



GARFIELD SCHOOL DISTRICT NO. RE-2

839 WHITERIVER AVE.
RIFLE, CO 81650

12/11/2024

Request for Qualifications

District-wide Camera Replacement
Project

Submittal Deadline:
January, 20, 2025
Not later than 2:00 p.m. (MST)

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Garfield School District No. Re-2

**Department of Technology
839 Whiteriver Ave.
Rifle, CO 81650
P: 970-665-7611**

December, 11, 2024

To All Respondents:

Garfield School District Re-2, hereinafter referred to as the District, will receive Proposals on **District-wide camera replacement project** in accordance with the Statement of Work and Specifications, in the office of Roger Gose, Technology Director, 839 Whiteriver Ave, Rifle, CO 81650, on or before 2:00 p.m. (MST) on January, 20, 2025.

You are required to submit 7 bound copies, and one (1) electronic version (MS Office or PDF version) in accordance with the below instructions- hard copies to Roger Gose, email and any project questions to Nate Moe. This RFQ is available electronically only. Hard copies are available upon request.

It is extremely important that all respondents READ and ADHERE to the general conditions, instructions, requirements, and all RFQ documents included herein. Failure to do so may disqualify your submission.

Proposals received after opening time **WILL NOT** be opened.

Facsimile Proposals **WILL NOT** be accepted.

Your Proposal must be in a sealed envelope marked with your company name, title of Proposal, Date and time of opening. You are cautioned to **carefully read** the entire RFQ, as your offer must comply with:

- Cover Letter
- Instructions & General Conditions
- Statement of Work and Specifications
- Terms and Conditions

Questions concerning any aspect of the RFQ are to be directed to the undersigned. Please **email** all questions to:

Nate Moe
nmoe@garfieldre2.net

Important: All communications must be submitted to the above-named buyer only. Any communications with other District personnel, may disqualify you from this proposal opportunity.

1.0 INTRODUCTION

Garfield School District Re-2 encompasses 913,517 square feet of learning and support spaces, occupying 231 acres that support the communities of Rifle, Silt and New Castle. The DISTRICT has six elementary schools, two middle schools, two high schools and four support offices.

2.0 SCHEDULE

Following is a schedule of events for the RFQ process:

RFQ Document Available	December 11, 2024
RFI Due	January 10, 2025
RFQ Submittal Due	January 20, 2025
Presentations/Oral Interview, if necessary	TBD

3.1 GENERAL CONDITIONS AND INSTRUCTIONS

Preparations and Submission of Proposals:

Proposals shall be submitted in the number of copies indicated in the Proposal Cover Letter and on the forms and in the proper formats provided. All copies shall be properly executed, all blank spaces shall be filled in, and any interlineations, alterations, or erasures shall be formally explained and initialled by the Offeror. Failure to comply with these requirements may be cause for rejections of the proposal.

Partial or incomplete Proposals will not be considered. Proposals shall be in strict conformity with the Contract Documents and any amendments.

It is the sole responsibility of the Offeror to see that its Proposal is submitted by the date stated in the Proposal Cover Letter. Any Proposal received after the stated due date will not be opened.

Successful proposer whether under separate contract or not shall not assign any part or whole of this proposal or agreement to another party, subcontractor, or company nor shall they assign any money due or to become due to him hereunder, without the previous written consent of the District.

Venue for any and all legal action regarding or arising out of the transaction covered herein shall be solely in the District court in and for Garfield County, state of Colorado. The laws of the state of Colorado shall govern this transaction. The vendor or proposer agrees that any and all notices, pleadings and processes may be made by serving two copies of the same

upon the Colorado Secretary of State, State Capitol, Denver, Colorado, and by mailing by return mail, an additional copy of the same to the vendor or proposer at the address shown herein; that said service shall be considered as valid personal service, and judgment may be taken if, within the time prescribed by Colorado law or rules of civil procedure, appearance, pleading, an answer is not made. Each Proposal shall show the full legal name and business address of the Offeror, including its street address if it differs from its mailing address, and shall be signed with the usual signature of the person or persons authorized to bind the Offeror and shall be dated. Proposals by a partnership or joint venture shall be signed by an authorized representative of each joint venture partner and list the full names and addresses of all partners or joint venturers. The place of incorporations shall be stated in the Proposal. The name of each signatory shall be typed or otherwise clearly imprinted below each signature. When requested, satisfactory evidence of the authority of any signature on behalf of the Offeror shall be furnished.

