



City of Colorado Springs

**ADDENDUM #2
R23-074CA
August 9, 2023**

NAME OF PROJECT: "ON CALL FACILITIES SERVICES"

PROPOSAL DUE DATE: REMAINS: Friday, September 1, 2023 - NO LATER THAN 3:00 PM

This document shall become as fully a part of the above named solicitation and Contract Documents as if included and shall take full and complete precedence over anything stated or shown to the contrary in them.

Acknowledgment: Each Offeror shall indicate in the place provided acknowledgment of receipt of this Addendum.

Each and every Offeror, subcontractor, and material supplier shall be responsible for reading each and every item in this Addendum to ascertain the extent and manner it affects the work in which he is interested.

*****CHANGES TO THE PUBLICATION NOTICE*****

The following items and information are corrections and additions to the above referenced project.

1. Publish Pre-Proposal Meeting PowerPoint Slides

Offeror shall acknowledge receipt of this addendum by signing below, and this addendum must be returned as part of the proposal.

Signature

Date

Firm



ON-CALL FACILITIES SERVICES
R23-074CA
August 3, 2023

Introductions



Contracts Specialist

Crystal Abeyta

Procurement Services

(719) 385-5274

crystal.abeyta@coloradosprings.gov

Technical POC

Jenna Rosa, Support Services – Facilities/Maintenance

Steve Worf, Support Services – Facilities/Maintenance



Sign-In

Attendance will not be taken.

RFP Schedule of Events



Questions Due: August 15, 2023 by 3:00PM

Questions must be submitted electronically in Bidnet Direct (www.bidnetdirect.com).

Proposals Due: Friday, September 1, 2023 by 3:00PM

BidNet submittals only. Late proposals will not be accepted.

Interviews: If Necessary, September 2023

Award of Contract: September 2023

Notice to Proceed: October 2023

Period of Performance: Notice to Proceed – September 30, 2024 (Base Year)
5 Year Option Renewal Contract



Addenda/Amendments

The City reserves the right to amend the solicitation. If an amendment is issued, it will be posted on the Bidnet website (www.bidnetdirect.com). If you are not registered for automatic notification of changes, we recommend that you check the website for updates regularly.

All amendments or addenda issued must be acknowledged in your bid.

RFP Content



Number of copies: One (1) electronic submission via BidNet. Paper copies will not be accepted.

Page limit and restrictions: 25 Pages

Required Forms to be filled out: (Do not count against page count)

Exhibit 1	Proposal Certification with Reps and Certs
Exhibit 3	Exceptions Form
Exhibit 6	Qualifications Statement
Appendix A	Hourly Rates (submitted in separate envelope)
Appendix B	Facilities Service Categories Checklist
Appendix C	Minimum Insurance Requirements
Signed Addenda Acknowledgement(s), if applicable	

Notes:

- Please remember this is an electronic submission and ensure content is legible on computer monitors.
- Resumes do not count against the page count (see 2.5.B)

Facilities Service Category Checklist

(Appendix B – Required)



Please check the service category and sub-category that applies to your company's proposal.

Service Categories:

- 1) ☐ Buildings – Exterior
- 2) ☐ Buildings – Interior
- 3) ☐ Painting
- 4) ☐ Carpeting and Flooring
- 5) ☐ Fencing
- 6) ☐ Plumbing
- 7) ☐ Electrical and Lighting
- 8) ☐ Heating Ventilation and Air Conditioning (HVAC)
 - ☐ Preventative Maintenance
 - ☐ Mechanical Equipment and Controls
 - ☐ Major and Minor Repairs
 - ☐ Install, Replace, Cleaning, HVAC Equipment and Controls

Project Specifics

- On-Call Facilities Services List Available to ALL CITY DEPARTMENTS
- Initial Contract Award will be based on Qualifications (Scoring Criteria, Section III)
- Funding will be Issued by Task Order
 - City Projects will be put out to the On-Call List for Pricing/Schedule, a selection will be made based on Best Value
 - A Task Order will be Awarded
 - No Minimum Guarantee of Work Awarded

Project Examples



Building Exterior

- Repair bollards and surrounding pavers
- Graffiti removal/cleaning
- Repair building reflector

Building Interior

- Furnish and install cabinets
- Window tinting and replacement
- Repair damaged drywall/ceiling due to possible flooding/leak
- Ventilation
- Moving services
- Repair and troubleshoot door/jamb and locking mechanisms

Project Examples



Painting

- Painting of large sections of office (typically with a remodel)

Carpeting and Flooring

- Remove old, and furnish and install new carpet
- Repair damaged floor due to possible flooding/leak

Fencing

- Repair or replace broken fencing

Electrical

- Wiring

Project Examples



Plumbing

- Jetting/hydro jetting services
- Auguring
- Flushing sensor repair
- Run cable due to sink backing up
- Perform a smoke test through building pipes
- Repair water main breaks
- Moving drain lines
- Valve replacements

HVAC

- Testing boiler controllers/controls
- Troubleshooting controls
- Troubleshoot and repair RTUs AHUs, exhaust fans, air compressors, and mechanical equipment

Conclusion



Ensure you complete and provide all required documents listed in the RFP.

Contact crystal.abeyta@coloradosprings.gov with any technical issues or questions.

Do not contact any other individual at the City of Colorado Springs regarding this solicitation.