



# CITY OF CAÑON CITY

Fleet and Facilities Department

1555 S. 9<sup>th</sup> Street, Cañon City, CO 81212  
(719) 269-9023 • [www.canoncity.org](http://www.canoncity.org)

Request for Proposal  
Bid # 41-23

March 9, 2023

The City of Canon City, Colorado is soliciting sealed offers, hereinafter referred to as Bids, in original and one (1) copies, **until 11:00 AM 3/23/2023** at which time bids will be opened, for furnishing the supplies, equipment or services subject to the conditions herein stipulated and in accordance with the specifications set forth and/or attached hereto, for furnishing, **Custom Park Benches & Bike Racks.**

The city will only accept physical or electronic submissions in response to this RFP. Electronic and Physical submissions are required to be considered for an award. To submit your Proposal online, please visit [www.bidnetdirect.com/Colorado](http://www.bidnetdirect.com/Colorado). To submit a Physical Bid, visit Canon City, City Hall 128 Main Street, Canon City Co 81212 The submission deadline is **March 23, 2023 at 11:00 am MST**. Proposals shall be submitted in PDF format. All proposals submitted shall become property of the City and will become public record.

The City of Canon City, FLEET DEPARTMENT, who's address is 1555 S. 9<sup>th</sup> Street., Canon City, Colorado 81212, the user department. Please direct inquiries concerning this bid to [www.bidnetdirect.com/Colorado](http://www.bidnetdirect.com/Colorado). Jim Johnson, (719)269-9011, the Contract Manager.

Bids will be opened at the time and date indicated above, and then referred to the City Council. The intended time and date for consideration of this bid to come before the City Council, the awarding agent of the City, is expected to be 6:00 PM at the next regular City Council Meeting:

Freight and delivery schedule: Items, supplies, equipment, and materials shall be delivered or shipped are to be **F.O.B** to the City of Canon City at the department address, unless otherwise indicated on Purchase Order or Contract; and shipped items, supplies or materials are the responsibility of the bidder until received and accepted by the City.

Delivery will be required as stipulated in the specification and conditions after receipt of purchase order or executed contract. Proposals or bids exceeding the schedule will be rejected, unless accepted in writing by the Contract Manager prior to bid opening date and time

Each bidder shall furnish the information required; the unit price for each item bid must be shown. A total for each item must be entered, in case of error in extension, the unit price prevails. The bid must be submitted by completing the QUOTATION or PRICE SCHEDULE below. Add, as necessary, additional schedules, a summary cover sheet, a letter of transmittal, a general description of the proposed items, supplies, materials or services configuration, schedules and delivery dates for same. The City reserves the right to increase/decrease quantities for budgetary reasons.

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Complete response packet contains 7 pages of documents

## GENERAL INSTRUCTIONS TO RESPONDERS

1. A “proposal” is a responsive, conforming, unconditional, complete, legible, and properly executed offer by a responder to provide the product specified in the Request for Proposal (RFP) for the compensation specified.
2. Responses shall be clearly marked with the RFP #41-23 - \_\_\_\_\_, Company Name, contact person, mailing address, and telephone number of the responder.
3. It shall be the responsibility of the responder to ensure that the response is in proper form and in the City’s possession by or before the time and date designated in the RFP. Responses will not be accepted after the designated time and date. Any response received late will be returned to the responder unopened, if possible.
4. If a mistake is made or discovered during or after the City’s review of responses, the City reserves the right to determine which party made the mistake and whether the mistake is material and, after these determinations, the City, in its sole reasonable discretion, shall decide whether to accept or reject the proposal. No advantage shall be taken by any party of manifest clerical errors or omissions in any proposal. Responders shall notify the City immediately of any errors or omissions that are encountered.
5. Any item which does not meet all of the terms, conditions, or specifications of this package must be clearly indicated on the exceptions section of the Proposal Reply Form or on a separate sheet of paper and returned with the proposal.
6. The City shall not reimburse any responder for any cost incurred in preparing a proposal or attending equipment demonstrations, inspections, pre-proposal conferences, or interviews.
7. Any amplification, clarification, explanation, interpretation, or correction of a response shall be made only by written addendum, and a copy of the addendum shall be mailed or delivered to each person receiving a RFP. The City is not responsible for any amplification, clarification, explanation, or interpretation or correction of a proposal not contained in written addenda.
8. The City reserves the right to determine, in its sole reasonable discretion, whether any proposal meets the needs or purposes intended and is within the approved budget. The City does not base its award on prices alone. Also, to be considered are: quality of product; past experience with the responder or any subcontractors, consultants, products or suppliers; qualifications of the responder and/or subcontractors or suppliers; services offered; warranties; maintenance considerations; long-range costs; delivery; and similar conditions.
9. The final award shall be made by the April 3, 2023 in the best interests of City.

