regarding the bid are to be directed to Eric Trinklein, Airport Project Manager/Engineer., 2828 Walker Field Drive, Grand Junction, Colorado 81506, (970) 248-8597.

Bid Bond. Guarantee will be required with each bid as a certified check on a solvent bank or a bid bond in the amount of five (5) percent of the total amount of the bid, made payable to the Grand Junction Regional Airport Authority.

Performance & Payment Bond. The successful bidder will be required to furnish separate performance and payment bonds each in an amount equal to 100% of the contract price.

DBE participation is encouraged.

Grand Junction Regional Airport Authority
Grand Junction, Colorado

The Request for Proposal document may be obtained at www.gjairport.com.



Grand Junction Regional Airport

DESIGN BUILD SERVICES
ADMINISTRATION BUILDING CONSTRUCTION

Request for Proposals

Bids Due: June 30, 2017

**REQUEST FOR PROPOSAL
DESIGN BUILD SERVICES
ADMINISTRATION BUILDING CONSTRUCTION
GRAND JUNCTION REGIONAL AIRPORT
GRAND JUNCTION, COLORADO**

Hereinafter in this Request for Proposal, "Sponsor" or "Owner" refers to Grand Junction Regional Airport Authority.

This procurement is being solicited as a two-part process. As part of the process the Owner will review proposals for qualifications. Each firm will be evaluated and the qualified contractor with the lowest firm fixed price proposal will be awarded the contract.

Time available for design and construction will be 200 days from the Notice to Proceed. Construction shall not commence until the design plans and specification have been approved by the Owner and a building permit has been issued. It is anticipated that the design phase will be for 30 calendar days unless a request is made by the contractor and approved by the Owner. Once the design plans and specifications are submitted to the owner a work stoppage will be granted to the project in writing by the Owner. The project time will resume once the notice to proceed for construction is provided by the Owner.

This Request for Proposal (RFP) is for the design, permitting, site preparation, construction and commissioning of the facility. The project will include all necessary work to design and enclose the building to a level satisfactory for a Mesa County Building Department Certificate of Occupancy. The interior of the building will only be completed to a level necessary for the Certificate of Occupancy and provide necessary facilities for future tenant uses. The structure is partially complete and some of the materials for the remaining project have been delivered and stored on-site.

This RFP does not commit the Owner to pay costs incurred in preparation and submission of initial and subsequent proposals or for other costs incurred prior to award of a formal contract.

1.Pre-Bid Conference

The mandatory pre-bid conference for this project will be held on **Friday June 16, 2017 at 1:30 p.m.**, at the Grand Junction Regional Airport **Gate 1, 800 Eagle Drive, Grand Junction, Colorado 81506**. The prebid conference is considered mandatory only for the contractors that are intending to bid the project as the Prime Contractor. All bidders are required to examine the site to become familiar with all site conditions.

2.Late Bids/Late Modifications of Bids

- a. Bids received in the office designated under Item 1-b above, after the exact time set for opening are considered "late bids", and will not be accepted by the Bid Opening Official. Bidders are solely responsible for insuring their bids arrive on time and to the place of bids specified in the Invitation For Bid.

- b. The Owner will not consider a late bid or late modification of bid unless received prior to contract award and -

- (1) There is conclusive evidence that the bid was submitted to the office

designated in Item 1 above, on time and was mishandled by the Grand Junction Regional Airport Authority (i.e., lost or misplaced) staff responsible for handling/receiving bids. Mishandling by other units or offices at the Grand Junction Regional Airport Office does not constitute airport staff.

- (2) Or - it was the only bid received.

3.Mistakes in Bids - Confirmation of Bid

When it appears from a review of the bid that a mistake has been made, the bidder may be requested to confirm their bid. Situations in which the confirmation may be requested include obvious, apparent errors on the face of the bid or a bid unreasonably lower than the other bids submitted. All mistakes in bids will be handled in accordance with the Owner/Grand Junction Regional Airport Authority policy.

