



**Request for Proposals  
Repair and Restoration of Irrigation Lines at 2623 Welton**

**Introduction & Background**

The Five Points Business Improvement District (FPBID), an improvement district established and funded by commercial property owners to enhance the environment of the Welton Corridor from 20<sup>th</sup> Street to Downing Street, is issuing this request for proposals (RFP) to solicit proposals from qualified firms to perform repairs and restoration of the irrigation lines at the northwest corner of 26<sup>th</sup> and Welton St, in Denver, CO.

The mission of the Five Points Business Improvement District is to strengthen and enhance the efforts of business and property owners who live, work in, or contribute to the Historic Five Points neighborhood of Denver. The work of the FPBID is focused on the maintenance of the public right of way including removal of trash, debris and snow, marketing and communications to promote business development, cultural promotion and preservation, and capital investment in street amenities.

The goals for this project are to:

1. Locate a known break and other defects in the irrigation lines located under the sidewalk
2. Repair irrigation lines and restore functionality
3. Work with masonry contractors to establish the best course of action

The objective of this RFP is to select a plumbing contractor that will provide the best overall value to the FPBID. While price is a significant factor, other criteria will form the basis of the award decision, as more fully described in the Evaluation Criteria section of this RFP below.

A representative of the FPBID will be onsite at 2623 Welton Street to answer any questions on Tuesday, March 3, 2020 from 11 AM to 1 PM.

**Submission Guidelines & Requirements**

1. Qualified, licensed individuals or firms with prior experience on projects such as this should submit bids in response to this RFP.
2. Bidders must list and describe three (3) projects that are substantially similar to this project as part of their response, including references for each.
3. If you have a standard set of terms and conditions, please submit them with your proposal. All terms and conditions may be subject to negotiation.
4. Proposals must be received prior to 12:00 PM MST on March 9, 2020 to be considered.
5. Proposals must remain valid for a period of 30 days.
6. Prime consideration given to qualified firms located within the greater Five Points neighborhood. Not meeting this criterion does not disqualify any applicant firms.

**Project Description**

Through this project, The FPBID aims to restore irrigation lines to the tree pits along the 2600 block of Welton.

Working with a masonry contractor the FPBID will excavate a portion of the sidewalk. Once cleared, the faulty lines will need to be repaired, or replaced. The exact nature or location of the malfunction has not been determined. The fault seems to lie somewhere between the Denver Water meter at 2623 Welton Street and the backflow prevention unit on the northwest corner of 26<sup>th</sup> and Welton. Other exploratory options are possible if your firm has the capacity to provide them.

**Proposal Layout Guide**

| Section              | Description   |
|----------------------|---|
| Opening Narrative    | <ul style="list-style-type: none"> <li>• Firm name, history and ownership team</li> <li>• Contact person for proposal and contact information</li> <li>• Overview and description of experience in similar work with references</li> <li>• Location of main office</li> </ul> |
| Proposal and Budget  | <ul style="list-style-type: none"> <li>• Proposal of work plan</li> <li>• Expected costs: parts and labor</li> <li>• Total budget</li> <li>• Your standard proposal sheet is an acceptable format.</li> </ul>   |
| Required Attachments | <ul style="list-style-type: none"> <li>• Acceptance of insurance requirements</li> <li>• Proof of Colorado State Plumbers License</li> </ul>  |
| Optional Attachments | <ul style="list-style-type: none"> <li>• Testimonials</li> <li>• Promotional materials</li> <li>• And/or up to three letters of reference</li> </ul>  |

**RFP & Project Timeline**

|   |           |
|---|-----------|
| Request for Proposal Issuance                                   | 2/26/2020 |
| Follow-up questions to top firms                                | 3/10/2020 |
| Notification to selected firm                                   | 3/12/2020 |
| Project Completion  | 5/1/2020  |
| Tree Plantings on 2600 Block of Welton (Not a part of this RFP) | Late May  |

**Evaluation Criteria**

The Five Points Business Improvement District will rate proposals based on the following factors:

1. Responsiveness to the requirements and scope set forth in this RFP
2. Relevant past performance/experience
3. Estimated cost
4. Technical expertise/experience of bidding company

### **Insurance Requirements**

In addition to the workers' compensation coverage as required by law, contractor shall maintain a comprehensive general liability policy with limits of not less than one million dollars (\$1,000,000.00) for bodily injury and one million dollars (\$1,000,000.00) for property damage per occurrence. Coverage shall include premises liability, products liability, and completed operations liability. Contractor shall also maintain a comprehensive automobile liability policy with limits not less than six hundred thousand dollars (\$600,000.00) for bodily injury and six hundred thousand dollars (\$600,000.00) for property damage per occurrence. Upon awarding of the contract, the contractor shall supply the FPBID with a Certificate of Insurance verifying these coverages and naming the FPBID, the Downtown Denver Partnership, and the City and County of Denver as co-insured.

### **General Info and Submission Instructions**

This Request for Proposals is managed by the Downtown Denver Partnership. The Five Points board of directors will select the contract awardee. The FPBID Board reserves the right to reject all proposals.

For questions, please contact:

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Proposals can be submitted in person or by mail, email or fax to:

Vincent Martinez, AICP

Senior Manager, Downtown Operations

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Denver CO 80202

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