10. The City reserves the right to conduct such investigations as it deems necessary to assist in the evaluation of any proposal to establish the experience, responsibility, reliability, references, reputation, qualifications, or financial ability of any responder, manufacturer or supplier. The purpose of such investigation is to satisfy the City that the responder has the ability to supply the specified product and to perform the necessary warranty and product support in accordance with the RFP in the prescribed manner and time.
11. The City reserves the right, if it deems such action to be in its best interests, to reject any and all responses or to waive any irregularities or informalities therein. Any incomplete, false, or misleading information provided by any responder shall be grounds for rejection of the proposal. If proposals are rejected, the City further reserves the right to investigate and accept the next best proposal in order of ranking, or to reject all proposals and re-solicit for additional proposals.
12. No proposal shall include federal excise taxes or state or local sales or use taxes.
13. Each proposal shall include a statement of standard warranty of the manufacturer.
14. Any response received as a result of this request is prepared at the responder's expense and becomes City property and is therefore a public record upon opening by the City.
15. If responder considers any of the information being submitted to be trade secrets, privileged information, or confidential commercial, financial, geological, or geophysical data, it is responder's responsibility to label the information as such. Otherwise, all information submitted shall be available as a public record for public inspection.
16. By submitting a proposal, the responder acknowledges that (a) the preparation of the proposal, and other quotations herein contained, does not obligate the City in any way; (b) the City assumes no obligation to enter into an agreement for the product; (c) all responsive documents are understood; and (d) the responder has the ability to deliver the product/equipment as specified herein in accordance with the RFP.
17. No proposal may be withdrawn for a period of sixty (60) days after the deadline for proposals

## PROPOSAL REQUIREMENTS

1. The equipment shall be brand new, of the latest design in current production, be equipped with all standard equipment and include all required equipment necessary to provide a complete functional ambulance whether specified or not. All equipment and options listed in the specification section of this document must be included in the proposal.
2. The specifications and options list below are intended to describe the benches (exhibit A) and bike racks (exhibit B) in a way that meets the requirements and needs of the City. It is not meant to represent a complete list of specifications.
3. Any variations to the specifications or options listed below must be noted on the Exceptions Section.
4. Responders may supply a price sheet outlining additional options recommended for the black powder coated benches and bike racks. Additional options will not be considered as part of the award. Once an award has been made, the City may consider these additional options at the outlined price to add to the final specifications.
5. Pricing shall include delivery to 1555 S. 9<sup>th</sup> Street, Canon City CO 81212
6. All proposal must be submitted on the "Proposal Reply Form".
7. Responders must include a complete list of specifications and options for the equipment they intend to provide along with a set of drawings.
8. Responders must include manufactures printed standard specifications for the equipment they intend to provide.
9. Proposals must include a Value for Trade (N/A).
10. Two (1) copy of all proposals must be submitted.

## PRODUCT SPECIFICATIONS

### Scope of Work & Specifications

The City of Canon City CO is requesting price quotes for **Park Benches & Bike Racks** in accordance with the attached specifications as listed herein. Award will be made in whole to the responsible bidder. American Made Steel Products to be used. Due Date FOB on or before August 1<sup>st</sup>, 2023.

