



**Colorado Mountain College**  
**Fire Alarm Monitoring, Testing and Maintenance**  
**Request for Proposal**  
**Number #364-07**

**Due: February 15, 2007**  
At close of business

**Deliver to:**  
Colorado Mountain College  
Attn: Sam Skramstad, Purchasing Manager  
831 Grand Avenue  
Glenwood Springs, Colorado 81601

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**COLORADO MOUNTAIN COLLEGE**  
**REQUEST FOR PROPOSALS #364-06**  
**DATED, January 16, 2007**  
**Fire Alarm Monitoring, Testing and Maintenance**

**I. INTRODUCTION**

Colorado Mountain College (CMC) is a two-year public college established in 1967, and includes three residential campuses and four commuter campuses. The Colorado Mountain College District covers all or part of six counties in north central Colorado, encompassing 12,000 square miles.

Colorado Mountain College is requesting proposals from firms or individuals to provide Fire Alarm Panel Monitoring, testing and maintenance.

**II. TIMELINE**

CMC reserves the right to modify this timeline at any time. Should the due date for proposals be changed, all prospective proposers shall be notified.

- Request for Proposals Released January 16, 2007
- Proposals Due Date February 15, 2007
- Notification of Award to Successful Proposer March 1, 2007
- Contract Term March 1, 2007 through February 28, 2009 with a two year renewal option

\* Contract term is subject to Amendment 1 limitations. Please see Terms & Conditions.

**III. SCOPE OF WORK**

The College desires proposals from firms to provide 24/7 Fire Alarm System Monitoring, Testing and Maintenance , related batteries, horns, strobes and detectors. The College prefers a firm to enter into a contract to provide this service college wide, however, proposals for all locations are not required, multiple contracts may be awarded. The following is a list of locations, contact information, building quantity and square footage, and equipment make and model type. This is not an all or nothing bid. **Pre-bid site visits are recommended, but not necessary. Please contact the physical plant manager at each site for pre-bid visits.**

1. CMC District Office, 831 Grand Ave, Glenwood Springs, Co. 81601  
Contact: Dennis Diaz, 970-945-8409 22,800 Sq. Ft.  
One building, three levels with a FCI 7200 panel and an Ansul Auto Pulse 442R.
2. CMC Glenwood Center, 1405 Blake Ave., Glenwood Springs, Co. 81601  
Contact: Alan Wizer 970-945-8691 x8202 33,605 Sq. Ft.  
One building, three floors with a Silent Knight Intellinight 5820XL

3. Spring Valley Campus, 3000 county Rd. 114, Glenwood Springs, Co. 81601  
Contact: Alan Wizer 970-945-8691 x8202 155,338 Sq. Ft.  
Five Buildings, multiple floors, with 2 each Fire-lite 2000, 2 each fire-lite MS5024UD and 1 each Silent Knight 5204.
4. CMC Carbondale, 690 Colorado Ave, Carbondale, Co. 81623  
Contract: Alan Wizer 970-945-8691 x8202 9,900 Sq. Ft.  
One Building, two floors, with Fire-lite Alarms, SensiCon 2000.
5. CMC Aspen Center, 0255 Sage way, Aspen , Co. 81611  
Contact: Kevin Wheeler, 970-945-8691 x2425 33,000 Sq. Ft.  
One Building three floors, with FCI 7100.
6. CMC Rifle Center, 703 Railroad Ave., Rifle Co. 81650  
Contact: Mark Holder 970-945-8691 x2727 New Campus opens Fall 07 34,000 Sq. Ft.  
One building existing with 27,268 Sq. Ft., three floors, with a Silent Knight 5107
7. CMC Vail/Eagle Center, 150 Miller Ranch Rd., Edwards, Co. 81632  
Contact: Brian Trujillo 970-945-8691 x2918 30,525 Sq. Ft.  
One building, two floors, with an APF 200 panel.
8. CMC Alpine Campus, 1330 Bob Adams Dr., Steamboat Springs, Co. 80487  
Contact: Steve Hoots 970-945-8691 x4442 159,424 Sq Ft.  
Six buildings, multiple floors, with a Fire-lite sensi scan 2000, Simplex 4002, Pyrotronics INS-2, and an Autocall MD.
9. CMC Dillon Center, 333 Fiedler Ave, Dillon, CO 80435  
Contact: Steve Ohearne 970-945-8691 x2606 14,176 Sq. Ft.  
One building, three floors, with a Notifier Fire Detection System ATP-200.
10. CMC Breckenridge Center, 103 S. Harris ST., Breckenridge Co., 80424  
Contact: Steve Ohearne 970-945-8691 x2606 27,770 Sq. Ft.  
One building, two floors with a Fire-lite MS-9200.
11. CMC Timberline Campus, 901 S. Hwy 24, Leadville Co. 80461  
Contact: Alan Cohn 970-945-8691 x4220 109,146 Sq. Ft.  
Five buildings with multiple floors, and a Simplex and Fire-lite wired together. One new panel is anticipated.

#### **IV. SUBMITTALS**

##### **A. *Format***

All proposals should include the following, in the order listed:

1. *Transmittal Letter:* Include a brief introduction to your firm and your interest in this contract; give main contact name, phone number, fax number, and email address, if available.
2. *Proposal:* Include complete details of extent of service offered, frequency of service, and extent of service coverage and maintenance turn around time. Please list all equipment covered as well as any not covered.
3. *Pricing:* Include a detailed price list by site and any discounts offered for multiple locations. Also, any suggested options or improvements that may save the college/site money in short or long term. Pricing should reflect a lump sum cost for recommended periodic maintenance, testing and labor rates for required repair and maintenance. Repair/replacement maintenance will require a cost estimate and prior approval.
4. *References:* List at least three other firms that you are currently providing this service for.

**B. Due Date/Time**

Proposals must be delivered **no later than February 15, 2007, 5:00 p.m. MST** to:

Colorado Mountain College  
Attn: Sam Skramstad, Purchasing Manager  
831 Grand Avenue  
Glenwood Springs, CO 81602.

Facsimile proposals will not be accepted; however electronic submittals may be submitted to the CMC Purchasing Department at [sskramstad@coloradomtn.edu](mailto:sskramstad@coloradomtn.edu) before the above deadline.

**V. EVALUATION CRITERIA**

All proposals shall be evaluated by a committee comprised of appropriate CMC personnel using a standard evaluation form. Proposals shall be evaluated on the following criteria, not necessarily listed in order of importance:

1. Quality of proposal
2. Number of sites covered
3. Pricing
4. Response time
5. References

**VI. QUESTIONS**

Should you have any questions regarding the material contained in this RFP, please contact Sam Skramstad, Purchasing Manager at (970) 945-8691 x8402. Amendments will be issued for clarification should the Purchasing Manager deem it necessary to do so.

**VII. TERMS & CONDITIONS**

A. *Submittal Instructions:* All submittals must be delivered to:

Colorado Mountain College  
Attn: Sam Skramstad  
831 Grand Avenue  
Glenwood Springs, CO 81602

Facsimile submittals will not be accepted. No exceptions will be made for proposals arriving after the due date and time.

- B. *Copies:* Please submit 1 original plus 4 copies of your proposal.
- C. *Proprietary Information:* If you are submitting any information you consider to be proprietary, you must clearly mark in "Proprietary Information." If the Purchasing Manager concurs, this information will not be considered public information. Pricing information cannot be considered proprietary.
- D. *Minority/Women-Owned Businesses:* No provision is made for minority nor women-owned businesses. It is, however, the policy of the CMC Purchasing Department to make a special effort to solicit and encourage minority and/or women-owned business participation for purchases or contracts.
- E. *Signature Block:* All proposals must be signed by an authorized agent of your firm. Any firm or individual submitting a signed proposal shall be deemed to have read and understood all the terms, conditions, and requirements of this Request for Proposal.
- F. *Refusal:* CMC reserves the right to refuse any and/or all proposals, or any part thereof.
- G. *Withdraw Proposal:* You may withdraw your proposal at any time prior to the date and time set for closing.
- H. *Discussions/Negotiations:* CMC reserves the right to conduct discussions with proposers, and to accept revisions of proposals, and to negotiate price changes at the sole discretion of the Purchasing Manager. During this discussion period, CMC will not disclose any information regarding proposal submittals. Upon the execution of a contract, the proposals will become public record and contents will be disclosed upon request.
- I. *Award:* The award shall be made to the responsible proposer whose proposal is determined to be the most advantageous to CMC based on the evaluation factors described in the Request for Proposal. Price, although a consideration, may not be the sole determining factor. CMC reserves the right to as for the "Best and Final Offer".
- J. *Pre-award Presentations:* The College reserves the right to require presentations from the highest-ranking proposers, in which they may be asked to provide additional information.
- K. *Protests:* Any actual or prospective bidder, offeror, contractor, or citizen who is aggrieved in connection with the solicitation or award of a contract may protest in writing to the Purchasing Manager. A protest shall be submitted within three (3) working days after the aggrieved person knows or reasonably should have known of the facts giving rise to the