The preparation of a Proposal shall be by and at the expense of the Offeror.

Proposals must be firm fixed pricing for terms of contract. A price increase shall automatically release the District from any further obligation.

Shipments shall be FOB destination, freight prepaid.

In accordance with Article X, Section 20(4)(b) of the Colorado Constitution, this shall neither create nor be construed to create any multiple-fiscal year direct or indirect DISTRICT debt or other financial obligation whatsoever. The parties recognize that the Contract is dependent upon the continuing availability and appropriation of funds (including per pupil funding for Program students from the State of Colorado) beyond the terms of the DISTRICT's current fiscal period ending upon the next succeeding June 30, and that financial obligations of the DISTRICT payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted and otherwise made available.

Your proposal shall not include any Federal or State taxes.

The Districts Tax Exempt ID is: 98-03441

By submission of the proposal, the proposer certifies that the proposal has been arrived at independently and submitted without collusion with any other proposer, and that the contents of the proposal have not been communicated by the proposer, nor to the best of its knowledge and belief, by any one of its employees or agents, to any person not an employee or agent of the proposer or its surety on any bond furnished herewith, and will not be communicated to any person prior to the official opening of the proposal.

Award shall be made to the most responsive and responsible Proposer whose proposal is determined to be the most advantageous to the District, taking into consideration the evaluation factors set forth in the solicitation. Price, although a consideration, will not be the sole determining factor.

Vendor warrants that it is not disbarred or suspended, proposed for disbarment or declared ineligible for award of contract by any federal agency.

In accordance with C.R.S 8-17.5 *et Seq.*, the proposer whose name and signature appears on the request for proposal hereby certifies, represents, warrants and agrees as follows:

- A. In the event this request for proposal is accepted by the school District, the proposer, as a vendor, shall comply with the provisions of C.R.S. 8-17.5 *et. Seq.*, requiring certification that the proposer does not, and during all times proposer is under contract to perform services for the ("District"), will not knowingly employ or contract with an illegal alien.
- B. The proposer will not knowingly contract with a subcontractor who knowingly employs or contract with an illegal alien to perform work under the contract with the District.

The proposer will verify that it does not employ any illegal aliens by participation or attempted participation in the basic pilot emergency verification program administered by the social security administration and the department of Homeland Security or otherwise comply with C.R.S. 8-17.5-102(2)(b)(i).

Examination of RFP documents and explanation to offerors:

Any Offeror planning to submit a proposal is responsible for examining with appropriate care the complete Document and all amendments, and is also responsible for informing itself with respect to all conditions that might in any way affect the cost or the performance of any work. Failure to do so will be at the sole risk of the Offeror, and no relief can be given for errors or omissions. Should the Offeror find discrepancies in or omissions from the Document, or should their intent or meaning appear unclear or ambiguous, or should any other question arise relative to the RFQ Documents, the Offeror shall promptly notify the DISTRICT in writing. The Offeror making such request will be solely responsible for its timely receipt by the DISTRICT. Replies to such notices may be made in the form of amendments to the RFQ Documents that will be issued simultaneously to all persons who have obtained the RFQ Documents.

Offerors Modification and withdrawal of proposals:

An Offeror may, without prejudice to itself, modify or withdraw its Proposal by written request, provided that District receives the request prior to the due date at the address to which Proposals were to be submitted. Provided further, that in case of an electronic (e.g. email, facsimile, etc.) request a written confirmation thereof over the authorized signature of the Offeror is received by District at the address to which original Proposals were to be submitted within three (3) calendar days after issue of the electronic message. Following withdrawal of its proposal, the Offeror may submit a new Proposal, providing delivery is effected prior to the established proposal due date.