### Product Requirements unique/customized designs

Item No.	Description	Qty	Color	Unit Price	Total	Material Specification American Made Steel Products	Dimension
1.	Black Powder Coated Bench					Steel Tube Steel Plate Steel Bar Steel Angle	See Attached Exhibit A
2.	Black Powder Coated Bike Rack					Steel Tube Steel Plate Steel Bar Steel Angle	See Attached Exhibit B

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

# Exhibit A

## Materials:

2" x 2" x 1/8" Steel Tube

1" x 2" x 1/8" Steel Tube

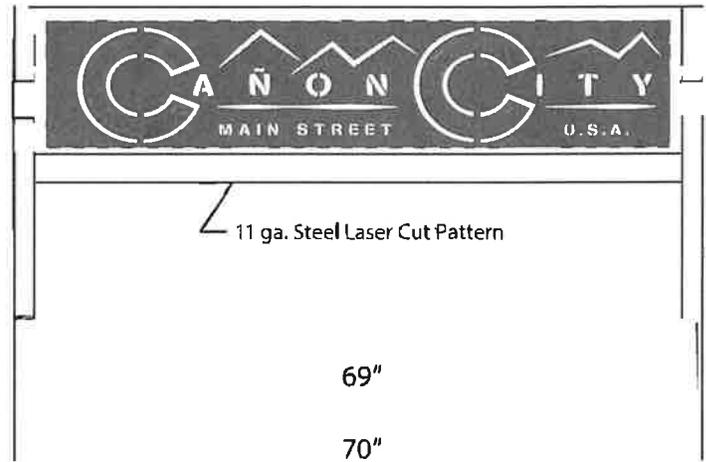
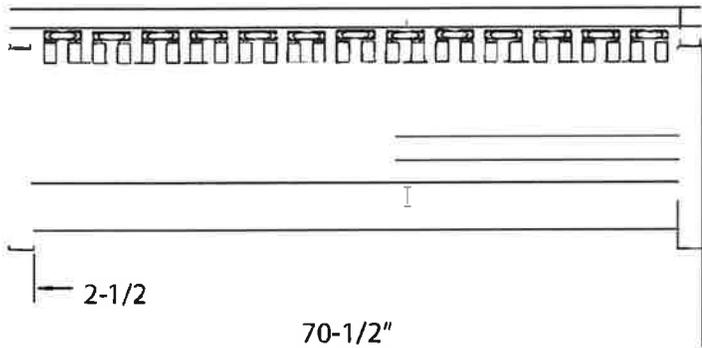
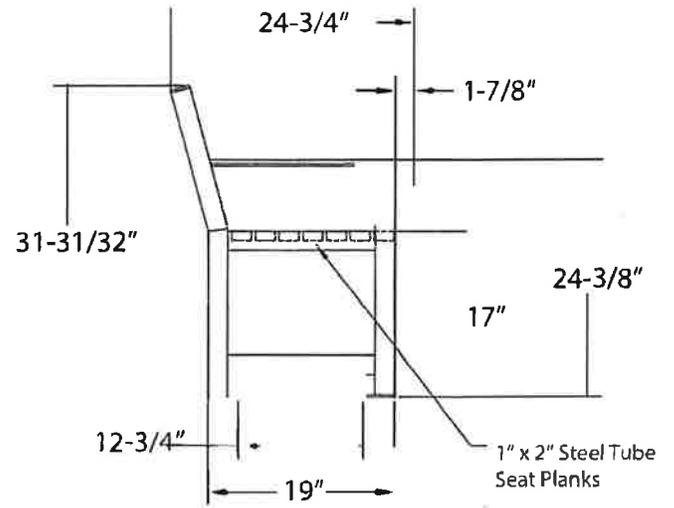
1/4" x 2" Steel Plate

