

REQUEST FOR PROPOSALS (RFP)



Jackson County Courthouse – Courtroom Floor Security Construction Upgrades

Issue Date: February 23, 2026

Proposals Due: April 27, 2026

Issuing Agency: Jackson County, Colorado

1. PURPOSE

Jackson County is requesting proposals from qualified vendors to provide the construction/remodeling of the second floor of the Jackson County Courthouse to include the addition of a two-barrier entry system with secure doors, safety glass, and a designated waiting area. The County seeks one prime contractor responsible for all components of final design, supply, civil work, and installation.

2. REMODEL REQUIREMENTS

Vendors must propose **projects that meet all the following requirements, while keeping the historical integrity of the building.**

Provide pricing for the following:

- Installation of 4 solid doors and one solid metal door
- Installation of a new wall the width of the entryway. One door will be in this wall.
- Installation of a customer window with a safety glass in a current wall
- Removal of two doors and seal up walls to secure where the door was
- Lockable gate or way to secure the second and third floors of the building. (Please list as an add on option)

Door Must:

- Solid, secure wood doors without windows
- Allow for secure locking
- Solid metal door into new clerk's office

Building Must

- Not compromising the historical features
- Trim and Crown Molding must not be damaged or changed.
- Existing historic trim and doors to be carefully removed from their current locations and reused in the new designated locations.

3. TURNKEY SCOPE (REQUIRED)

Proposal must include complete turnkey project under a **single prime contractor**. Vendor is responsible for all subcontractors. The County will not hold separate contracts for construction trades.

4. SITE WORK (REQUIRED)

Construction work must understand the following:

- The project is on a second floor with only stair access
- The offices within the courthouse will continue to work normal hours.
- The historical aspects of the building must remain.

5. SCHEDULE

County intends completion in 2026.

Procurement Timeline

- RFP Issued — February 23, 2026
- Walk Through – March 25, 2026
- Questions Due — April 13, 2026
- Answers Issued — April 17, 2026
- Proposals Due — April 27, 12pm
- Review — April 28, 2026

Proposals must include installation duration.

6. VENDOR QUALIFICATIONS

Provide:

- Years in business
- Experience with remodel construction
- Three references

7. CERTIFICATE OF LIABILITY

Provide:

- Certificate of Insurance, which includes the county as a "Named Insured" to verify coverage for bodily injury and property damage in the amount of \$150,000/person-\$600,000/occurrence.

8. PRICING

Provide itemized pricing for:

- Removal of 2 doors and patch to make solid walls
- Wall construction
- Installation of clerk customer window
- Door installations
- Locking system for doors (Doorknobs and Locks).
- Add on – Security Gate for the Second Floor

9. SUBMITTALS

Submit questions and proposal including technical description, schedule, pricing, and references to:

Email:

Samantha Martin

smartin@jacksoncountycolorado.gov

970-723-4660

Mail:

Jackson County Admin

PO Box 1019

Walden, CO 80480

c/o – COURTHOUSE REMODEL

10. EVALUATION

Award will be based on:

- Compliance with requirements
- Vendor experience
- Schedule
- Total cost

Jackson County reserves the right to reject any proposal.

FLOOR PLAN

REQUESTED REMODELS ARE IN RED