The District may modify any provision or part of the RFQ Documents at any time prior to Proposal due date.

Award of Contract: After consideration of price and other factors, the Contract will be awarded to the Offeror whose Proposal is determined to be reasonable and in the best interest of the District. Contract will be awarded to one (1) successful proposer.

Term of the Contract: Term will be determined once award is made.

Payment Terms: Net 30

The right is reserved, as the interest of the District may require, or reject any or all Proposals or to waive any informality in Proposals received or to award without negotiations.

The failure of any Offeror, to whom the Contract is awarded, to properly execute and return to the District the signed Contract, together with the Certificates of Insurance and the Performance Bond and Payment Bond, if required, within the time specified in the RFQ, will cause the District to suffer damage, the amount of which is difficult, if not impossible, to ascertain, and the District shall therefore be entitled to declare a breach of contract by such Offeror, to award the Contract to another Offeror in accordance with the provisions of the Contract Documents, and to declare a forfeiture of the Offeror's Proposal Security, if any.

4.1 STATEMENT OF WORK AND SPECIFICATIONS

The District will be accepting qualification statements from contractors to develop and install a new district-wide camera replacement system. The objective of the district is for assistance in the preparation of district-wide camera replacement project that will address both short term as well as long term goals for the district. The contractor will be expected to explore multiple options/scenarios for the district, and will work with the district to evaluate, define, and estimate the potential impacts and advantages for each option considered. Contractor must also conduct site surveys at each location and provide recommendations for additional camera locations to increase overall coverage as well as possible camera consolidation using different models of cameras.

The selected contractor will review and update the current camera system and all available information, meet with the District and the Board of Directors to determine and evaluate proposed options for the District. The selected contractor will provide their expertise in developing various options for the district's consideration.

QUALIFICATIONS

Please provide minimum documentation substantiating the following:

- A. The contractor shall have successfully completed a project of type and scope similar to the proposed project. Demonstrate expertise and experience in preparing the District-wide camera replacement project.
- B. The contractor shall indicate its current capacity to complete the proposed project on the District provided timeframe by providing a summary of its current workforce and staffing.
- C. The contractor shall identify an individual who will be the main point of contact for the duration of the project. The contractor shall not change or substitute this individual without prior approval. The District reserves the right to determine the acceptability of this individual.
- D. Provide Team experience and responsibilities.
- E. Understanding of the Owner, its organization and leadership. Describe your firm's past experience with planning for a new camera system implementation.
- F. Overall understanding of the project.

SCOPE OF SERVICES

Capital Planning for School District Property

The intent of the district-wide camera replacement project is to replace our current security camera system with a modern solution. All aspects of the existing camera system will need to be removed. Proposed planning recommendations will be based on providing a comprehensive district-wide camera replacement plan that will serve current and future district needs. We ask that the contractor provide a comprehensive analysis after a review of the current camera assessments for each property. Existing security camera assessments and all other documents will be available after the RFQ process and contract negotiations are completed.

Minimum Deliverables:

District-wide camera replacement project CONCEPT ALTERNATIVES: The contractor shall develop a concept for the District-wide camera replacement project for review by the District.

REPORTS: Meeting minutes for the entirety of the district-wide camera replacement project; One electronic copy of all reports and drawings.

Liquidated Damages:

Because of the critical nature of finishing the work prior to the beginning of the school year, the contractor shall incur a \$1000 penalty for every calendar day, after August 4, 2025.