3/8" x 2-1/2" Steel Plate

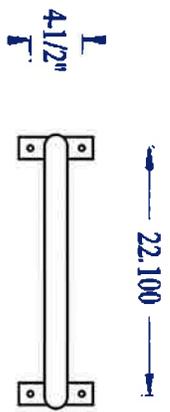
11 ga. Steel Sheet

1/8" x 2" Steel Bar

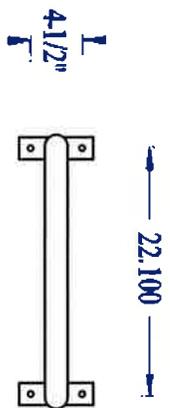
1" x 1" x 1/8" Steel Angle



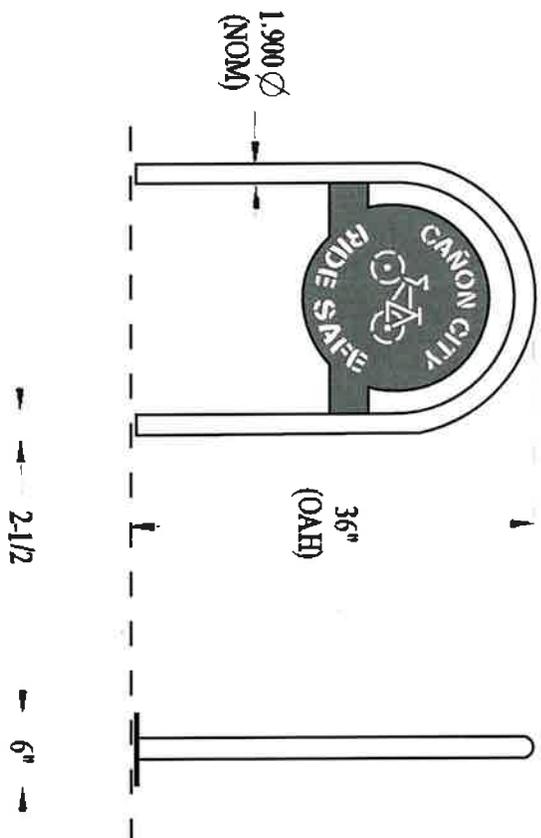
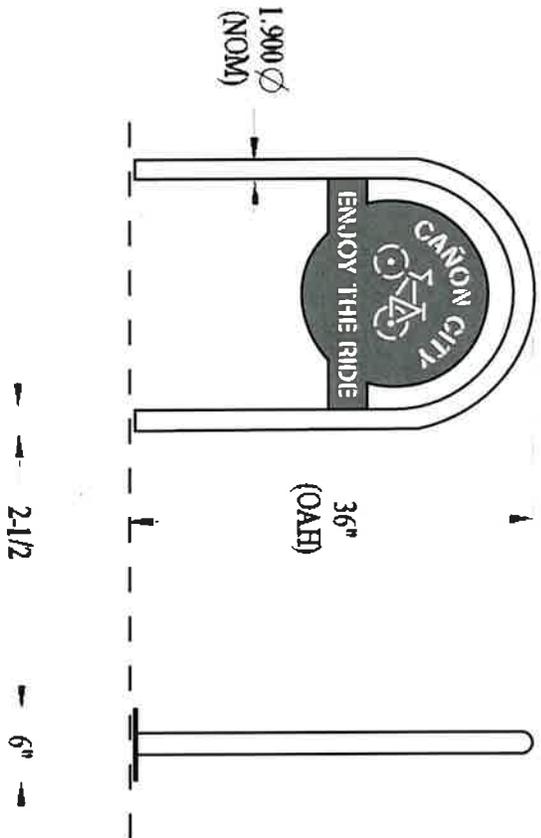
# Exhibit B



U-RACK (INSIGNIA)  
POWDER COATED  
SURFACE MOUNT



U-RACK (INSIGNIA)  
POWDER COATED  
SURFACE MOUNT



**PROPOSAL REPLY FORM**  
**Bid # 41-23, Park Benches & Bike Racks**  
**Proposal Reply Form**

**Name and Address of Responder:**

Name of Company \_\_\_\_\_

Address of Company \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

E-Mail Address \_\_\_\_\_ EIN # \_\_\_\_\_

Representative \_\_\_\_\_ Title \_\_\_\_\_

Signature \_\_\_\_\_

**Proposal**

Park Benches & Bike Racks \_\_\_\_\_  
(per unit)

TOTAL PROPOSAL PRICE \_\_\_\_\_

Estimated Delivery Time Frame \_\_\_\_\_

**Product is due on or before Aug 1, 2023**

**Exceptions to Proposal**

\_\_\_\_\_  
\_\_\_\_\_