4.Minor Informalities/Irregularities in Bids

- a. A minor informality or irregularity is one that is merely a matter of form and not of substance. It also pertains to some immaterial defect in a bid or variation of a bid from the exact requirements of the invitation that can be corrected or waived without being prejudicial to other bidders. The defect or variation is considered immaterial when the effect on price, quantity, quality, or delivery is negligible when contrasted with the total cost or scope of the services being acquired.
- b. If the Owner determines that the bid submitted contains a minor informality or irregularity, the Executive Director shall give the bidder an opportunity to cure any deficiency resulting from a minor informality or irregularity in a bid, or waive the deficiency, whichever is to the advantage of the Owner. In no event will the bidder be allowed to change the bid amount. Examples of minor informalities or irregularities include but are not limited to the following:
 - (1) Bidder fails to sign the Bid, but only if the unsigned bid is accompanied by other material evidence, which indicates the bidder's intention to be bound by the unsigned bid. (Such as Bid bond, or signed cover letter which references the bid and amount of bid).
 - (2) Bidder fails to acknowledge an Addendum - this may be considered a minor informality only if the Addendum, which was not acknowledged, involves only a matter of form or has either no effect or merely a negligible effect on price, quantity, quality, or delivery of the item or services bid upon.

5.Rejection of Bids

Any bid that fails to conform to the essential requirements of the invitation for bids will be rejected.

- a. Any bid that does not conform to the applicable specifications shall be rejected unless the invitation authorizes the submission of alternate bids and the items or services offered as alternates meet the requirements specified in the invitation for bids.
- b. A bid shall be rejected when the bidder imposes conditions that would modify requirements of the invitation or limit the bidder's liability to the Owner, since to allow the bidder to impose such conditions would be prejudicial to other bidders. For example, bids shall be rejected in which the bidder:
 - (1) Protects against future changes in conditions, such as increased costs, if total possible costs to the Owner cannot be determined.
 - (2) Fails to state a price and indicates that price shall be "price in effect at time of delivery".
 - (3) States a price but qualifies it as being subject to "price in effect at time of delivery".
 - (4) Takes exceptions to the invitation for bids terms and conditions.
 - (5) Inserts the bidder's terms and conditions.
 - (6) Limits the rights of the Owner under any contract/invitation for bid clause.

6.Number of Copies

Bidder shall submit in its sealed and marked envelope, ten (10) copies of its bid, with one (1) original signed in ink, and one (1) original of the Bid Bond.

7.Identification of Bid

Bids must be returned in a sealed envelope and addressed to the Grand Junction Regional Airport Authority, 2828 Walker Field Drive, Grand Junction, Colorado 81506 and marked as follows:

Bid of _

(Name of Contractor)

for improvements to the Grand Junction Regional Airport, Grand Junction will be received by the Grand Junction Regional Airport Authority, 2828 Walker Field Drive, Grand Junction, Colorado, 81506, until Friday, June 30, 2017, at 3:00 p.m. local time._

Any offer that is submitted without being properly marked may be opened for identification prior to the deadline for receipt of offers and then resealed.

8. Bid Bond Requirements

A bid bond is required in the amount of five (5) percent of the amount bid.

9. Preparation of Bid Offer

Submission of a bid in response to this solicitation shall constitute the agreement and/or binding certification by each bidder to the following:

- a. It has examined the existing materials, existing documents, drawings, specifications, proposed contract forms, terms and conditions, and all other instructions and solicitation documents and visited the job-site to determine all requirements and conditions that will affect the work. Failure to do so will not relieve a bidder from responsibility to know what is contained in this request for proposal, or site conditions affecting the work.
- b. It has reviewed materials available and any existing work to determine if any materials need to be replaced, can be re-used, and if any work needs to be corrected.
- c. It has checked all its figures, and understands that the Owner will not be responsible for any errors or omissions on the part of the bidders in preparing its bid.
- d. It understands that all items, (unless the invitation specifically states otherwise) including any additive or deductive alternates on the bid schedule, **must** be completely filled out or the bid will be determined non-responsive and ineligible for consideration for award.
- e. The bidder declares that the person or persons signing this bid is/are authorized to sign on behalf of the firm listed and to fully bind the bidder to all the requirements of the solicitation.
- f. The bidder certifies that no person or firm other than the bidder or as otherwise indicated has any interest whatsoever in this bid/offer or the Contract that may be entered into as a result of this bid/offer and that in all respects the offer is legal and firm, submitted in good faith without collusion or fraud.
- g. By submitting a bid, the bidder certifies that it has complied and will comply with all requirements of local, state, and federal laws, and that no legal requirements have been or will be violated in making or accepting this bid.

