

# **BACA COUNTY, COLORADO**

## **REQUEST FOR PROPOSALS**

### **FOR DESIGN, PLANNING, AND CONSTRUCTION SERVICES MULTI-USE COUNTY BUILDING PROJECT**

**RFP No.:** \_\_\_\_\_

**Issue Date:** \_\_\_\_\_

**Mandatory Pre-Proposal Conference:** August 27<sup>th</sup>, 2026, 2:00 pm

**Questions Deadline:** October 2<sup>nd</sup>, 2026

**Proposal Due Date and Time:** November 2<sup>nd</sup>, 4:30 pm

**Anticipated Award Date:** November 12<sup>th</sup>, 2026

**County Contact:** Race Chenoweth, Troy Bishop, Shiloh Freed

**Delivery Address:** Baca County Commissioners, 741 Main Street, Suite 1, Springfield, CO 81073

#### **IMPORTANT FEDERAL FUNDS NOTICE**

This project is expected to be funded in whole or in part with federal funds. Proposers must comply with applicable federal procurement standards, including 2 C.F.R. Part 200, Subpart D, and all applicable contract provisions required by 2 C.F.R. Part 200, Appendix II. Award is conditioned upon the proposer not being debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from participation in federal awards or federally assisted contracts, as verified through SAM.gov or other required federal systems.

# **TABLE OF CONTENTS**

1. Invitation and Project Overview
2. Procurement Method and Federal Funding Requirements
3. Instructions to Proposers
4. Scope of Services
5. Proposal Content Requirements
6. Evaluation and Selection
7. Required Federal Contract Provisions
8. County Contract Terms and Conditions
9. Insurance, Bonds, and Risk Allocation
10. Required Proposal Forms
11. Exhibits and Attachments

# 1. INVITATION AND PROJECT OVERVIEW

The Board of County Commissioners of Baca County, Colorado (the "County") invites qualified firms, teams, or entities to submit proposals to provide planning, design, architectural, engineering, construction, project management, and related services for the development and construction of a multi-use county building (the "Project"). This Request for Proposals ("RFP") is intended to be used as a comprehensive solicitation document and may be tailored by the County before publication.

The County intends to select the responsible proposer whose proposal is most advantageous to the County, price and other factors considered. The County reserves the right to negotiate final scope, schedule, price, contract terms, and project delivery method with the selected proposer, subject to applicable law and funding requirements.

The County Baca County Commissioners is searching for a contractor to design and construct an approximately 5400 square ft. office building located at the Baca County Fairgrounds. The building will be designed to contain at least 3 offices, kitchenette, (2) ADA compliant restrooms, open meeting area and 1,500 square ft. storage and commodity area; and include exterior sidewalks. The proposal should include a design to meet commissioner's needs as represented by the floorplan.

## 1.1 Project Purpose

The Project is intended to provide a durable, cost-effective, and functional multi-use facility capable of serving one or more county, public, community, emergency response, storage, administrative, meeting, operational, or other public purposes. The final uses, size, location, and program requirements shall be determined by the County.

The goal of the Baca County Commissioner is to provide an office building located at the Baca County Fairgrounds for use by the Colorado State Extension Service and Baca County Commodity storage.

## 1.2 Project Site

**Project Address or Legal Description:** 28500 County Road 24.6, Springfield, CO 81073

**Parcel Ownership:** Baca County Government

**Known Utility Providers:** SECPA, Atmos Energy and City of Springfield

**Known Site Constraints:** N/A

## 1.3 Anticipated Delivery Method

The County may use this RFP for a design-build, construction-manager/general-contractor, or other qualifications-and-price based public procurement structure, as permitted by applicable law and funding requirements. The County may also elect to award planning/design services first and reserve the right to separately procure construction services. Proposers shall clearly identify the services they propose to provide and any assumptions regarding project delivery.

## 1.4 Estimated Budget and Funding

Estimated Project Budget: \$ \_TBD\_. Funding Source(s): LATCF. The County anticipates that federal funds will be used for all or a portion of the Project. The selected contractor must comply with all grant, federal award, state, local, and county requirements applicable to the Project.

## **2. PROCUREMENT METHOD AND FEDERAL FUNDING REQUIREMENTS**

### **2.1 Federal Procurement Standards**

Because federal funds may be used, this procurement shall be conducted in a manner intended to satisfy applicable federal procurement standards, including documented procurement procedures, full and open competition, contractor responsibility, cost or price analysis, and required contract provisions. The County may revise, supplement, or cancel this RFP as necessary to satisfy the requirements of the applicable federal awarding agency or pass-through entity.

### **2.2 Full and Open Competition**

All procurement transactions shall be conducted in a manner providing full and open competition. No proposer shall be given an unfair competitive advantage. A person or entity that develops or drafts specifications, requirements, statements of work, invitations for bids, or requests for proposals for this procurement may be excluded from competing if required by federal procurement standards or conflict-of-interest principles.

### **2.3 SAM.gov, UEI, and Debarment/Suspension**

As a condition of proposal submission and contract award, each proposer must certify that neither the proposer nor its principals, affiliates, subcontractors, suppliers, or other covered participants are debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded, or otherwise excluded from participation in federal awards or federally assisted transactions. The County may verify proposer status through SAM.gov and may require proof of active SAM registration and Unique Entity Identifier (UEI), if required by the applicable funding source.

- SAM.gov Unique Entity Identifier (UEI): \_\_\_\_\_
- SAM.gov registration status: Active / Pending / Not Required by Grant / Other: \_\_\_\_\_
- Proposer shall immediately notify the County if its exclusion status changes before award or during contract performance.
- The County may reject a proposal or terminate a contract if a proposer or covered subcontractor is determined to be debarred, suspended, or otherwise excluded.

## **3. INSTRUCTIONS TO PROPOSERS**

### **3.1 Proposal Deadline**

Proposals must be received by the County no later than the date and time stated on the cover page. Late proposals may be rejected. The County is not responsible for delivery delays, technological failures, or incomplete submissions.

### **3.2 Questions and Addenda**

All questions must be submitted in writing to the County Contact by the stated deadline. Oral statements or interpretations are not binding. Any material clarification or change to this RFP will be issued by written addendum. Proposers are responsible for confirming receipt of all addenda.

### **3.3 Pre-Proposal Conference and Site Visit**

A pre-proposal conference and site visit will be held on August 27, 2026 at 2:00 pm, at the site of construction at the Baca County Fairgrounds. Attendance is: Mandatory. Proposers shall not contact County staff, elected officials, consultants, or representatives regarding this procurement except through the designated County Contact unless expressly authorized in writing.

### **3.4 Proposal Validity**

Proposals shall remain valid for at least one hundred twenty (120) days after the proposal due date unless a different period is stated here: \_\_\_\_\_ blank \_\_\_\_\_.

### **3.5 Proposal and Construction Timeline**

Proposals submitted to Baca County must be received by the Baca County Commissioners by November 2, 2026 at 741 Main Street, Suite 1, Springfield, CO 81073 by 4:30 pm. The award date for the proposals is expected to be November 12<sup>th</sup>, 2026. The Baca County Commissioners ask for the construction to begin at the earliest convenience with completion expected July 1, 2027. Contractor agrees that time is of the essence for completion of the project. The final contract will provide for liquidated damages of \$500/day for each day past July 1, 2027.

### **3.6 Public Records**

Proposals submitted to the County may be public records subject to the Colorado Open Records Act. A proposer claiming that portions of its proposal are protected from disclosure must clearly mark the specific information claimed to be confidential and state the legal basis for the claim. Blanket designations of an entire proposal as confidential are disfavored and may be rejected. The County will determine disclosure obligations in accordance with applicable law.

### **3.7 Costs of Proposal**

All costs incurred in preparing, submitting, or presenting a proposal are solely the responsibility of the proposer. The County shall not be liable for any such costs.

### **3.8 Reservation of Rights**

The County reserves the right to reject any or all proposals; waive minor informalities or irregularities; request clarification or additional information; negotiate with one or more proposers; conduct interviews; verify any information; cancel or amend this RFP; award no contract; award a contract in phases; and make the award deemed to be in the best interests of the County, subject to applicable law and funding requirements.

## **4. SCOPE OF SERVICES**

The selected proposer shall provide all labor, materials, equipment, supervision, professional services, subcontractors, supplies, transportation, permits, testing, insurance, bonds, and other items necessary to complete the Project in accordance with the final contract documents. The scope below is intended to be comprehensive and may be narrowed or expanded by the County.

**This procurement is intended to result in the award of a single Design-Build Agreement under which the selected contractor shall furnish all architectural, engineering, permitting, and construction services necessary to complete the Project.**

#### **4.1 Planning and Programming Services**

- Meet with County representatives to confirm project goals, uses, occupancy needs, space requirements, security needs, storage needs, site access, parking, utilities, public access, emergency access, future expansion, and operational requirements.
- Prepare a written project program and preliminary budget.
- Identify applicable codes, zoning requirements, building permit requirements, floodplain issues, accessibility requirements, environmental constraints, utility needs, and any known grant requirements.

#### **4.2 Design and Engineering Services**

- Provide architectural, civil, structural, mechanical, electrical, plumbing, fire protection, communications, security, accessibility, energy, and other design services required for a complete and code-compliant project.
- Prepare conceptual design, schematic design, design development documents, construction documents, specifications, cost estimates, and project schedules.
- Coordinate with utility providers, permitting authorities, and grant administrators.
- Design specifically provides that contractor will provide for the following:
  - architectural services
  - structural engineering
  - civil engineering
  - mechanical
  - electrical
  - plumbing
  - ADA compliance
  - energy code compliance
  - fire protection
  - permitting
  - construction administration

#### **4.3 Construction Services**

- Provide or coordinate construction of the Project in accordance with approved plans and specifications.
- Maintain site safety, quality control, schedule control, budget control, subcontractor coordination, materials procurement, inspections, testing, and daily project administration.
- Provide record drawings, operation and maintenance manuals, warranties, lien waivers, close-out documentation, and training as required.

#### **4.4 Federal Compliance Services**

- Maintain documentation required by the federal award, including procurement, labor, subcontractor, Buy America/Build America, Davis-Bacon, equal opportunity, debarment, and reporting records if applicable.
- Ensure all subcontractors and lower-tier participants comply with applicable federal clauses and are not suspended, debarred, or otherwise excluded.
- Cooperate with County, state, federal, and pass-through entity audits and monitoring.

#### **4.5 Optional Alternates**

Proposers may identify alternates, value engineering options, phased construction options, or cost-saving approaches, provided such options do not impair compliance with federal funding requirements or minimum project needs.

## **5. PROPOSAL CONTENT REQUIREMENTS**

Proposals should be organized in the following order. The County may reject proposals that omit material information.

### **5.1 Cover Letter**

Identify the proposer, project contact, legal form of business, authorized signatory, and confirmation that the proposal is valid for the required period.

### **5.2 Executive Summary**

Provide a concise summary of the proposer's understanding of the Project, proposed delivery approach, key advantages, and ability to comply with federal requirements.

### **5.3 Firm Qualifications and Responsibility**

Describe firm history, Colorado experience, public-sector project experience, financial capability, licensing, bonding capacity, insurance, safety record, litigation history, claims history, and current workload.

### **5.4 Project Team**

Identify key personnel, consultants, subcontractors, licenses, roles, resumes, availability, and office locations.

### **5.5 Relevant Experience**

Provide at least three comparable projects, preferably public projects involving federal funds or grant compliance. Include owner contact information, project size, delivery method, original and final contract amounts, original and final completion dates, and change order history.

### **5.6 Technical Approach**

Describe the proposer's approach to programming, design, permitting, cost control, schedule control, construction quality, site safety, communication, federal compliance, documentation, and project closeout.

### **5.7 Schedule**

Provide a proposed project schedule with major milestones, including notice to proceed, programming, design, permits, procurement, construction start, substantial completion, final completion, and closeout.

### **5.8 Price Proposal**

Provide a detailed fee proposal and cost breakdown, including design fees, construction cost, general conditions, overhead, profit, contingency, alternates, allowances, unit prices, reimbursable expenses, and assumptions. If final price cannot be fixed at proposal stage, identify a method for developing a guaranteed maximum price or final contract sum.

### **5.9 Federal Compliance Submission**

Submit the required certifications and information regarding SAM.gov registration, UEI, debarment/suspension, lobbying, equal employment opportunity, labor standards, Buy America/Build America, and other federal requirements as applicable.

### **5.10 Exceptions**

Identify any requested exceptions to the RFP, proposed contract terms, federal clauses, insurance, bonds, schedule, or scope. Failure to identify exceptions may be deemed acceptance of all requirements.

### **5.11 Certification**

Contractor is to certify that for the purpose of this proposal it has:

- adequate financial resources
- ability to obtain bonding
- satisfactory record of integrity
- satisfactory performance history
- satisfactory safety record
- ability to comply with grant requirements
- available personnel and equipment

## 6. EVALUATION AND SELECTION

The County may evaluate proposals using the criteria below. The County may adjust weighting before issuance of the final RFP, provided all proposers are informed through the RFP or written addendum.

| Evaluation Criterion               | Points | Description                                                                                                               |
|------------------------------------|--------|---------------------------------------------------------------------------------------------------------------------------|
| Qualifications and responsibility  | 20     | Experience, licensing, bonding, insurance, financial capability, public project background, and references.               |
| Project approach and understanding | 20     | Quality of technical approach, design/planning method, construction approach, risk management, and grant compliance plan. |
| Relevant experience                | 15     | Comparable facilities, rural/public work, federally funded projects, and performance history.                             |
| Project team                       | 10     | Qualifications and availability of key personnel, consultants, and subcontractors.                                        |
| Schedule                           | 10     | Realistic and advantageous schedule and capacity to meet required deadlines.                                              |
| Price and value                    | 20     | Cost, cost transparency, assumptions, value engineering, and overall best value to County.                                |
| Federal compliance readiness       | 5      | SAM/UEI status, certifications, familiarity with 2 C.F.R. Part 200, labor standards, and documentation controls.          |

### 6.1 Selection Process

1. Initial review for responsiveness and responsibility.
2. Evaluation and scoring by County staff, consultants, or an evaluation committee.
3. Interviews, presentations, or requests for best and final offers, if the County elects to use them.
4. Reference checks, SAM.gov/exclusion verification, insurance and bonding review, and federal compliance review.
5. Recommendation to the Board of County Commissioners for award, negotiation, or other action.



## **6.2 Award**

Award is subject to Board approval, successful negotiation of contract terms, verification of proposer responsibility, verification that the proposer is not excluded from participation in federal awards, and confirmation that the award satisfies all applicable federal, state, local, and grant requirements.

## **7. REQUIRED FEDERAL CONTRACT PROVISIONS**

The clauses in this section shall be incorporated into the final contract to the extent applicable to the federal award, project type, contract amount, and funding source. If the federal awarding agency or pass-through entity requires additional or different language, the final contract shall include the required language.

### **7.1 Compliance with 2 C.F.R. Part 200**

The contractor shall comply with applicable requirements of 2 C.F.R. Part 200, including procurement, cost principles, record retention, audit access, and contract administration requirements applicable to recipients, sub recipients, contractors, and subcontractors.

### **7.2 Remedies for Breach**

The contract shall include administrative, contractual, or legal remedies for contractor breach, including withholding payment, requiring correction, terminating for cause, pursuing damages, and other remedies available at law or equity.

### **7.3 Termination for Cause and Convenience**

The County may terminate the contract for cause or for convenience in accordance with contract terms. The contractor shall be paid only for allowable, documented, and accepted work performed before termination, subject to offsets and remedies.

### **7.4 Equal Employment Opportunity**

If applicable, the contractor shall comply with federally required equal employment opportunity provisions for federally assisted construction contracts, including Executive Order 11246 and implementing regulations.

### **7.5 Davis-Bacon and Related Acts**

If the federal funding source or project type requires Davis-Bacon labor standards, the contractor and subcontractors shall pay not less than applicable prevailing wage rates, submit certified payrolls, comply with labor standards, and accept applicable wage determinations as a condition of award.

### **7.6 Copeland Anti-Kickback Act**

If applicable, the contractor shall comply with the Copeland Anti-Kickback Act and shall not induce any person employed in construction, completion, or repair of public work to give up compensation to which the person is entitled.

### **7.7 Contract Work Hours and Safety Standards Act**

If applicable, the contractor shall comply with overtime and safety requirements for covered contracts, including payment of required overtime compensation and compliance by subcontractors.

### **7.8 Rights to Inventions**

If applicable, the contractor shall comply with requirements governing rights to inventions made under a federal award.

## **7.9 Clean Air Act and Federal Water Pollution Control Act**

For covered contracts, the contractor shall comply with applicable Clean Air Act and Federal Water Pollution Control Act requirements and report violations to the federal awarding agency and appropriate federal authorities.

## **7.10 Debarment and Suspension**

The contractor certifies that it and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from participation in federal awards. The contractor shall not contract with any subcontractor or supplier that is debarred, suspended, or otherwise excluded. The contractor shall verify and document the eligibility of covered subcontractors and shall immediately notify the County of any change in status.

## **7.11 Byrd Anti-Lobbying Amendment**

For covered contracts, the contractor shall certify that it has not and will not use federal appropriated funds to pay any person for influencing or attempting to influence a federal official in connection with the award. Required lobbying disclosure forms shall be submitted if applicable.

## **7.12 Procurement of Recovered Materials**

If applicable, the contractor shall comply with requirements concerning procurement of recovered materials and environmentally preferable purchasing.

## **7.13 Domestic Preferences / Build America, Buy America**

If applicable, the contractor shall comply with all domestic preference, Buy America, Build America, iron, steel, manufactured products, and construction material requirements imposed by the federal award. Any waiver must be obtained before use of noncompliant materials.

## **7.14 Access to Records and Audit**

The contractor shall provide the County, the pass-through entity, the federal awarding agency, the Comptroller General of the United States, and their authorized representative's access to records necessary to verify compliance with the contract and federal award requirements.

## **7.15 Record Retention**

The contractor shall retain records for the period required by the federal award, applicable regulations, and the final contract, and in no event less than three years after final payment unless a longer period applies due to audit, litigation, claim, or grant requirement.

## **7.16 Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment**

If applicable, the contractor shall comply with federal restrictions on covered telecommunications and video surveillance equipment, services, or systems.

## **7.17 No Obligation by Federal Government**

The federal government is not a party to the contract and is not subject to liability to the contractor or any other party arising from the contract.

### **7.18 Program Fraud and False Statements**

The contractor shall not make false, fictitious, or fraudulent statements or claims in connection with the federal award and shall comply with applicable federal fraud, false claims, and false statement laws.

## **8. COUNTY CONTRACT TERMS AND CONDITIONS**

### **8.1 Contract Form**

The successful proposer shall execute a written contract acceptable to the County. The County may require use of AIA, ConsensusDocs, EJCDC, or County-drafted contract forms with County amendments and federal addenda.

### **8.2 Independent Contractor**

The contractor shall be an independent contractor and shall not be deemed an employee, agent, partner, or joint venture of the County.

### **8.3 Compliance with Laws**

The contractor shall comply with all applicable federal, state, and local laws, ordinances, codes, rules, regulations, permits, grant requirements, and lawful orders.

### **8.4 Permits and Licenses**

The contractor shall obtain and maintain all licenses, permits, approvals, inspections, and certifications required for its work unless expressly assigned to the County in the final contract.

### **8.5 Indemnification**

To the fullest extent permitted by law, the contractor shall indemnify, defend, and hold harmless the County and its officers, officials, employees, agents, and representatives from claims arising out of or related to the contractor's work, negligence, wrongful acts, omissions, breach, or violation of law, subject to final negotiated terms and Colorado law.

### **8.6 Governmental Immunity**

No provision of this RFP or any resulting contract shall be construed as a waiver of the Colorado Governmental Immunity Act or any other immunity, defense, limitation, or protection available to the County.

### **8.7 Appropriation and Funding**

All County financial obligations are subject to annual appropriation and availability of funds. The County shall not be obligated to make payments for which funds are not appropriated or legally available.

### **8.8 Change Orders**

No change in scope, price, or time shall be binding unless approved in writing by the County through a duly authorized change order or contract amendment.

### **8.9 Subcontractors**

The contractor remains fully responsible for the acts and omissions of subcontractors and suppliers. Subcontractors are subject to County approval, federal compliance requirements, and debarment/suspension verification.

## **8.10 Ownership of Documents**

Plans, specifications, drawings, reports, studies, models, and other work product prepared for the Project shall be available to the County as provided in the final contract, subject to professional licensing restrictions and negotiated terms.

## **8.11 Dispute Resolution and Venue**

Disputes shall be resolved as provided in the final contract. Unless otherwise required by law, venue shall be in the appropriate court serving Baca County, Colorado.

## **8.12 No Assignment**

The contractor may not assign the contract or any payment rights without prior written County approval.

# **9. INSURANCE, BONDS, AND RISK ALLOCATION**

The successful proposer shall provide insurance and bonds in amounts acceptable to the County and any federal or state funding agency. The amounts below are placeholders and should be reviewed before issuance.

## **9.1 Minimum Insurance**

- Commercial General Liability: \$1,000,000 per occurrence / \$2,000,000 aggregate or higher as required.
- Automobile Liability: \$1,000,000 combined single limit.
- Workers' Compensation: statutory limits; Employer's Liability as required.
- Professional Liability / Errors and Omissions: \$1,000,000 per claim or higher for design professionals.
- Builder's Risk / Installation Floater: as required for the Project.
- Umbrella / Excess Liability: \$1,000,000.
- County shall be named as additional insured where applicable, and policies shall include waiver of subrogation where required.

## **9.2 Performance and Payment Bonds**

- Performance bond: 100% of contract amount unless adjusted by County.
- Payment bond: 100% of contract amount unless adjusted by County.
- Bonds must be issued by a surety authorized to do business in Colorado and acceptable to the County.
- Bonding requirements shall comply with Colorado public works law and any federal funding requirements.

# **10. REQUIRED PROPOSAL FORMS**

## **FORM A - PROPOSAL SUBMITTAL AND SIGNATURE**

**Legal Name of Proposer:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**State of Formation:** \_\_\_\_\_

**Type of Entity:** \_\_\_\_\_

**Authorized Representative:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Federal Employer Identification Number:** \_\_\_\_\_

**SAM.gov UEI:** \_\_\_\_\_

**Colorado Secretary of State ID:** \_\_\_\_\_

By signing below, proposer certifies that it has read and understands the RFP, has authority to submit the proposal, agrees to comply with applicable federal and County requirements, and certifies that the proposal is true and complete to the best of its knowledge.

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

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

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

### **FORM B - NON-COLLUSION CERTIFICATION**

The undersigned certifies that the proposal is genuine and not made in the interest of or on behalf of any undisclosed person or entity; that the proposer has not directly or indirectly induced or solicited any other proposer to submit a false or sham proposal; that the proposer has not solicited or induced any person or entity to refrain from proposing; and that the proposer has not sought to obtain an unfair advantage through collusion, fraud, or anti-competitive conduct.

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

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

### **FORM C - DEBARMENT, SUSPENSION, AND RESPONSIBILITY CERTIFICATION**

The proposer certifies that neither it nor its principals, affiliates, proposed subcontractors, or other covered participants are presently debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded, or otherwise excluded from participation in federal awards or federally assisted transactions. The proposer further certifies that it will not knowingly enter into any subcontract or covered transaction with a person or entity that is debarred, suspended, or otherwise excluded.

The proposer shall provide SAM.gov exclusion search documentation if requested by the County and shall immediately notify the County in writing of any change in status before award or during contract performance.

**SAM.gov UEI:** \_\_\_\_\_

**SAM.gov Registration Expiration Date:** \_\_\_\_\_

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

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

## FORM D - LOBBYING CERTIFICATION

For covered federal transactions, the proposer certifies, to the best of its knowledge and belief, that no federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence a federal officer or employee, Member of Congress, officer or employee of Congress, or employee of a Member of Congress in connection with the awarding of any federal contract, grant, loan, cooperative agreement, or extension, continuation, renewal, amendment, or modification thereof. If any non-federal funds have been used for such lobbying, proposer shall complete and submit the required disclosure form.

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

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

## FORM E - PRICE PROPOSAL

| Cost Item              | Amount   | Assumptions/Exclusions | Notes |
|------------------------|----------|------------------------|-------|
| Planning / Programming | \$ _____ |                        |       |
| Architectural Design   | \$ _____ |                        |       |
| Engineering            | \$ _____ |                        |       |
| Permitting             | \$ _____ |                        |       |
| Construction Labor     | \$ _____ |                        |       |
| Materials              | \$ _____ |                        |       |
| General Conditions     | \$ _____ |                        |       |
| Overhead and Profit    | \$ _____ |                        |       |
| Contingency            | \$ _____ |                        |       |
| Alternates             | \$ _____ |                        |       |
| Allowances             | \$ _____ |                        |       |
| Other                  | \$ _____ |                        |       |
| Total Proposed Price   | \$ _____ |                        |       |

## FORM F - REFERENCES

Reference 1

**Owner/Client:** \_\_\_\_\_

**Project Name:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone/Email:** \_\_\_\_\_

**Contract Amount:** \_\_\_\_\_

**Completion Date:** \_\_\_\_\_

**Description:** \_\_\_\_\_

Reference 2

**Owner/Client:** \_\_\_\_\_

**Project Name:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone/Email:** \_\_\_\_\_

**Contract Amount:** \_\_\_\_\_

**Completion Date:** \_\_\_\_\_

**Description:** \_\_\_\_\_

Reference 3

**Owner/Client:** \_\_\_\_\_

**Project Name:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone/Email:** \_\_\_\_\_

**Contract Amount:** \_\_\_\_\_

**Completion Date:** \_\_\_\_\_

**Description:** \_\_\_\_\_

## **FORM G - EXCEPTIONS AND ASSUMPTIONS**

List all exceptions to the RFP, proposed contract, insurance, bonding, federal clauses, or scope. Attach additional pages if needed. If none, state "None."

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

## **11. EXHIBITS AND ATTACHMENTS**

- Exhibit A - Project Site Information
- Exhibit B - Conceptual Program Requirements
- Exhibit C - Federal Award Terms and Conditions
- Exhibit D - Required Wage Determination, if applicable
- Exhibit E - Sample Contract Form
- Exhibit F - Insurance Requirements
- Exhibit G - Board Award Resolution Form
- Exhibit H - Addenda Acknowledgment Form

## ADDENDA ACKNOWLEDGMENT

Proposer acknowledges receipt of the following addenda:

| Addendum No. | Date Received | Initials |
|--------------|---------------|----------|
| 1            |               |          |
| 2            |               |          |
| 3            |               |          |
| 4            |               |          |
| 5            |               |          |









