



**Colby Community College – Multiple Concrete Repair Projects
Request for Proposals (RFP)
(Submission deadline is noon on June 3, 2026)**

Overview and 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.

Project Goals

Remove and replace numerous sections of the concrete parking lot, sidewalks, curbs, and gutters throughout the campus. This includes the following sections:

- Embree Hall drive, curb, and gutter
- Living Center north courtyard
- Sidewalk from Gymnasium to Student Union
- West side of the Student Union sidewalk and ramp off the parking lot
- Circle Drive sidewalk, curb, and gutter
- Resident Parking – south section
- Loading dock additional pad, new fence, and reface steps and loading dock surface
- Ceramics building slab, curb, and gutter

Scope of Work

- Vendors are **required** to physically inspect the project before submitting a proposal. Please contact Justin Villmer to schedule this. His information is listed below.
- Vendors are responsible for verifying measurements for the concrete being replaced, as the figures provided in the appendix only serve as a guide.
- Provide a clear vision and detailed plans for the removal and replacement of all areas.
- Remove and dispose of all areas of concrete and associated debris.
- Remove and replace all associated curbs.
- Ensure the completed concrete work meets all municipal and state code requirements.

General Information:

- **CCC is open to vendor recommendations regarding construction plans for this project.**
- The sidewalk concrete depth should be at least 4 inches, and the parking lot depth should be 6 or 8 inches, as detailed in the appendix.

- The issuing office is the sole point of contact for the provisions of this RFP and the resulting proposal.
- Any questions can be directed to Justin Villmer, VP of Finance and Operations/CFO, by email at justin.villmer@colbycc.edu or contact him directly at 785-460-5407.
- The RFP will be posted on CCC's website, <https://www.colbycc.edu/>, and can be downloaded as of 5:00 p.m.CDT, May 13, 2026.
- Pictures and estimated surface area of the various project areas are in the Appendix.

Project Timeline

The project **MUST** be completed on or before July 31, 2026. *If you are unable to meet or exceed this deadline, please provide a timeline you can accommodate.*

Submission of Proposals:

Respondents to this RFP must submit their sealed proposal – by hand or email – no later than 12:00 p.m. CDT, June 3, 2026, to Justin Villmer, located in Thomas Hall (CCC's Main Campus), or justin.villmer@colbycc.edu.

Anticipated Selection Schedule:

All submitted proposals will be reviewed and evaluated, and then CCC will recommend a proposal to the Board of Trustees (BOT) at the June 15, 2026, meeting. The selected vendor will be notified within 24 hours of the BOT's approval of a recommendation.

Elements of Proposal

A submission should, at a minimum, include the following elements:

1. Total cost to demolish and replace the existing Embree Hall drive, curb, and gutter.
2. Total cost to demolish and replace the Living Center north courtyard.
3. Total cost to demolish and replace the sidewalk from the Gymnasium to the Student Union.
4. Total cost to demolish and replace the west side of the Student Union sidewalk and ramp off the parking lot, connecting the parking lot to the circle drive.
5. Total cost to demolish and replace the Circle Drive sidewalk, curb, and gutter.
6. Total cost to demolish and replace the resident parking.
7. Total cost to demolish and replace the concrete section to the west, add a privacy fence, and reface steps and loading dock surface
8. Total cost to demolish and replace the Ceramics building slab, curb, and gutter
9. **Please detail the specific cost of each standalone project, and then provide a final amount if all projects were awarded to your company.**
10. **For each project in the appendix, please provide the amount of square feet per sidewalk and driveway pours, and linear feet for curb and gutter pours.**
11. Estimated timeline required to complete each project.
12. Specific warranty details for material and workmanship.
13. Total cost of performance bond.

Mandatory Disclosures

Tax Exempt:

Colby Community College (CCC) is a tax-exempt entity. All bids should reflect no sales tax included in the final submission. A State of Kansas Project Exemption Certificate (PEC) will be provided if requested.

Exclusions:

If any exclusions are included in this proposal, vendors must clearly define them in a section labeled "exclusions".

Sub-Contracted Work (if applicable):

If any work (as defined in the Scope) on this project will be outsourced to a third party, the vendor's name and the work they are expected to complete must be included in the proposal. CCC reserves the right to request a different subcontracting company.

Proof of General Liability Insurance:

Each vendor must include proof of current general liability insurance as a part of the proposal. The policy should have a minimum aggregate coverage of \$1,000,000.

Performance Bond (if applicable):

Pursuant to CCC institutional policies, all construction-related projects exceeding \$100,000 will require the vendor to purchase and provide proof of a performance bond covering the entire project.

RFP Questions (if applicable):

Vendors should only direct inquiries and questions to the following individual(s) at CCC. Any communication received by anyone else at CCC should not be included in the proposal.

Point of Contact:

Justin Villmer, justin.villmer@colbycc.edu, or contact him directly at 785-460-5407.

Split Bids:

Colby Community College reserves the right to split this project as needed to ensure it is completed on time and as cost-effectively as possible.

Statement of Disclosure:

The board reserves the right to reject any or all bids, to accept that bid which appears to be in the best interest of the college, to waive any informalities in any part of any bid, and to reject any or all bids received after the date and time specified. Any bid may be withdrawn before the scheduled opening time. The bidder to whom the award is made may be required to enter into a written contract with the college and provide a performance or public works bond as required by law or the Board of Trustees (where applicable).

APPENDIX

Embree Hall Drive and Curb and Gutter – 2,220 square feet of 8-inch parking lot, 137 feet of curb and gutter, and 158 square feet of sidewalk



Living Center North Courtyard – 5,940 square feet of four-inch sidewalk



Sidewalk from Gymnasium to Student Union – 2,170 square feet of four-inch sidewalk



West side of the Student Union sidewalk and replace the ramp off the parking lot – replace the ramp in the parking lot, 2,371 square feet of four-inch sidewalk from the ramp around to where it connects to the Circle Drive





**Circle Drive sidewalk and Curb and Gutter – 2,280 square feet of four-inch sidewalk,
425 feet of curb and gutter, and replace 3 drains**



Resident Parking – South Half – 4,125 sq feet of 6-inch concrete parking lot



Loading Dock additional pad, new fence, and reface steps and loading dock surface – 256 sq feet of 8-inch concrete



Ceramics Building – 143 linear feet of curb and gutter, 391 sq feet of 8-inch concrete for a dumpster, and a 6-inch slab on the north side of the building