10. Qualification Evaluation Criteria

Submittal Cover/Signature Page (RFP Form #1) – Respondent shall complete, sign, and submit RFP Form #1. The Submittal Cover/Signature Page must be signed by a person(s) authorized to bind the entity or entities submitting the response. Joint ventures require signatures from all firms participating in the joint venture. Joint ventures are required to provide legal proof of the joint venture, such as a joint venture agreement, as an attachment to their submittal.

Submittal Checklist (RFP Form #2) – Respondent shall complete and submit RFP Form #2.

Litigation Disclosure Form (RFP Form #3) – Respondent shall complete and submit RFP Form #3. If necessary, include additional pages for explanation.

Conflict of Interest Disclosure Form (RFP Form #4) – Respondent shall complete and submit RFP Form #4.

Affirmative Action Plan – Respondent shall submit a description of the firm’s Affirmative Action Plan.

Executive Summary – Respondents shall provide an Executive Summary which includes an overview of the project team, rationale for teaming, highlights of the team’s experience, introduction of the project manager, the names of other key personnel and statements as to why the Respondent is the best team for the project. The Executive Summary shall be limited to two (2) pages.

Bid Bond

State of Colorado-Certification Statement Regarding Illegal Aliens

Scope Summary – Respondent shall submit drawings, sketches, images and descriptions that detail the precise scope of the construction that the proposer intends to provide for the firm fixed price. This submittal shall be of sufficient detail or description for the owner to evaluate the sufficiency of the extent of work proposed by the Respondent. This scope summary will define the minimum scope that the contractor will provide, but does not limit the contractor’s scope if additional work is required to meet the requirements of this RFP.

Firm Fixed Price

Statement of Qualifications – Qualifications will also be determined based on narrative to address all evaluation criteria listed below.

- 1) Define and describe the scope that the contractor intends to design and construct.
- 2) The discussion of recent related project experience must demonstrate success in design, construction, documentation requirements, and compliance as detailed in this RFP for the following:
 - ❖ Design and construction on airport sites;
 - ❖ Management of airport programs and projects, familiarity with airfield construction, airport facilities, aviation operations,
 - ❖ Quality of projects previously undertaken and capability to complete projects without having major cost escalations or overruns.

- 3) Demonstrate capability to perform all aspects of the project and have recent experience in projects comparable to the proposed program over the last five years. Preference may be given to those firms and personnel with experience and training in commercial service and air carrier airports. Provide examples and descriptions of relevant and comparable, recent experience (a minimum of three and maximum of six projects) involving projects that are similar in scope, size, and complexity which have been completed.

Each project listed shall include:

- ❖ Project schedule performance
 - ❖ Project budget performance
 - ❖ Completion dates
 - ❖ References with names, phone numbers and email addresses
- 4) Discuss the project manager; the project architect; the engineers responsible for civil, electrical, mechanical, fire protection, communication systems and structural design; the quality control manager; and the construction manager and project superintendent.
 - a. Demonstrate that all lead design personnel are registered and/or certified in their discipline and have experience and technical competence in assigned roles on projects of similar complexity, size and scope. Indicate whether everyone has had a significant part in any of the project examples cited.
 - b. If subcontractors will be providing comprehensive design-build services to the Offeror, provide qualifications for their key design personnel as well. If reassignment of personnel is considered possible, provide the names and resumes of the alternative professionals in each assignment.
 - c. Lead Architect/Lead Design Engineer/Construction superintendent must have a minimum of five (5) years' experience on specifics of similar projects.
 - 5) Provide a schedule for design and construction, indicating dates by which milestones are to be achieved. The offeror shall use a CPM approach and the schedules shall be graphically represented. The schedule is to be an integrated and networked multi-layered schedule of program/project tasks. Identify project events, accomplishment, and criteria and the expected dates of each. These dates are based on the calendar dates provided as the starting point and the logical flow of dates provided by calculating the addition of duration of all tasks using typical schedule networking tools.