5.0 **PROPOSAL CONTENTS AND SUBMISSION REQUIREMENTS**

Please submit seven (7) bound copies of the proposal and one (1) electronic copy. Please label the outside of the package: District-wide camera replacement project. Your Proposal must be in a sealed envelope marked with your company name, title of Proposal, date and time of opening. All responses **must** be formatted as stated. Include the following information:

Due Date: January 20, 2025
Time: 2:00 p.m. (MST)
Location: Attn: Roger Gose
Director of Technology
Garfield School District No. Re-2
839 Whiteriver Ave
Rifle, CO 81650

Electronic submission must be sent to:
Nate Moe (nmoe@garfieldre2.net)

The Proposals shall contain the following contents (following exact format):

SECTION 1. Cover Letter/Letter of Interest

Please provide a brief description of your firm, primary services provided, address of your firm's local office, telephone, E-mail address, date firm established, type of firm (individual, corporation, etc.), number of employees, and the name of the team member who will serve as the District's contact throughout the contract.

SECTION 2. Qualifications

List key personnel, titles, and length of employment with your company.

SECTION 3. References

Fill out the attached form (optional). Any Company that does not meet the minimum number of three (3) references, or their references supply less than adequate recommendations, will automatically be excluded from the award.

SECTION 4. Recommended Plan

Based on the Scope of Work, and data provided, include a written description of the work to be accomplished and the firm's approach to completing the work. The overview should articulate an understanding of the District's needs. The overview should describe the proposed work and all applicable requirements.

SECTION 5. Fee Proposal

Provide a fee structure for the proposed project team. The District will work with the selected team to develop a detailed scope of services and fee proposal.

SECTION 6. Completed Offer Certificate

Fill out the form attached below.

SECTION 7. Project Schedule

Provide a milestone schedule based on the scope of work and your firm's ability to meet this schedule.

SECTION 8. Attachments

Include any contracts and/or agreements the District will be expected to sign.

6.0 EVALUATION AND SELECTION CRITERIA

All Proposals received by the due date will be reviewed and evaluated by the Buyer and/or Selection Committee. After those firms deemed the most qualified are selected, further evaluation and interviews of the selected firms may be conducted as part of the final selection process.

The District reserves the right to select a firm that, in its sole judgment, best meets the needs of the District. The District reserves the right to accept or reject any and all

proposals, or any portion or combination thereof, to contract services with whomever and in whatever manner the District decides, to abandon the services entirely, to award on the basis of partial or total proposal, and to waive any informality or non-substantive irregularity, as the interest of the District may require. The award of the contract is contingent on availability of funds. Award is at the sole discretion of the District, acting through the Board of Education. The contents of this RFQ are incorporated into, and will become a part of any resultant award.

The District is not obligated to explain any deficiencies in their request for proposal, nor accept requests for justification from firms not selected. All proposal materials become the property of the District.

SELECTION CRITERIA: Proposals shall be evaluated and the final determination will be based on:

CRITERIA
Qualifications
Experience with Contractor
References
Recommended Plan
Project Schedule

7.0 INSURANCE

During the term of the Contract, Contractor shall, at his own expense, purchase and maintain the following insurance in comprehensive general liability form in a company or companies properly licensed to do business in the State of Colorado, and satisfactory to the District. Certificates of Insurance acceptable to the Owner shall be filed with the owner prior to commencement of the work.

Workman’s Compensation including Occupational Disease and Employer’s Liability Insurance:

Statutory: Amounts and coverage as required by Workman’s Compensation laws for the State of Colorado.

Employer’s Liability: At least \$100,000 each accident.

Comprehensive General liability (include all major divisions of coverage for the following on a comprehensive basis):

- Premises and Operation
- Owner’s and Contractor’s Protection
- Independent Contractors
- Products and Completed Operations
- Contractual – Including specified provisions or contractor’s obligations

Limits shall not be less than those stated below:

Bodily Injury Liability – including person injuries: \$500,000 each occurrence

Property Damage Liability - \$500,000 each occurrence
Comprehensive Automobile Liability – include coverage for the following:
Owned vehicles and vehicles under long term lease hired automobiles
Employer’s non-ownership liability

Limits shall not be less than those stated below:
Bodily Injury Liability - \$500,000 each occurrence
Property Damage Liability - \$500,000 each occurrence
Regarding Bodily Injury Liability – Include ‘B’ extension (Uninsured motorists)

No insurance shall be canceled or otherwise voided during the Contract period, without at least 30 days prior written notice to the Owner, nor shall any insurance be invalidated should the insured waive any or all right of recovery against any party.

Liability insurance may be arranged by Comprehensive General Liability and Comprehensive Automobile Liability policies for the full limits required; or by combination of underlying Comprehensive Liability policies for lesser limits with the remaining limits provided by and Excess or Umbrella Liability policy.

8.0 REQUEST FOR INFORMATION (RFI)

IMPORTANT! Any and all request for clarification or explanation of the Request for Qualifications must be provided in written form and E-mailed to the District Personnel listed below by January 10, 2025.

District Contact Person:
Nate Moe
nmoe@garfieldre2.net

All Requests for Information must be transmitted via E-mail and must include the words “Request for Information, District-wide camera replacement project” as the subject title and will be replicated and responded to for viewing at the following URL:

<https://sites.google.com/garfieldre2.net/re2securitycamerareplacementrf>

Garfield School District No. Re-2
Site Names and Addresses

Elementary Schools	
Highland Elementary 1500 East 7 th Street Rifle, CO 81650	Graham Mesa Elementary 1575 Farmstead Parkway Rifle, CO 81650
Wamsley Elementary 225 East 30 th Street Rifle, CO 81650	Cactus Valley Elementary 222 Grand Ave Silt, CO 81652
Elk Creek Elementary 804 West Main New Castle, CO 81647	Kathryn Senor Elementary 101 Alder Ave New Castle, CO 81647
Middle Schools	
Rifle Middle School 753 Railroad Ave Rifle, CO 81650	Riverside Middle School 215 Alder Ct. Rifle, CO 81650
High Schools	
Rifle High School 1350 Prefontaine Ave Rifle, CO 81650	Coal Ridge High School 35947 Hwy 6 New Castle, CO 81647
Other District Buildings	
Transportation 1360 Prefontaine Ave Rifle, CO 81650	CIS (Annex) 703 Railroad Ave Rifle, CO 81650
Support Services – Maintenance 215 East 30 th Street Rifle, Co 81650	District Office 839 Whiteriver Ave Rifle, CO 81650

OFFER CERTIFICATE

Please type/or print all information clearly.

Any illegible or ambiguous information will be excluded from the District's evaluation.

Return RFQ Proposal in its entirety. Include all instructions, terms and conditions etc.

Any unsolicited information may be included or excluded at the discretion of the Director of Purchasing if in the best interest of the District.

Contractor shall furnish the following information:

(a) Full Business Name_____

(b) Address_____

(c) Number of years in business_____ State Incorporated_____

(d) Please identify if your firm is in one of the following categories

- Minority-owned vendor
- Woman-owned vendor
- Minority/woman-owned vendor
- Veteran
- Disabled Veteran
- Other_____

The undersigned hereby:

- Certifies that I have not used any outside agent in arriving at the attached figures, and have not contacted any competitors in arriving at these figures.
- Agrees to deliver the items specified within this bid, in accordance with the terms, conditions, specifications and prices set forth.
- Quotes are valid for a period of 90 days from receipt of proposal.
- Has Read and Agrees to the Terms, Guarantees and Conditions contained within this RFQ

Company Name_____

Address_____

Signature of authorized agent_____

Typed or Printed name of authorized agent_____

Date:_____ Email address:_____

Phone No. _____ Fax No. _____

REFERENCES: Furnish a list of a minimum of three (3) business references. Agency references of similar type and size are preferable. Each reference must have a service history with your company of no less than one year.

COMPANY NAME _____

Business Address _____

Phone Number _____ Contact Name _____

Years of Service with Contractor _____

District Notes _____

Amount of Contract \$ _____

COMPANY NAME _____

Business Address _____

Phone Number _____ Contact Name _____

Years of Service with Contractor _____

District Notes _____

Amount of Contract \$ _____

COMPANY NAME _____

Business Address _____

Phone Number _____ Contact Name _____

Years of Service with Contractor _____

District Notes _____

Amount of Contract \$ _____

GARFIELD SCHOOL DISTRICT NO. RE-2

TERMS AND CONDITIONS FOR SERVICES

ENTIRE AGREEMENT

This Purchase Order embodies the entire agreement between DISTRICT RE-2 and SELLER and supersedes all other writings. The parties shall not be bound by, or be liable for, any statement, representation, promise, inducement or understanding not set forth herein.

INDEPENDENT CONTRACTOR

Vendor represents that it is fully experienced, properly qualified, registered, licensed, equipped, organized, and financed to perform the Work under this Purchase Order. Vendor shall act as an independent contractor and not as the agent of DISTRICT RE-2 in performing this Work, maintaining complete control over its employees and all of its lower-tier suppliers and subcontractors. Nothing contained in this Purchase Order or any lower-tier purchase order or subcontract awarded by Vendor shall create any contractual relationship between any lower-tier supplier or subcontractor and DISTRICT RE-2. Vendor shall perform the Work hereunder in accordance with its own methods subject to compliance with the Purchase Order.

LABOR, PERSONNEL AND WORK RULES

Vendor shall employ only competent and skilled personnel to perform the Work under this Purchase Order. Vendor shall, at DISTRICT RE-2's request, remove from the Work any Vendor personnel who are acting in violation of any provision of this Purchase Order, including, but not limited to Site Work, safety or security rules, or at DISTRICT RE-2's sole discretion, determined to be undesirable for the work. In the event an employee is so removed, Vendor shall promptly replace such individual with another who is fully competent and skilled to perform the Work.

For Work performed on DISTRICT RE-2 premises, Vendor shall observe DISTRICT RE-2's procedures, regulations and Work rules to include, but not limited to, established Site working hours and security requirements.

CHANGES

DISTRICT RE-2 may at any time, by written revision, direct additions, deletions or changes, including, acceleration or deceleration, to all or any part of the Work and Vendor agrees to perform such Work as changed. If any such revision causes an increase or decrease in Vendor's cost of, or the time required for the performance of any part of the work, DISTRICT RE-2 shall make an equitable adjustment to the price, the delivery schedule, or both, and the Purchase Order shall be modified accordingly. Nothing in this clause shall excuse Vendor from proceeding with the Purchase Order as changed, whether or not an equitable adjustment has been made. The Vendor must assert its claim for an adjustment under this clause within 20 days of receipt of the change order.

WARRANTY

Vendor warrants that it will perform the work under this Purchase Order with the degree of high professional skill and sound practices and judgment that is normally exercised by recognized professional firms with respect to Work of a similar nature. In addition to all other rights and remedies that DISTRICT RE-2 may have, Vendor shall, re-perform the Work to correct any deficiencies from Vendor's failure to perform in accordance with the Purchase Order statement of Work, specifications and drawings and the above standards, at Vendor's expense.

WAIVER

The failure of either party to insist on performance of any provision of this Purchase Order shall not be construed as a waiver of that provision in any later instance.

INDEMNITY AND HOLD HARMLESS

Vendor hereby releases and shall indemnify, defend and hold harmless DISTRICT RE-2, their officers, agents, employees, successors and assigns an authorized representative of all the foregoing from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, interest, attorney's fees, costs and expense of whatsoever kind or nature, including, but not limited to those arising out of injury to or death of Vendor's employees, whether arising before or after completion of Work hereunder and in any manner directly or indirectly caused, occasioned, or contributed to in whole or in part, or claimed to be caused, occasioned or contributed to in whole or in part, by reason of any act, omission, fault or negligence whether active or passive of Vendor, its lower-tier suppliers, subcontractor or of anyone acting under its direction or control or on its behalf in connection with or incidental to the performance of this Purchase Order. Vendor's aforesaid release, indemnity and hold harmless obligations, or portions or applications thereof, shall apply even in the event of the fault or negligence, whether active or passive, or strict liability of the parties released, indemnified or held harmless to the fullest extent permitted by law, but in no event shall they apply to liability caused by the willful misconduct or sole negligence of the party released, indemnified or held harmless.

DISTRICT RE-2 FACILITY REQUIREMENTS

No on-site office or storage space shall be provided as a part of this contract.

DISTRICT RE-2 is a tobacco-free environment. No smoking or chewing of tobacco is permitted on school grounds or in any DISTRICT RE-2 facility.

Any damages caused by the Vendor in the performance of this Contract shall be repaired at no cost to DISTRICT RE-2.

No official or employee of DISTRICT RE-2 who exercises any functions or responsibilities in the review or approval of this undertaking, or carrying out of the Statement of Work shall voluntarily acquire any personal interest, directly or indirectly, in the Contract.

The VENDOR covenants that it presently has no interest and shall not acquire any interest directly or indirectly, that conflict in any manner or degree with the performance of the

services hereunder. The VENDOR further covenants that no person having any such known interests shall be employed or conveyed an interest directly or indirectly, in the Contract.

FAIR LABOR STANDARDS ACT AND EQUAL OPPORTUNITY EMPLOYMENT ACT

The VENDOR agrees to comply with the Fair Labor Standards Act, the Equal Opportunity Employment Act, and all other applicable Federal and State laws, regulations, and executive orders in connection with the furnishing of supplies or performance of work under this Contract, to the extent that the same may be applicable; and further agrees to insert the foregoing provision in all subcontracts or purchase orders awarded in connection with this Contract.

TERMINATION

DISTRICT RE-2 may unilaterally terminate this Contract upon VENDOR's nonobservance of any of the foregoing or for failure to comply with any of the clauses and provisions of this Contract, including any modifications, upon seven (7) days notice to the VENDOR.

TITLE

Title to all Work and materials will pass directly to the DISTRICT upon the earlier of (1) delivery to the Work Site, or (2) payment to the Vendor.

APPLICABLE LAW

Any suit filed relative to the Purchase Order must be filed in a court of competent jurisdiction in Garfield County, Colorado.

AVAILABILITY OF FUNDS

In accordance with Article X, section 20(4)(b) of the Colorado Constitution, this Purchase Order shall neither create nor be construed to create any multiple-fiscal year direct or indirect DISTRICT RE-2 debt or other financial obligation whatsoever. The parties recognize that the purchase is dependent upon the continuing availability and appropriation of funds (including per pupil funding for Program students from the State of Colorado) beyond the terms of DISTRICT's current fiscal period ending upon the next succeeding June 30, and that financial obligations of DISTRICT payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted and otherwise made available.

DEBARMENT

The CONTRACTOR certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction (contract) by any governmental department or agency. If the CONTRACTOR cannot certify this statement, attach a written explanation for review by the DISTRICT.

ATTACHMENT A

CONFIDENTIAL OR PROPRIETARY INFORMATION FORM

If the Offeror has deemed any portion of their offer to be Confidential or Proprietary, they must specifically identify the section and page number(s) of the confidential/proprietary information below as well as include a statement advising the School District of why the information shall not be disclosed. Please note that the District will not consider pricing as confidential or proprietary. The School District shall review the statement and determine whether the information will be withheld. If the School District determines to disclose the information, the School District shall inform Offeror in writing of such determination.

The undersigned hereby acknowledges that there is no confidential or proprietary information contained within the offer.

Firm

Authorized Signature

ATTACHMENT B

DEVIATIONS / EXCEPTIONS FORM

List any deviation or exception for an item listed under this solicitation. The item number must be listed and the page of the solicitation it is found on. Any deviation/exception or inability of the provider to handle that particular item must be clearly and fully stated. Failure to show specific deviations indicates full compliance with the solicitation.

The undersigned hereby acknowledges that there are ***no deviations/exceptions*** to this solicitation except as specified above.

Firm

Authorized Signature

ATTACHMENT C

ADDENDUM ACKNOWLEDGEMENT FORM

This page is used to acknowledge any and all addendums that might be issued. Your signature indicates that you took the information provided in the addendums into consideration when providing your complete response.

Please sign and date:

ADDENDUM NO. 1 *Acknowledgement* _____
Signature *Date*

ADDENDUM NO. 2 *Acknowledgement* _____
Signature *Date*

ADDENDUM NO. 3 *Acknowledgement* _____
Signature *Date*

Firm

Authorized Signature

ATTACHMENT D

NON-COLLUSION AFFIDAVIT

State of _____)
County of _____) ss.

_____, affiant,
(Name)

the _____
(Title)

(Contractor/Bidder)

The persons, corporation, or company who makes the accompanying Proposal, having first been duly sworn, deposes and says:

That such Proposal is genuine and not a sham or collusive, nor made in the interest of, or behalf of, any persons not herein named, and that the Bidder has not directly or indirectly induced or solicited any other Bidder to put in a sham bid, or any other person, form or corporation to refrain from bidding, and that the Bidder has not in any manner sought by collusion to secure for itself an advantage over any other Bidder.

(Title)

Subscribed and sworn to before me

This _____ day of _____, 20____

Signature of Notary Public in and for the

County of _____

State of _____

ATTACHMENT E

CONFLICT OF INTEREST CERTIFICATION

(Date)

Garfield School District No. Re-2
Facilities Management, Support Services
215 East 30th Street
Rifle, CO 81650

The undersigned certifies that to the best of his/her knowledge: (check only one)

- There is no officer or employee of Garfield School District Re-2 who has or whose relative has a substantial interest in any contract resulting from this request.
- The names of any and all public officers or employees of Garfield School District Re-2 who has or whose relative has any interest in any contract resulting from this request, and the nature of the interest, are included below or as an attachment to this certification.

(Firm)

(Phone)

(Address)

(Federal Tax ID Number)

(Printed Name)

(Signature Requirement)

(Print Title)

ATTACHMENT G

VENDOR REGISTRATION

Name of Business (If individual, enter last name first)

Street or P.O. Box Address

City _____ State _____ Zip _____

Phone# _____ E-mail _____

Solicitation Address (if different than above)

Remittance Address (if different than above)

Name of Owner or President or Key Employees:

Number of Employees _____ Years in Business _____

Insurance Company _____ Policy # _____

Federal ID# _____ SSN (if individual) _____

Type of Business:

- Sole Prop. Partnership
- Corporation
- LLC
- Other

If Incorporated-which state and date

State _____ Date _____

Principal Line of Business

Provide three references of customers to whom you have supplied your goods or services in the past. Include address, contact name and phone number:

Enter below comments or additional information you wish the District to consider:

The undersigned hereby certifies that the above and foregoing information is a full, true, and correct statement of the facts. Further the undersigned agrees to comply with the Purchasing Procedures of the District, as well as the local, State, and Federal laws pertaining to public procurements. It is understood that failure to bid on three (3) consecutive invitations could result in your removal from the bidders list.

Authorized Signature

Title

Typed or Printed Name

Date

ATTACHMENT 1

REQUEST FOR BUSINESS STATUS

Please provide the information requested below.

If your business is a Small Business Enterprise, please identify if your firm is in one of the following categories:

- Minority-owned vendor
- Woman-owned vendor
- Minority/Woman-owned vendor
- Veteran
- Disabled Veteran
- Other _____

From what source did you learn about his solicitation to which you are now responding?

- Website: _____
- Newspaper (please name the paper): _____
- Fax: _____
- Automatic notice by E-mail: _____
- Telephone call from buyer: _____
- Other (please describe): _____

Name, address, phone#, email of business, and point of contact preparing this information:
