

**ADAMS COUNTY
PROFESSIONAL SERVICE AGREEMENT
For**

Cabinetry Replacement & Installation Project – Detention Center

THIS AGREEMENT ("Agreement") is made this 14 day of AUGUST 2018, by and between the Adams County Board of County Commissioners, located at 4430 South Adams County Parkway, Brighton, Colorado 80601, hereinafter referred to as the "County," and G2 Construction, LLC, located at 5805 Mangrove Court, Loveland, CO 80538 hereinafter referred to as the "Contractor." The County and the Contractor may be collectively referred to herein as the "Parties."

The County and the Contractor, for the consideration herein set forth, agree as follows:

1. SERVICES OF THE CONTRACTOR:

- 1.1. All work shall be in accordance with the attached IFB 2018.623 and the Contractor's response to the IFB 2018.623 dated 6/13/2018 attached hereto as Exhibit A, and incorporated herein by reference. Should there be any discrepancy between Exhibit A and this Agreement the terms and conditions of this Agreement shall prevail.
- 1.2. Emergency Services: In the event the Adams County Board of County Commissioners declares an emergency, the County may request additional services (of the type described in this Agreement or otherwise within the expertise of the Contractor) to be performed by the Contractor. If the County requests such additional services, the Contractor shall provide such services in a timely fashion given the nature of the emergency, pursuant to the terms of this Agreement. Unless otherwise agreed to in writing by the parties, the Contractor shall bill for such services at the rates provided for in this Agreement.

2. RESPONSIBILITIES OF THE COUNTY: The County shall provide information as necessary or requested by the Contractor to enable the Contractor's performance under this Agreement.

3. TERM:

- 3.1. Term of Agreement: The Term of this Agreement shall be for one-year through and to include December 31, 2019.
- 3.2. Renewal Option: The County, at its sole option, may offer to renew this Agreement as necessary for up to one (1) year renewals providing satisfactory service is given and all terms and conditions of this Agreement have been fulfilled. Such renewals must be mutually agreed upon in writing by the County and the Contractor.

4. **PAYMENT AND FEE SCHEDULE:** The County shall pay the Contractor for services furnished under this Agreement, and the Contractor shall accept as full payment for those services, the sum of: Fifty-three Thousand Eight Hundred Dollars (\$53,800.00).

4.1. Payment pursuant to this Agreement, whether in full or in part, is subject to and contingent upon the continuing availability of County funds for the purposes hereof. In the event that funds become unavailable, as determined by the County, the County may immediately terminate this Agreement or amend it accordingly.

5. **INDEPENDENT CONTRACTOR:** In providing services under this Agreement, the Contractor acts as an independent contractor and not as an employee of the County. The Contractor shall be solely and entirely responsible for his/her acts and the acts of his/her employees, agents, servants, and subcontractors during the term and performance of this Agreement. No employee, agent, servant, or subcontractor of the Contractor shall be deemed to be an employee, agent, or servant of the County because of the performance of any services or work under this Agreement. The Contractor, at its expense, shall procure and maintain workers' compensation insurance as required by law. **Pursuant to the Workers' Compensation Act § 8-40-202(2)(b)(IV), C.R.S., as amended, the Contractor understands that it and its employees and servants are not entitled to workers' compensation benefits from the County. The Contractor further understands that it is solely obligated for the payment of federal and state income tax on any moneys earned pursuant to this Agreement.**

6. **NONDISCRIMINATION:**

- 6.1. **The Contractor shall not discriminate against any employee or qualified applicant for employment because of age, race, color, religion, marital status, disability, sex, or national origin. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices provided by the local public agency setting forth the provisions of this nondiscrimination clause. Adams County is an equal opportunity employer.**

6.1.1. The Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

7. **INDEMNIFICATION:** The Contractor agrees to indemnify and hold harmless the County, its officers, agents, and employees for, from, and against any and all claims, suits, expenses, damages, or other liabilities, including reasonable attorney fees and court costs, arising out of damage or injury to persons, entities, or property, caused or sustained by any person(s) as a result of the Contractor's performance or failure to perform pursuant to the terms of this Agreement or as a result of any subcontractors' performance or failure to perform pursuant to the terms of this Agreement.
8. **INSURANCE:** The Contractor agrees to maintain insurance of the following types and amounts:
- 8.1. **Commercial General Liability Insurance:** to include products liability, completed operations, contractual, broad form property damage and personal injury.
- 8.1.1. Each Occurrence: \$1,000,000
- 8.1.2. General Aggregate: \$2,000,000
- 8.2. **Comprehensive Automobile Liability Insurance:** to include all motor vehicles owned, hired, leased, or borrowed.
- 8.2.1. Bodily Injury/Property Damage: \$1,000,000 (each accident)
- 8.2.2. Personal Injury Protection: Per Colorado Statutes
- 8.3. **Workers' Compensation Insurance:** Per Colorado Statutes
- 8.4. **Professional Liability Insurance:** to include coverage for damages or claims for damages arising out of the rendering, or failure to render, any professional services, as applicable.
- 8.4.1. Each Occurrence: \$1,000,000
- 8.4.2. This insurance requirement applies only to the Contractors who are performing services under this Agreement as professionals licensed under the laws of the State of Colorado, such as physicians, lawyers, engineers, nurses, mental health providers, and any other licensed professionals.
- 8.5. **Adams County as "Additional Insured":** The Contractor's commercial general liability, and comprehensive automobile liability, insurance policies and/or certificates of insurance shall be issued to include Adams County as an "additional insured" and shall include the following provisions:
- 8.5.1. Underwriters shall have no right of recovery or subrogation against the County, it being the intent of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses resulting from the actions or negligence of the Contractor.

8.5.2. The insurance companies issuing the policy or policies shall have no recourse against the County for payment of any premiums due or for any assessments under any form of any policy.

8.5.3. Any and all deductibles contained in any insurance policy shall be assumed by and at the sole risk of the Contractor.

8.6. Licensed Insurers: All insurers of the Contractor must be licensed or approved to do business in the State of Colorado. Upon failure of the Contractor to furnish, deliver and/or maintain such insurance as provided herein, this Agreement, at the election of the County, may be immediately declared suspended, discontinued, or terminated. Failure of the Contractor in obtaining and/or maintaining any required insurance shall not relieve the Contractor from any liability under this Agreement, nor shall the insurance requirements be construed to conflict with the obligations of the Contractor concerning indemnification.

8.7. Endorsement: Each insurance policy herein required shall be endorsed to state that coverage shall not be suspended, voided, or canceled without thirty (30) days prior written notice by certified mail, return receipt requested, to the County.

8.8. Proof of Insurance: At any time during the term of this Agreement, the County may require the Contractor to provide proof of the insurance coverage or policies required under this Agreement.

9. DAMAGES ARISING FROM BREACH OF PERFORMANCE OBLIGATIONS

9.1. Notwithstanding anything else set forth in this Agreement, if Contractor fails to comply with all terms of this contract, including but not limited to, its obligation to perform its work in a workmanlike manner in accordance with all codes, plans, specifications and industry standards, Contractor shall be liable to County for all damages arising from the breach, including but not limited to, all attorney fees, costs and other damages.

10. WARRANTY:

10.1. The Contractor warrants and guarantees to the County that all work, equipment, and materials furnished under the Agreement are free from defects in workmanship and materials for a period of one year after final acceptance by the County. The Contractor further warrants and guarantees that the plans and specifications incorporated herein are free of fault and defect sufficient for Contractor to warrant the finished product after completion date. Should the Contractor fail to proceed promptly in accordance with this guarantee, the County may have such work performed at the expense of the Contractor. This section does not relieve the Contractor from liability for defects that become known after one year.

11. TERMINATION:

- 11.1. For Cause: If, through any cause, the Contractor fails to fulfill its obligations under this Agreement in a timely and proper manner, or if the Contractor violates any of the covenants, conditions, or stipulations of this Agreement, the County shall thereupon have the right to immediately terminate this Agreement, upon giving written notice to the Contractor of such termination and specifying the effective date thereof.
- 11.2. For Convenience: The County may terminate this Agreement at any time by giving written notice as specified herein to the other party, which notice shall be given at least thirty (30) days prior to the effective date of the termination. If this Agreement is terminated by the County, the Contractor will be paid an amount that bears the same ratio to the total compensation as the services actually performed bear to the total services the Contractor was to perform under this Agreement, less payments previously made to the Contractor under this Agreement.

12. MUTUAL UNDERSTANDINGS:

- 12.1. Jurisdiction and Venue: The laws of the State of Colorado shall govern as to the interpretation, validity, and effect of this Agreement. The parties agree that jurisdiction and venue for any disputes arising under this Agreement shall be with Adams County, Colorado.
- 12.2. Compliance with Laws: During the performance of this Agreement, the Contractor agrees to strictly adhere to all applicable federal, state, and local laws, rules and regulations, including all licensing and permit requirements. The parties hereto aver that they are familiar with § 18-8-301, et seq., C.R.S. (Bribery and Corrupt Influences), as amended, and § 18-8-401, et seq., C.R.S. (Abuse of Public Office), as amended, , the Clean Air Act (42 U.S.C. 7401-7671q), and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended, and that no violation of such provisions are present. The Contractor warrants that it is in compliance with the residency requirements in §§ 8-17.5-101, et seq., C.R.S. Without limiting the generality of the foregoing, the Contractor expressly agrees to comply with the privacy and security requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- 12.3. OSHA: The Contractor shall comply with the requirements of the Occupational Safety and Health Act (OSHA) and shall review and comply with the County's safety regulations while on any County property. Failure to comply with any applicable federal, state or local law, rule, or regulation shall give the County the right to terminate this agreement for cause.
- 12.4. Record Retention: The Contractor shall maintain records and documentation of the services provided under this Agreement, including fiscal records, and shall retain the records for a period of three (3) years from the date this Agreement is terminated. Said records and documents shall be subject at all reasonable

times to inspection, review, or audit by authorized Federal, State, or County personnel.

12.5. Assignability: Neither this Agreement, nor any rights hereunder, in whole or in part, shall be assignable or otherwise transferable by the Contractor without the prior written consent of the County.

12.6. Waiver: Waiver of strict performance or the breach of any provision of this Agreement shall not be deemed a waiver, nor shall it prejudice the waiving party's right to require strict performance of the same provision, or any other provision in the future, unless such waiver has rendered future performance commercially impossible.

12.7. Force Majeure: Neither party shall be liable for any delay or failure to perform its obligations hereunder to the extent that such delay or failure is caused by a force or event beyond the control of such party including, without limitation, war, embargoes, strikes, governmental restrictions, riots, fires, floods, earthquakes, or other acts of God.

12.8. Notice: Any notices given under this Agreement are deemed to have been received and to be effective:

1) Three (3) days after the same shall have been mailed by certified mail, return receipt requested;

2) Immediately upon hand delivery; or

3) Immediately upon receipt of confirmation that an E-mail was received. For the purposes of this Agreement, any and all notices shall be addressed to the contacts listed below:

Department: Facilities and Fleet Management Department
Contact: Mike VanGorder, Supervisor
Address: 150 N. 19th Avenue
City, State, Zip: Brighton, Colorado 80601
Phone: 720.523.3335
E-mail: mvangorder@adcogov.org

Department: Adams County Purchasing
Contact: Shannon E. Sprague, CPPB
Address: 4430 South Adams County Parkway
City, State, Zip: Brighton, Colorado 80601
Phone: 720.523.6052
E-mail: ssprague@adcogov.org

Department: Adams County Attorney's Office
Address: 4430 South Adams County Parkway
City, State, Zip: Brighton, Colorado 80601
Phone: 720.523.6116

Contractor: G2 Construction, LLC
Contact: Seth Griess
Address: 5805 Mangrove Court
City, State, Zip: Loveland, CO 80838
Phone: 970.222.3584
E-mail: seth@g2built.com

- 12.9. Integration of Understanding: This Agreement contains the entire understanding of the parties hereto and neither it, nor the rights and obligations hereunder, may be changed, modified, or waived except by an instrument in writing that is signed by the parties hereto.
- 12.10. Severability: If any provision of this Agreement is determined to be unenforceable or invalid for any reason, the remainder of this Agreement shall remain in effect, unless otherwise terminated in accordance with the terms contained herein.
- 12.11. Authorization: Each party represents and warrants that it has the power and ability to enter into this Agreement, to grant the rights granted herein, and to perform the duties and obligations herein described.
- 12.12. Confidentiality: All documentation related to this Agreement will become the property of Adams County. All documentation maintained or kept by Adams County shall be subject to the Colorado Open Records Act, C.R.S. 24-72-201 *et seq.* ("CORA"). The County does not guarantee the confidentiality of any records.

13. AMENDMENTS, CHANGE ORDERS OR EXTENSIONS:

- 13.1. Amendments or Change Orders: The County may, from time to time, require changes in the scope of the services of the Contractor to be performed herein including, but not limited to, additional instructions, additional work, and the omission of work previously ordered. The Contractor shall be compensated for all authorized changes in services, pursuant to the applicable provision in the Solicitation, or, if no provision exists, pursuant to the terms of the Amendment or Change Order.
- 13.2. Extensions: The County may, upon mutual written agreement by the parties, extend the time of completion of services to be performed by the Contractor.

14. COMPLIANCE WITH C.R.S. § 8-17.5-101, ET. SEQ. AS AMENDED 5/13/08:

Pursuant to Colorado Revised Statute (C.R.S.), § 8-17.5-101, *et. seq.*, as amended May 13, 2008, the Contractor shall meet the following requirements prior to signing this Agreement (public contract for service) and for the duration thereof:

- 14.1. The Contractor shall certify participation in the E-Verify Program (the electronic employment verification program that is authorized in 8 U.S.C. § 1324a and jointly administered by the United States Department of Homeland Security and the Social Security Administration, or its successor program) or the Department Program (the employment verification program established by the

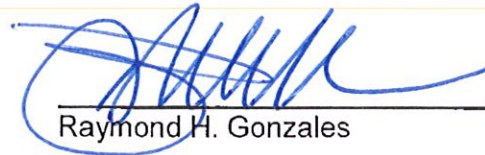
Colorado Department of Labor and Employment pursuant to C.R.S. § 8-17.5-102(5)) on the attached certification.

- 14.2. The Contractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.
- 14.3. The Contractor shall not enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this public contract for services.
- 14.4. At the time of signing this public contract for services, the Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this public contract for services through participation in either the E-Verify Program or the Department Program.
- 14.5. The Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this public contract for services is being performed.
- 14.6. If the Contractor obtains actual knowledge that a subcontractor performing work under this public contract for services knowingly employs or contracts with an illegal alien, the Contractor shall: notify the subcontractor and the County within three (3) days that the Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and terminate the subcontract with the subcontractor if within three days of receiving the notice required pursuant to the previous paragraph, 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 (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.
- 14.7. Contractor shall comply with any reasonable requests by the Department of Labor and Employment (the Department) made in the course of an investigation that the Department is undertaking pursuant to the authority established in C.R.S. § 8-17.5-102(5).
- 14.8. If Contractor violates this Section, of this Agreement, the County may terminate this Agreement for breach of contract. If the Agreement is so terminated, the Contractor shall be liable for actual and consequential damages to the County.

REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY


IN WITNESS WHEREOF, the Parties have caused their names to be affixed hereto:

County Manager


Raymond H. Gonzales

14 August 2018
Date

G2 Construction, LLC


Signature

8/10/18
Date

Seth Griess
Printed Name

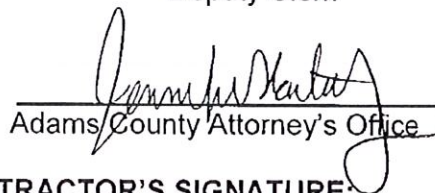
Owner
Title

Attest:

Stan Martin, Clerk and Recorder


Deputy Clerk

Approved as to Form:


Adams County Attorney's Office

NOTARIZATION OF CONTRACTOR'S SIGNATURE:

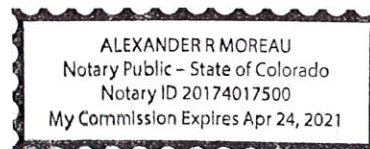
COUNTY OF Larimer)

STATE OF Colorado) SS.

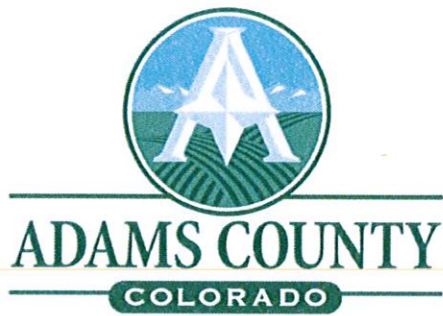
Signed and sworn to before me this 10th day of August, 2018,

by Seth Griess owner G2 Construction, LLC,


Notary Public



My commission expires on: April 24, 2021



Adams County Finance Department
Purchasing Division
4430 S Adams County Parkway
Brighton, Colorado 80601

INVITATION FOR BID
CONTRACTOR'S CERTIFICATION
OF COMPLIANCE

Pursuant to Colorado Revised Statute, § 8-17.5-101, *et seq.*, as amended 5/13/08, as a prerequisite to entering into a Agreement for services with Adams County, Colorado, the undersigned Contractor hereby certifies that at the time of this certification, Contractor does not knowingly employ or Agreement with an illegal alien who will perform work under the attached Agreement for services and that the Contractor will participate in the E-Verify Program or Department program, as those terms are defined in C.R.S. § 8-17.5-101, *et seq.* in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the attached Agreement for services.

B2 Construction LLC

Contractor Name

Seth Griess

Printed or Typed Name

[Signature]

Signature

Owner

Title

6/14/18

Date

Note: Registration for the E-Verify Program can be completed at: <https://www.vis-dhs.com/employerregistration>. It is recommended that employers review the sample "memorandum of understanding" available at the website prior to registering.

EXHIBIT A.

Prepared By: Shannon E. Sprague, CPPB

Date: 5/25/18 - 6/8/18

Attachment C. - 2018.623 - Cabinetry Replacement & Install - Medical, F1, F2 Units Detention C

*Revised

| Item No. | Item Description | Est. Qty | UOM |
|--|---|----------|------|
| Project Items | | | |
| 4 | Cabinets: Property Department | 4 | Job |
| 2 | Cabinets: F1 & F2 Deputy Work Stations | 1 | Job |
| 3 | Cabinets: Medical Department Nurses; Deputy Work Stations; Exam Rooms; Pharmacy; Narcotics Room | 1 | Job |
| Material Items | | | |
| 4 | Hinges: 5.8. Hinge style will be five knuckle hinges with 3/8" reveal, hospital grade tip with a 270 deg swing radius | 1 | Each |
| 5 | Counter Top: Solid surface material shall be Living Stone style Sand Castle or Hi-Macs classic Dessert Sand G01 | 1 | Each |
| 6 | Laminate: Wilsonart Fusion Maple 7909-60 | 1 | Each |
| 7 | LOCKS: KEYED DIFFERENT | 1 | Each |
| 8 | NICKEL PULLS | 1 | Each |
| 9 | PVC MAIL SLOTS | 1 | Each |
| Project / Material Total Amount : Items 1-3* | | | |
| Shipping / Installation / Labor Items | | | |
| 6 | Shipping / Handling / Freight: FOB DESTINATION | 1 | Job |
| 7 | Project Installation: Removal / Replace Onsite Installation, Delivery (Onsite), Set-Up, Labor, Debris Removal | 1 | Job |
| Services Total Amount : Items 6-7* | | | |
| Project Services & Material Total Amount : Items 4-7* | | | |
| Alternate Bid Item: | | | |
| 1 | Booking Sergeants Office: Upper Cabinets | 1 | Job |
| Project Completion After ARO* - Construction Contract | | | |

RED = Denotes Mathematical Error

*Adams County anticipates project completion on or before December 31, 2018; All bidders are to prc

****Additionally all submittals shall include an itemized time and materials pricing sheet for addi**

Additional Bid Requirements:

| Item No. | Item Description |
|----------|------------------|
|----------|------------------|

| |
|----|
| G2 |
|----|

| | | |
|----|--|---|
| 1a | Contractor's Certification of Compliance | Submitted |
| 2a | Contractor's Statement | Submitted |
| 3a | Contractor's Regulations Acknowledgement | Submitted |
| 4a | W-9 | Submitted |
| 5a | Certificate of Good Standing | |
| 6a | Bid Bond | Submitted |
| 7a | Reference Form | Submitted |
| 8a | Additional Information | Signed and Acknowledg ed the Facility Procedure Manual |

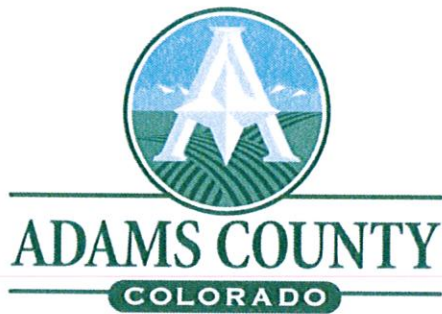
| | | |
|------------|--|-----------|
| 9a. | Time & Material (T&M) / Professional Position Pricing | G2 |
| | Position | |
| | Regular Rate | |
| | Foreman | \$ 70.00 |
| | Installer | \$ 40.00 |
| | Overtime Rate | |
| | Foreman | |
| | Installer | |

Center Bid Pricing Sheet**

| G2 Construction, LLC | |
|-----------------------------|------------------------|
| Unit Cost | Total Item Cost |
| | |
| \$ 26,200.00 | \$ 26,200.00 |
| \$ 19,800.00 | \$ 19,800.00 |
| \$ 34,000.00 | \$ 34,000.00 |
| | |
| \$ 70.00 | \$ 70.00 |
| | |
| \$ 1,500.00 | \$ 1,500.00 |
| | |
| \$ 800.00 | \$ 800.00 |
| \$ 75.00 | \$ 75.00 |
| \$ 15.00 | \$ 15.00 |
| \$ 10.00 | \$ 10.00 |
| | \$ 53,800.00 |
| | |
| \$ 75.00 | \$ 2,000.00 |
| \$ 50.00 | \$ 11,000.00 |
| | \$ 13,000.00 |
| | \$ 37,200.00 |
| | |
| \$ 3,100.00 | \$ 3,100.00 |
| | |
| Sep-18 | Calendar Days |

Provide the most accurate ARO work completion date.

Additional future work through and to included 12/31/2019.



Adams County Finance Department
Purchasing Division
4430 S Adams County Parkway
Brighton, Colorado 80601

INVITATION FOR BID
CONTRACTOR'S STATEMENT

I have read and fully understand all the conditions herein set forth in the foregoing paragraphs, and by my signature set forth hereunder, I hereby agree to comply with all said conditions as stated or implied. In consideration of the above statement, the following Bid is hereby submitted.

If any of the documents listed on the cover page are missing from this package, contact Adams County Purchasing. If you require additional information, call the Purchasing Division contact person.

The undersigned hereby affirms that (1) he/she is a duly authorized agent of the Contractor, (2) he/she has read all terms and conditions and technical specifications which were made available in conjunction with this solicitation and fully understands and accepts them unless specific variations have been expressly listed in his/her Bid, (3) the Bid is being submitted on behalf of the Contractor in accordance with any terms and conditions set forth in this Solicitation, and (4) the Contractor will accept any awards made to it as a result of the Bid submitted herein for a minimum of 120 calendar days following the date of submission.

WE, THE UNDERSIGNED, HEREBY ACKNOWLEDGE RECEIPT OF

Addenda (list all): Addenda 1 Bid Doc & Addenda 1 Prebid Attendees

G2 Construction LLC 6/14/18
Contractor Name Date

[Signature] Seth Griess
Signature Printed Name

Owner
Title

5805 Mangrove Ct
Address

Loveland CO 80538 Larimer
City, State, Zip Code County

970 222 3584
Telephone Fax

Seth@g2built.com
Email

Prepared By: Shannon E. Sprague, CPPB
Date: 5/25/18 - 6/8/18

Attachment C. - 2018.623 - Cabinetry Replacement & Install - Medical, F1, F2 Units Detention Center Bid Pricing Sheet**

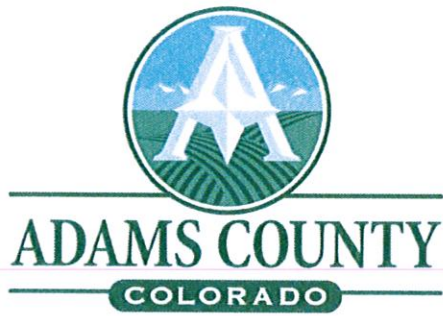
***Revised**

| Item No. | Item Description | Material Description / Manufacturer /Model /Type | Est. Qty | UOM | Unit Cost | Total Item Cost |
|--|---|--|----------|------|-----------|-----------------|
| Project Items * Pricing shall include all shipping, handling, labor, installation, and materials. | | | | | | |
| 1 | Cabinets: Property Department | | 1 | Job | \$ | \$ 26,200 |
| 2 | Cabinets: F1 & F2 Deputy Work Stations | | 1 | Job | | 19,800 |
| 3 | Cabinets: Medical Department Nurses; Deputy Work Stations; Exam Rooms; Pharmacy; Narcotics Room | | 1 | Job | | 34,000 |
| Project Services & Material Total Amount : Items 1-3* | | | | | | \$ 80,000 |
| Material Items | | | | | | |
| 4 | Hinges: 5.8. Hinge style will be five knuckle hinges with 3/8" reveal, hospital grade tip with a 270 deg swing radius | | 1 | Each | \$ 70 | \$ |
| 5 | Counter Top: Solid surface material shall be Living Stone style Sand Castle or Hi-Macs classic Dessert Sand G01 | | 1 | Each | \$ 1500 | \$ |
| 6 | Laminate: Wilsonart Fusion Maple 7909-60 | | 1 | Each | \$ 800 | \$ |
| 7 | LOCKS: KEVED DIFFERENT | | 1 | Each | \$ 75 | \$ |
| 8 | NICKEL PULLS | | 1 | Each | \$ 15 | \$ |
| 9 | PVC MAIL SLOTS | | 1 | Each | \$ 10 | \$ |
| Project / Material Total Amount : Items 1-5* | | | | | | \$ |
| Shipping / Installation / Labor Items | | | | | | |
| 6 | Shipping / Handling / Freight: FOB DESTINATION | | 1 | Job | \$ 75 | \$ 2,000 |
| 7 | Project Installation: Removal / Replace Onsite Installation, Delivery (Onsite), Set-Up, Labor, Debris Removal | | 1 | Job | \$ 50 | \$ 11,000 |
| Services Total Amount : Items 6-7* | | | | | | \$ 13,000 |
| Alternate Bid Item: | | | | | | |
| 1 | Booking Sergeants Office: Upper Cabinets | | 1 | Job | \$ | \$ 3,100 |

| | | | | | | |
|--|--|--|--|--|------------------|----------------------|
| Project Completion After ARO* - Construction Contract | | | | | September | Calendar Days |
|--|--|--|--|--|------------------|----------------------|

*Adams County anticipates project completion on or before December 31, 2018; All bidders are to provide the most accurate ARO work completion date.

****Additionally all submittals shall include an itemized time and materials pricing sheet for additional future work through and to included 12/31/2019.**



Adams County Finance Department
Purchasing Division
4430 S Adams County Parkway
Brighton, Colorado 80601

INVITATION FOR BID
PRICING FORM – Attachment C.

All pricing shall be as submitted in the Excel sheet attached herein as:

Attachment C. - 2018.623 / Cabinetry Replacement Pricing Sheet

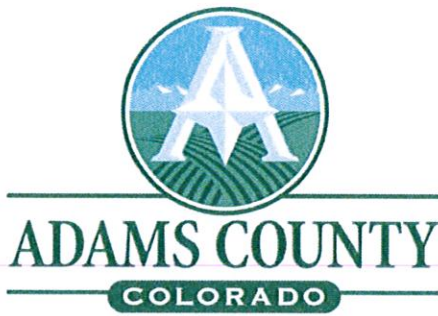
I. Additional Pricing Information Required:

Time and Material / Professional Hourly Rates:

| Position Title | Regular Rate/Overtime Rate | Total Estimated Hours |
|----------------|----------------------------|-----------------------|
| Foreman | \$ 70 | |
| Installer | \$ 40 | |
| | | |

Percentage of prompt payment discount, if offered _____ %

Total submittal price with discount \$ _____



Adams County Finance Department
Purchasing Division
4430 S Adams County Parkway
Brighton, Colorado 80601

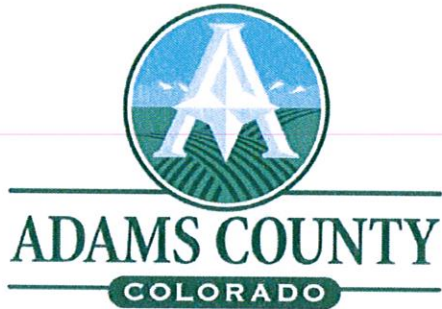
INVITATION FOR BID
REFERENCE FORM

Contractors shall furnish the names, addresses and telephone numbers of a minimum of three (3) firms or government organizations for which the Contractor has provided similar projects:

| | |
|-------------------------|--|
| Company Name | City of Greeley |
| Address | 1000 10 th Street Greeley, Colorado |
| Reference Name | Ziggy |
| Reference Email Address | ziggymoertl@greeleygov.com |
| Telephone Number | |
| Project Name | UCC / Community Civic Center |
| Project Value | \$ 45,000 |

| | |
|-------------------------|--------------------------------|
| Company Name | Brightview Landscape |
| Address | 8888 N Molsenbocker Rd. Parker |
| Reference Name | Rocky Campbell |
| Reference Email Address | rocky.campbell@brightview.com |
| Telephone Number | 303 598 8314 |
| Project Name | Brightview Kitchens & Baths |
| Project Value | \$ 130,000 |

| | |
|-------------------------|-------------------------|
| Company Name | State of Colorado |
| Address | Centennial Building |
| Reference Name | Mike Moore |
| Reference Email Address | mikea.moore@state.co.us |
| Telephone Number | 303 961 5582 |
| Project Name | Centennial Remodel |
| Project Value | \$ 130,000 |



FACILITY OPERATIONS

CONTRACTOR REGULATIONS ACKNOWLEDGMENT

I/We have received and read the Adams County Facility Operations Contractor Regulations and the Adams County Safety Program FOD-001. I/We agree to adhere to these regulations and safety policies while performing any and all work in Adams County facilities.

Contractor owner/representative that signs below is responsible for in-servicing Contractor employees and any sub-contractors on these Contractor Regulations and Safety program.

I also understand that if I/We violate these regulations and safety policies I/We may be asked to leave the facility if the deficiency is not corrected immediately.

If a contractor has any questions or concerns during the project the Contractor/representative should contact the Facility Supervisor or the Facility Operations Manager immediately.

Name:
(Please print)

Signature:

Date:

Seth Griess

[Signature]

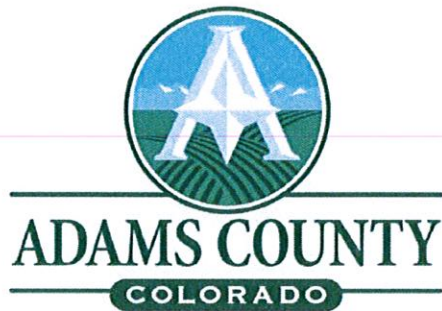
6/15/18

Company Name:
(Please print)

Emergency Contact Number:

G2 Construction

9702223584



FACILITY OPERATIONS

POLICY & PROCEDURE

POLICY NO: FO – 005

TITLE/SUBJECT: Facility Operations – Safety Program

EFFECTIVE DATE: 11/2012

Dates Revised: 11/2012 03/2013 01/2014 _____

POLICY:

The purpose of this policy is to promote excellent safety practices within the Facility Operations Department. All staff and contractors working within Facility Operations will follow the safety program at all times. Safety is everyone's responsibility. Unsafe working conditions are not acceptable!

PROCEDURE:

SAFETY GUIDELINES

The following is intended to be a guideline for the safe use of equipment and materials in Facility Operations. These guidelines are not to be considered complete or limiting in scope. Employees are responsible for assessing the need for and the use of personal protective equipment (PPE). Facility Operations will provide personal protective equipment for the employees use.

FACILITY OPERATIONS RESPONSIBILITIES

Facility Operations will work to provide a safe and healthy work environment for all employees. All safety equipment necessary to perform the job in the safest possible manner will be supplied through your immediate supervisor. Facility Operations will correct, to the best of its ability, any hazardous situation that has the potential to endanger the lives or well-being of any employee or customer.

SUPERVISOR RESPONSIBILITIES

Supervisors are responsible for maintaining and allocating a portion of their budget for safety. Supervisors are responsible for complete, accurate, and timely reporting of all employee personal injuries and/or accidents. Supervisors will ensure that employees receive proper training regarding the correct and safe way to operate all equipment. They will inform the employees of any new or special job-related training offered by the Facility Operations Department or the County. Supervisors will identify and report all hazards immediately.

EMPLOYEE RESPONSIBILITIES

In order to make the Facility Operations safety program a success, it is the employee's responsibility to understand the safety rules and procedures set forth in this document. If a condition is unsafe or destructive to any person or property, correct the situation, report the incident to your supervisor, or report it to the appropriate responsible person. It is the employee's responsibility to use protective equipment required or suggested in this procedure. Proper care and treatment of such protective equipment is required in order to keep it in good working order.

CONDUCT

Make it habit to work safely every day. Practical jokes, horseplay, fighting, or any other activity jeopardizing your safety or any other employee's safety will not be tolerated. Be sure to acquire all of the proper safety gear for the job. Safety devices and guards installed on machines and equipment are there to protect employees and must not be removed or made inoperative.

INTOXICANTS

The use of intoxicating beverages and/or drugs during working hours is strictly prohibited and is cause for disciplinary action up to and including termination. Any employee under the influence of intoxicating beverages and/or drugs will not be allowed on the job. Physician-prescribed medication will be allowed provided it does not impair job performance. The supervisor must be notified of any new prescription or change in prescription, which affects the employee's ability to perform their assigned job duties.

HOUSEKEEPING

We all need to practice good housekeeping. The work we perform can produce dust and debris, sawdust, and scrap metal filings and chips. It is imperative that we clean up after every job. Time to clean up your work area should be incorporated into your work schedule. This habit will help promote a clean and efficient work environment.

CLOTHING

Facility Operations employees are required to dress appropriately for their particular job and use the proper safety equipment as required. When working near equipment or with chemicals, wear full length pants, coveralls and closed-toe shoes. Loose clothing, a dangling watch, key chains, or any other unnecessary dangling items are prohibited when working with, on, or around any machinery with moving parts. Rubber gloves and aprons are to be worn when the work requires them. If ever in doubt, put them on. Many positions are required to work in extreme, inclement weather. Proper attire is required to avoid adverse exposure to high and low temperatures, rain, snow, high winds, etc. When performing any job related duty outside of the building, an approved reflective safety vest will be worn at all times.

EYE PROTECTION

Eye protection is to be worn whenever work is being performed in ceilings, in or around potentially hazardous situations. Non-prescriptive safety glasses or goggles can be obtained from your supervisor. All personnel involved in work where flying particles are a hazard should have access to, and wear, safety glasses or goggles.

HEARING PROTECTION

Ear plugs will be provided to all employees. Ear plugs are to be worn in all areas where loud noise or continuous noise is a problem. They are available through your supervisor.

MATERIAL SAFETY DATA SHEETS

All employees should be familiar with Material Safety Data Sheets (MSDS). The MSDS provide specific safety information pertaining to various products and their use. If an employee needs MSDS sheets, he/she should contact their immediate supervisor.

WORK ENVIRONMENT

1. AREA PROTECTION

Work area protection involves warning staff and the general public that they are approaching worksites that pose possible safety hazards. Wet or slick floors, areas being stripped and waxed, and electrical cords which pose possible trip hazards are a few examples. This protection can be accomplished by placing barricades, cones, caution tape, and/or signs in the vicinity that warn of an approaching hazard.

2. LIGHTING

Always use adequate lighting to illuminate the work area and to ensure safe completion of the work. For temporary lighting use extension cords or other electrical sources that are properly insulated and grounded. Cords that run across a walkway must be taped down and marked as tripping hazards.

3. VENTILATION

Exhaust ventilation systems, where provided, must be used whenever work is in progress. Never begin a job that requires special exhaust procedures until adequate ventilation is ensured.

WORK AREA GUIDELINES

Fire doors shall not be propped open. Doors that you unlock must be relocked during breaks, whenever you are out of the area, or at the completion of the work in these rooms. Minimize the number of doors left unlocked while working. Friends, relatives, or other visitors, who are not employed by Facility Operations are generally restricted. Friends, relatives, or other visitors are not to provide assistance to employees in their work, nor are they to provide companionship during work hours.

CONFINED WORK SPACES

A confined work spaces is defined as;

1. Dangerous or potentially dangerous work area, with only restricted openings for entry and exit that would make an emergency escape difficult. Contributory factors that make a confined space more dangerous include:
 - lack of ventilation,
 - contents that are known or potential hazards
 - underground location,
 - location inside a tank or container, and location in a space not intended for prolonged human occupancy.

Typical safety hazards of confined spaces are insufficient oxygen, chemical fumes or vapors, and the possibility of being trapped due to insufficient means of exit. No persons shall work in a confined space without the appropriate proper professional training.

Lockout / Tag Out

The purpose of this policy is to provide a safe working environment for Facility Operations employees and Outside Contractors while they are performing maintenance or repairs on mechanical equipment or electrical circuits.

This procedure establishes specific requirements for the lockout and/or tag out of any energy isolating devices (e.g. disconnect switches, circuit breakers, natural gas, valves). It will be used to ensure that machines or equipment are isolated from all potentially hazardous energy sources and locked out and/or tagged out before any employee performs any service or maintenance work, where the unexpected energizing, start up or release of stored energy could cause injury (e.g. electricity, hot water, burns and other injuries).

Supervisors will instruct each new employee within the Facility Operations department in the purpose and use of the lockout/tag out procedure.

All maintenance personnel in Facility Operations will be instructed in the safety significance of the lock out and tag out procedure.

PROCEDURE:

Located in the Maintenance Shops are Lock Out/Tag out Boxes. These boxes contain padlocks with one key attached to the lock. These locks all have different keys, and only one key exists per lock. Also provided in the boxes are multiple lock devices. These devices provide the option to use several locks to lock out one piece of equipment. Tags are also provided with space for users name, date and time. Chains are also available in these boxes to be used when it is necessary to provide extra protection while working on equipment that can inadvertently turn or move during maintenance procedures.

1. Any person that will be working on electrically powered equipment shall get a lock and a tag from the Lock Out/Tag Out box and go to the motor control center where the equipment is powered. They shall then turn the disconnect switch to the Off position. Each switch in a motor control center is provided with a Lock Out hole that will accommodate a padlock. Insert your padlock in this hole and lock in the Off position. Keep the key in your possession.
2. Put your name, and the date and time that the switch was locked out on the Tag Out card, then tie the card onto your lock or switch.
3. If more than one person will be working on the equipment that is shut down, use a multiple lock device in the hole provided in the disconnect switch. This will allow several locks to lock out the same switch. Each person using a lock on the multiple lock devices must tag his or her lock. All locks must be removed before the switch can be energized.
4. All Multiphase Electrical Feeders that serve facility equipment shall by code have a disconnecting means within sight, or within 50 feet of the equipment they serve. This disconnect shall be shut off anytime during maintenance of equipment. If for some reason

motor control center or switchgear is not providing the primary feed to equipment. This disconnect will be Locked and Tagged Out following the above steps.

5. If an employee is going to work on a single-phase circuit that might be serving a lighting receptacle or single phase equipment load, they must locate the panel that this load is being served from. They will then find what breaker in this panel will disconnect the power from the load. After the employee has tested this circuit and is satisfied that this breaker does turn off the circuit in question, they should place a Lock out Tag on the panel cover stating his name, the date, and time and breaker number.
6. Chains provided in the Lock out Boxes can be used on equipment / valves in any fashion that will prevent any moving part from moving during any procedure being performed on the equipment.
7. After an employee is done working on equipment, they shall remove locks, chains, multiple lock devices and tags from disconnects, panels and equipment. This equipment, upon removal, shall be placed back in their proper Lock Out/Tag Out box.

GENERAL HANDLING PROCEDURES

All objects to be handled should be inspected for slivers, jagged edges, burrs, and rough or slippery surfaces. Care should be taken to prevent fingers, toes, or other body parts from being pinched or smashed while handling a heavy or awkward load (including wearing gloves and safety shoes).

LIFTING, CARRYING, AND HANDLING SAFETY PROCEDURES

Many injuries result from sprains and strains of the back and joints. It is important that everyone uses proper lifting and handling procedures in an effort to reduce these injuries.

1. LIFTING

Before lifting any object, the size, weight, and shape of the object need to be considered to determine if it can be safely handled. Whenever possible use power or mechanical lifting equipment to avoid the hazards of manual lifting.

a. Lifting is subject to the following:

- Individual's capacity
- type of load
- frequency with which the load is lifted
- position in which the load must be lifted

The maximum lifting capability of each person is stated in his or her job description. Irregularly shaped or unevenly weighted objects are significantly more difficult to handle and may require two people to carry. Never attempt to lift more than you can carry comfortably. Get help when there is any question as to whether the object can be safely lifted by one person.

- b. Whenever possible, use the following steps to assure a proper lifting stance:
- Secure good footing with feet parted, one alongside, one behind the object.
 - Take a firm grip with both hands.
 - Tuck elbows and arms in.
 - Keep back straight - nearly vertical.
 - Tuck chin in so neck and head keep a straight line.
 - Keep body weight directly over feet.

Once in this stance, lift with your leg muscles - slowly, smoothly and without jerking. When setting down a load follow the six steps in the opposite order, remembering to use your leg muscles rather than those of the back.

Avoid twisting while lifting, handling, or carrying a load. When carrying a load, turn yourself by pointing the forward foot in the direction of the eventual movement. When raising an object to or above shoulder height, bend knees and shift hand position so that the object can be boosted above shoulder level.

When carrying a load, you must be able to see ahead of yourself. If this is not possible, get help. Whenever possible, clear the path of travel before initially lifting the object. Planning a route to allow a place to set the load down if fatigue becomes too great is the best way to avoid accidents and/or injuries. If a heavy load is carried a great distance, your grip may lessen due to fatigue. If the object is slippery, awkward, or too heavy, it may be dropped causing foot injuries.

GENERAL EQUIPMENT SAFETY PROCEDURES

All tools and machinery must be clean and in proper working order. Do not work with or operate defective equipment. Report defects to your supervisor immediately! Tag defective tools to prevent their use and remove them from the job site, then report defect to your supervisor. Always follow the manufacturer's suggested safety precautions when using tools or machinery. Tools, rags, scrap, or any other object that could fall into or get caught in a machine should never be placed on, above, or around machinery.

HAND TOOLS

Improper use of hand tools causes disabling injuries. These disabilities result from misuse of tools or using tools that are damaged. Disabilities include loss of vision and eyes; puncture wounds from flying chips; severed fingers, tendons, and arteries; broken bones; contusions; infections from puncture wounds; and many other injuries.

1. Some safe practices to follow, which can prevent injuries:
 - Always wear safety glasses or goggles to protect eyes. In operations requiring the use of hand or portable power tools, particles may fly. Therefore, it is essential that safety glasses/goggles, or equivalent eye protection, be worn by the operator and anyone in the immediate vicinity.

2. Select the right tool for the job. Examples of unsafe practices are:

Striking hardened striking faces of hand tools together (such as using any hammer to strike another hammer or hatchet);

- using a claw hammer to strike a steel chisel
- using a file or a screwdriver as a pry
- using a wrench as a hammer
- using pliers instead of the proper wrench.

3. Keep tools in good condition. Unsafe tools include:

- Wrenches with cracked or worn jaws, screwdrivers with broken tips, split or broken handles; hammers with chipped, mushroomed, or loose heads, split or broken handles; mushroomed heads on chisels; dull saws; and extension cords or electric tools with broken plugs, improper or removed grounding system, or visible damage.

4. Use tools correctly. Some common causes of accidents are:

- screwdrivers applied to objects held in the hand
- knives pulled toward the body
- failure to ground electrical equipment

5. Keep tools in a safe place. Many accidents have been caused by tools falling from overhead storage and by knives, chisels, and other sharp tools carried in pockets or left in tool boxes with cutting edges exposed.

KNIVES AND OTHER CUTTING TOOLS

Knives are essential for doing many jobs correctly, but they can be dangerous when not treated with proper care and caution. Likewise, they are a hazard when used improperly or used on a job that should be performed with another tool. Here are a few simple safety guidelines when using a knife:

- Keep cutting tools sharp and in good condition. A dull knife facilitates injury because of the extra work required to do the same job.
- Store the cutting tools in a rack or tool box when not in use. This protects you and prevents damage to the blade.
- If you must carry a knife on the job, carry it in a sheath or holder. When using a utility knife, remember to close it.
- Cut away from your body. The most common accident when using a knife is cutting the hand or fingers of the guide hand. Be aware of your guide hand when cutting long sections.
- Wipe blade clean on a towel or cloth, not on your clothes. Working with a dirty or wet knife is working with a tool that is not in proper working condition.

LONG-HANDLED TOOLS

- Inspect wooden handles before use. Replace those that are loose, cracked, or splintered. Don't tape or wire a defective handle. This does not eliminate the hazard.
- Inspect the head of the tool. Check to see that it is securely attached to the handle and is in good condition to do the work it is designed for.
- Carry long-handled tools upright with the handle vertical so as not to poke anyone in front of or behind you.
- Never leave long-handled tools lying on the floor where they pose a tripping hazard. Don't leave them leaning against a wall or door where they could fall over and present the same problem.
- When using a long-handled tool, keep work out in front of you so as not to trip on the working head.
- Be aware of what is directly behind you when using long-handled tools. It has been a common occurrence for employees to injure themselves by backing into desks, chairs, counter tops, etc.

LADDER SAFETY

Ladders are a vital tool used when performing work within the facilities that we maintain. Annually, all Facility Operations personnel are responsible for reviewing the "Ladder Safety" training video and completing the assigned quiz.

1. Proper use of a ladder is described below;

- Properly set-up and use the ladder in accordance with safety instructions and warnings. Wear shoes with non-slip soles.
- Center body on the ladder and keep belt buckle between the rails while maintaining a firm grip.
- Haul materials with a line rather than carry them up an extension ladder. Use extra caution when carrying anything on a ladder.
- Have another person help with a heavy ladder. Have another person hold the ladder while you are working on it.
- Move materials with extreme caution so as not to lose balance or tip the ladder.
- DON'T climb a closed stepladder.

- DON'T climb on the back of a stepladder.
- DON'T stand or sit on a stepladder top or pail shelf.
- DON'T place the base of an extension ladder too close to or too far away from the building.
- DON'T over-reach, lean to one side or try to move a ladder while on it. Climb down and then reposition the ladder closer to your work.
- DON'T exceed the maximum load capacity or duty rating of a ladder. DON'T permit more than one person on a single-sided stepladder or an extension ladder.
- DON'T climb a ladder if you are not physically and mentally up to the task.

SHOVELS

Part of keeping a snow shovel in good condition is trimming off curled edges. Trimming should be done as the curled edges present a work impediment or a safety hazard.

Lift a shovel load as you would any other load, keeping the back as straight as possible and using your legs to do the lifting rather than your back. Use the ball of the foot to press a shovel into stiff ground or material. This helps avoid damage to the arch of the foot or other injury resulting from the foot slipping off the shovel. When digging with a shovel, proper footwear is essential in preventing injuries.

MACHINERY

Because of the many moving parts and constant current of electricity associated with machinery, it is important to exercise extra care.

Operate only the machinery that you have been trained to use properly. When servicing or inspecting any machinery, be sure it is unplugged or the breaker is turned off. Lock Out/ Tag Out the power source as needed. Disconnect the switch.

- Do not operate any machine if it is not functioning properly. Make sure the machine is in good working order before starting use. Discontinue use of a machine if anything is unusual about its performance.
- Don't leave portable machinery plugged in and unattended! Unplug the machine when not in use and never leave it unattended in a place where anyone who is not authorized to use it might have access to it.
- Before using any electrical machine, inspect the cord for bare or frayed wires and the plug for bent or broken prongs. Ask your supervisor to get defects repaired before using the machine.
- Keep all safety guards in place and operating properly at all times. If missing or partially detached, they will hinder your work process and could pose a threat of injury. They are there for your protection.

- Keep track of where the cord is and avoid using machinery in a location where the cord presents a tripping hazard.
- Mark any cord that crosses a walking path. When using extension cords, keep enough slack so that the cord remains on the ground to avoid getting pulled from the outlet. This can cause bent or broken prongs or can pull the wire or insulation from the plug, which may present a shock hazard. For the same reasons, unwind the cord before plugging it in and unplug the cord before winding it back up.
- When checking batteries or wiring, make sure the power is turned off.

WAYS TO AVOID TOOL ACCIDENTS IN THE SHOP

Supervisors should incorporate a program to control tool accidents by following these points:

- Train employees to select the right tools for each job and ensure they are available.
- Establish regular tool inspection procedures to make sure tools are maintained in safe condition.
- Train and supervise employees in the correct use of tools for each job.
- Enforce use of proper personal protective equipment.
- Plan each job in advance in order to use the proper tool (not makeshift or substitute tools).
- Do not use conductive tools on or near electrical wiring or equipment.
- Never leave unsecured tools on elevated places. For example; when working near an open grating, use a screen or other suitable covering to secure tools, thus preventing them from falling and injuring person below.
- Don't attempt to correct defective handles of tools by taping or wiring them. Wooden handles that become loose, cracked, or splintered must be replaced.



APPROVED BY: _____
Mike Goins, Director of Facility Operations, Adams County

(Original)

GRANITE RE, INC.

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we
G2 Construction, LLC / 5805 Mangrove Ct. / Loveland, CO 80538

as principal, hereinafter called the Principal, and
Granite Re, Inc. / 14001 Quailbrook Drive / Oklahoma City, OK 73134

a corporation duly organized under the laws of the State of Oklahoma as Surety, hereinafter called the Surety, are held and firmly bound unto **Adams County / 4430 South Adams County Parkway / Brighton, CO 80601**

as Oblige, hereinafter called the Oblige, in the sum of Five Percent of Bid Amount, Dollars (\$5% of Bid Amount)

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

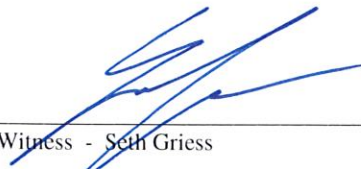
Project: **Cabinetry Replacement & Installation (Medical, F1, F2 Work Stations) Project – Detention Center**

Bid Date: June 15, 2018

The conditions of this Bond are such that if the Oblige accepts the bid of the Principal within the time specified in the bid documents or within such time period as may be agreed to by the Oblige and Principal, and the Principal either (1) enters into a contract with the Oblige in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Oblige, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Oblige the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Oblige may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Oblige and Principal to extend the time in which the Oblige may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids, and the Oblige and Principal shall obtain the Surety's consent for an extension beyond sixty (60) days.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 12th day of June, 2018.



Witness - Seth Griess


G2 Construction, LLC



Title: Derek Griess, Owner

(Seal)

Granite Re, Inc.



Chris Ramirez, Attorney-in-Fact

(Seal)

GRANITE RE, INC.
GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of OKLAHOMA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

DICK MINICK; CHRIS RAMIREZ its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:


To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

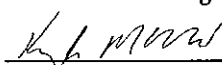
DICK MINICK; CHRIS RAMIREZ may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Secretary/Treasurer, this 14th day of June, 2017.

STATE OF OKLAHOMA)
) SS:
COUNTY OF OKLAHOMA)





Kenneth D. Whittington, President


Kyle P. McDonald, Treasurer

On this 14th day of June, 2017, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Secretary/Treasurer of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Secretary/Treasurer of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Secretary/Treasurer, respectively, of the Company.

My Commission Expires:
August 8, 2021
Commission #: 01013257





Notary Public

GRANITE RE, INC.
Certificate

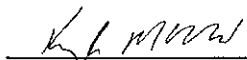
THE UNDERSIGNED, being the duly elected and acting Secretary/Treasurer of Granite Re, Inc., an Oklahoma Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this

12th day of JUNE, 2018.





Kyle P. McDonald, Secretary/Treasurer

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Wayne W. Williams, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

G2 Construction LLC

is a

Limited Liability Company

formed or registered on 05/14/2014 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20141302726 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 07/13/2018 that have been posted, and by documents delivered to this office electronically through 07/16/2018 @ 15:34:29 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 07/16/2018 @ 15:34:29 in accordance with applicable law. This certificate is assigned Confirmation Number 11008569 .



Secretary of State of the State of Colorado

*****End of Certificate*****

Notice: A certificate issued electronically from the Colorado Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's Web site, <http://www.sos.state.co.us/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our Web site, <http://www.sos.state.co.us/> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."



G2CON-1

OP ID: CS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/18/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | | |
|--|--|--|---------------|
| PRODUCER Bradley Insurance Group 3401 W. 38th Avenue Denver, CO 80211 Michael C Bradley | | CONTACT NAME: Cindy Gough PHONE (A/C, No, Ext): 303-480-5005 FAX (A/C, No): 303-458-5857 E-MAIL ADDRESS: cindyg@bradleyinsurancegroup.com | |
| | | INSURER(S) AFFORDING COVERAGE | NAIC # |
| | | INSURER A : Pinnacol Assurance | 41190 |
| | | INSURER B : Auto Owners Insurance | 18988 |
| | | INSURER C : Colony Insurance Company | |
| | | INSURER D : | |
| | | INSURER E : | |
| | | INSURER F : | |

| | |
|---|--|
| INSURED G2 Construction LLC 5805 Mangrove Ct Loveland, CO 80538 | |
|---|--|

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|-----------|----------|-----------------|-------------------------|-------------------------|---|
| C | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER: | X | X | 103GL0023819-00 | 05/20/2018 | 05/20/2019 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$ |
| B | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | X | X | 5155638100 | 01/01/2018 | 01/01/2019 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| | <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED: RETENTION \$ OCCUR CLAIMS-MADE | | | | | | EACH OCCURRENCE \$ AGGREGATE \$ \$ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N Y | N/A | X 4171083 | 02/01/2018 | 02/01/2019 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Adams County and the Colorado Department of Transportation are included as additional insured to the general & auto liability as required per written contract. Waiver of subrogation in favor of Adams County and the Colorado Dept. of Transportation applies to general & auto liability and work comp, as required by written contract.

CERTIFICATE HOLDER**CANCELLATION**

| | |
|---|---|
| Adams County 4430 S. Adams County Pkwy. Ste. C4000A Brighton, CO 80601-8212 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Cindy Gough</i> |
|---|---|

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DESIGNATED CONSTRUCTION PROJECT(S) GENERAL AGGREGATE LIMIT – RESTRICTED FORM

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Designated Construction Projects:
All projects during the policy period.

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

A. For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" Under **SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY**, and for all medical expenses caused by accidents under **SECTION I – COVERAGE C MEDICAL PAYMENTS**, which can be attributed only to ongoing operations at a single designated construction project shown in the Schedule above:

1. A separate Designated Construction Project General Aggregate Limit applies to each designated construction project, and that limit is equal to the amount of the General Aggregate Limit shown in the Declarations.
2. The Designated Construction Project General Aggregate Limit is the most we will pay for the sum of all damages under **SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY**, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under **SECTION I – COVERAGE C MEDICAL PAYMENTS** regardless of the number of:
 - a. Insureds;
 - b. Claims made or "suits" brought; or
 - c. Persons or organizations making claims or bringing "suits".
3. Any payments made under **SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY** for damages or under **SECTION I - COVERAGE C MEDICAL PAYMENTS** shall reduce the Designated Construction Project General Aggregate Limit for that designated construction project. Such payments shall not reduce the General Aggregate Limit shown in the Declarations nor shall they reduce any other Designated Construction Project General Aggregate Limit for any other designated construction project shown in the Schedule above.
4. The limits shown in the Declarations for Each Occurrence, Damages to Premises Rented to You and Medical Expense continue to apply. However, instead of being subject to the General Aggregate Limit shown in the Declarations, such limits will be subject to the applicable Designated Construction Project General Aggregate Limit.
5. The most we will pay for the sum of all Designated Construction Project General Aggregate Limits combined and to which this insurance applies is \$5,000,000.

B. For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" Under **SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE**

NCCI #: WC000313B
Policy #: 4171083

G2 Construction LLC
5805 Mangrove Ct
Loveland, CO 80538

Bradley Insurance Group
3401 W. 38th Ave
Denver, CO 80211
(303) 480-5005

ENDORSEMENT: Blanket Waiver of Subrogation

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

SCHEDULE

To any person or organization when agreed to under a written contract or agreement, as defined above and with the insured, which is in effect and executed prior to any loss.

Effective Date: February 1, 2018 Expires on: February 1, 2019
Pinnacol Assurance has issued this endorsement February 2, 2018

**COMMERCIAL GENERAL LIABILITY
CG 20 01 04 13**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**PRIMARY AND NONCONTRIBUTORY –
OTHER INSURANCE CONDITION**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART**

The following is added to the **Other Insurance Condition** and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and

- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

POLICY NUMBER: 103 GL 0023819-00

COMMERCIAL GENERAL LIABILITY
CG 20 10 04 13**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.****ADDITIONAL INSURED - OWNERS, LESSEES OR
CONTRACTORS - SCHEDULED PERSON OR
ORGANIZATION**

This endorsement modifies insurance provided under the following.

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

| Name Of Additional Insured Person(s) Or Organization(s) | Location(s) Of Covered Operations |
|--|--|
| All persons or organizations as required by written contract with the Named Insured | As designated in written contract with the Named Insured |
| Information required to complete this Schedule, if not shown above, will be shown in the Declarations. | |

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

POLICY NUMBER: 103 GL 0023819-00

COMMERCIAL GENERAL LIABILITY
CG 20 37 04 13**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.****ADDITIONAL INSURED – OWNERS, LESSEES OR
CONTRACTORS – COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART**SCHEDULE**

| Name Of Additional Insured Person(s) Or Organization(s) | Location And Description Of Completed Operations |
|---|--|
| All persons or organizations as required by written contract with the Named Insured | As designated in written contract with the Named Insured |
| Information required to complete this Schedule, if not shown above, will be shown in the Declarations | |

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
 2. Available under the applicable Limits of Insurance shown in the Declarations;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations

**COMMERCIAL GENERAL LIABILITY
CG 24 04 05 09****WAIVER OF TRANSFER OF RIGHTS OF RECOVERY
AGAINST OTHERS TO US**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

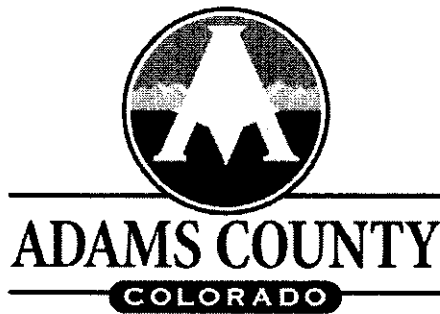
SCHEDULE**Name Of Person Or Organization:**

All persons or organizations as requested by written contract with the Named Insured

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV – Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.



Adams County Finance Department
Purchasing Division
4430 S Adams County Parkway
Brighton, Colorado 80601

INVITATION FOR BID (IFB)
COVER SHEET

IFB Issue Date: May 25, 2018

IFB Number: IFB-SS-2018.623

IFB Title: **Cabinetry Replacement & Installation (*Medical, F1, F2 Work Stations*) Project – Detention Center**

Pre-Bid Meeting: **May 31, 2018 at 2:30 P.M. MT (All potential subcontractors are encouraged to attend.)**
Detention Center
150 N. 19th Avenue, Brighton, CO 80601

IFB Questions Due: June 5, 2018 by 4:00 P.M., MT

Bid Due Date: June 13, 2018, 2:00 P.M. MT, Our Clock

Bid will be received at: 4430 South Adams County Parkway, Front Lobby
Brighton, CO 80601

Goods or services to be delivered to or performed at: Adams County Detention Center

For additional information please contact: Shannon E. Sprague, CPPB
Contract Specialist
720-523-6052

Email Address: SSPRAGUE@ADCOGOV.ORG

Documents included in this package:

- Bid Instructions
- General Terms and Conditions
- Specifications/ Scope of Work
- Pricing Form
- Submission Check List
- Statement of No Bid
- Contractor's Certificate of Compliance
- Contractor's Statement
- Reference Form
- Appendix A – Sample Agreement



Adams County Finance Department
Purchasing Division
4430 S Adams County Parkway
Brighton, Colorado 80601

**INVITATION FOR BID
BID INSTRUCTIONS**

1. **PURPOSE/BACKGROUND:** The purpose of this IFB is to purchase Goods and/or Services for **Cabinetry Replacement & Installation Project – Medical, F1, F2 Work Stations - Detention Center** as specified herein from a contractor that will give prompt and efficient service to the County.
2. **SUBMISSION OF BIDS:** The bid must be received before the due date and time as specified in this solicitation. The Contractor is responsible for addressing the envelope as indicated below. If the submittal arrives late, it may be returned unopened. Address the envelope as follows:

Mailing Address:
Adams County Government Center
Purchasing Division
4430 South Adams County Parkway
Brighton, CO 80601

Hand Deliveries accepted:
Adams County Government Center
First Floor Central Lobby Receptionist
4430 South Adams County Parkway
Brighton, CO 80601

*** All IFB submittals shall include the following label directly on the front of the envelope:**

ATTN: Shannon E. Sprague, CPPB, Contract Specialist
IFB-SS-2018-623 / **Cabinetry Replacement & Installation Project – Medical, F1, F2 Work Stations - Detention Center**

3. The Adams County Board of County Commissioners by and through its Purchasing Division of the Finance Department is accepting bids for **Cabinetry Replacement & Installation (Medical, F1, F2 Work Stations) Project – Detention Center**.
4. All documents related to this IFB will be posted on the Rocky Mountain Bid System (BidNet) at: <http://www.bidnetdirect.com/colorado/solicitations/open-bids>

4.1. Interested parties must register with this service to receive these documents.

5. BONDING/SURETY REQUIREMENTS:

- 5.1. A 5% Bid Bond is required for Construction Projects over \$50,000 at the time of bid submittal.
- 5.2. Performance and Payment Bonds, each in the amount of 100% of the contract value, will be required at time of contract execution, or as otherwise defined in the Specifications/Scope of Work.

5.3. Surety companies executing bonds must appear on the U.S. Treasury Department's most current list (Circular 570) as amended, and be authorized to transact business in the State of Colorado.

5.4. A 5% Retainage Fee will be held for Construction contracts over \$150,000.

5.5. Bonds may be submitted on the Standard AIA form.

5.6. Liquidated Damages **will not** apply.

6. **TERM OF AGREEMENT:** This is a one (1) year agreement with the option of one (1) year renewals for similar interior / exterior window replacement and installation projects through and to include 12/31/2019. Continuation of the Agreement beyond the initial period is a County prerogative and not a right of the Contractor. This prerogative will be exercised only when such continuation is clearly in the best interest of the County and upon budget approval.

7. CONTRACTUAL OBLIGATIONS

7.1. The successful Contractor will be required to sign an Agreement substantially similar to the Agreement form in Appendix A. The County reserves the right to add or delete provisions to the form prior to Agreement execution.

7.2. Issuance of this solicitation does not commit the County to award any Agreement or to procure or Agreement for any equipment, materials or services.

7.3. If a formal Agreement is required, the Contractor agrees and understands that a Notice of Award does not constitute an Agreement or create a property interest of any nature until an Agreement is signed by the Awardee and the Board of County Commissioners and/or their authorized designee.

7.4. Contractor is responsible for reviewing the form Agreement and understanding the terms and conditions contained therein, including, but not limited to, insurance requirements, indemnification, illegal aliens, equal opportunity, non-appropriation, and termination.

7.5. Contractor's Response must state its willingness to enter into the form Agreement or Contractor shall identify and include any proposed revisions they have for the form Agreement. Any proposed revisions made by the Contractor after the County Notice of Intent to Award the Solicitation may be grounds for rescinding said Notice. The identification of willingness to enter into the standard Agreement is for general purposes at this time, but is part of the evaluation process and must be included. There may be negotiations on a project-by-project basis that provide further clarification.

7.6. **Incorrect Pricing / Invoicing.** As part of any award resulting from this process, Contractor(s) will discount all transactions as agreed. In the event the County discovers, through its Agreement monitoring process or formal audit process, that material or services were priced/invoiced incorrectly, Contractor(s) agree to promptly refund all overpayments and to pay all reasonable audit expenses incurred as a result of the non-compliance.

7.7. The County may, during the term of the Agreement and any extensions, request additional work at other locations throughout Adams County by the successful Contractor.

8. PRE-BID CONFERENCE AND WALK-THROUGH IS:

8.1. A pre-bid conference will be held on Thursday, May 31st at 2:30 P.M. MT the Adams County Detention Center, 150 N. 19th Avenue, Brighton, CO, 80601, to discuss the Specifications and Work Scope. A representative of the Contractor must attend this mandatory conference in order to qualify to respond to this Agreement.

8.2. Check-in prior to the pre-bid is required, please allow yourself plenty of time for this process. A driver's license or other picture identification is required. Check In will be at the front desk on the west side of the facility (Main Entrance).

8.3. **Contractor shall take all necessary precautions with going through secure facility, i.e. tools, camera, etc.**

9. METHOD OF AWARD - It is the intent of the County to award an Agreement to the Contractor who provides lowest responsive and responsible bid.

9.1. Questions which arise during the Bid preparation period regarding issues around this Solicitation, purchasing and/or award should be directed, via e-mail, to on or before the questions due date as noted above:

Name: Shannon E. Sprague, CPPB, Contract Specialist II,
Purchasing Division, Adams County

Email: ssprague@adcogov.org

The Contractor submitting the question(s) shall be responsible for ensuring the question(s) is received by the County by the date listed above in the schedule of activities for submitting the question(s) regardless of the method of delivery.

10. Any official interpretation of this IFB must be made by an agent of the County's Purchasing Division who is authorized to act on behalf of the County. The County shall not be responsible for interpretations offered by employees of the County who are not agents of the County's Purchasing Division.

11. **COOPERATIVE PURCHASING:** Adams County encourages cooperative purchasing in an effort to assist other agencies to reduce their cost of bidding and to make better use of taxpayer dollars through volume purchasing. Contractor(s) may, at their discretion, agree to extend the prices and/or terms of the resulting award to other state or local government agencies, school districts, or political subdivisions in the event they would have a need for the same product/service. Usage by any entity shall not have a negative impact on Adams County in the current term or in any future terms.

12. The Contractor(s) must deal directly with any governmental agency concerning the placement of purchase orders/agreements, freight/delivery charges, Contractual disputes, invoices, and payments. Adams County shall not be liable for any costs or damages incurred by any other entity.

13.BUDGET: Budget will not be disclosed.

14.DEBARMENT: By submitting this bid, the Contractor warrants and certifies they are eligible to submit a bid because their company and/or subcontractor(s) is/are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in a transaction by any Federal, State, or local department or agency.

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Adams County Finance Department
Purchasing Division
4430 S Adams County Parkway
Brighton, Colorado 80601

INVITATION FOR BID
GENERAL TERMS AND CONDITIONS

15. APPLICABILITY: These General Terms and Conditions apply, but are not limited, to all bids, proposals, qualifications and quotations (hereinafter referred to as "Bid" or "Response") made to Adams County (hereinafter referred to as "County") by all prospective Contractors, bidders, firms, companies, publishers, consultants, or suppliers (herein after referred to as "Contractor" or "Contractors") in response, but not limited, to all Invitations to Bid, Requests for Proposals, Requests for Qualifications, and Requests for Quotations (hereinafter referred to as "Solicitation" or "Solicitations").

16. CONTENTS OF BIDS

16.1. GENERAL CONDITIONS: Contractors are required to submit their Bids in accordance with the following expressed conditions:

16.1.1. Contractors shall make all investigations necessary to thoroughly inform themselves regarding the plant and facilities affected by the delivery of materials and equipment as required by the conditions of the Solicitation. No plea of ignorance by the Contractor of conditions that exist or that may hereafter exist will be accepted as the basis for varying the requirements of the County or the compensation to the Contractor.

16.1.2. Contractors are advised that all County Solicitations and Agreements are subject to all requirements contained in the County's Purchasing Division's Policies and state and federal statutes. When conflicts occur, the highest authority will prevail.

16.1.3. Contractors are required to state exactly what they intend to furnish to the County in their Bid and must indicate any variances to the terms, conditions, and specifications of this Solicitation no matter how slight. If variations are not stated in a Contractor's Bid, it shall be construed that the Contractor's Bid fully complies with all conditions identified in this Solicitation.

17. The County intends and expects that the Contracting processes of the County and its Contractors provide equal opportunity without regard to gender, race, ethnicity, religion, age or disability and that its Contractors make available equal opportunities to the extent third parties are engaged to provide goods and services to the County as Subcontractors, Contractors, or otherwise. Accordingly, the Contractor shall not discriminate on any of the foregoing grounds in the performance of any Agreement awarded to the Contractor, and shall make available equal opportunities to the extent third parties are engaged to provide goods and services in connection with performance of the Agreement. If submitting a joint venture bid, or a bid involving a partnership arrangement, articles of partnership stating each partner's responsibilities shall be furnished and submitted with the Bid Response.

18. All documentation submitted in response to this solicitation will become the property of Adams County. All documentation maintained or kept by Adams County shall be subject to the Colorado Open Records Act, C.R.S. 24-72-201 *et. seq.* ("CORA"). Accordingly, respondents are discouraged from providing information that they consider confidential, privileged, and/or trade secrets as part of a response to this solicitation. Any portions of submissions that are reasonably considered confidential should be clearly marked. The County does not guarantee the confidentiality of any records.

Careful consideration should be given before submitting confidential information to the County. The Colorado Open Records Act permits public scrutiny of most materials collected in this Solicitation process. Information that is reasonably considered proprietary should be clearly marked as confidential.

19. CLARIFICATION AND MODIFICATIONS IN TERMS AND CONDITIONS

19.1. Where there appears to be variances or conflicts between the General Terms and Conditions, any Special Terms and Conditions and the Scope of Work/Specifications outlined in this Solicitation, the Scope of Work/ Specifications, and then the Special Terms and Conditions, will prevail.

19.1.1. If any Contractor contemplating submitting a Bid under this Solicitation is in doubt as to the true meaning of the Specifications or any other portion of the Solicitation, the Contractor must submit a **written request** via email for clarification to the Point of Contact listed on the first page of this Solicitation. The Contractor submitting the request shall be responsible for ensuring that the request is received by the County prior to the deadline for submitting questions.

19.1.2. The County shall issue a written addendum if substantial changes which impact the technical submission of Bids are required. A copy of such addenda will be available at the Rocky Mountain E-Purchasing System (BIDNET) website. In the event of conflict with the original Solicitation documents, addenda shall supersede to the extent specified. Subsequent addenda shall supersede prior addenda only to the extent specified.

19.1.3. **ADDENDA: CONTRACTOR IS RESPONSIBLE FOR OBTAINING AND ACKNOWLEDGING ALL SUBSEQUENT ADDENDA VIA THE ROCKY MOUNTAIN E-PURCHASING SYSTEM (BIDNET). FAILURE TO SUBMIT ANY AND ALL SUBSEQUENT ADDENDUM/ADDENDA MAY DEEM THE CONTRACTOR NON-RESPONSIVE. EACH AND EVERY ADDENDUM TO BE SEPARATELY ACKNOWLEDGED.**

19.2. PRICES CONTAINED IN SUBMITTAL – DISCOUNTS, TAXES

19.2.1. Contractors may offer a cash discount for prompt payment. Discounts will be considered in determining the lowest net cost for the evaluation of Bids; discounts for periods of less than twenty days, however, will not be considered in making an award. If no prompt payment discount is being offered, the Contractor shall enter a zero (0) for the percentage discount to indicate net thirty days. If the Contractor does not enter a percentage discount, it is hereby understood and agreed that the payment terms shall be net thirty days, effective on the date that the County receives an accurate invoice or accepts the products, whichever is the later date. Payment is deemed to be made on the date of the mailing of the check.

19.2.2. Contractors shall not include federal, state, or local excise or sales taxes in prices offered, as the County is exempt from payment of such taxes.

19.2.2.1. Federal Identification Number: 84-6000732

19.2.2.2. State of Colorado Tax Exempt Number: 98-03569

20. SIGNING BID

20.1. Contractor, by affixing its signature to this Solicitation, certifies that its Bid is made without previous understanding, agreement, or connection either with any persons, firms or corporations making a Bid for the same items, or with the County. The Contractor also certifies that its Bid is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action. To insure integrity of the County's public procurement process, all Contractors are hereby placed on notice that any and all Contractors who falsify the certifications required in conjunction with this section will be prosecuted to the fullest extent of the law.

21. PREPARATION AND SUBMISSION OF BID

21.1. PREPARATION

21.1.1. The Bid must be typed or legibly printed in ink. The use of erasable ink is not permitted. All corrections made by the Contractor must be initialed by the authorized agent of the Contractor.

21.1.2. Bids must contain a manual signature of an authorized agent of the Contractor in the space provided on the Solicitation cover page. The original cover page of this Solicitation must be included in all Bid responses. If the Contractor's authorized agent fails to sign and return the Contractor's Statement of the Solicitation, its Bid may be invalid and may not be considered.

21.1.3. The County logo is trademarked and property solely of the County. Contractors do not have permission to use the County's logo on any documentation or presentation materials and to do so would be a violation of the County's trademark

21.1.4. Unit prices shall be provided by the Contractor on the Pricing Form (**See Attachment C. – 2018.623 Cabinetry Replacement Pricing Sheet**). Prices that are not in accordance with the measurements and descriptions requested may be considered non-responsive. Where there is a discrepancy between the unit price and the extension of prices, the unit price shall prevail.

21.1.5. Alternate Bids will not be considered unless expressly permitted in the Specifications/Scope of Work.

21.1.6. The accuracy of the Bid is the sole responsibility of the Contractor. No changes in the Bid shall be allowed after the date and time that submission of the Bid is due.

21.2. SUBMISSION

- 21.2.1. The Bid shall be sealed in an envelope with the Contractor's name and the Solicitation number on the outside. The County's Pricing Form, which is attached to this Solicitation, must be used when the Contractor is submitting its Bid response. The Contractor shall not alter this form (e.g. add or modify categories for posting prices offered) unless expressly permitted in the Solicitation or in an addendum duly issued by the County. Only sealed Bids received by the Purchasing Division of the Finance Department will be accepted; Bids submitted telephone, email, or facsimile machines are not acceptable.
- 21.2.2. Each Bid must be submitted at the time and place, and number of copies as specified in this Solicitation. Failure to submit the required number of copies may deem the Contractor's Bid non-responsive.
- 21.2.3. Failure to provide any requested information may result in the rejection of the Bid as non-responsive.
- 21.2.4. Bid must be submitted in the format supplied and/or described by the County. Failure to submit in the format provided may be cause for rejection of the proposal. Bids must be furnished exclusive of taxes.
- 21.2.5. Contractor is responsible for ensuring their Bid is received by the Purchasing Division prior to the deadline outlined in the solicitation regardless of the method of delivery.
- 21.2.6. Contractors, which qualify their Bid by requiring alternate Contractual terms and conditions as a stipulation for Agreement award must include such, alternate terms and conditions in their Response. The County reserves the right to declare a Contractor's Bid as non-responsive if any of these alternate terms and conditions is in conflict with the County's terms and conditions, or if they are not in the best interests of the County.

22. LATE BIDS

- 22.1. Bids received after the date and time set for the opening shall be considered non-responsive and may be returned unopened to the Contractor.
- 22.2. The County assumes no responsibility for late deliveries of mail on behalf of the United States Post Office or any other delivery system.
- 22.3. The County assumes no responsibility for a Bid being either opened early or improperly routed if the envelope is not clearly marked on the outside: **IFB-SS-2018.623 / Cabinetry Replacement & Installation (Medical, F1, F2 Work Stations) Project – Detention Center.**
- 22.4. In the event of a situation severe enough to cause the Adams County Board of Commissioners to close the County offices for any reason, the Purchasing Manager has the prerogative of rescheduling the Bid opening time and date. No Bid will be considered above all other Bids by having met the Bid opening time and date

requirements to the exclusion of those who were unable to present their Bid due to a situation severe enough to cause the Board of County Commissioners to close the County offices.

23. MODIFICATIONS/WITHDRAWAL OF BIDS

23.1. MODIFICATIONS TO BIDS. Bids may only be modified in the form of a written notice on Contractor letterhead and must be received prior to the time and date set for the Proposals to be opened. Each modification submitted to the County's Purchasing Division must have the Contractor's name and return address and the applicable Solicitation number and title clearly marked on the face of the sealed envelope. If more than one modification is submitted, the modification bearing the latest date of receipt by the County's Purchasing Division will be considered the valid modification.

23.2. WITHDRAWAL OF BIDS

23.2.1. Bids may be withdrawn in the form of a written notice on Contractor letterhead and must be received prior to the time and date set for the opening of Bids. Any withdrawal of a Bid submitted to Adams County Purchase Division must have the Contractor's name, return address, and the applicable Solicitation number and title clearly marked on the face of the envelope and on the withdrawal letter.

23.2.2. Bids may not be withdrawn after the time and date set for the opening for a period of ninety calendar days. If a Bid is withdrawn by the Contractor during this ninety-day period, the County may, at its option, suspend the Contractor and may not accept any Bid from the Contractor for a six-month period following the withdrawal.

24. REJECTION OF BIDS

24.1. REJECTION OF BIDS. The County may, at its sole and absolute discretion:

24.1.1. Reject any and all, or parts of any or all, Bids submitted by prospective Contractors;

24.1.2. Re-advertise this Solicitation;

24.1.3. Postpone or cancel the process;

24.1.4. Waive any irregularities in the Bids received in conjunction with this Solicitation; and/or

24.2. REJECTION OF A PARTICULAR BID. In addition to any reason identified above, the County may reject a Bid under any of the following conditions:

24.2.1. The Contractor misstates or conceals any material fact in its Bid Response;

24.2.2. The Contractor's Bid does not strictly conform to the law or the requirements of the Solicitation;

24.2.3. The Bid expressly requires or implies a conditional award that conflicts with the method of award stipulated in the Solicitation;

24.2.4. The Bid does not include documents, including, but not limited to, certificates, licenses, and/or samples, which are required for submission with the Bid in accordance with the Solicitation; and/or

24.2.5. The Bid has not been executed by the Contractor through an authorized signature on the Contractor's Statement.

24.3. The County reserves the right to waive any irregularities or informalities, and the right to accept or reject any and all bids.

25. ELIMINATION FROM CONSIDERATION

25.1. A Bid may not be accepted from, nor any Agreement be awarded to, any person or firm which is in arrears to the County upon any debt or Agreement or which is a defaulter as surety or otherwise upon any obligation to the County.

25.2. A Bid may not be accepted from, nor any Agreement awarded to, any person or firm who has failed to perform faithfully any previous Agreement with the County or other governmental entity, for a minimum period of three years after the previous Agreement was terminated for cause.

25.3. Any communications in regards to this Solicitation must go through the Adams County Purchasing Division only. Any contact with other County personnel or County Contractors may be cause for disqualification.

25.4. No damages shall be recoverable by any challenger as a result of the determinations listed in this Section or decisions by the County.

25.5. The Board of County Commissioners may rescind the award of any Bid within one week thereof or at its next regularly scheduled meeting; whichever is later, when the public interest will be served thereby.

26. **QUALIFICATIONS OF CONTRACTOR:** The County may make such investigations as deemed necessary to determine the ability of the Contractor to perform work, and the Contractor shall furnish all information and data for this purpose as the County requests. Such information includes, but is not limited to: current/maximum bonding capabilities, current licensing information, audited financial statements, history of the firm on assessments of liquidated damages, Agreements cancelled prior to completion and/or lawsuits and/or pending lawsuits against the firm and/or its principals. The County reserves the right to reject any Bid if the evidence submitted by, or investigation of, such Contractor fails to satisfy the County that such Contractor is properly qualified to carry out the obligations of the Agreement and to complete the work contemplated therein. Conditional Bids will not be accepted.

27. **AWARD OF SOLICITATION.** The County may award this Solicitation to the successful Contractor through the issuance of a Notice of Intent to Award. All Contractors that participated in the Solicitation process will be notified of Contractor selection. No services or goods shall be provided, and no compensation shall be paid, until and unless an Agreement has been signed by an authorized representative of the County and the Contractor.



Adams County Finance Department
Purchasing Division
4430 S Adams County Parkway
Brighton, Colorado 80601

**INVITATION FOR BID
SPECIFICATIONS/SCOPE OF WORK**

A. SPECIFICATIONS/SCOPE OF WORK

Adams County (County) is seeking proposals from qualified contracting firms to provide cabinetry that includes removal of existing and replacement of new cabinetry, which includes installation services located at the Detention Center Building, 150 North 19th Avenue, Brighton, CO 80601; more specifically in the areas of the Medical Unit, F1 and F2 Work Stations.

1. PURPOSE: TO ESTABLISH A CONTRACTOR FOR CABINETRY REMOVAL AND REPLACEMENT WITH NEW UNITS INCLUDING INSTALLATION AT THE ADAMS COUNTY DETENTION FACILITY "COUNTY".

- 1.1. The selected Contractor shall provide cabinetry removal, replacement, and installation services as specified herein.
- 1.2. All work must be completed before December 31, 2018. Due to the nature of the facility and Departments conducting business within it Adams County Facility Operations estimates that all areas listed for work shall be completed within a (4-6 month) time frame.

2. BID PACKAGE – SCOPE OF WORK ATTACHMENTS:

- 2.1. 2018.623 - ATTACHMENT A. – SCOPE OF WORK SPECIFICATIONS DOCUMENTS
 - 2.1.1. 2018.623 - ATTACHMENT B. – COUNTY HOLIDAY CLOSURE SCHEDULE
 - 2.1.2. 2018.623 - ATTACHMENT C. – BID PRICING SHEET
 - 2.1.3. 2018.623 - ATTACHMENT E. – SAFETY CONTRACTOR RULES
 - 2.1.3.1. DETENTION CENTER BACKGROUND FORM
 - 2.1.4. 2018.623 - EXHIBIT A. – SAMPLE AGREEMENT

3. WORK LOCATION: Located at 150 North 19th Avenue Brighton, CO 80601.

4. TERM OF AGREEMENT:

This procurement term shall be a one (1) year agreement for project work with the option of three (3) annual project specific renewals at the County's sole discretion may include the following, but is not limited to; project review, design, materials, and installation fee rates.

- 4.1. Initial work to be performed currently includes the exact location for window removal and installation services for the County; however, it is understood and agreed that the County may, at its sole discretion during the term of the contract, request additional window removal, replacement, and installation services from the selected Contractor. No guarantee of additional services throughout the term of agreement as all work deemed necessary shall be per fund appropriation.

5. **Material Specifications:** – All materials, workmanship, installation services, and construction service shall be adhered to and as specified in **Attachment A. Scope of Work Specification Documents – Cabinetry Project** attached herein.

- 5.1. Cabinet face, cabinet exposed ends, bottom of upper cabinets will be laminated with Wilsonart Fusion Maple 7909-60
- 5.2. Upper cabinets shall be hung on a European type cleat type system and exposed edges filled. Anchoring of the cleat to the wall shall be in such a fashion that it cannot be easily removed or tampered with by an inmate.
- 5.3. Interior of the cabinets shall be white thermally fused laminate.
- 5.4. Interior cabinet shelves will be ¾" thick and edges pvc wrapped and a minimum of two (2) adjustable shelves for upper and base cabinets per unit shall be provided.
- 5.5. All outside corners on base cabinets shall have stainless protection the full height of outside corner. Stainless steel material quage shall protect the cabinet base outside corners from direct impacts from food, laundry and medication carts, inmate abuse, and medical gurneys.
- 5.6. Exposed exterior surfaces shall match the cabinet face.
- 5.7. Upper cabinet's bottoms shall be filled/ flush on the bottoms and laminated, laminate is to match the cabinet face.
- 5.8. Hinge style will be five knuckle hinges with 3/8" reveal, hospital grade tip with a 270 deg swing radius.
- 5.9. Drawer and cabinet locks shall be keyed a like.

Project Work is to comply with Adams County Construction Standards and all current building codes.

END SCOPE OF WORK FOR BID PACKAGE_2018.623 CABINETRY REPLACEMENT.

III. RESPONSE FORMAT

RESPONSE FORMAT

Failure to respond in the required format may deem your submittal non-responsive.
Failure to provide required information may deem your submittal non-responsive.

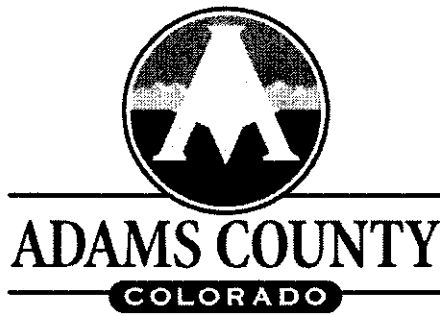
SUBMISSION OF BIDS: Two (2) hardcopies (to include one (1) ORIGINAL and one (1) Copy), and one (1) electronic (USB or CD PDF document) must be received at the time and place specified in this Solicitation. Submittals should be prepared simply and economically providing a straightforward, concise description of the Contractor's ability to perform the requirements of this solicitation. Failure to submit the required number of copies may deem the Contractor non-responsive.

Electronic copy shall be an EXACT reproduction of the original documents provided. All sections shall be combined into a single PDF electronic document.

Any and all provide Excel documents shall be completed and provided in the electronic bid submittal.

****Attachment C. - 2018.623 / Cabinetry Replacement Pricing Sheet shall be provided in the electronic format of Excel included in the USB or CD.**

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Adams County Finance Department
Purchasing Division
4430 S Adams County Parkway
Brighton, Colorado 80601

**INVITATION FOR BID
PRICING FORM – Attachment C.**

All pricing shall be as submitted in the Excel sheet attached herein as:

Attachment C. - 2018.623 / Cabinetry Replacement Pricing Sheet

I. Additional Pricing Information Required:

Time and Material / Professional Hourly Rates:

| Position Title | Regular Rate/Overtime Rate | Total Estimated Hours |
|----------------|----------------------------|-----------------------|
| | | |
| | | |
| | | |

Percentage of prompt payment discount, if offered _____ %

Total submittal price with discount \$ _____

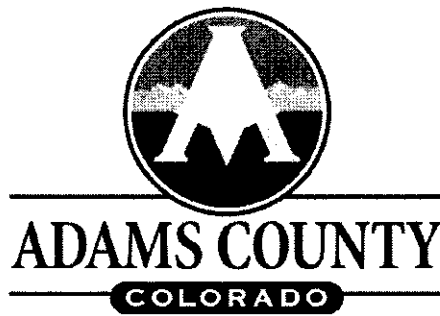


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**INVITATION FOR BID
SUBMISSION CHECK LIST**

SUBMISSION: It is imperative you address your submittal envelope as noted in the Bid Instructions.

| | | |
|--|------------|-----------|
| Does your Bid comply with all the terms and conditions of this Solicitation? | YES | NO |
| Requirements met and response included? | YES | NO |
| Certificate of Incorporation or other formal documentation | | |
| Meeting the requirement of years in business | | |
| May any other governmental entity avail itself of this Agreement and purchase any and all items specified? | YES | NO |
| Have all Addendums been acknowledged, a duly authorized agent signature obtained, and enclosed on the Contractors Statement? | YES | NO |
| Original and the number of copies specified enclosed including electronic copy? | YES | NO |
| If applicable, have all necessary Bonds been included? | YES | NO |
| Contractor Certification of Compliance signed and enclosed? | YES | NO |



Adams County Finance Department
Purchasing Division
4430 S Adams County Parkway
Brighton, Colorado 80601

INVITATION FOR BID
STATEMENT OF NO BID
COMPLETION OF THIS FORM IS OPTIONAL

Adams County values your input. If you are unable to participate, will you spend a few minutes to complete this form and return with your NO BID response.

Please send to: Adams County
Attn: Shannon E. Sprague, CPPB
IFB-SS-2018.623 / Cabinetry Replacement & Installation Project – Detention Center
4430 South Adams County Parkway
Brighton, CO 80601

Email to: SSPRAGUE@ADCOGOV.ORG

Specifications too "strict" (i.e. geared toward one brand or manufacturer only). Please explain.
Use additional page, if needed.

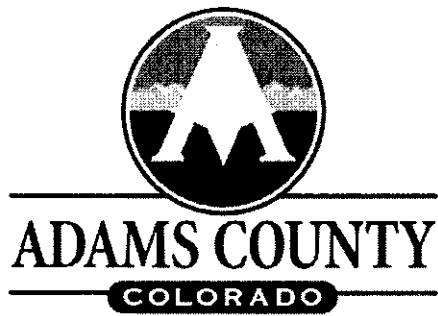
Specifications are unclear. Please explain.

- ☐ We are unable to meet specifications.
- ☐ Insufficient time to respond to the solicitation.
- ☐ Our schedule would not permit us to perform within the required time.
- ☐ We are unable to meet insurance and/or bonding requirements.
- ☐ We do not offer/supply this product or service.

Further Remarks/Comments:

PRINT OR TYPE YOUR INFORMATION

| | | |
|-----------------|------------|----------|
| Contractor Name | | Fax |
| Address: | City/State | Zip Code |
| Contact Person | Title | Phone |
| Printed Name | Title | Date |
| Address | City/State | Zip Code |
| Email Address | | |



Adams County Finance Department
Purchasing Division
4430 S Adams County Parkway
Brighton, Colorado 80601

**INVITATION FOR BID
CONTRACTOR'S CERTIFICATION
OF COMPLIANCE**

Pursuant to Colorado Revised Statute, § 8-17.5-101, *et seq.*, as amended 5/13/08, as a prerequisite to entering into a Agreement for services with Adams County, Colorado, the undersigned Contractor hereby certifies that at the time of this certification, Contractor does not knowingly employ or Agreement with an illegal alien who will perform work under the attached Agreement for services and that the Contractor will participate in the E-Verify Program or Department program, as those terms are defined in C.R.S. § 8-17.5-101, *et seq.* in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the attached Agreement for services.

Contractor Name

Printed or Typed Name

Signature

Title

Date

Note: Registration for the E-Verify Program can be completed at: <https://www.vis-dhs.com/employerregistration>. It is recommended that employers review the sample "memorandum of understanding" available at the website prior to registering.



Adams County Finance Department
Purchasing Division
4430 S Adams County Parkway
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**INVITATION FOR BID
CONTRACTOR'S STATEMENT**

I have read and fully understand all the conditions herein set forth in the foregoing paragraphs, and by my signature set forth hereunder, I hereby agree to comply with all said conditions as stated or implied. In consideration of the above statement, the following Bid is hereby submitted.

If any of the documents listed on the cover page are missing from this package, contact Adams County Purchasing. If you require additional information, call the Purchasing Division contact person.

The undersigned hereby affirms that (1) he/she is a duly authorized agent of the Contractor, (2) he/she has read all terms and conditions and technical specifications which were made available in conjunction with this solicitation and fully understands and accepts them unless specific variations have been expressly listed in his/her Bid, (3) the Bid is being submitted on behalf of the Contractor in accordance with any terms and conditions set forth in this Solicitation, and (4) the Contractor will accept any awards made to it as a result of the Bid submitted herein for a minimum of 120 calendar days following the date of submission.

WE, THE UNDERSIGNED, HEREBY ACKNOWLEDGE RECEIPT OF

Addenda (list all): _____

Contractor Name Date

Signature Printed Name

Title

Address

City, State, Zip Code County

Telephone Fax

Email



Adams County Finance Department
Purchasing Division
4430 S Adams County Parkway
Brighton, Colorado 80601

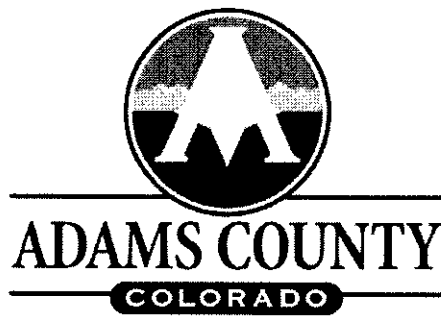
**INVITATION FOR BID
REFERENCE FORM**

Contractors shall furnish the names, addresses and telephone numbers of a minimum of three (3) firms or government organizations for which the Contractor has provided similar projects:

| | |
|--------------------------------|----|
| Company Name | |
| Address | |
| Reference Name | |
| Reference Email Address | |
| Telephone Number | |
| Project Name | |
| Project Value | \$ |

| | |
|--------------------------------|----|
| Company Name | |
| Address | |
| Reference Name | |
| Reference Email Address | |
| Telephone Number | |
| Project Name | |
| Project Value | \$ |

| | |
|--------------------------------|----|
| Company Name | |
| Address | |
| Reference Name | |
| Reference Email Address | |
| Telephone Number | |
| Project Name | |
| Project Value | \$ |



Adams County Finance Department
Purchasing Division
4430 S Adams County Parkway
Brighton, Colorado 80601

INVITATION FOR BID

**APPENDIX A
SAMPLE AGREEMENT**

The Sample Agreement is included in this solicitation for informational and reference purposes only.

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FACILITY OPERATIONS

POLICY & PROCEDURE

POLICY NO: FO – 005

TITLE/SUBJECT: Facility Operations – Safety Program

EFFECTIVE DATE: 11/2012

Dates Revised: 11/2012 03/2013 01/2014 _____

POLICY:

The purpose of this policy is to promote excellent safety practices within the Facility Operations Department. All staff and contractors working within Facility Operations will follow the safety program at all times. Safety is everyone's responsibility. Unsafe working conditions are not acceptable!

PROCEDURE:

SAFETY GUIDELINES

The following is intended to be a guideline for the safe use of equipment and materials in Facility Operations. These guidelines are not to be considered complete or limiting in scope. Employees are responsible for assessing the need for and the use of personal protective equipment (PPE). Facility Operations will provide personal protective equipment for the employees use.

FACILITY OPERATIONS RESPONSIBILITIES

Facility Operations will work to provide a safe and healthy work environment for all employees. All safety equipment necessary to perform the job in the safest possible manner will be supplied through your immediate supervisor. Facility Operations will correct, to the best of its ability, any hazardous situation that has the potential to endanger the lives or well-being of any employee or customer.

SUPERVISOR RESPONSIBILITIES

Supervisors are responsible for maintaining and allocating a portion of their budget for safety. Supervisors are responsible for complete, accurate, and timely reporting of all employee personal injuries and/or accidents. Supervisors will ensure that employees receive proper training regarding the correct and safe way to operate all equipment. They will inform the employees of any new or special job-related training offered by the Facility Operations Department or the County. Supervisors will identify and report all hazards immediately.

EMPLOYEE RESPONSIBILITIES

In order to make the Facility Operations safety program a success, it is the employee's responsibility to understand the safety rules and procedures set forth in this document. If a condition is unsafe or destructive to any person or property, correct the situation, report the incident to your supervisor, or report it to the appropriate responsible person. It is the employee's responsibility to use protective equipment required or suggested in this procedure. Proper care and treatment of such protective equipment is required in order to keep it in good working order.

CONDUCT

Make it habit to work safely every day. Practical jokes, horseplay, fighting, or any other activity jeopardizing your safety or any other employee's safety will not be tolerated. Be sure to acquire all of the proper safety gear for the job. Safety devices and guards installed on machines and equipment are there to protect employees and must not be removed or made inoperative.

INTOXICANTS

The use of intoxicating beverages and/or drugs during working hours is strictly prohibited and is cause for disciplinary action up to and including termination. Any employee under the influence of intoxicating beverages and/or drugs will not be allowed on the job. Physician-prescribed medication will be allowed provided it does not impair job performance. The supervisor must be notified of any new prescription or change in prescription, which affects the employee's ability to perform their assigned job duties.

HOUSEKEEPING

We all need to practice good housekeeping. The work we perform can produce dust and debris, sawdust, and scrap metal filings and chips. It is imperative that we clean up after every job. Time to clean up your work area should be incorporated into your work schedule. This habit will help promote a clean and efficient work environment.

CLOTHING

Facility Operations employees are required to dress appropriately for their particular job and use the proper safety equipment as required. When working near equipment or with chemicals, wear full length pants, coveralls and closed-toe shoes. Loose clothing, a dangling watch, key chains, or any other unnecessary dangling items are prohibited when working with, on, or around any machinery with moving parts. Rubber gloves and aprons are to be worn when the work requires them. If ever in doubt, put them on. Many positions are required to work in extreme, inclement weather. Proper attire is required to avoid adverse exposure to high and low temperatures, rain, snow, high winds, etc. When performing any job related duty outside of the building, an approved reflective safety vest will be worn at all times.

EYE PROTECTION

Eye protection is to be worn whenever work is being performed in ceilings, in or around potentially hazardous situations. Non-prescriptive safety glasses or goggles can be obtained from your supervisor. All personnel involved in work where flying particles are a hazard should have access to, and wear, safety glasses or goggles.

HEARING PROTECTION

Ear plugs will be provided to all employees. Ear plugs are to be worn in all areas where loud noise or continuous noise is a problem. They are available through your supervisor.

MATERIAL SAFETY DATA SHEETS

All employees should be familiar with Material Safety Data Sheets (MSDS). The MSDS provide specific safety information pertaining to various products and their use. If an employee needs MSDS sheets, he/she should contact their immediate supervisor.

WORK ENVIRONMENT

1. AREA PROTECTION

Work area protection involves warning staff and the general public that they are approaching worksites that pose possible safety hazards. Wet or slick floors, areas being stripped and waxed, and electrical cords which pose possible trip hazards are a few examples. This protection can be accomplished by placing barricades, cones, caution tape, and/or signs in the vicinity that warn of an approaching hazard.

2. LIGHTING

Always use adequate lighting to illuminate the work area and to ensure safe completion of the work. For temporary lighting use extension cords or other electrical sources that are properly insulated and grounded. Cords that run across a walkway must be taped down and marked as tripping hazards.

3. VENTILATION

Exhaust ventilation systems, where provided, must be used whenever work is in progress. Never begin a job that requires special exhaust procedures until adequate ventilation is ensured.

WORK AREA GUIDELINES

Fire doors shall not be propped open. Doors that you unlock must be relocked during breaks, whenever you are out of the area, or at the completion of the work in these rooms. Minimize the number of doors left unlocked while working. Friends, relatives, or other visitors, who are not employed by Facility Operations are generally restricted. Friends, relatives, or other visitors are not to provide assistance to employees in their work, nor are they to provide companionship during work hours.

CONFINED WORK SPACES

A confined work spaces is defined as;

1. Dangerous or potentially dangerous work area, with only restricted openings for entry and exit that would make an emergency escape difficult. Contributory factors that make a confined space more dangerous include:
 - lack of ventilation,
 - contents that are known or potential hazards
 - underground location,
 - location inside a tank or container, and location in a space not intended for prolonged human occupancy.

Typical safety hazards of confined spaces are insufficient oxygen, chemical fumes or vapors, and the possibility of being trapped due to insufficient means of exit. No persons shall work in a confined space without the appropriate proper professional training.

Lockout / Tag Out

The purpose of this policy is to provide a safe working environment for Facility Operations employees and Outside Contractors while they are performing maintenance or repairs on mechanical equipment or electrical circuits.

This procedure establishes specific requirements for the lockout and/or tag out of any energy isolating devices (e.g. disconnect switches, circuit breakers, natural gas, valves). It will be used to ensure that machines or equipment are isolated from all potentially hazardous energy sources and locked out and/or tagged out before any employee performs any service or maintenance work, where the unexpected energizing, start up or release of stored energy could cause injury (e.g. electricity, hot water, burns and other injuries).

Supervisors will instruct each new employee within the Facility Operations department in the purpose and use of the lockout/tag out procedure.

All maintenance personnel in Facility Operations will be instructed in the safety significance of the lock out and tag out procedure.

PROCEDURE:

Located in the Maintenance Shops are Lock Out/Tag out Boxes. These boxes contain padlocks with one key attached to the lock. These locks all have different keys, and only one key exists per lock. Also provided in the boxes are multiple lock devices. These devices provide the option to use several locks to lock out one piece of equipment. Tags are also provided with space for users name, date and time. Chains are also available in these boxes to be used when it is necessary to provide extra protection while working on equipment that can inadvertently turn or move during maintenance procedures.

1. Any person that will be working on electrically powered equipment shall get a lock and a tag from the Lock Out/Tag Out box and go to the motor control center where the equipment is powered. They shall then turn the disconnect switch to the Off position. Each switch in a motor control center is provided with a Lock Out hole that will accommodate a padlock. Insert your padlock in this hole and lock in the Off position. Keep the key in your possession.
2. Put your name, and the date and time that the switch was locked out on the Tag Out card, then tie the card onto your lock or switch.
3. If more than one person will be working on the equipment that is shut down, use a multiple lock device in the hole provided in the disconnect switch. This will allow several locks to lock out the same switch. Each person using a lock on the multiple lock devices must tag his or her lock. All locks must be removed before the switch can be energized.
4. All Multiphase Electrical Feeders that serve facility equipment shall by code have a disconnecting means within sight, or within 50 feet of the equipment they serve. This disconnect shall be shut off anytime during maintenance of equipment. If for some reason

motor control center or switchgear is not providing the primary feed to equipment. This disconnect will be Locked and Tagged Out following the above steps.

5. If an employee is going to work on a single-phase circuit that might be serving a lighting receptacle or single phase equipment load, they must locate the panel that this load is being served from. They will then find what breaker in this panel will disconnect the power from the load. After the employee has tested this circuit and is satisfied that this breaker does turn off the circuit in question, they should place a Lock out Tag on the panel cover stating his name, the date, and time and breaker number.
6. Chains provided in the Lock out Boxes can be used on equipment / valves in any fashion that will prevent any moving part from moving during any procedure being performed on the equipment.
7. After an employee is done working on equipment, they shall remove locks, chains, multiple lock devices and tags from disconnects, panels and equipment. This equipment, upon removal, shall be placed back in their proper Lock Out/Tag Out box.

GENERAL HANDLING PROCEDURES

All objects to be handled should be inspected for slivers, jagged edges, burrs, and rough or slippery surfaces. Care should be taken to prevent fingers, toes, or other body parts from being pinched or smashed while handling a heavy or awkward load (including wearing gloves and safety shoes).

LIFTING, CARRYING, AND HANDLING SAFETY PROCEDURES

Many injuries result from sprains and strains of the back and joints. It is important that everyone uses proper lifting and handling procedures in an effort to reduce these injuries.

1. LIFTING

Before lifting any object, the size, weight, and shape of the object need to be considered to determine if it can be safely handled. Whenever possible use power or mechanical lifting equipment to avoid the hazards of manual lifting.

a. Lifting is subject to the following:

- Individual's capacity
- type of load
- frequency with which the load is lifted
- position in which the load must be lifted

The maximum lifting capability of each person is stated in his or her job description. Irregularly shaped or unevenly weighted objects are significantly more difficult to handle and may require two people to carry. Never attempt to lift more than you can carry comfortably. Get help when there is any question as to whether the object can be safely lifted by one person.

- b. Whenever possible, use the following steps to assure a proper lifting stance:
- Secure good footing with feet parted, one alongside, one behind the object.
 - Take a firm grip with both hands.
 - Tuck elbows and arms in.
 - Keep back straight - nearly vertical.
 - Tuck chin in so neck and head keep a straight line.
 - Keep body weight directly over feet.

Once in this stance, lift with your leg muscles - slowly, smoothly and without jerking. When setting down a load follow the six steps in the opposite order, remembering to use your leg muscles rather than those of the back.

Avoid twisting while lifting, handling, or carrying a load. When carrying a load, turn yourself by pointing the forward foot in the direction of the eventual movement. When raising an object to or above shoulder height, bend knees and shift hand position so that the object can be boosted above shoulder level.

When carrying a load, you must be able to see ahead of yourself. If this is not possible, get help. Whenever possible, clear the path of travel before initially lifting the object. Planning a route to allow a place to set the load down if fatigue becomes too great is the best way to avoid accidents and/or injuries. If a heavy load is carried a great distance, your grip may lessen due to fatigue. If the object is slippery, awkward, or too heavy, it may be dropped causing foot injuries.

GENERAL EQUIPMENT SAFETY PROCEDURES

All tools and machinery must be clean and in proper working order. Do not work with or operate defective equipment. Report defects to your supervisor immediately! Tag defective tools to prevent their use and remove them from the job site, then report defect to your supervisor. Always follow the manufacturer's suggested safety precautions when using tools or machinery. Tools, rags, scrap, or any other object that could fall into or get caught in a machine should never be placed on, above, or around machinery.

HAND TOOLS

Improper use of hand tools causes disabling injuries. These disabilities result from misuse of tools or using tools that are damaged. Disabilities include loss of vision and eyes; puncture wounds from flying chips; severed fingers, tendons, and arteries; broken bones; contusions; infections from puncture wounds; and many other injuries.

1. Some safe practices to follow, which can prevent injuries:
 - Always wear safety glasses or goggles to protect eyes. In operations requiring the use of hand or portable power tools, particles may fly. Therefore, it is essential that safety glasses/goggles, or equivalent eye protection, be worn by the operator and anyone in the immediate vicinity.

2. Select the right tool for the job. Examples of unsafe practices are:

Striking hardened striking faces of hand tools together (such as using any hammer to strike another hammer or hatchet);

- using a claw hammer to strike a steel chisel
- using a file or a screwdriver as a pry
- using a wrench as a hammer
- using pliers instead of the proper wrench.

3. Keep tools in good condition. Unsafe tools include:

- Wrenches with cracked or worn jaws, screwdrivers with broken tips, split or broken handles; hammers with chipped, mushroomed, or loose heads, split or broken handles; mushroomed heads on chisels; dull saws; and extension cords or electric tools with broken plugs, improper or removed grounding system, or visible damage.

4. Use tools correctly. Some common causes of accidents are:

- screwdrivers applied to objects held in the hand
- knives pulled toward the body
- failure to ground electrical equipment

5. Keep tools in a safe place. Many accidents have been caused by tools falling from overhead storage and by knives, chisels, and other sharp tools carried in pockets or left in tool boxes with cutting edges exposed.

KNIVES AND OTHER CUTTING TOOLS

Knives are essential for doing many jobs correctly, but they can be dangerous when not treated with proper care and caution. Likewise, they are a hazard when used improperly or used on a job that should be performed with another tool. Here are a few simple safety guidelines when using a knife:

- Keep cutting tools sharp and in good condition. A dull knife facilitates injury because of the extra work required to do the same job.
- Store the cutting tools in a rack or tool box when not in use. This protects you and prevents damage to the blade.
- If you must carry a knife on the job, carry it in a sheath or holder. When using a utility knife, remember to close it.
- Cut away from your body. The most common accident when using a knife is cutting the hand or fingers of the guide hand. Be aware of your guide hand when cutting long sections.
- Wipe blade clean on a towel or cloth, not on your clothes. Working with a dirty or wet knife is working with a tool that is not in proper working condition.

LONG-HANDLED TOOLS

- Inspect wooden handles before use. Replace those that are loose, cracked, or splintered. Don't tape or wire a defective handle. This does not eliminate the hazard.
- Inspect the head of the tool. Check to see that it is securely attached to the handle and is in good condition to do the work it is designed for.
- Carry long-handled tools upright with the handle vertical so as not to poke anyone in front of or behind you.
- Never leave long-handled tools lying on the floor where they pose a tripping hazard. Don't leave them leaning against a wall or door where they could fall over and present the same problem.
- When using a long-handled tool, keep work out in front of you so as not to trip on the working head.
- Be aware of what is directly behind you when using long-handled tools. It has been a common occurrence for employees to injure themselves by backing into desks, chairs, counter tops, etc.

LADDER SAFETY

Ladders are a vital tool used when performing work within the facilities that we maintain. Annually, all Facility Operations personnel are responsible for reviewing the "Ladder Safety" training video and completing the assigned quiz.

1. Proper use of a ladder is described below;
 - Properly set-up and use the ladder in accordance with safety instructions and warnings. Wear shoes with non-slip soles.
 - Center body on the ladder and keep belt buckle between the rails while maintaining a firm grip.
 - Haul materials with a line rather than carry them up an extension ladder. Use extra caution when carrying anything on a ladder.
 - Have another person help with a heavy ladder. Have another person hold the ladder while you are working on it.
 - Move materials with extreme caution so as not to lose balance or tip the ladder.
 - DON'T climb a closed stepladder.

- DON'T climb on the back of a stepladder.
- DON'T stand or sit on a stepladder top or pail shelf.
- DON'T place the base of an extension ladder too close to or too far away from the building.
- DON'T over-reach, lean to one side or try to move a ladder while on it. Climb down and then reposition the ladder closer to your work.
- DON'T exceed the maximum load capacity or duty rating of a ladder. DON'T permit more than one person on a single-sided stepladder or an extension ladder.
- DON'T climb a ladder if you are not physically and mentally up to the task.

SHOVELS

Part of keeping a snow shovel in good condition is trimming off curled edges. Trimming should be done as the curled edges present a work impediment or a safety hazard.

Lift a shovel load as you would any other load, keeping the back as straight as possible and using your legs to do the lifting rather than your back. Use the ball of the foot to press a shovel into stiff ground or material. This helps avoid damage to the arch of the foot or other injury resulting from the foot slipping off the shovel. When digging with a shovel, proper footwear is essential in preventing injuries.

MACHINERY

Because of the many moving parts and constant current of electricity associated with machinery, it is important to exercise extra care.

Operate only the machinery that you have been trained to use properly. When servicing or inspecting any machinery, be sure it is unplugged or the breaker is turned off. Lock Out/ Tag Out the power source as needed. Disconnect the switch.

- Do not operate any machine if it is not functioning properly. Make sure the machine is in good working order before starting use. Discontinue use of a machine if anything is unusual about its performance.
- Don't leave portable machinery plugged in and unattended! Unplug the machine when not in use and never leave it unattended in a place where anyone who is not authorized to use it might have access to it.
- Before using any electrical machine, inspect the cord for bare or frayed wires and the plug for bent or broken prongs. Ask your supervisor to get defects repaired before using the machine.
- Keep all safety guards in place and operating properly at all times. If missing or partially detached, they will hinder your work process and could pose a threat of injury. They are there for your protection.

- Keep track of where the cord is and avoid using machinery in a location where the cord presents a tripping hazard.
- Mark any cord that crosses a walking path. When using extension cords, keep enough slack so that the cord remains on the ground to avoid getting pulled from the outlet. This can cause bent or broken prongs or can pull the wire or insulation from the plug, which may present a shock hazard. For the same reasons, unwind the cord before plugging it in and unplug the cord before winding it back up.
- When checking batteries or wiring, make sure the power is turned off.

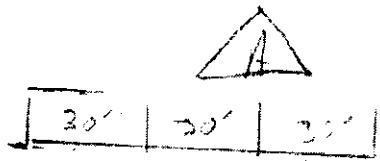
WAYS TO AVOID TOOL ACCIDENTS IN THE SHOP

Supervisors should incorporate a program to control tool accidents by following these points:

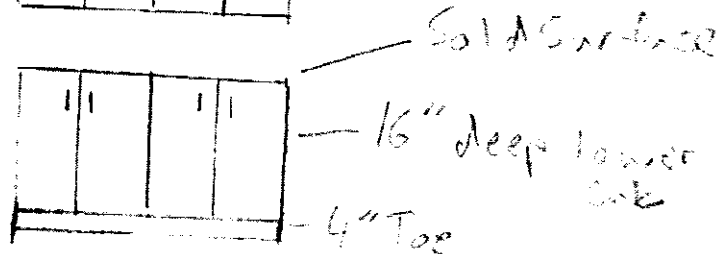
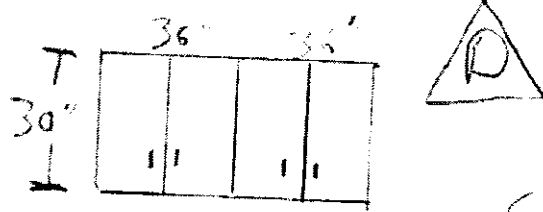
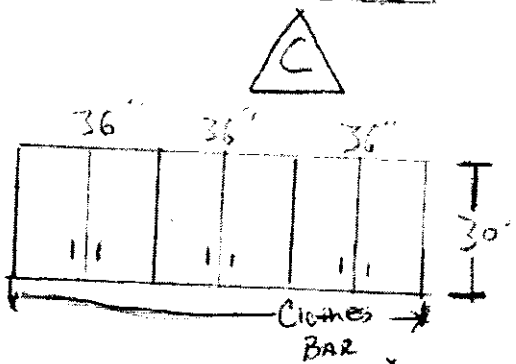
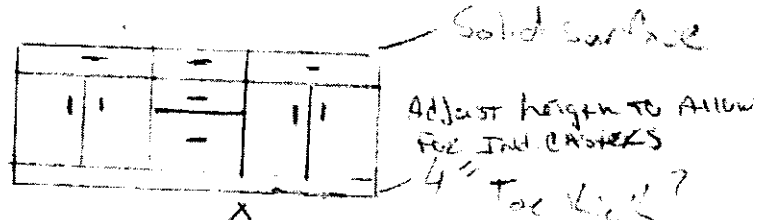
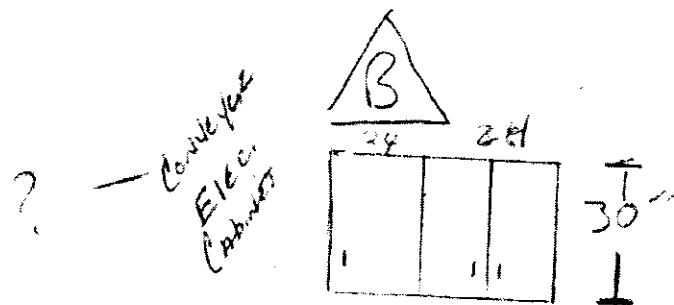
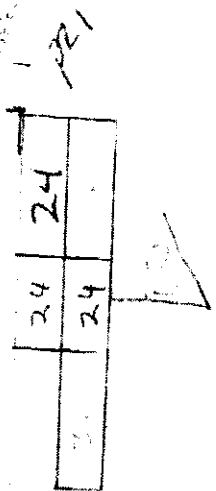
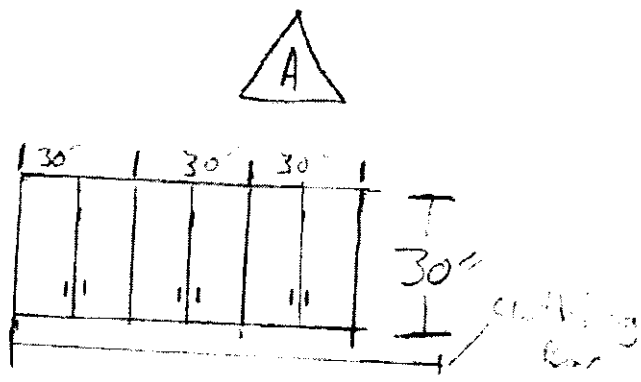
- Train employees to select the right tools for each job and ensure they are available.
- Establish regular tool inspection procedures to make sure tools are maintained in safe condition.
- Train and supervise employees in the correct use of tools for each job.
- Enforce use of proper personal protective equipment.
- Plan each job in advance in order to use the proper tool (not makeshift or substitute tools).
- Do not use conductive tools on or near electrical wiring or equipment.
- Never leave unsecured tools on elevated places. For example; when working near an open grating, use a screen or other suitable covering to secure tools, thus preventing them from falling and injuring person below.
- Don't attempt to correct defective handles of tools by taping or wiring them. Wooden handles that become loose, cracked, or splintered must be replaced.

APPROVED BY: _____
Mike Goins, Director of Facility Operations, Adams County

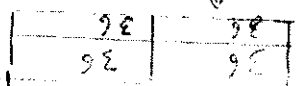
(Prep Room)

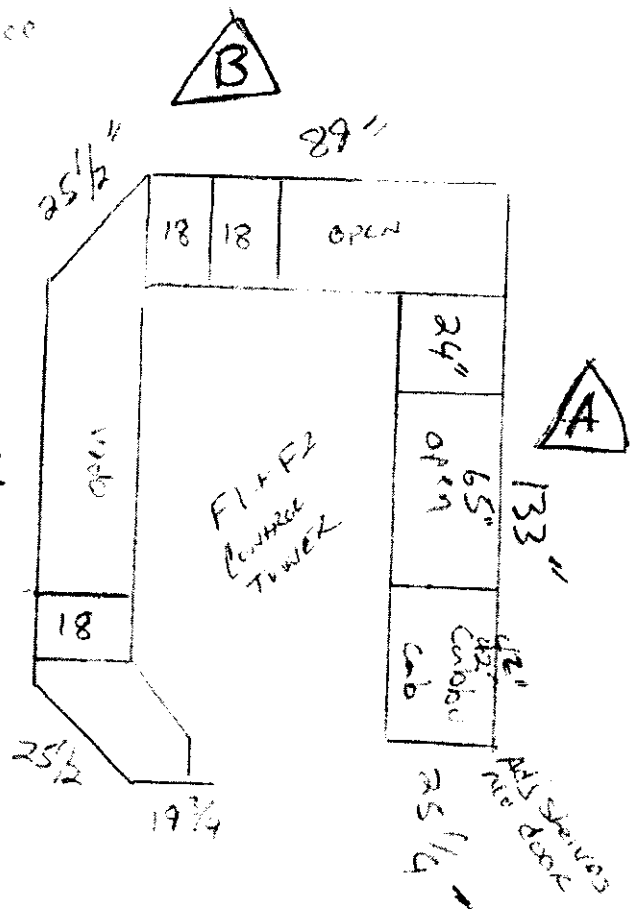
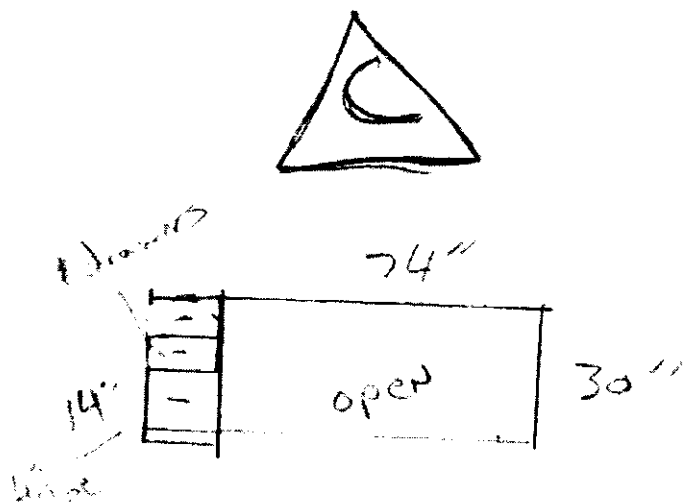
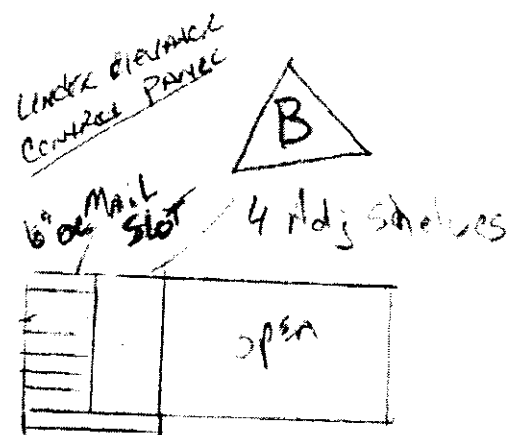


Clothes Bar



16 inch deep lower cabinet





* Soil Surface Temp

* All Cabinets x 2
and Tops

F1 + F2
CENTRAL
TOWER

Medical
Narcotics Room
North
Wall

| | |
|----|----|
| 30 | 30 |
|----|----|

12" deep

| | |
|--|--|
| | |
|--|--|

30" TALL

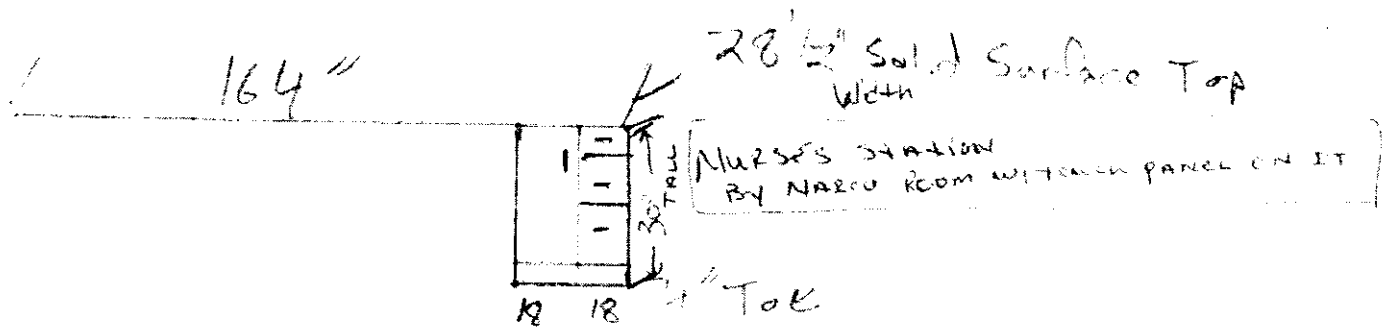
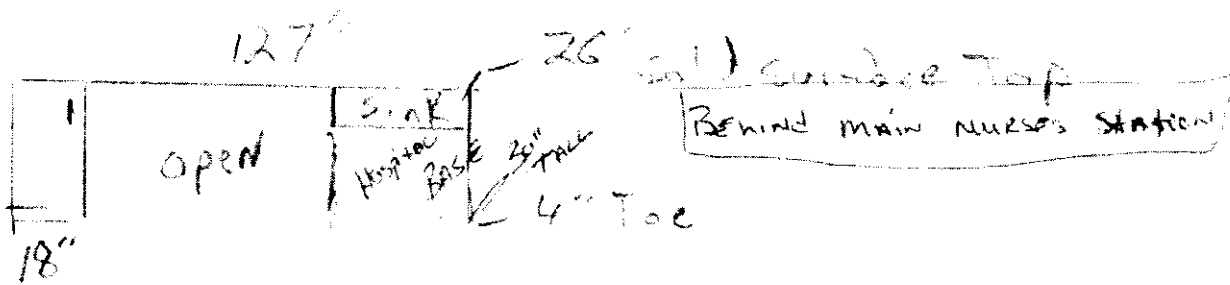
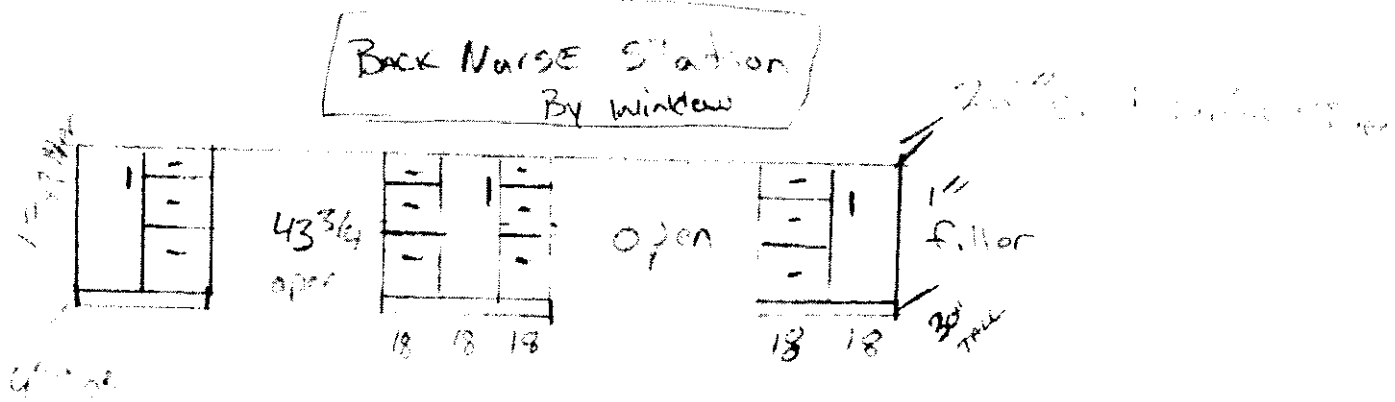
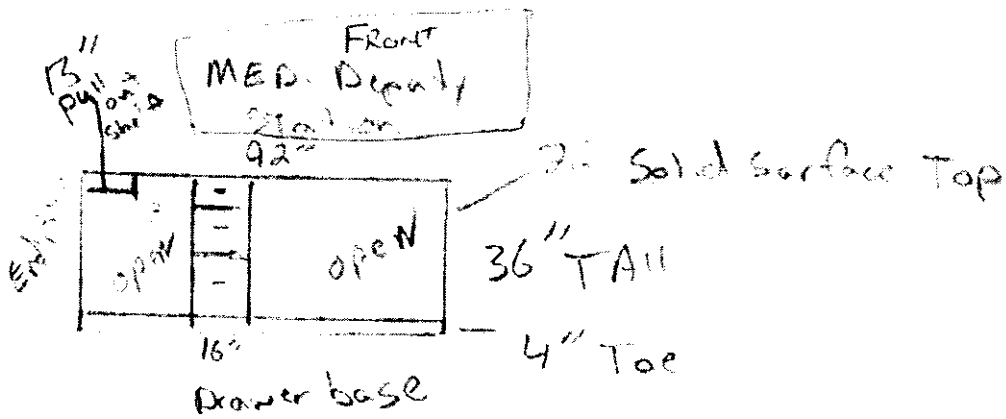
SINK WALL
NARCOTICS ROOM
UPPERS w/ Ad's Stoves
15" deep

| | | | |
|-----|----|----|----|
| 30" | 36 | 36 | 18 |
|-----|----|----|----|

STAINLESS
SINK
18" DRAINAGE BASE
4" TOE
NEGATIVE SINK
BASE

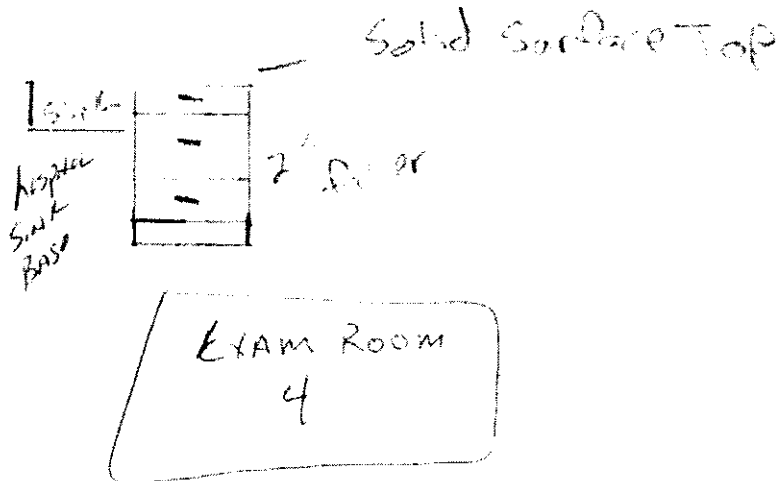
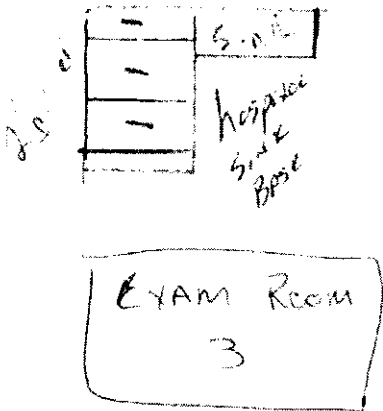
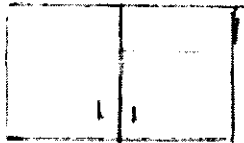
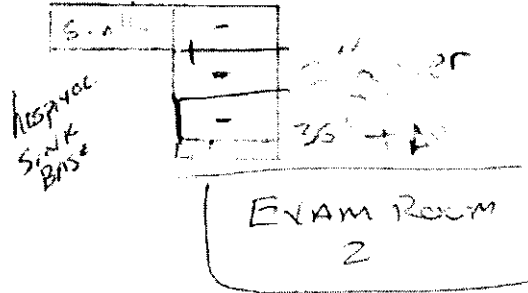
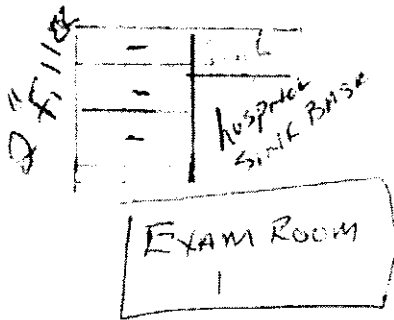
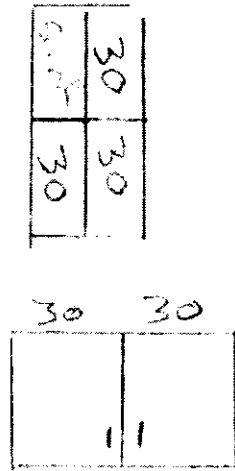
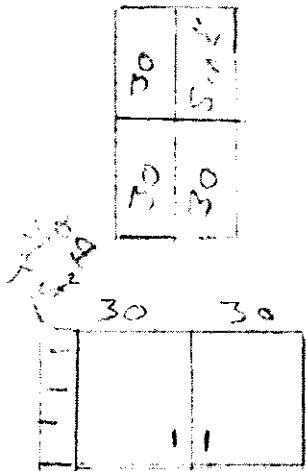
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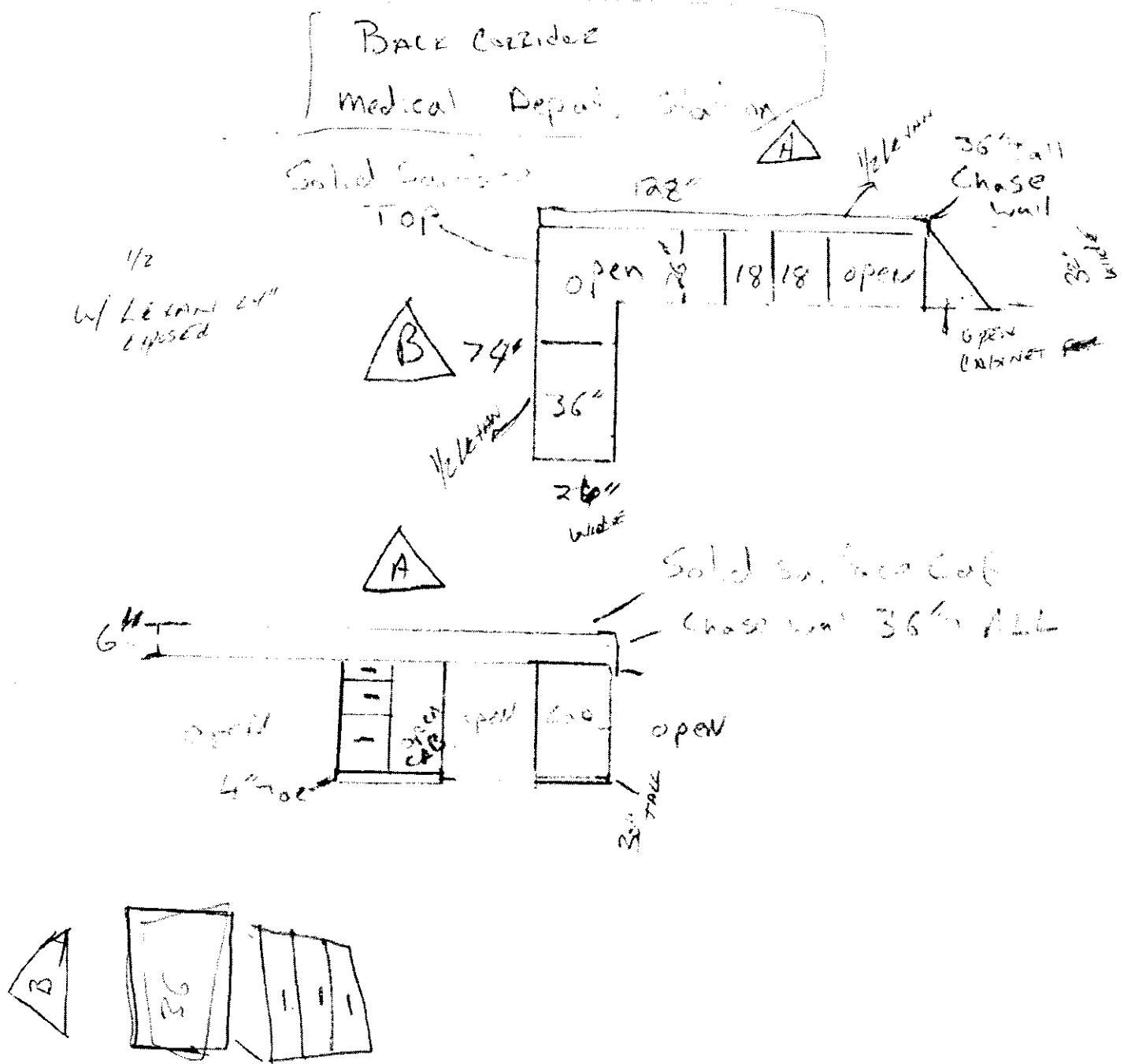
All uppers min 2 Ad's Stoves
All BASE min 2 Ad Stoves
Closer Red Supplied By OTHERS



Water Stations

Exam Rooms 1, 2, 3, 4





Industrial
Brackets can be used
to support Lexan on
chase wall but will need
to be laminated
w/ sand surface
or steel and tie
ripped side

Slope to prevent
leaking in drum
place at edge

1/2 Lexan
16" Int. Ht.
Front

1/2 plywood

1/2 Lexan w/ eased edge
24" above work surface
Lexan will sit on plywood edge & will
be pushed in between chase wall & base cabinet
By an inmate & is to provide security from an
inmate's ability to remove items from the work
surface by reaching over the wall.

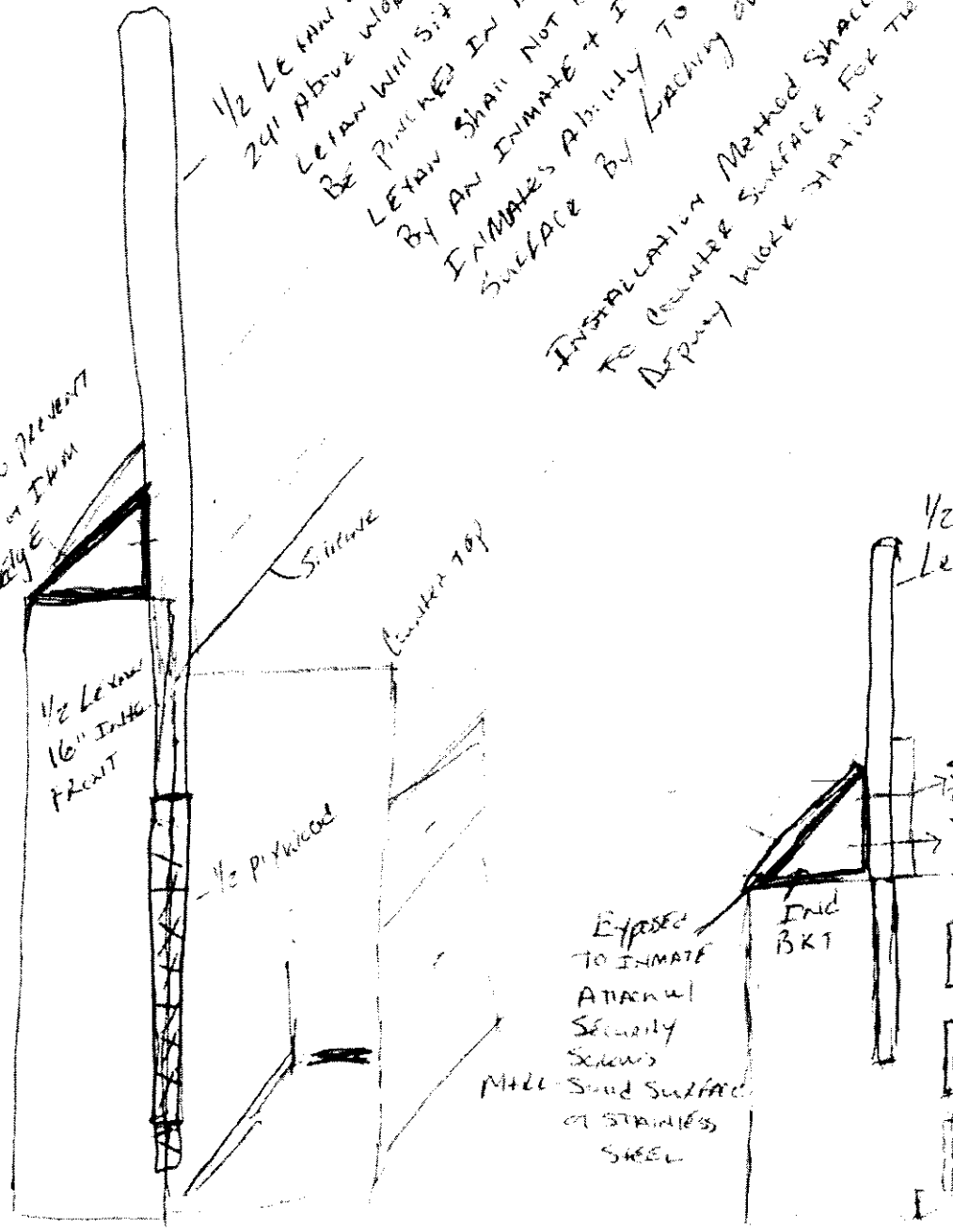
Installation Method shall be applied
to counter surface for the base
dumpy block station

Exposed
to inmate
Attitudinal
Security
Screws
Mtl. Sand Surface
or stainless
steel

Ind
BKT

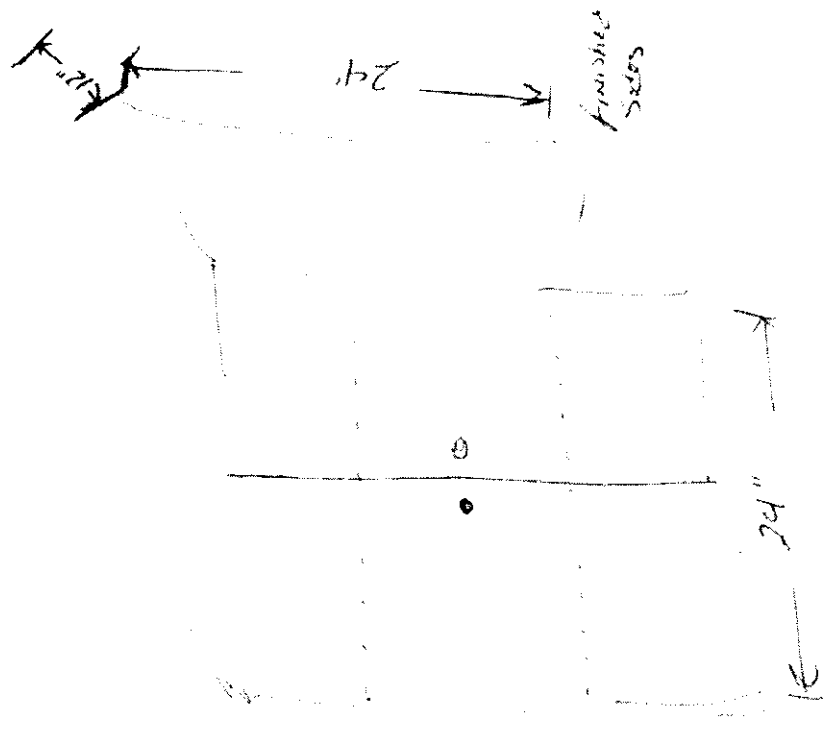
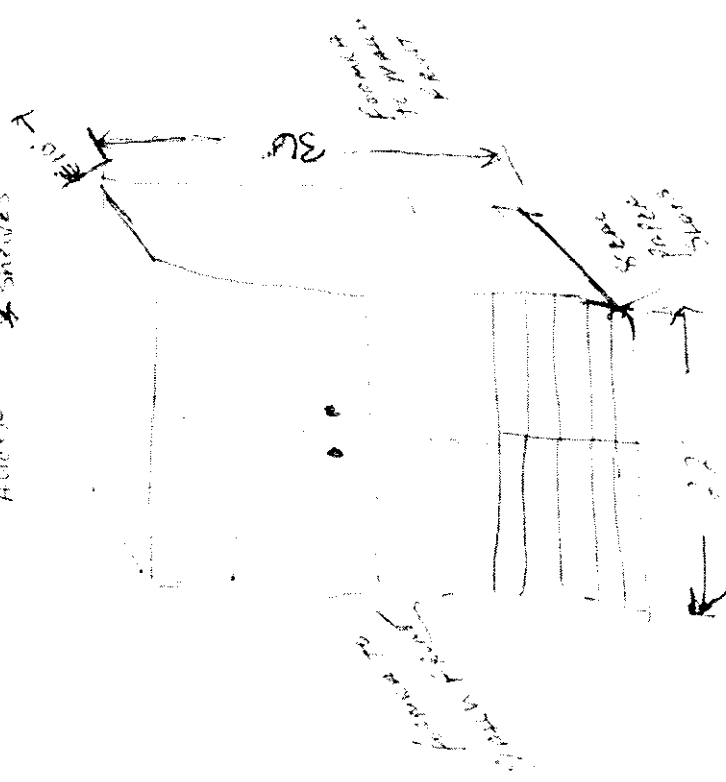
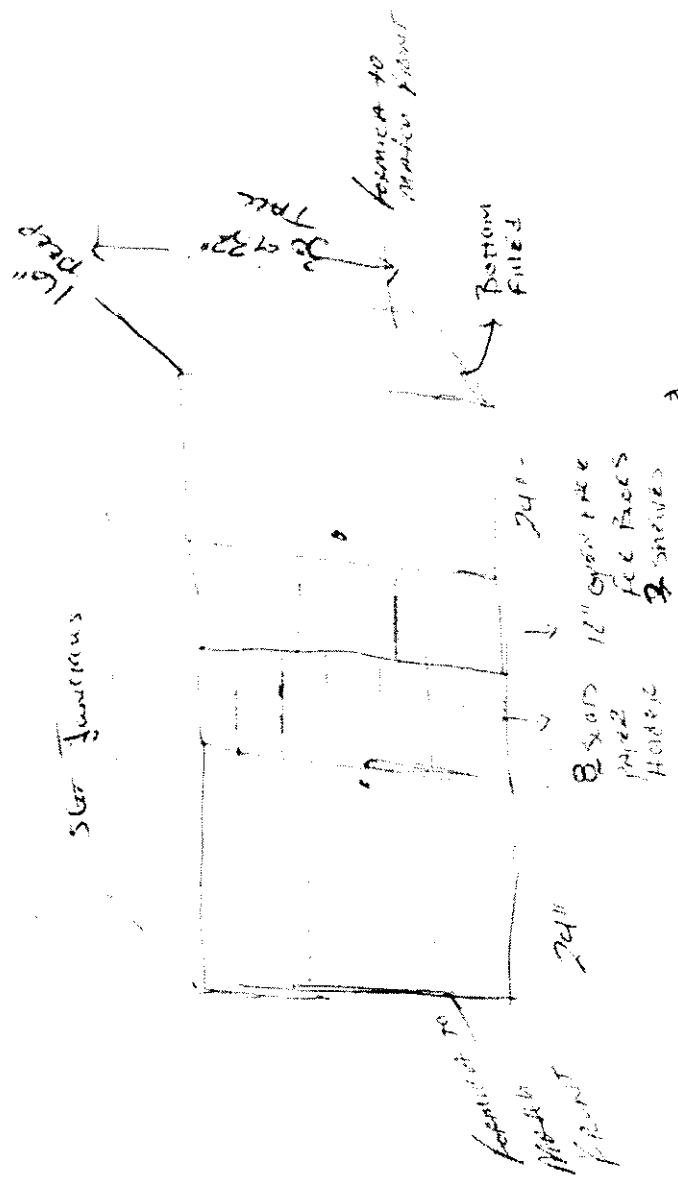
1/2
Lexan

Slid surface
Back splash
to help secure
Lexan use
Bridges/anchors
to attach to
BKT for
stability
Bridges on
counter side
Recess to
hide, use
color match
caulk to
hide



Add Alternates Bookmy SGT's Office

- Maple Fusion 4x8x8
- White Pine Inside
- PVC Edging
- PVC Paper Doors
- Handy Shelves
- Great to hang on wall + inside



Blue Chase door

SGT's Office
By Alternates

BOARD OF COUNTY COMMISSIONERS FOR
ADAMS COUNTY, STATE OF COLORADO

RESOLUTION ESTABLISHING LEGAL HOLIDAYS TO BE OBSERVED BY ADAMS
COUNTY GOVERNMENT OFFICES IN 2018

Resolution 2017-486

BE IT RESOLVED, by the Board of County Commissioners, County of Adams, State of Colorado, that the legal holidays to be observed by Adams County Government Offices during 2018 calendar year shall be as follows:

| <u>DATE</u> | <u>DAY</u> | <u>HOLIDAY</u> |
|-------------------|------------|-----------------------------|
| January 1, 2018 | Monday | New Year's Day |
| January 15, 2018 | Monday | Martin Luther King, Jr. Day |
| February 19, 2018 | Monday | Presidents' Day |
| May 28, 2018 | Monday | Memorial Day |
| July 4, 2018 | Wednesday | Independence Day |
| September 3, 2018 | Monday | Labor Day |
| October 8, 2018 | Monday | Columbus Day |
| November 12, 2018 | Monday | Veterans Day |
| November 22, 2018 | Thursday | Thanksgiving Day |
| November 23, 2018 | Friday | Day after Thanksgiving |
| December 24, 2018 | Monday | Christmas Eve |
| December 25, 2018 | Tuesday | Christmas Day |

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

| | | |
|---------------|-------|-----|
| Henry | _____ | Aye |
| Tedesco | _____ | Aye |
| O'Dorisio | _____ | Aye |
| Hansen | _____ | Aye |
| Hodge | _____ | Aye |
| Commissioners | | |

STATE OF COLORADO)
County of Adams)

I, Stan Martin, County Clerk and ex-officio Clerk of the Board of County Commissioners in and for the County and State aforesaid do hereby certify that the annexed and foregoing Order is truly copied from the Records of the Proceedings of the Board of County Commissioners for said Adams County, now in my office.

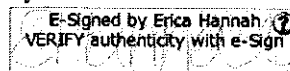
IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said County, at Brighton, Colorado this 17th day of October, A.D. 2017.

County Clerk and ex-officio Clerk of the Board of County Commissioners

Stan Martin:



By:



Deputy



ADAMS COUNTY SHERIFF

Michael T. McIntosh, Sheriff
SheriffMcIntosh@adco.gov.org

Harold Lawson, Undersheriff
UndersheriffLawson@adco.gov.org

Detention Facility Background Prescreening Questionnaire

Printed Full Name: _____ Phone _____

Date of Birth: _____ Social Security Number: _____

Driver's License Number : _____ Driver's License State _____

Company / Agency _____

1. Have you ever been convicted of a felony or crime involving moral turpitude (indecent exposure, unlawful sexual contact, etc.) or been dishonorably discharged from any branch of the military?
☐ Yes ☐ No
2. Have you used or cultivated marijuana (whether prescribed or not) or used steroids without a prescription within the last 1 year?
☐ Yes ☐ No
3. Have you used any illegal "hard drugs" such as amphetamines, methamphetamines, cocaine, ecstasy, heroin, inhalants, LSD (acid), psilocybin mushrooms within the last 5 years?
☐ Yes ☐ No
4. Have you used any prescription drugs that were not prescribed to you for the purpose of causing euphoria ("getting high") within the last 5 years?
☐ Yes ☐ No
5. Have you ever sold, manufactured, dispensed, distributed or transported any illegal drugs including marijuana?
☐ Yes ☐ No
6. Have you been convicted of driving under the influence of alcohol or drugs or driving while ability impaired by alcohol or drugs within the past 3 years?
☐ Yes ☐ No
7. Have you ever falsified any official report or document or testified in any official proceeding under oath and lied?
☐ Yes ☐ No

The information you are providing may be verified at a later date through other components of a full background investigation.

Signature: _____ Date: _____

WALK-THRU SIGN IN SHEET

MANDATORY YES_X_ NO_

SOLICITATION #

2018.623 / CABINETRY REPLACEMENT - DC

DATE: THURSDAY, MAY 31, 2018

NAME

AGENCY OR COMPANY

E-MAIL ADDRESS

PHONE NUMBER

Karl Schmidt

Classic Contractors Karl.Schmidt@cc-mail.com

970-371-1604

Seth Gross

G2 Construction LLC

seth@g2built.com

9702223584

Michael Salchun

Winteston Const

Michael.Salchun@wintestonconstruction.com

603-645-7513

*Disqualified



Adams County Finance Department
Purchasing Division
4430 South Adams County Parkway
Brighton, Colorado 80601

Addendum #1

RFP Issue Date: June 8, 2018
RFP Number: IFB-SS-2018.623
RFP Title: **INTERIOR / EXTERIOR WINDOW REMOVAL & INSTALLATION PROJECT – DETENTION CENTER**

- **The following is a revised bid schedule:**
 - Bids Due: 2:00PM - June 15, 2018
- **Attached Separately:**
 - Mandatory Pre-Bid Site Visit / Walk-Thru Attendees
- **Answers to Submitted Questions:**

I. Attachment C Questions:

- Under Project Items: do separate bids need to be submitted for each of the specific areas, including the Alternate Area listed under Project Items?
 - a) *Yes.*
- Material pricing: do we need only submit a unit price for each of the materials indicated on this attachment? Do we need to provide extended pricing for the listed materials?
- Under Shipping/Handling: does the county want the total shipping cost, including packaging, handling and transit for the entire project? What pricing information is required here?
- Under Labor: do we need to provide hourly rates for each specialty, or extended total of labor
- for the projects?
- Please clarify the bid form.
 - a) *Refer to the Scope of Work and Revised Attachment C. _Bid Pricing Sheet.*

II. Questions Regarding Attachment A – Scope of Work:

1.1: Does this apply to this project?

- a) No; this item is hereby removed.*

~~The selected Contractor shall provide interior/exterior window removal, replacement, and installation services as specified herein.~~

3.1: Does this apply to this project?

- a) Yes; this item is hereby modified and incorporated herein.*

Initial work to be performed currently includes the ~~exact~~ location for Cabinetry Construction and installation services for the County; however, it is understood and agreed that the County may, at its sole discretion during the term of the contract, request additional Cabinetry Construction Work, ~~replacement~~, and installation services from the selected Contractor. No guarantee of additional services throughout the term of agreement as all work deemed necessary shall be per fund appropriation.

4.7: Will subcontractor need a background check completed before field measurement of site -for the purpose of providing shop drawings for approval?

- a) NO; the County can escort the Contractor, but highly recommend that they e-mail to schedule this task.*

5.6: What areas with exposed, outside corners require stainless-steel corner-guards?

- a) Property room Section A,B,C,D, intake, F1-F2 tower section A listed as cubby, Medical front deputy station Section base cabinet that will be exposed to the hallway area, Back nurses station section with the sink both ends, Back medical deputy work station all corners that will be facing the inmate corridor.*

5.6: What are the specifications for the stainless-steel corner guards, ie: gauge, width and finish?

- a) US32d finish, Medical deputy stations 4"x4" and shall be the length of the base cabinet, property, intake 3"x3". These shall be a heavy enough gauge to take a direct hit from a cart and not damaged the cabinet base corners.*

5.7: This being exposed end panels, underside of upper cabinets?

- a) End panels shall batch the exterior face of the cabinets(fusion maple, the bottoms of the upper cabinets will be flush and can be white melamine.*

5.10: Other than Narcotics Room locks, are you looking for standard cabinet drawer and door locks (Kenstan for example)?

- a) Narcotics room base cabinets will need to be keyed differently than the upper cabinets.*
- b) All upper cabinets in the narcotics room will have medications stored in them so all upper cabinets in the narcotics room will need to be keyed the same. The front and back deputy station bases will need to be keyed the same and will not match the keys used in the narcotics room.*

In regards to the millwork package: which drawers and doors get locks?

c) Only those that have been specified in the scope of work and what is listed above.

Are they secured by locks?

d) Medical narcotics room uppers all keyed the same, and bases keyed the same but different key number than the uppers, medical front and back deputy work station drawers all keyed the same but use a different key that is not used in the narcotics room.

5.11: Are there special lock specifications for the Narcotics Room Cabs?

a) Keyed or cam.

5.11: Which drawers/doors in Narcotic Room get separately keyed locks to permit access to specific categories of medication?

a) All base drawers need to be keyed the same, all upper cabinets need to be keyed alike but utilize a different keyway than the base cabinets.

5.18: Shall cabinet drawers and doors have pulls or D-shaped handles?

a) 96mm nickel.

5.21: Please specify height for Property Room Area-B. Should this be 36" or ADA compliant (including castors)?

a) 36" including castors.

5.22: Should storage cabinet in the Intake Room be at ADA compliant height ADA?

a) No, this is a cubicle cabinet for shoes that will be on casters, but this will need S.S corner protection.

5.24: What areas should be required to be ADA compliant?

a) All areas should be ADA compliant per the Colorado State standards.

5.27: How much noticed must be given to schedule the disconnect of: plumbing, electrical and data?

a) 3-5 days notice please, due to having to schedule multiple departments to disconnect.

5.28: Will cut-sheets be available for the cutting of the sink penetrations?

a) No, if needed the winning bidder can site walk the area and obtain measurements.

6.2: Are there special requirements for disposing of debris -timing, routes, escorts, notifications?

a) All items must be secured when removing to take to the trash receptacle, maintenance will escort Contractor the first time and show the shortest route but from there on it is Contractor responsibility to insure that all trash is removed safely.

• Will crews encounter stairs, ramps or elevators while transferring debris to the dumpster location.

a) No.

6.2: Will metal racking currently existing in Property Room be disposed of along with existing millwork?

a) Millwork is trashed, all metal racking once removed will be handed over to the owner.

6.2: Will items not to be disposed of be marked accordingly?

a) Yes

6.4: Who will be responsible for deciding where furnishings, equipment and other items be stored while installation in areas is being undertaken?

a) Adams County Facility Operations.

7.1: Will work be conducted during regular hours of operations (7:00am – 3:30pm)?

a) Yes, please refer to the provided County holiday list, no work will be conducted on these dates.

7.1: What is the process for requesting additional time to complete daily installations?

b) As discussed in the site walk, if you are close and need a little extra time to fully complete an area the Facility Operations Supervisor or designee will stay late, but this shall not be the norm throughout the entire project. If you project that when you get to a specified area and will need extra time please be courteous and give notification ahead of time.

8.7: How early can work-crews arrive and check-in at the site.

a) Maintenance arrives at 7am, if the winning bidders proves that they are responsible and working safely and securely they can arrive when they need. Maintenance does not need to be onsite to supervise as long as the Contractors are compliant and are following policy.

8.7: Are parking passes or other paperwork required for crew vehicles while working on site?

a) No parking passes are needed, we do expect that if you are driving a truck with a tool box or van that all doors and tool boxes are locked to prevent theft or damage, all materials left in the truck bed should be secured or properly stored. All staff that will be onsite will be required to pass a Sheriff's background prior to starting the project, those that do not pass the background process will not be allowed to conduct work in the Detention Facility, please refer to the scope of work and the provided background form.

9.5: Do subcontractors that are not accessing the site need background checks?

a) No, if they are delivery drivers they do not have to go through the background process, if they need access to the secured portion of the Detention Facility then they will be required to go through the background process.

10.2: How long does it take generally to get a background check approved?

a) 3-5 business days.

11.6: Does this include initial punch items from 11.2?

a) Yes

12.1: Do shipments need to be scheduled in advance?

a) Yes

If so, who would be the point of contact for scheduling deliveries?

a) Adams County Facility Operations Supervisor.

- What are the delivery hours for the facility?

b) 7am to 3:30pm

- Will deliveries occur at a truck dock, ramp or ground level location?

c) Ground level, If needed and the delivery is scheduled we can utilize a loading dock.

- Are there special requirements for accessing and delivering materials and product to the work areas?

d) Please refer to the scope of work, all Contractors working in a secured area of the Detention Facility will be required to complete and pass a background.

- Will crews encounter: stairs, ramps or elevators between the material storage/delivery areas and work areas?

e) Yes, elevator to the second floor control tower (F2).

- Will there be climate-controlled storage on site for materials and products prior to installation?

f) Yes.

III. Additional Millwork and Scope Questions:

- Will the existing upper cabinets, behind the back Nurses Station (Area-B) remain? I noticed that the drawing does not callout new upper cabinets for this area.

a) Please figure as an add alternate price.

- Will the contractor be responsible for installing the clothes bars?

b) No

- Can normal installation work such as: cutting, drilling, sanding be accomplished in the millwork installation area, or do crews need to establish a separate work area for these activities?

c) Most work can be completed within the area, items that will require sanding or will create dust or odors should be completed in a designated area for the safety of the staff, inmates and to limit false alarms to fire and life safety devices.

- Will the contractor be responsible for matching existing flooring in areas where the millwork configuration has changed as compared to existing layout?

d) No

- Will contractor be responsible for supplying countertop grommets?

e) Contractor, please refer to the scope of work.

- Are there special locks such as a Best Lock that would be required for this job.

f) National lock or Best Lock is fine.

- (2) 5.10 and 5.11: Would a master key be required. Specifications do required keyed alike, but no mention of a master key. We would assume keyed alike per room, but do not know if there is a master key required. The exception would be the lockers on Drawing Page 2; they show keyed differently. Same question, is there a separate master key required for the lockers or no master key at all.

g) No master key is needed if the drawers and cabinets are keyed as per the scope of work.

(3) We would prefer a standard cleat at our wall cabinets; not a French or Euro cleat, which would take new CNC programming.

a) We prefer that the cleat be angle cut so that the cabinet can be hung and removed by one staff member once the screws are removed the cabinet will be secured to the wall by the cleat and not fall. We have found that an angle cut cleat that matches the back of the cabinet is more secure.

(4) What mm of edge banding is required: 1/2, 1 mm, 2 mm or 3 mm. 1/2 and 3 mm are the most commonly used. We would assume 1/2" mm for cabinet box edges and shelving and 3 mm for doors and drawers.

a) PVC banding.

(5) We understand the bottom of the cabinets would be laminated, but unless it is done as an applied piece of laminate after the face, the edge banding will be visible at the bottom sides and the laminate would be in between the banding. Kindly advise.

a) The bottoms of the upper cabinets can be white melamine as long as they are flush(box type cabinet). The sides shall match the front of the cabinets(fusion maple).

(6) 5.8: The specifications state the bottoms of the wall cabinets shall be "filled/flush." I am not sure what this means.

a) Box type cabinets.

(6) 5.15: On the paper slots, it states white pvc/lexan. We would need a clear specification, a thickness and a section.

a) 1/8" white PVC.

(7) 5.16: We assume the underneath top means the required substrate, but what does filled plywood mean?

(9) 5.18: Please specify the 96 mm, 5/16" diameter pull. Otherwise, we would assume our standard 4" D-pull Brushed Chrome.

a) 96mm satin nickel.

(9) 5.21 and 5.22: Please specify the casters required.

a) L.G Rathbun caters 5"x2" ecoforma wheel with a 4"x4-1/2" steel plate, hole pattern 2-5/8x3-5/8.(P50)

(10) 5.24: We understand that all sink bases will not have doors and will have the sloped front panels per 5.25. Which other cabinet bases are supposed to be ADA compliant? 5.24: We are not sure how upper cabinets can be made to comply with ADA. Kindly advise

a) Standard height is fine.

(12) Will Auto Cad or Revit drawings on floor plans be available at no cost?

a) The County have these areas documented in pdf form.

(14) Section on work hours call for work during nights, but work will be done during normal hours.

a) Yes

(15) 6.3 states that cabinets that are removed must be replaced every day. On the walk-thru I got the impression that we would be able to work in an area for a longer time based on our schedule, ie a 1 or 2 week period in an area. Please clarify.

a) As discussed in the site walk, if you are close and need a little extra time to fully complete an area the Facility Operations Supervisor or designee will stay late, but this shall not be the norm throughout the entire project. If you project that when you get to a specified area and will need extra time please be courteous and give notification ahead of time.

b) Maintenance arrives at 7am, if the winning bidders proves that they are responsible and working safely and securely they can arrive when they need. Maintenance does not need to be onsite to supervise as long as the Contractors are compliant and are following policy.

END OF ADDENDUM #1

Prepared By: Shannon E. Sprague, CPPB
Date: 5/25/18 - 6/8/18

Attachment C - 2018.623 - Cabinetry Replacement & Install - Medical, F1, F2 Units Detention Center Bid Pricing Sheet**
***Revised**

| Item No. | Item Description | Material Description / Manufacturer / Model / Type | Est. Qty | UOM | Unit Cost | Total Item Cost |
|---|---|--|----------|------|-----------|----------------------|
| Project Items* Pricing shall include all shipping, handling, labor, installation, and materials. | | | | | | |
| 1 | Cabinets: Property Department | | 1 | Job | \$ | \$ |
| 2 | Cabinets: F1 & F2 Deputy Work Stations | | 1 | Job | | |
| 3 | Cabinets: Medical Department Nurses; Deputy Work Stations; Exam Rooms; Pharmacy; Narcotics Room | | 1 | Job | | |
| Material Items | | | | | | |
| Project Services & Material Total Amount : Items 1-3* | | | | | | |
| 4 | Hinges: 5.8. Hinge style will be five knuckle hinges with 3/8" reveal, hospital grade tip with a 270 deg swing radius | | 1 | Each | \$ | \$ |
| 5 | Counter Top: Solid surface material shall be Living Stone style Sand Castle or Hi-Macs classic Dessert Sand G01 | | 1 | Each | \$ | \$ |
| 6 | Laminate: Wilsonart Fusion Maple 7909-60 | | 1 | Each | \$ | \$ |
| 7 | LOCKS: KEYED DIFFERENT | | 1 | Each | \$ | \$ |
| 8 | NICKEL PULLS | | 1 | Each | \$ | \$ |
| 9 | PVC MAIL SLOTS | | 1 | Each | \$ | \$ |
| Project / Material Total Amount : Items 1-5* | | | | | | |
| Shipping / Installation / Labor Items | | | | | | |
| 6 | Shipping / Handling / Freight: FOB DESTINATION | | 1 | Job | \$ | \$ |
| 7 | Project Installation: Removal / Replace Onsite Installation, Delivery (Onsite), Set-Up, Labor, Debris Removal | | 1 | Job | \$ | \$ |
| Services Total Amount : Items 6-7* | | | | | | |
| Alternate Bid Item: | | | | | | |
| 1 | Booking Sergeants Office: Upper Cabinets | | 1 | Job | \$ | \$ |
| Project Completion After ARO* - Construction Contract | | | | | | |
| | | | | | | Calendar Days |

*Adams County anticipates project completion on or before December 31, 2018. All bidders are to provide the most accurate ARO work completion date.

**Additionally all submittals shall include an itemized time and materials pricing sheet for additional future work through and to included 12/31/2019.