Please note that the airport's ability to validate the information submitted as "relevant projects" is critical to the determination of whether the proposing firm's and their proposed staff qualifications meet the needs of the project. It is therefore extremely important that the information submitted be as accurate as possible. Projects with incomplete information will not be considered toward the Prime Consultant's experience.

The Owner reserves the right to conduct interviews in accordance with Grand Junction Regional Airport Rules and Regulations and this RFP; however, no changes to the proposal can be made through the interview process.

11. Price Evaluation

The Owner intends to award a contract resulting from this solicitation to the lowest, responsive, responsible bidder, meeting the highly qualified selection criteria outlined in this RFP. The bidders must provide a firm fixed price for each of the following elements. This includes all design work, materials, installation, sub contracts, permitting, and any other effort necessary to complete the project. All work to complete the project should be included in the price for each of the elements listed below (a. through g.).

The purpose of the price/cost evaluation is to determine whether an offeror's proposed prices/costs for the project are reasonable and realistic in relation to the RFP requirements and demonstrates and understands the proposal requirements.

The Owner will conduct a price/cost evaluation of each qualified offeror's proposal to determine whether each proposal is reasonable and realistic. Proposals unrealistically high or low in price, when compared to the Owner's estimate, and market conditions evidenced by other competitive proposals received, may be indicative of an inherent lack of understanding of the RFP requirements and may result in proposal rejection without discussion. Any inconsistency, whether real or apparent, between proposed performance and price must be clearly explained in the price proposal. For example, if unique and innovative approaches or conditions are the basis for an unbalanced/inconsistently priced proposal, the nature of these approaches and their impact on price must be completely documented. The burden of proof of cost (Price) realism rests solely with the offeror.

All work elements should be assumed to be included in the items listed below (a firm fixed price shall be listed for each item a. through g.):

- a. Project Design including plans, specifications and permitting
- b. Site Development
- c. Structural
- d. Architectural
- e. Mechanical
- f. Electrical Power, Lighting, Grounding & Communications Design
- g. Fire Protection

12. Basis of Award

The Owner intends to award a contract resulting from this solicitation to the lowest, responsive, responsible bidder, whose offer, conforming to the solicitation, will be most advantageous to, and in the best interest of, the Owner, cost or price and other factors considered.

- a. The bidder meets the most qualified selection criteria outlined in this RFP. There will be at least one (1) and no more than six (6) bidders selected as most qualified.
- b. In addition to other factors, bid offers will be evaluated on the basis of advantages and disadvantages to the Owner that might result from offers received.
- c. The Owner reserves the right to reject any or all proposals and to waive informalities, discrepancies, and/or irregularities in the bid offer and to modify these bid documents prior to bid by giving notice to all entities on the Plan holders list.

- d. Total bid will be evaluated and awarded as follows: It is the Owner's intent to award this bid based on the **TOTAL BASE BID FOR ALL WORK.**

13. Period of Acceptance

The bidder agrees that its bid offer shall remain open for acceptance by the Owner for a period of 60 calendar days from the date specified in the solicitation for receipt of bids.

14. Contract Award

The signature of the bidder indicates that within thirty (30) calendar days from acceptance of its bid offer it will execute a contract with the Owner and, if indicated in this solicitation, furnish a project specific Certificate of Insurance naming the Owner as Additional Insured, furnish Performance and Payment Bonds and any other documents required by the Contract Documents.

15. Notice to Proceed

Work may not start under any awarded contract until a written Notice to Proceed is issued by the Owner. The Owner may issue the Notice to Proceed any time after the contract is signed and insurance and bonds have been provided.

Although the acceptance period allows for the project to be awarded within 60 calendar days from the date specified in the solicitation for receipt of bids, construction for this project is expected to begin immediately after award of the contract.

A separate notice to proceed will be provided after airport approval of the design documents. Construction of the project shall not begin until a notice to proceed for construction is issued.

16. Amendments to the Solicitation

- a. If this solicitation is amended, then all specifications, terms and conditions, which are not amended, remain unchanged.
- b.
- c. Bidders shall acknowledge receipt of any addendum to this solicitation (1) by signing and returning the addendum, (2) by identifying the addendum number and date in the space provided for this purpose on the form for submitting a bid offer, or (3) by letter or facsimile.
- d.
- e. Acknowledged addendums must be received prior to bid opening. Bidders are encouraged to include signed addenda or initialed acknowledgement with bids.

17. Explanations to Prospective Bidders

Any prospective bidder desiring an explanation or interpretation of the solicitation documents, drawings, specifications, etc., must **request it in writing** soon enough to allow a reply to reach all prospective bidders before the time for submission of bids, but in no event later than Friday,

June 23, 2017 at 3 p.m. local time. Oral explanations or instructions given before the opening of bids will not be binding. Any information provided to a prospective bidder during the bid preparation stage will be promptly furnished to all other prospective bidders as an addendum to the solicitation if that information is necessary in submitting bid offers or if the lack of it would be prejudicial to other prospective bidders.

18. Questions and Other Requests for Information

For all questions or requests, please direct to:

Grand Junction Regional Airport
ATTN: Eric Trinklein
Project Manager
2828 Walker Field Drive
Grand Junction, Colorado 81506
etrinklein@gjairport.com

19. Type of Contract

It is the intent of this Request for Proposal to award a firm fixed price Contract based on the prices offered by the lowest responsive and responsible bidder meeting the minimum qualifications outlined in this RFP. Contract prices shall remain firm and fixed throughout the contract performance period.

20. Safety Plan

The Contractor shall submit a Construction Safety and Phasing Plan as part of the design phase of this project, as required by FAA Advisory Circular (AC) 150/5370-2 "Operational Safety on Airports During Construction".

21. Mandatory Employee Badging Requirements

Immediately upon the Notice of Award being issued, the successful Contractor must begin the Air Operations Area (AOA) / Security Identification Display Areas (SIDA) badging process with the Grand Junction Regional Airport Authority - Security Department. The required forms shall be supplied to the successful Contractor, in electronic PDF format. Badging is required for the successful Contractor's superintendent(s) that will be working on-site. The Contractor shall ensure that a badged superintendent is on-site at all times during construction of the project. A separate application must be filled out and submitted for each person that is requesting an AOA and/or SIDA badge. These applications must be completed and returned to the Grand Junction Regional Airport Authority - Security Department within 48 hours of being notified to do so by the Architect and/or Owner.

Anyone that will be badged must fill out the proper badge application and turn it in to the Grand Junction Regional Airport Authority - Security Department before they come to their fingerprint appointment (Signatories only), or the AOA class. Each Signatory (those that will be signing for others to gain access to the Air Operations Area) must call the Airport Security Coordinator at (970) 248-8599 and set up their fingerprint appointment at least one week in advance. A minimum of 1 applicant from the Contractor must be applying for and be eligible for signatory status. Each signatory must have passed the criminal history records check before they can take the SIDA or the AOA class, and all individuals applying for a badge must have been approved through the threat assessment before they can be badged. The signatory

authorities are the only individuals that are required to take the SIDA class. The schedule of the SIDA and AOA classes are available through the Grand Junction Regional Airport Authority - Security Department.

22. GRAND JUNCTION REGIONAL AIRPORT RIGHTS

Grand Junction Regional Airport reserves the right to reject all or portions of any or all Statement of Qualifications, to waive irregularities and technicalities, to re-advertise, or to proceed to provide the services otherwise, in the best interest of the Grand Junction Regional Airport. Grand Junction Regional Airport may, at its sole discretion, modify or amend any and all provisions herein. The Airport will not pay for any information herein requested, nor is it liable for any costs incurred by the participating firm.

Grand Junction Regional Airport reserves the right to extend the Statement of Qualifications submittal date if needed. All changes and/or clarifications will be distributed to all firms indicating interest in the form of addenda.

23. INSURANCE REQUIREMENTS

Prior to the commencement of performance, the successful firm/joint venture shall furnish to Grand Junction Regional Airport certificate of insurance for general liability with limits not less than \$2,000,000 per occurrence and workers' compensation with the limits not less than \$1,000,000 per occurrence. Proof of insurability shall be demonstrated by providing copies of current insurance policy during contract negotiations with the successful consultant.

24. Other Policies

All Contractors doing business with the Airport should be familiar with the policies governing how the Airport conducts business. These policies can be viewed online at <http://www.gjairport.com/component/content/article/76.html>.

END OF SECTION

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**SIGNATURE PAGE
RFP FORM #1**

“✓”Check box that indicates business structure of Respondent

- Individual or Proprietorship
- Partnership or Joint Venture
- Corporation

The undersigned certifies that (s)he is _____(title) of the Respondent entity named below; that (s)he is designated to sign this Proposal Form (if a Corporation then by resolution with Certified Copy of resolution attached) for and on behalf of the entity named below, and that (s)he is authorized to execute same for and on behalf of and bind said entity to the terms and conditions provided for in the Proposal as required by this RFP, and has the requisite authority to execute an Agreement on behalf of Respondent, if awarded

Respondent Organization Name: _____

By: _____

Printed Name: _____

Title: _____

If Respondent is a Joint Venture, an authorized signature from a representative of each party is required.

By: _____

Printed Name: _____

Title: _____

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**SUBMITTAL CHECKLIST
RFP FORM #2**

Use this checklist to ensure all required document have been included in the Proposal and that they are properly ordered.

Document	Initial to Indicate Document is Included
1. Submittal Cover/Signature Page (RFP Form #1)	
2. Submittal Checklist (RFP Form #2)	
3. Litigation Disclosure (RFP Form #3)	
4. Conflict of Interest (RFP Form #4)	
5. Affirmative Action Plan	
6. Executive Summary	
7. Statement of Qualifications	
8. Bid Bond	
9. Firm Fixed Price Total to Complete Project	

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**LITIGATION DISCLOSURE
RFP FORM #3**

Respond to each of the questions below by checking the appropriate box. Failure to fully and truthfully disclose the information required by this Litigation Disclosure form may result in the disqualification of your response from consideration or termination of the contract, if awarded.

Have you or any member of your Firm or Team to be assigned to this engagement ever been indicted or convicted of a felony or misdemeanor greater than a Class C in the last five (5) years?

YES
NO

Have you or and member of your Firm, your Firm, or Team to be assigned to this engagement been terminated (for cause of otherwise) from any work being performed for the Grand Junction Regional Airport, Walker Field Airport Authority, or any other Federal, State, or Local Government, Airport, or Private Entity?

YES
NO

Have you or and member of your Firm or Team to be assigned to this engagement been involved in and claim or litigation with the Grand Junction Regional Airport, Walker Field Airport Authority, or any other Federal, State, or Local Government, Airport, or Private Entity?

YES
NO

If you have answered “Yes” to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your response.

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**CONFLICT OF INTEREST (COI) DISCLOSURE FORM
RFP FORM #4**

This COI Disclosure Form must be completed by the Firm and each of its Subcontractors.

This COI Disclosure Form must be signed by a principal of the Firm to certify that it is correct.

A Firm's certification that its disclosure form is correct includes the disclosure by its Associates and Subcontractors.

My signature certifies that as disclosed on or attached to the present form:

The Firm's disclosures are complete, accurate, and not misleading.

The Firm has received COI Disclosure Form(s) from all Subcontractors (if any) and the present form has attached any COI Disclosure Form(s) thereof.

I hereby certify that I am authorized to sign this COI Disclosure Form as a Representative for the Firm identified below:

Complete Legal Name of Firm: _____

Address: _____

Signature: _____

Name (type/print): _____

Title: _____

Date: _____

Please answer all questions "Yes", "No" or "N/A", and if uncertain answer "Yes."

If the answer to any of the questions 1 through 4 is "Yes," then:

furnish all relevant facts that are necessary to make the response complete, accurate, and not misleading; and identify any actions that must be taken to avoid, neutralize, or mitigate such conflict of interest (e.g. communications barriers, restraint or restriction upon future contracting activities, or other precaution)

1. Is any Associate of the Firm a former employee of the Airport within the last five years or a family member of a current employee of the Airport?

YES NO

2. Does the Firm or any Associate of the Firm have a conflict of interest regarding any known member of the Airport procurement evaluation or selection team?

YES NO

3. Does the Firm, or any Associate of the Firm, have any past, present or currently planned interests that are an Actual or Potential Conflict of Interest, with respect to performing the work for the Airport.

YES NO

4. Have Subcontractors furnished COI Disclosure Forms separate from the present form? (If yes, attach Subcontractor disclosures).

YES NO

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that _____ as Principal, hereinafter called Contractor, and _____, licensed to do business as such in the State of Colorado as Surety, hereby bind themselves and their respective heirs, executors, administrators, successors, and assigns, unto Grand Junction Regional Airport Authority, Grand Junction, Colorado, as Obligee, in the penal sum of _____ Dollars (\$ _____) for the payment whereof Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, by these presents.

WHEREAS,

The Contractor has submitted to the Obligee, a contract bid dated the _____ day of _____ for the following contract:

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if the Contractor bid is accepted by the Obligee and the Contractor is awarded the contract in whole or in part, the Contractor shall enter into the Contract with the Obligee in accordance with the terms of such bid, give such Payment and Performance Bonds as may be specified in the Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and materials furnished in the prosecution thereof, and provide required certificates of insurance or in the event of failure of the Contractor to enter such Contract and give such bond or bonds, and certificates if the Contractor shall promptly pay the Obligee the amount of this bond as set forth herein above, then the obligation shall be null and void, otherwise this obligation will remain in full force and effect.

IN WITNESS WHEREOF, the above parties have executed this instrument, the _____ day of _____, 20__.

SIGNATURE OF PRINCIPAL (as applicable)

A. Individual, partnership or joint venture

(Signature of sole proprietor or general partner)

B. Corporation

Name of Corporate Principal

Attest: _____

By _____
Secretary (affix seal)

STATE OF COLORADO
CERTIFICATION STATEMENT REGARDING ILLEGAL ALIENS

The Contractor, whose name and signature appear below, certifies and agrees as follows:

1. The Contractor shall comply with the provisions of CRS 8-17.5-101 et seq.
2. The Contractor shall not knowingly employ or contract with an illegal alien to perform work under this contract or enter into a contract with a subcontractor that knowingly employs or contracts with an illegal alien.
3. The Contractor represents, warrants, and agrees that it (i) has verified that it does not employ any illegal aliens, through participation in the E-verify Program administered by the Social Security Administration and Department of Homeland Security, or (ii) otherwise shall comply with the requirements of CRS 8-17.5-102(2)(b)(I).
4. The Contractor shall comply with all reasonable requests made in the course of an investigation by the Colorado Department of Labor and Employment. If the Contractor fails to comply with any requirement of this provision or CRS 8-17.5-101 et seq., the Owner may be required to terminate the above referenced Contract for breach and the Contractor shall be liable for actual and consequential damages to the Owner.
5. The Contractor shall not use the E-verify Program procedures to undertake pre-employment screening of job applicants while these services are being performed.
6. If the Contractor obtains actual knowledge that a Subcontractor performing work under this contract knowingly employs or contracts with an illegal alien, the Contractor shall be required to:
 - a. Notify the Subcontractor and the Owner within three days that the Contractor has actual knowledge that the Subcontractor is employing or contracting with an illegal alien; and
 - b. Terminate the Subcontract with the Subcontractor if within three days of receiving the notice the Subcontractor does not stop employing or contracting with the illegal alien; except that the Contractor shall not terminate the contract with the Subcontractor if during such three days the Subcontractor provides information to establish that the Subcontractor has not knowingly employed or contracted with an illegal alien.

CERTIFIED and AGREED to this _____ day of _____, 20_____.

VENDOR:
(Full Legal Name)

BY:
(Signature of Authorized Representative)

DATE: