



# **POUDRE SCHOOL DISTRICT R-1**

## **INVITATION FOR BIDS**

### **TRAFFIC CONTROL SERVICES**

**IFB #22-701-001**

#### **BID SCHEDULE**

**IFB Posted to Bidnet**

**July 26, 2021**

**Contractor Questions Due**

**August 2, 2021, 2:00 p.m. MST**

**IFB Closing Date**

**August 9, 2021, 2:00 p.m. MST**

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### **EXHIBIT A**

**INVITATION FOR BIDS  
TRAFFIC CONTROL SERVICES  
IFB #22-701-001**

Poudre School District (“the District”) is requesting bids from professional contractors (“Contractor(s)”) for traffic control and flagging services as described in this Invitation for Bids (IFB).

A copy of the solicitation and any associated addenda may be obtained from the Rocky Mountain E-Purchasing (BidNet) website: <http://www.RockyMountainBidSystem.com>.

Questions regarding this IFB must be in writing and directed to the District through the BidNet platform any time after the issuance of this IFB through and including **2:00 p.m. MST on August 2, 2021**. Questions received after the deadline date/time and/or not submitted electronically through the BidNet platform may not be addressed. Each question submitted, as well as the District’s response thereto, shall be provided in an addendum through BidNet.

***Note: Every question must be submitted individually. Multiple questions per entry will not be answered.***

The District will only accept and consider electronically submitted bids. Bids must be submitted and received in BidNet’s electronic solicitation portal by **2:00 p.m. MST on August 9, 2021**. At that time the submission portal will close, and no further submissions will be allowed, nor considered.

At no time during the solicitation process will communication regarding this IFB be permitted with any district employee other than the Procurement Agent named below until an award has been announced. Communication with a district employee other than the Procurement Agent named below may disqualify your bid from consideration.

District staff shall review the bids received in response to this IFB during the bid consideration period commencing on August 9, 2021. During the bid consideration period, the District may ask questions of and/or request additional information from Contractors who have submitted bids.

**Sales Prohibited/Conflict of Interest:** No officer, employee, or member of the School Board, shall have a financial interest in the sale to the school district of any real or personal property, equipment, material, supplies or services where such officer or employee exercises directly or indirectly any decision-making authority concerning such sale or any supervisory authority over the services to be rendered. This rule also applies to subcontracts with the District. Soliciting or accepting any gift, gratuity favor, entertainment, kickback or any items of monetary value from any person who has or is seeking to do business with the District is prohibited.

**Collusive or sham bids:** Any bid deemed to be collusive or a sham bid will be rejected and reported to authorities as such. Your authorized signature on the bid assures that such bid is genuine and is not a collusive or sham bid. The District reserves the right to reject any and all bids and to waive any irregularities or informalities.

Sincerely,

Jon Babcock  
Senior Procurement Agent – [jbabcock@psdschools.org](mailto:jbabcock@psdschools.org)

**INVITATION FOR BIDS  
TRAFFIC CONTROL SERVICES  
IFB #22-701-001**

**BACKGROUND**

The District is a high-performing District, covering more than 1,800 square miles in northern Colorado with diverse school settings. The District's instructional program is centered around District Ends, under the Policy Governance model, developed to support a comprehensive curriculum.

While more than 70% of the District's families choose to send their children to their neighborhood school, the District does support school choice and offers a wide spectrum of educational programs to fit any child's needs. Program options include International Baccalaureate, Core Knowledge, Bilingual/Dual Language Immersion, Hybrid/Online, Expeditionary Learning, Science, Technology, Engineering and Math (STEM) along with extra-curriculars and athletics. The District has two LEED certified school buildings and over 30 Energy Star awards and supports operational sustainability in all areas of work.

**Our Schools:**

- 31 elementary schools
- 10 middle schools
- 4 comprehensive high schools
- 1 additional elementary school opening in Fall of 2021
- 2 additional combined middle/high schools opening in Fall of 2022
- 6 option (100% choice) schools
- 3 alternative high schools
- 5 charter schools
- 1 online school

The District is fully accredited by the Colorado Department of Education Accreditation and Accountability Unit and is subject to periodic monitoring to ensure continued compliance with accreditation standards.



## **1.0 GENERAL TERMS AND CONDITIONS**

- 1.1 This is a solicitation for an offer and is not an offer to contract for goods or services.
- 1.2 Contractor must provide all requested information. Failure to do so may result in rejection of the bid at the option of the District.
- 1.3 Bids must meet or exceed specifications contained in this document.
- 1.4 The District is exempt from city, county, state and federal sales/excise taxes. Tax exempt certificates will be issued upon request.
- 1.5 Submission of a bid is deemed as acceptance of all terms, conditions and specifications contained in the District's solicitation package initially provided to the Contractor. Any proposed modification must be accepted in writing by the District prior to award of the agreement.
- 1.6 Each Contractor (and its employees and representative) agrees to abide by all applicable federal, state and local codes, laws, rules and regulations.
- 1.7 Contact with District personnel regarding this solicitation, other than inquiries to the specific Procurement Agent identified in this document, may be grounds for elimination from the selection process.
- 1.8 Information and materials submitted in response to this solicitation may be considered public records subject to disclosure under the Colorado Open Records Act ("CORA"), C.R.S. §§ 24-72-200.1 to -205.5. Information and materials that the Contractor believes are confidential and not subject to disclosure under CORA must be submitted separately with a citation to the section of CORA and any other relevant law under which Contractor believes they are confidential. The District, not Contractor, shall determine whether information and materials so identified will be withheld as confidential, but will inform Contractor in advance of disclosure to give it an opportunity to take legal action to protect its interests vis-à-vis the party making the CORA request.
- 1.9 Bids shall contain a manual signature of an authorized representative in the space provided on the Bid Certification Form. Failure to properly sign the form may invalidate same and it may not be considered for award.
- 1.10 The accuracy of the solicitation is the sole responsibility of the Contractor. No changes in the bid shall be allowed after the submission deadline, except when the Contractor can show clear and convincing evidence that an unintentional factual mistake was made, including the nature of the mistake.
- 1.11 For services requiring Contractor's presence on District property and the project site, the Contractor must provide proof of insurance that meets the insurance requirements stated in Section 4.0 of this document.

- 1.12 The successful Contractor is not permitted to transfer any interest in the project whether by assignment or otherwise, without prior written consent of the District's Strategic Sourcing Department.
- 1.13 Contractors are required to submit the name, address, phone number, email address and contact person of at least three (3) K-12 Education resources (Colorado K-12 references are preferred) that have provided the proposed products and services in an educational environment for a minimum of six (6) months.
- 1.14 The District reserves the right to reject any and all bids or any part thereof, to waive any formalities, and further, to award the bid to the responsible Contractor as deemed in the best interest of the District.
- 1.15 There is no expressed or implied obligation for the District to reimburse responding Contractors for any expenses incurred in preparing bids in response to this request.
- 1.16 Bids submitted will be evaluated using pre-determined objective rating criteria. Those that are clearly non-responsive to the stated requirements may be eliminated prior to the evaluation.
- 1.17 The District reserves the right to negotiate further with one or more Contractor or to request additional information. The District may make such inquiries and conduct such investigations as it deems necessary to determine the qualifications and ability of the Contractor to provide the services called for under the IFB and/or represented in the Contractor's response. Contractors shall timely provide information to the District in connection with such inquiries and investigations. A Contractor may be asked to give a presentation to the District regarding its bid.
- 1.18 Should the District determine, in its sole discretion, that only one Contractor is fully qualified or that one Contractor is clearly more highly qualified than the others under consideration, an agreement may be negotiated and awarded to that Contractor.
- 1.19 In the event the District has reasonable grounds to believe that any individual assigned to perform work under this solicitation has a criminal record, is a registered sex offender, is under the influence of alcohol or other substance, has exhibited violence or based upon other information the District deems reliable; the District may exclude such individual from any school building or grounds or impose reasonable conditions upon such individual's presence upon any school premises. In the judgment of the District, if an agreement cannot be performed as a result of such action, the agreement may be terminated.
- 1.20 Background Checks
  - 1.20.1 Prior to and as a condition of the provision of any Services under a resulting Agreement, Contractor shall require each person providing such Services to submit to a background check administered by the District at the District's expense. Contractor shall ensure that no person to whom the District objects based on the results of said background check provides any Services under a

resulting Agreement. If the District objects to any Contractor based on the results of the background check, the Contractor shall not be allowed to provide services. All information provided and all information received by the District through the Contractor background check and/or other sources, shall be considered and maintained as confidential personnel file information under the Colorado Open Records Act and not subject to disclosure except on a “need to know” basis as authorized by law.

- 1.21 Health Standards. The Contractor shall have and maintain a set of protocols and guidelines to meet evolving health and safety requirements and implement communicable diseases protocols, which shall follow guidance and orders from state and/or local public health officials and shall be no less strict than the District’s protocols.
  - 1.21.1 Contractor shall ensure all individuals providing Services under this agreement for the Contractor wear appropriate personal protective equipment as designated in this section 1.21, at all times while on District property.
  - 1.21.2 If the District is directed, or the District determines to limit or restrict access to any or all of its facilities or District location due to a public health or safety concern, the District may, at its discretion, temporarily delay or stop Contractor services, with or without prior notice.
- 1.22 The initial agreement between the District and the Contractor is planned to commence August 1, 2021 and continue in full force and effect through and including July 31, 2022, unless earlier terminated by the District as provided in Section 1.23 below.
- 1.23 For services provided, and at the option of the District, the agreement may be extended beyond year one for up to four (4) additional one-year terms subject to the parties’ negotiation of mutually agreeable addendum for each successive one-year term.
- 1.24 Notwithstanding any other term or provision of this Solicitation, the District’s obligations hereunder are expressly subject to its budgeting and appropriation of sufficient funds for each fiscal year (July 1 - June 30) an agreement is in effect. In no event shall the District’s obligations in an agreement constitute a multiple-fiscal year direct or indirect debt or other financial obligation under Article X, Section 20(4)(b) of the Colorado Constitution.
- 1.25 Notwithstanding the planned term of an agreement and/or any extensions thereof as provided in Section 1.22 above, the District may terminate an agreement at any time in its sole discretion for any reason, with or without cause, upon written notice served on the Contractor no less than thirty (30) days prior to the date of termination. In the event of such early termination by the District, the Contractor shall be paid up to the date of termination for services performed under and in accordance with this agreement.
- 1.26 Independent Contractor
  - 1.26.1 The Contractor shall provide the services as an independent Contractor of the District. As such, the Contractor shall have the right to determine how and by whom the services will be provided, subject to and consistent with the terms and conditions of this solicitation.

- 1.26.2 The Contractor shall be exclusively responsible for: (a) all compensation, employment tax withholdings and payments, and all fringe benefits for its employees in full compliance with all applicable federal, state and local laws; (b) all insurance coverages and benefits for its employees in full compliance with all applicable federal, state and local laws, including but not limited to pension or retirement benefits, workers' compensation, unemployment compensation, and Social Security benefits; and (c) all payments to its Contractors and subcontractors for goods and/or services directly or indirectly related to this solicitation.
- 1.26.3 Nothing in this solicitation or as a result of this solicitation shall be construed as creating a single enterprise, partnership, joint venture or employer-employee relationship between a future Contractor and the District. The future Contractor will not be considered a partner, agent or representative of the District and will not represent itself to be a partner, agent or representative of the District. The District is not a partner, agent or representative of any future Contractor and shall not represent itself to be a partner, agent or representative of the Contractor.

#### 1.27 Certification Regarding Illegal Aliens

- 1.27.1 The Contractor certifies, represents, warrants and agrees that it will not knowingly employ or contract with an illegal alien to provide services under this agreement and will not enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor will not knowingly employ or contract with an illegal alien to provide services under this agreement. The Contractor also certifies, represents, warrants and agrees that it will confirm the employment eligibility of all its employees who are newly hired for employment to provide services under this agreement through the Contractor's participation in either: (a) the E-Verify Program created under federal law and jointly administered by the Department of Homeland Security and the Social Security Administration; or (b) the Colorado Department of Labor and Employment Program ("Department Program") established pursuant to C.R.S. § 8-17.5-102(5)(c).
- 1.27.2 The Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this agreement is being performed. If the Contractor obtains actual knowledge that a subcontractor providing services under this agreement knowingly employs or contracts with an illegal alien, the Contractor shall notify the subcontractor and the District within three (3) days that the Contractor has such actual knowledge and terminate the subcontract within three (3) days of providing the notice if the subcontractor has not stopped employing or contracting with the illegal alien. The Contractor shall comply with any reasonable request made by the Department of Labor and Employment in the course of an investigation undertaken pursuant to the authority of C.R.S. § 8-17.5-102(5). If the Contractor participates in the Department Program, it shall: (a) notify the District and the Department of Labor and Employment of such participation as required by law; and (b) within twenty (20) days after hiring an employee to provide services under this agreement, provide to the District a written notarized copy of an

affirmation that it has examined the legal work status of such employee, retained file copies of the documents required by 8 U.S.C. § 1324a, and not altered or falsified the identification documents for such employee.

1.28 Qualifications of Contractor

- 1.28.1 The District may make such reasonable investigations as deemed proper and necessary to determine the ability of the Contractor to perform the work and the Contractor shall furnish to the District all such information and data for this purpose as may be requested.
- 1.28.2 The District further reserves the right to reject any bid if the evidence submitted by, or investigations of, such Contractor fails to satisfy the District that such Contractor is properly qualified to carry out the obligations of the agreement and to complete the work/furnish the item(s) contemplated therein.

1.29 Miscellaneous

- 1.29.1 Governing Law. An agreement resulting from this solicitation shall be governed by and construed in accordance with the laws of the State of Colorado. Venue for any and all legal action regarding or arising out of transactions covered herein shall be solely in the District Court in and for Larimer County, State of Colorado.
- 1.29.2 Equal Opportunity. The successful firm will agree not to refuse to hire, discharge, promote, demote, or to otherwise discriminate in matters of compensation against any person otherwise qualified solely because of race, creed, sex, national origin, ancestry or physical handicap.
- 1.29.3 Appeal of Award. The Contractor may appeal the award by submitting, in writing, a request for re-consideration to the District's Strategic Sourcing Department within seventy-two (72) hours after the receipt of the notice of award.
- 1.29.4 In the event the awarded Contractor defaults on its agreement or the agreement is terminated for cause due to performance, the District reserves the right to re-procure the Services from the next lowest Contractor or from other sources during the remaining term of the terminated/defaulted agreement. Under this arrangement, the District shall charge the awarded Contractor any differences between its price and the price to be paid to the next lowest Contractor, as well as any costs associated with the re-solicitation effort which resulted from such default or termination.
- 1.29.5 This solicitation does not commit the District to award an agreement or to pay any costs incurred in the preparation of a bid or to procure an agreement for the services. The District reserves the right to accept or reject any or all bids received as a result of this request or to cancel in part or in its entirety this solicitation if it is deemed to be in the best interest of the District. The District reserves the right to accept any portion of the bid or the entire bid as deemed in the best interest of the District.

- 1.29.6 For the purposes of solicitation evaluation, Contractor must indicate any variances to the specifications and terms and conditions, no matter how slight. If variations are not stated in the Contractor's response, it shall be construed that the bid fully complies with the specifications and terms and conditions. Notwithstanding the above, it is hereby agreed and understood that the District reserves the right to reject these variations if they individually, or as a whole, do not meet the standards established in the specifications.
- 1.29.7 The District shall not be held responsible for loss due to fire, theft, vandalism, or damage.

## **2.0 SCOPE OF WORK**

The work shall consist of establishing traffic control and maintaining safe, convenient use of public roads and rights-of-way with specific attention to District sites:

- Bacon Elementary
  - Tavelli Elementary
  - Timnath Elementary
  - Zach Elementary
- 2.1. All signs, signals, barricades, use of flaggers, and other traffic control and public safety devices shall conform to the general requirements set forth in the Manual of Uniform Traffic Control Devices (MUTCD).
- 2.2. Additional sites may be added as needed.
- 2.3. Contractor shall provide traffic control services for the District, at the direction authorized by the District's Director of Facilities designee ("Facilities Director") in accordance with the scope of work (hereinafter the "Services").
- 2.3.1. The Contractor shall develop a traffic control plan and is solely responsible for obtaining all municipality permits for Services.
- 2.3. Contractor shall provide Services for District schools ("District Location") in accordance with the school days identified in the District's 2021-22 K-12 Student/Teacher Calendar at the locations and during scheduled times, as identified within the documents included in Exhibit A.
- 2.4. The Facilities Director shall be the primary point person for all Services provided on-site and will work directly with Contractor.
- 2.5. If determined by the Facilities Director, an onsite point of contact may be identified for a District Location. The Facilities Director shall identify the onsite point of contact to the Contractor in writing.
- 2.5.1. Facilities Director must review and approve, in writing, any requested changes to Services. Determination to modify Exhibit A shall be mutually agreed upon in writing by the Facilities Director and the Contractor, and shall be based on need, availability of staff, locations, hours, and other determined factors.

- 2.5.2. District staff and onsite school contacts are not permitted to change Services without Facilities Director's authorization.
- 2.6. **Cost of Services.** Contractor shall submit the Bid Form in section 5.0 providing all associated costs for performing Services.
- 2.7. **Staffing.** The Contractor shall assume all responsibility for performances of all Services, use of subcontractors is not permitted. The Contractor shall ensure the minimum amount of requested staff are available for all Service dates and locations identified in Exhibit A.
- 2.7.1. If the Contractor experiences an issue which would cause Services to not be provided to a District Location, the Contractor must notify the Facilities Director of all cancellations no less than twenty-four (24) hours prior to Services being provided.
- 2.7.2. The Contractor's employees will be fully responsible for providing Services at each designated location, District staff will not be responsible for assisting, directing Contractor's employees or providing Services.
- 2.7.3. Contractor will warrant all employees providing Services will meet all requirements as outlined, and provide documentation as required, including but not limited to compliance with C.R.S. §43-5-308, §42-4-104 or any other applicable statutes and certifications.
- 2.8. **Safety and Materials.** Contractor shall be solely responsible for the safety of its work, materials, equipment, personal safety equipment, tools, and other equipment on the site. Contractor is responsible for the materials, equipment, tools, and other materials left on District sites. The District disclaims all responsibility for the safety of the work, materials, equipment tools, and other materials or for any damage which may be done to same due to theft.
- 2.8.1. All labor, licenses, materials, supplies, equipment, and all other items necessary to complete the Services required to be furnished by the Contractor shall be part of and not in addition to pricing submitted in section 4.0.
- 2.9. **Press Contacts/News Releases.** The Contractor shall not initiate any press, media, or social media, contact nor respond to press, media or social media requests regarding this Agreement and/or any related matters concerning the District without the prior written approval of the District.

### **3.0 EVALUATION AND AWARD OF AGREEMENT**

- 3.1 Award shall be made to one or more responsive and responsible Contractor(s) meeting the specifications and deemed to be in the best interest of the District.
- 3.1.1 Those bids that are clearly non-responsive to the stated requirements may be eliminated prior to evaluation.
- 3.2 A submission of a bid in response to this IFB is an offer to contract with the District based upon the terms, conditions, scope of work and specifications contained in this IFB.

3.3 All changes in bid documents shall be through written addenda and shall be posted to BidNet.

3.3.1 Amendments or clarifications to the submitted bids not requested by the District will not be accepted, nor considered in awarding the agreement.

3.4 Once the evaluation is complete and the Intent to Award has been issued to the recommended Contractor, the recommended Contractor will work with the District's Contract Administrator to successfully negotiate a District agreement.

#### **4.0 INSURANCE**

Contractor shall procure and maintain the required insurance specified below for the duration of this Agreement, which insurance shall be written for not less than the amounts specified or greater if required by law. Specified coverages and amounts may be provided by a combination of a primary policy plus an umbrella or following form excess policy. If not otherwise required by law, lower amounts may be acceptable upon review and written approval by the District's Director of Records and Risk Management. All insurance shall be with a carrier licensed in the state of Colorado and shall have a minimum A.M. Best rating of A- VII. Contractor shall furnish the District's Director of Records and Risk Management with certificates of the required insurance prior to the District's approval and signing of this Agreement, and with renewal certificates prior to the expiration of any required insurance that expires during the term of this Agreement. Certificates of Insurance and all communication regarding insurance shall be sent to:

Poudre School District  
Attention: Risk Management  
Email: [risk@psdschools.org](mailto:risk@psdschools.org) (preferred method of communication)  
2407 Laporte Ave  
Ft. Collins, CO 80521

Any insurance and/or self-insurance carried by the District is excess of the coverage extended to the District by Contractor. Contractor shall provide at least thirty (30) days' advance written notice to the District prior to cancellation, change of coverage, or non-renewal. The insurance requirements specified in this section 4.0 shall not reduce the indemnification liability that Contractor has assumed in section 4.1.

#### **Commercial General Liability**

##### **Minimum Limits**

- a. Each Occurrence Bodily Injury  
& Property Damage \$2,000,000
- b. General Aggregate \$3,000,000
- c. Coverage shall not exclude claims for sexual abuse/molestation and physical abuse.
- d. Coverage shall not exclude claims for corporal punishment.
- e. Volunteers shall be included as insureds.
- f. Coverage must be written on an "occurrence" basis.
- g. Poudre School District R-1 and its elected officials, employees, agents, and volunteers shall be named as an additional insured and shall be insured to the full limits of liability purchased by the Contractor even if those limits of liability are in excess of those required by this Agreement.



## **Professional Liability**

### Minimum Limits

- a. Each Occurrence or Wrongful Act Limit \$1,000,000
- b. Annual Aggregate Limit \$3,000,000
- c. In the event that the Professional Liability insurance required by this Agreement is written on a claims-made basis Contractor warrants that any retroactive date under the policy shall precede the effective date of this Agreement and that either continuous coverage will be maintained or an extended discovery period will be exercised for a period of three (3) years beginning at the time work under this Agreement is completed.
- d. Contractor must provide evidence of the extended reporting period coverage at the end of the project and before all final payments to the Contractor is made

### **Crime Coverage** (for in-home service agreements)

#### Minimum Limits

Per Loss \$1,000,000

The policy shall include:

- a. Coverage for all directors, officers, agents, and employees of the Contractor.
- b. Employee dishonesty, forgery and alteration, monies and securities, and computer (cyber) crime.
- c. Extended theft and mysterious disappearance.
- d. The policy shall not contain a condition requiring an arrest and conviction.
- e. Policy must be endorsed to cover Third Party Fidelity and include Poudre School District R-1 as a Loss Payee.

If the Contractor is physically handling money at a Poudre School District R-1 location, the crime insurance policy must include coverage for Employee Theft of Client Property.

### **Commercial Automobile Liability Providing Coverage for Owned, Non-Owned, and Leased or Hired Vehicles** (Only if Contractor Operates Vehicles in Performing Any Services Under This Agreement)

Bodily Injury & Property

Damage Combined Single Limit \$1,000,000

If services involve transporting students, the following requirements apply:

- a. Medical Payment Coverage \$5,000
- b. Poudre School District and its elected officials and employees shall be named as an additional insured and shall be insured to the full limits of liability purchased by the Contractor even if those limits of liability are in excess of those required by this Agreement.

### **Workers' Compensation and Employers' Liability\***

#### Minimum Limits

- a. State of Colorado Statutory
- b. Employer's Liability \$500,000 Each Accident  
\$500,000 Disease – Policy Limit  
\$500,000 Disease – Each

Employee

- c. Waiver of subrogation in favor of Poudre School District R-1.

\* This requirement shall not apply if Contractor is exempt under the Colorado Workers' Compensation Act AND if Contractor has a current Workers' Compensation Coverage Rejection on file with the Colorado Department of Labor and Employment, Division of Worker's Compensation.

- 4.1. **Indemnification.** The Contractor shall indemnify and hold harmless the District and the District's Board members, employees, representatives and agents from and against any and all liability arising from any suit, action, third party claims, grievance, or proceeding, including all attorneys' fees, costs and expenses, incurred as a result of any negligent or intentional act or omission by Contractor, or its employees, agents, Subcontractors, or assignees related to the terms of this Agreement and any Services provided under this Agreement. Nothing in this section 14.6 or otherwise in this Agreement shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protection, or other provisions, of the Colorado Constitution or the Colorado Governmental Immunity Act, CRS §24-10-101 et seq., as amended.
- 4.2. **Governmental Immunity.** It is specifically understood and agreed that nothing contained in this Agreement shall be construed as an express or implied waiver by the District of any of the immunities, rights, benefits, protections, or other provisions of the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 *et seq.*, as now or hereafter amended
- 4.3. **Governing Law and Venue.** All issues regarding the formation, performance and/or legal enforcement of the Contract shall be governed by and construed in accordance with the laws of the State of Colorado. Venue for the resolution of any disputes arising out of or relating to the Contract shall be in Larimer County, Colorado.

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**5.0     BID FORM****TRAFFIC CONTROL SERVICES  
IFB #22-701-001**

Provide the information requested. Poudre School District reserves the right to reject any or all bids or any parts thereof. This IFB may be awarded to one (1) Contractor. Contractor agrees to furnish all labor and materials to complete the execution of the scope described in this IFB and any relating Q&A/addenda. All fees must be included in the table below that could relate to Services.

Fee Description	Unit of Measure	Fee
Service Work Per Person	Per Hour	\$
Minimum Charge	Minimum	\$
Other		\$
		\$
		\$

Confirm the Q&A Document/Addenda have been received. The modifications to the Bid Documents noted in all Addenda issued have been considered and all costs are included in the above cost(s). It is the responsibility of the Contractor to confirm all project Addenda have been received and included in the submitted Bid (and alter the list below).

Q&A/Addendum # \_\_\_\_\_ Dated \_\_\_\_\_ Signature \_\_\_\_\_

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

Authorized Agent's Name: \_\_\_\_\_

Authorized Agent's Signature: \_\_\_\_\_

Email: \_\_\_\_\_ Date: \_\_\_\_\_

6.0 **BID CERTIFICATION FORM**

**TRAFFIC CONTROL SERVICES  
IFB #22-701-001**

**The District will only accept and consider electronically submitted proposals from Contractors, which must be submitted and received in the [www.bidnetdirect.com](http://www.bidnetdirect.com) electronic solicitation portal on or before 2:00 p.m. MST on August 9, 2021.**

The undersigned hereby affirms that:

- Contractor is a duly authorized agent of the company issuing this Bid and that all information provided in the Bid is true and accurate.
- Contractor has read the conditions and technical specifications, which were made available to the company in conjunction with this IFB, and fully understands and accepts these terms unless specific variations have been expressly listed in the Bid.
- Contractor will adhere to all terms and conditions and provide, at a minimum, all services as expressed in the IFB and/or the company's Bid responding to the IFB.
- Contractor meets or exceeds all of the required criteria as specified by this IFB, or if not, has submitted a Justification for Consideration addressing any failure to meet the criteria.
- Contractor's Bid is being offered independently of any other Contractor and in full compliance with the terms specified in the IFB.
- Contractor will accept any awards made to it, as a result of this IFB for a minimum of ninety (90) calendar days following the date and time of the IFB closing.

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

Signature of Agent: \_\_\_\_\_

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

Title: \_\_\_\_\_

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

Mailing address: \_\_\_\_\_

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

Contact Person: \_\_\_\_\_

(If different from Agent – include e-mail address and phone number)

**NOTE: Bids submitted without the signature of an authorized agent of the company may be considered non-responsive and ineligible for the award.**

## 7.0 **REFERENCES**

**References are mandatory** – List three (3), non-Poudre School District, K-12 education references, Colorado K-12 references are preferred, for which you have completed similar services for projects of similar scope. The District may contact these references during the evaluation process.

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

Address \_\_\_\_\_

Contact Person \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Describe type of work/service performed or items supplied \_\_\_\_\_

\_\_\_\_\_

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

Address \_\_\_\_\_

Contact Person \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Describe type of work/service performed or items supplied \_\_\_\_\_

\_\_\_\_\_

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

Address \_\_\_\_\_

Contact Person \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Describe type of work/service performed or items supplied \_\_\_\_\_

\_\_\_\_\_

# Exhibit A

## **School Start and End Times**

### **Bacon**

Start-7:40

End-2:13

### **Tavelli**

Start-8:40

End-3:15

### **Timnath**

Start-7:45

End-2:05

### **Zach**

Start-7:50

End-2:40



# Poudre School District 2021-22

## K-12 Student/Teacher Calendar\*\*

### 2021

AUGUST						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	B/W	B/W	T	14
15	★	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER						
S	M	T	W	TH	F	S
			1	2	3	4
5	SB	7	8	9	10	11
12	13	14	15	16	B/W	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	E	K12	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### 2022

NOVEMBER						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	B/W	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	SB	SB	SB	27
28	29	30				

DECEMBER						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	SB	SB	SB	SB	SB	25
26	SB	SB	SB	SB	SB	

JANUARY						
S	M	T	W	TH	F	S
						1
2	W	4	5	6	7	8
9	10	11	12	13	14	15
16	SB	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	B/W	22	23	24	25	26
27	28					

MARCH						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	SB	SB	SB	SB	SB	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	K12	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	W	17	18	19	20	21
22	23	24	★	26	27	28
29	30	31				

JUNE						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

JULY						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

\*\*PreK and Integrated Services Transition Programs may have different calendars. Check with the applicable department for details.

	Transition Day (6th and 9th grade only)
	Student Days
	School not in session - staff on duty
K12	School not in session - staff exchange day
E	Elementary Schools not in session - staff exchange day
★	First and Last Day for all Students
SB	School Break - School not in session
	Holiday - PSD Closed
	Board of Education Meeting



# Poudre School District

## K-12 Student Calendar 2021-2022

<b>School Start and End Dates</b>	
August 13	MS/HS Transition Day
August 16	All Schools First Day of School
May 25	Last Day of school
<b>School Holidays/Intermissions</b>	
August 6	1st Year Teachers on Duty
August 11	K-12 All Teachers On Duty
August 11	K-12 B/W Day (no students)
August 12	K-12 B/W Day (no students)
August 13	MS/HS Transition Day (6th and 9th in school)
August 16	First Day for All Students
September 6	Labor Day (No students)
September 17	K-12 B/W Day (no students)
October 14	Elementary Conference/Exchange Day
October 15	K-12 Conference/Exchange Day (no students)
November 8	K-12 B/W Day (no students)
November 24	Fall Break (No students)
November 25	Fall Break (No students)
November 26	Fall Break (No students)
December 20	Winter Break Begins
January 3	K-12 Work Day (no students)
January 4	Winter Break Ends - School In Session
January 17	Martin Luther King Jr. Holiday (No students)
February 21	K-12 B/W Day (no students)
March 12	Spring Break Begins
March 21	Spring Break Ends - School in Session
April 15	K-12 Conference/Exchange Day (no students)
May 16	K-12 Work Day (no students)
May 25	Last Day of school
<b>Special Dates</b>	
	New Elementary Student Registration Day
October 14	End of First Quarter
December 17	End of Second Quarter/First Semester
March 11	End of Third Quarter
May 25	End of Fourth Quarter/Second Semester
	School of Choice Deadline
May 19 - 21	High School Graduations
Administration Bldg (JSSC)	482-7420
Transportation Services	490-3155
Customer Support Services (CSC)	490-3333
Child Nutrition	490-3557
Records	490-3142
IT Help Desk	490-3456

<b>School Listing</b>		
Bacon	488-5300	PK-5
Bauder	488-4150	PK-5
Beattie	488-4225	PK-5
Bennett	488-4750	PK-5
Bethke	488-4300	K-5
Blevins	488-4000	6-8
Boltz	472-3700	6-8
Cache La Poudre ES	488-7600	PK-5
Centennial	488-4940	9-12
CLP Middle	488-7400	6-8
Dunn	488-4825	K-5
Eyestone	488-8600	PK-5
Fort Collins HS	488-8021	9-12
Fossil Ridge	488-6260	9-12
Harris Bilingual	488-5200	PK-5
Irish	488-6900	PK-5
Johnson	488-5000	PK-5
Kinard	488-5400	6-8
Kruse	488-5625	PK-5
Lab School	488-8260	K-5
Laurel	488-5925	PK-5
Leshner	472-3800	6-8
Lincoln	488-5700	6-8
Linton	488-5850	PK-5
Livermore	488-6520	K-5
Lopez	488-8800	PK-5
McGraw	488-8335	PK-5
O'Dea	488-4450	K-5
Olander	488-8410	PK-5
Polaris	488-8260	6-12
Poudre Community	490-3295	9-12
Poudre HS	488-6000	9-12
Preston	488-7300	6-8
PSD Global Academy	490-3086	K-12
Putnam	488-7700	PK-5
Red Feather	488-6550	PK-5
Rice	488-8700	PK-5
Riffenburgh	488-7935	K-5
Rocky Mountain	488-7023	9-12
Shepardson	488-4525	PK-5
Stove Prairie	488-6575	PK-5
Tavelli	488-6725	PK-5
Timnath	488-6825	PK-5
Traut	488-7500	PK-5
Webber	488-7800	6-8
Wellington	488-6600	6-8
Werner	488-5500	K-5
Zach	488-5100	K-5



# Bacon

Write a description for your map.

Legend

S Timberline Rd

Spruce Creek Dr

A  
Bacon Elementary School

Zephyr Rd

Regal Rd

Owens Ave

Google Earth

© 2020 Google

400 ft

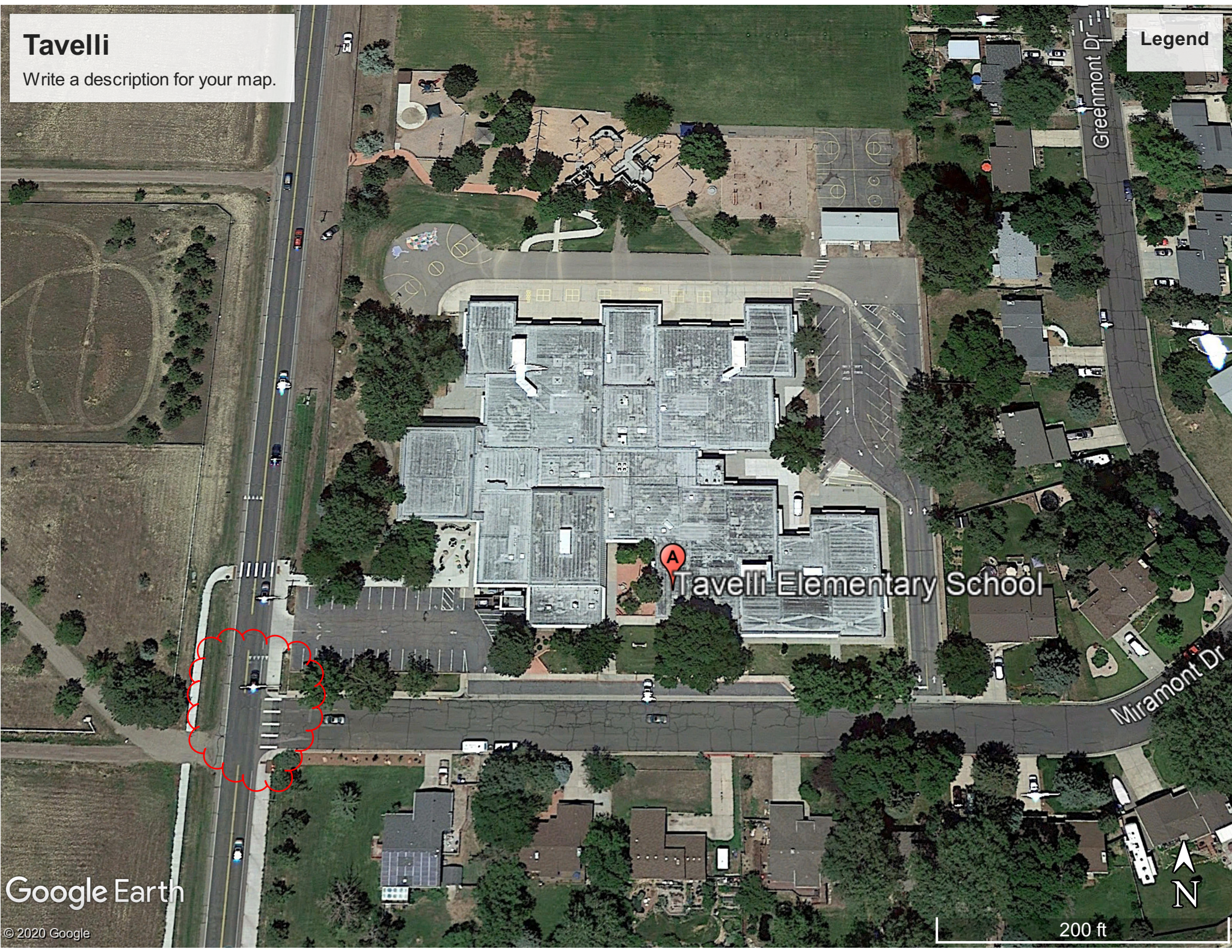




# Tavelli

Write a description for your map.

Legend





# Timnath

Write a description for your map.

Legend



Timnath Elementary School

Google Earth

© 2020 Google



300 ft



Zach

Write a description for your map.

Cosmos  
Legend

A  
Zach Elementary School

Google Earth

© 2020 Google



300 ft