

Request for Purchase of Exterior and Interior Doors

ISSUED August 26, 2022

Submission deadline is noon CST on Sept. 12, 2022

Objective

Colby Community College is currently seeking competitive sealed bids to replace existing doors with updated doors that match the College's other new doors. Actuators and handleless entry are not required or requested for these doors.

Background

Colby Community College is located in the northwest corner of Kansas, approximately 50 miles from the Colorado and Nebraska borders. The college was established in 1964; it is a dynamic institution of more than 1,900 students. In addition to a main campus of approximately 60 acres, CCC operates a 60-acre Agricultural Center for students to use as a hands-on laboratory and training facility.

The main campus consists of 21 buildings constructed of brick veneer, or sheet metal. Due to an increase in enrollment and expanded interest in agriculture programs, CCC needs a new Agricultural Center.

Project Timeline:

Bids must be received by 5:00 p.m. on Monday, September 12, 2022, to be considered. A selected vendor will be determined at the September 19, 2022, Board of Trustees Meeting. Please provide an estimate of when the project will be completed with your bid, but must be completed no later than June 30, 2023.

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Overview:

This project will encompass ten (10) different buildings and thirty (30) doors in total (this figure reflects double doors counting as two doors). It is the responsibility of the selected vendor to ensure new doors match existing doors, double doors are Access Control ready, and all locks are compliant with CCC key system.

The proposed areas for door replacement are as follows:

Building Name	Entrance(s)/Type of Doors	Total Doors
Bedker Memorial Complex	North Facing Double Doors (2) (One interior, one exterior door) East Facing Single Exterior Door (1) East Facing Single Interior Door (2)	Two (2) Double Doors Two (2) Single Doors
Cultural Arts Center (South side of Frahm Theater)	South Facing Single Exterior Door (1) South Facing Single Interior Door (1)	Two (2) Single Doors
Robert Burnett Memorial Student Union	East Facing Double Doors (1) (one exterior double door) East Facing Single Exterior Door (1) South Facing Single Exterior Door (1) Solid South Facing Single Aluminum Exterior Door (1)	One (1) Double Door Three (3) Single Doors
Ferguson Hall	West Facing Exterior Double Doors (1) East Facing Exterior Double Doors (2) South Facing Single Aluminum Exterior Door (1) North Facing Single Aluminum Exterior Door (1)	Three (3) Double Doors Two (2) Single Doors
Thomas Hall	North Facing Double Doors (2) (One interior, one exterior door) Interior Doors to Admin Area (2 Single Doors and Glass Wall) in Blue	Two (2) Double Doors Two (2) Single Doors with Glass Wall
Health Science Building	South Facing Double Doors (2) (one interior, one exterior set)	Two (2) Double Doors
Library	West Facing Exterior Single Door (1)	One (1) Single Door
Living Center North Lobby	West Facing Exterior Single Door (1) North Facing Exterior Single Door (1) South Facing Exterior Single Door (1)	Three (3) Single Doors

Living Center East Lobby	West Facing Exterior Double Door (1) North Facing Exterior Single Door (1) South Facing Exterior Single Door (1)	One (1) Double Door Two (2) Single Doors
Fit Lab	North Facing Exterior Single Metal Door (1) South Facing Single Exterior Metal Door (1) North Facing Exterior Double Doors (Aluminum) on Gym South Facing Exterior Single Door (Aluminum) on Gym	Two (3) Single Doors One (1) Double Door

Scope of Work

1. Site Inspection:

- a. A mandatory site inspection is required and must be scheduled and completed:

Contact: Nikol Nolan
Colby Community College
1255 S. Range Ave.
Colby, KS 67701
Nikol.nolan@colbycc.edu
(785) 460-5490

Site inspection must be made in-person and NO LATER than September 7, 2022. Please contact Nikol Nolan at (785) 460-5490 to schedule this.

2. Tax Exempt Entity:

- CCC is a tax-exempt entity. All proposals should reflect no sales tax included in the final submission.

Phase II: Proposal Submission

1. In order to be considered in the selection process, interested parties shall submit a copy of their bid by **5:00 PM, Monday, September 12, 2022**, to:

Nikol Nolan
Colby Community College
1255 S. Range Ave.
Colby, KS 67701
Nikol.nolan@colbycc.edu
(785) 460-5490

2. CCC reserves the right to reject any and all responses resulting from this RFP. Late responses will not be accepted and will be returned to the submitting company unopened. **CCC is not liable for any cost incurred by any person or firm responding to this RFP.**

INSURANCE:

- a. The Vendor will provide proof of general liability insurance. The selected Vendor will be required to maintain in force at all times during the performance of their work the following policy or policies of insurance covering its operations:
 1. Comprehensive General Liability: Including contractual liability, products and completed operations and business automobile liability, all of which will include coverage for both bodily injury and property damage with a combined single limit of \$1,000,000.00. CCC shall be named as “additional insured” on all policies required to be furnished.
 2. Workers Compensation: Coverage at statutory limits.
 3. The Vendor shall assume liability for the wrongful or negligent acts, errors and omissions of its officers, employees and subcontractors, and have adequate insurance to cover such negligent acts, errors and omissions with minimum limits of \$500,000.00.
 4. Performance bond: In the amount of the project will be required prior to start of construction. Please provide proof of ability to secure a performance bond on this project.

VENDOR RESPONSIBILITIES:

- Vendor must provide a detailed overview of the warranty of product and workmanship of the areas.
- Vendor is responsible for the removal and disposal of the original doors.
- Vendor is responsible for a final prep of the area (this includes cleaning the doors, glass, and ensuring all work areas are clean and uniform).
- Vendor is responsible for installing the locks that CCC selects
- Vendor is responsible for installing retractors on all **double doors only** to ensure doors are Access Control Ready
- Vendor is responsible for providing a detailed description of the door(s) (make, model, etc.) that ensure the institution is receiving a quality product that will last.

EXCLUSIONS:

- State any exceptions you have to the terms of this RFP. If the Vendor response varies from the requirements of the RFP, clearly mark those differences. Your Response is a certification that you have thoroughly read the RFP and the anticipated format of this RFP and agree with their provisions, other than the exceptions noted in the Response.

CONFIDENTIALITY:

- All proposals shall become the property of CCC once submitted. If any of the material you provide is confidential or is a proprietary trade secret, mark that material with a “Confidential” stamp. While CCC will attempt to keep such information confidential, as a public body it cannot guaranty that it will remain confidential. CCC will inform you of a public records request to see such information. You may contest such a request at your sole expense. CCC assumes no responsibility for any liability whatsoever in relation to its compliance with the Public Records Law.

CONFLICTS OF INTEREST:

- Firms submitting a Proposal in response to this RFP must disclose any actual, apparent, direct or indirect, or potential conflicts of interest that may exist with respect to the firm, management, or employees of the firm or other persons relative to the services to be provided under the agreement for architectural and construction management services to be awarded pursuant to this RFP. If a firm has no conflicts of interests, a statement to that effect shall be included in the Proposal.

SIGNATURES AND COSTS:

- The Proposal shall be signed by an official authorized to bind the firm and shall expressly state the Proposal is valid for a minimum of 90 days. CCC is not responsible for any costs incurred by the firm in preparing or submitting the Proposal.

Point of Contact

All communication and questions regarding the project should be directed to:

Contact: Nikol Nolan
Colby Community College
1255 S. Range Ave.
Colby, KS 67701
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(785) 460-5490