protest. Protest procedure time limit may be extended upon mutual agreement of the Purchasing Manager and the aggrieved party.

Protestors may file a protest on any phase of solicitation, bid, proposal, or award, including but not limited to procedure, specification, or award.

The written protest shall include, as a minimum, the following: The name and address of the protestor, appropriate identification of the procurement document, a statement of the reasons for the protest and any available exhibits, evidence, or documents substantiating the protest.

The Purchasing Manager shall provide a written determination to the protestor within three (3) working days after receiving all relevant requested information. In the event that such written response from the Purchasing Manager sustains the prior position of the College, the protestor may resubmit the protest to the Vice President of Administrative Services within three (3) working days after receipt of the written ruling by the Purchasing Manager. Both response and appeal procedure time limits may be extended upon mutual agreement.

L. *Contract:* The successful proposer is expected to enter into a standard contract with Colorado Mountain College.

M. *Indemnification:* The successful bidder shall indemnify and save CMC harmless, to the extent permitted by law, from any and all claims, demands, suits, and actions which may arise from errors or omissions caused by the bidder in conjunction with its contractual obligations including, but not limited to, obligations for the preparation of any and all documents required by CMC in conjunction therewith, and shall defend all suits, in the name of CMC when applicable, and shall pay all costs and judgments which may issue thereon.

N. *Insurance:* The successful bidder shall furnish the CMC Purchasing Department with a Certificate of Insurance which indicates that insurance coverage has been obtained, including professional liability, which meets the minimum requirements as are required by Colorado law for work performed by the bidder. "Colorado Mountain College" shall be named as an additional insured. The bidder shall be responsible for notifying the CMC Purchasing Department of any modification to, or cancellation of, these policies during the contractual period; including, but not limited to, any pending or paid claims against the aggregate amount of the policy.

O. *Illegal Aliens.* By submitting a bid, the bidder certifies pursuant to C.R.S. § 8-17.5-102(1) that, at the time of bid submission, it does not knowingly employ or contract with an illegal alien and that the contractor has participated or attempted to participate in the Basic Pilot Program that is administered by the United States Department of Homeland Security in order to verify that it does not employ any illegal aliens.

P. *Limitation of Multiple-Fiscal Year Obligations.* All financial obligations of Colorado Mountain College(CMC) under this contract subsequent to the fiscal year in which signed is contingent upon funds for this purpose being appropriated, budgeted, and otherwise made available by the CMC Board of Trustees. This contract shall not be deemed to create any multiple-fiscal year direct or indirect debt or other financial obligation whatsoever for purposes of Section 20(4)(b) of the State Constitution(Amendment 1).

**VIII. SIGNATURE BLOCK**

*Note: Please return this page with each copy of your submittal.*

The undersigned, an authorized agent of his/her company, hereby certifies:

- ( ) familiarization with all terms, conditions, and specifications herein stated;
- ( ) vendor is qualified to perform work and services as included;
- ( ) that the pricing contained in this submittal is valid until \_\_\_\_\_ (date).

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

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Title

\_\_\_\_\_  
Federal Employer ID Number

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

\_\_\_\_\_  
Is Company a Corporation?

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

\_\_\_\_\_  
E-mail address