

City of Montrose
Purchasing Division
400 East Main Street
PO Box 790
Montrose, CO 81402



REQUEST FOR PROPOSALS

6700 Road Cedar Creek Bridge Replacement Design

Issue Date: March 20, 2026

Bid Number: 26-006

Agent/Contact: Scott Murphy

Submissions Must Be Received by: April 16, 2026 at 2:00 pm Colorado Time

ADMINISTRATIVE INSTRUCTIONS

The City of Montrose is requesting proposals through the Request for Proposals (RFP) process to perform design services for the 6700 Road Cedar Creek Bridge Replacement Project. Proposals shall be submitted electronically to bids@cityofmontrose.org and will be publicly received on April 16, 2026 2:00 PM through video conference at <https://tinyurl.com/6700RFPBidOpen>. Late proposals will not be accepted and it is the responsibility of bidders to ensure that proposals (including signed addenda) arrive by 2:00 PM on the date listed above.

Complete bid packets can be downloaded from the City web page at www.cityofmontrose.org under Department Services, Purchasing, and Open Bids. Addenda will be posted to the website and it is the proposer's responsibility to download, review, sign, and include addenda with their proposal.

The City reserves the right to accept or reject any or all proposals, to waive irregularities and/or informalities and to disregard all non-conforming, non-responsive, unbalanced or conditional proposals. The City of Montrose complies with all Equal Opportunity requirements. All qualified proposers will receive consideration without regard to race, creed, color, national origin, sex, marital status, religion, ancestry, mental or physical handicap or age.

GENERAL TERMS AND CONDITIONS

These General Terms and Conditions apply to all Offers made to the City of Montrose (hereafter "City") by all prospective vendors/proposers (herein after referred to as "Bidder") regarding City Solicitations including Invitations to Bid, Requests for Proposals, Requests for Quotes, and Requests for Qualifications.

A. CONTENTS OF BID

1. Bidders shall thoroughly read the project requirements and specifications, and shall examine any drawings and documents which may be incorporated into the Bid documents. As Bid documents frequently change for each Solicitation, veteran Bidders shall not assume that this Solicitation contains the same terms and conditions that were supplied in prior Solicitations. The City is not obligated to identify either minimal or substantial modifications to Bid documents.
2. Bidders shall make all investigations necessary to thoroughly inform themselves regarding the plant and facilities affected by the delivery of services, materials, and equipment as required by the Bid conditions. No plea of ignorance by the Bidder of conditions that exist, or may hereafter exist, as a result of failure to fulfill the requirements of the contract documents, will be accepted as the basis for varying the requirements of the City or the compensation to the Bidder.
3. Bidders are advised that all City contracts are subject to all legal requirements contained in City Ordinances and State and Federal Statutes governing purchasing activities.
4. Bidders are required to state the exact intentions of their offer to the City via this Solicitation and must indicate any variances to the terms, conditions, and specifications of this Solicitation, no matter how slight. If variations are not stated in the Bidder's Offer, it shall be construed that the Bidder's Offer fully complies with all conditions identified in this Solicitation.

B. CLARIFICATION AND MODIFICATION OF BID SOLICITATION

1. Apparent silence or omissions within this Bid Solicitation regarding a detailed description of the materials and services to be provided shall be interpreted to mean that only the best commercial practices are to prevail and that only materials and workmanship of first quality are to be used.
2. If any Bidder contemplating submitting a Proposal under this Solicitation is in doubt as to the true meaning of the specifications, the Bidder must submit a written e-mail request for clarification to the City's Agent/Contact. The Bidder submitting the request will be responsible for ensuring that the City receives the request at least seven (7) calendar days prior to the scheduled bid opening or as noted in the special conditions.
3. Any official interpretation of the Bid Solicitation must be issued in writing by the City's Agent/Contact who is authorized to act on behalf of the City, or by the City's Legal Department. The City shall not be responsible for other interpretations offered by employees of the City who are not authorized to act on behalf of the City for this project.

4. If necessary, the City may issue a written addendum to clarify or inform of substantial changes which impact the technical submission of Bids. Addenda will be posted to the website and it is the Bidder's responsibility to download addenda. The Bidder shall certify its receipt of the addendum by signing the addendum and returning it with its Bid. In the event of a conflict with the original Bid Solicitation documents, addenda shall supersede all other documents to the extent specified. Subsequent addenda shall govern over prior addenda only to the extent specified.

C. PRICING, COLLUSION, AND TAXES

1. Current Prices. Bid Proposals must be fixed and firm unless stated otherwise in the Bid Solicitation.
2. Discounts. Discounts shall not be considered in determining the lowest net cost for Bid evaluation purposes. Payment terms shall be as set forth in any contract executed between the City and the Bidder. Payment by the City is deemed to be made on the date of the mailing of the check, or as otherwise set forth in any contract executed between the City and the Bidder.
3. Collusion. The Bidder, by affixing its signature to this Proposal, certifies that its Proposal is made without previous understanding, agreement, or connection either with any persons, or entities offering a Bid for the same items, or with the City. The Bidder also certifies that its Bid is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action. To ensure integrity of the City's public procurement process, all Bidders are hereby placed on notice that any and all Bidders who falsify the certifications required in conjunction with this section shall be prosecuted to the fullest extent of the law.
4. It shall be understood and agreed that Bid Offers submitted by persons and entities are done so independently of any other offers, and that Bidders will not knowingly participate in solicitations where there exists a conflict of interest with their entity and a member of City staff or their immediate family.
5. Taxes. Bidders will neither include Federal, State, nor applicable Local excise or sales taxes in bid prices, as the City is exempt from payment of such taxes. The Colorado Department of Revenue, Certification of Exemption for Colorado State Sales/Use Tax account number for the City of Montrose is 98-01805-0000. An exemption certificate will be provided, where applicable, upon request.

D. PREPARATION AND SUBMISSION OF BID

1. The Proposal must be typed or legibly printed in ink. The use of erasable ink is not permitted. All corrections made by the Bidder must be initialed in ink by the Bidder or its lawful agent.
2. Bid Proposals must contain a manual or electronic signature of an authorized agent of the Bidder in the space provided on the Bid Proposal Form. If the Bidder or its lawful agent fails to sign the Bid Proposal Form, its Bid shall be considered non-responsive and ineligible for award.

3. Unit prices shall be provided by the Bidder on the Bid Proposal Form when required in conjunction with the prescribed method of award. The Bidder shall enter "No Bid" for each item where a unit price will not be offered. Where there is a discrepancy between the unit price and the extension of prices, the unit price shall prevail.
4. All information and supplemental documentation required in conjunction with this Bid shall be furnished by the Bidder with its Bid Proposal. If the Bidder fails to supply any required information or documents, the city, in its sole discretion, may consider the Proposal non-responsive.
5. The accuracy of the Bid is the sole responsibility of the Bidder. No changes in the Proposal shall be allowed after the submission deadline, except when the Bidder can show clear and convincing evidence that an unintentional factual mistake was made, including the nature of the mistake and the price actually intended.
6. The City's Bid Proposal Form, when included with to this Bid Solicitation, must be used when the Bidder is submitting its Bid Proposal. The Bidder shall not alter this form unless instructed to do so in writing by the City. Failure to use the City's Bid Proposal Form may result in the Bid being considered non-responsive.
7. Bidders shall provide Proposal Forms, Statement of Work/Technical Offer Section, Special Conditions, Specifications and Pricing Form, and any other mandatory submittals with the bid.
8. Once bids have been opened, the City shall not consider any subsequent submissions of alternate terms and conditions.
9. Bid Bonds (5% of total bid price) and performance and payment bonds (100% of total bid price) are required on construction projects over \$50,000.
10. Insurance certificates are required after a Notice of Award has been issued. Costs for additional coverage must be accounted for in the Bidder's proposal cost.
11. Bid Proposals received after the submission due date and time prescribed for the solicitation shall not be considered.

E. VENDOR APPLICATION AND RETENTION ON BIDDERS' LIST

The City does not maintain a bidder's list. Register to receive an automated email notification of new bids by visiting www.cityofmontrose.org - Department Services - Purchasing – Bid Notification.

F. MODIFICATION OR WITHDRAWAL OF LEGITIMATE OFFERS

1. Bidder offers may be modified in the form of an official written notice, and must be received prior to the due time and date set forth in the Bid Solicitation. Each modification submitted must have the Bidder's name and return address and the applicable bid number and title clearly marked on

the face of the envelope. If more than one modification is submitted, the modification bearing the latest date of receipt by the City will be considered the valid modification.

2. Bids may be withdrawn prior to the due time and date set for the Solicitation, provided it is in the form of an official, authorized written request.
3. Proposals may not be modified or withdrawn after the due date and time set for the Bid opening for a period of ninety (90) calendar days. If a Bid Proposal is modified or withdrawn by the Bidder during this ninety (90) day period, the City may, at its option, place the Bidder on suspension and may not accept any further Bid Proposals from the Bidder for a period set by the City following the Bidder's modification or withdrawal of its Proposal. The City may reject an offer, in whole or in part, as set forth in the City of Montrose Municipal Code and the City's Procurement Manual.

G. EVALUATION OF OFFERS

1. Offers shall be evaluated based upon their responses to the questions and requests for information in this Bid Solicitation, and based upon whether and to what degree they comply with the instructions set forth herein. Thoroughness, accuracy, veracity, and professionalism in the responses shall be taken into account.
2. The City may, in its sole and absolute discretion:
 - a. Reject any and all, or parts of any or all, Bid Proposals submitted by prospective Bidders;
 - b. Re-advertise this Solicitation;
 - c. Postpone or cancel the Bid process for this Solicitation;
 - d. Waive any irregularities or technicalities in proposals received in conjunction with this Solicitation;
 - e. Determine the criteria and process whereby Proposals are evaluated and awarded.
3. A Proposal may not be accepted from, nor any contract be awarded to, any person or entity which is in arrears to the City upon any debt or Contract or which is in default as surety or otherwise upon any obligation to the City.
4. No Contract shall be awarded to any person or entity which has failed to perform faithfully any previous contract with the City, the State or Federal government for a minimum period of one (1) year after said previous Contract was terminated for cause.
5. A Proposal may not be accepted from, nor any Contract awarded to, any person or entity which has pending litigation against the City at the date and time of the Bid Opening.

H. AWARD OF CONTRACT

1. The City's Agent/Contact is authorized to handle initial contacts regarding any protest of the solicitation or award of a City contract, or any claim arising out of the performance of a City contract, with the City Manager's approval. Any actual or prospective Bidder or Contractor who

has a grievance in connection with the solicitation or award of a contract shall first seek resolution of the matter with the City's Agent/Contact.

2. If the City Manager or City designee does not, within thirty (30) days after receiving a protest, or within such longer period as may be agreed upon by the parties, issue a written decision on the protest or make a determination that award of the contract is necessary, the protest shall be considered denied.
3. By law, the City reserves the right to accept or reject any or all proposed bids, or any combination of them, and to waive any informality or irregularity in the bid or in the bidding.
4. Successful Bidders shall comply with all local, state, and federal directives, ordinances, rules, orders, and laws as applicable to, and affected by, the Bid Proposal.
5. No Bidder shall be excluded from consideration for award in conjunction with this solicitation on the basis of race, color, creed, national origination, handicap, or sex, or be subjected to discrimination under any contractual award administered by the City.

I. CONTRACTUAL OBLIGATIONS

1. In order to ensure the efficient utilization of tax dollars, successful Bidders shall comply with all contractual obligations contained in the Contract Documents, as set forth in the contract signed by the City and Bidder. A sample contract that Bidder will be expected to sign is supplied with these Bid Documents.

SPECIAL CONDITIONS

A. PRE-BID CONFERENCE

A pre-bid meeting will not be held for this project.

B. CONTACT PERSON

During the course of this request process, from issuance until a recommendation for award, Bidders shall not initiate contact related to this request with anyone other than the officially designated individual:

For this bid the contact is Scott Murphy at (970) 901-1792 or email: smurphy@cityofmontrose.org

Failure to abide by this requirement may result in disqualification from further participation in this process.

C. QUESTION DEADLINE

All questions regarding this Request for Proposal shall be directed by email to the individual listed above.

The deadline for receipt of questions from Bidders in regards to this RFP is 12:00 noon on April 14, 2026.

Responses will be prepared by the City in an addendum and published on the City of Montrose web site at: www.cityofmontrose.org under Department Services, Purchasing, Open bids, and this bid name. The responses in writing are the only official answers.

D. SUBMITTAL INSTRUCTIONS

The City desires to receive a clear, concise, economical presentation of the vendor's proposal. Bidders should submit the following by electronic mail to bids@cityofmontrose.org by 2:00 PM on April 16, 2026. Please include the bid number and title in the subject of the email, proposer's name and address in the body of the email, and include the following attachments:

1. PDF of the signed bid packet proposal forms
2. PDF of the technical proposal (see statement of work)
3. PDF of signed bid addenda

The typical attachment limit for the submission email is 15 MB. If over this limit, submissions may be provided to the same email using a file transfer link (such as google drive or Dropbox). In these cases, the completed cost proposal must be attached to the email as to avoid the potential for modification post-bid via the file transfer link.

Failure to submit a proposal in the manner indicated may be cause for it to be considered 'non-responsive' and ineligible for consideration and subsequent award.

Proposals shall be submitted electronically to bids@cityofmontrose.org and will be publicly received on April 16, 2026 2:00 PM through video conference at <https://tinyurl.com/6700RFPBidOpen>. Late proposals will not be accepted and it is the responsibility of the proposers to ensure that bids (including signed addenda) arrive by 2:00 PM on the date listed above. Please join using this link as results will be screen shared as they are opened. A call in number will also be provided when you join using this link should your computer not have audio capabilities.

PROPOSAL FORM - PAGE 1

SUBMITTED BY:

Company Name: _____

Address: _____ City: _____

State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

CERTIFICATION: (if a Submission is Offered):

The undersigned hereby affirms that:

- He/she is a duly authorized agent of the Bidder;
- He/she has read the General Terms and Conditions, the Special Conditions and any technical specifications that were made available to the Bidder in conjunction with this Bid and fully understands and accepts these terms unless specific variations have been expressly listed on the Bid Proposal Form;
- The Submission is being offered independently of any other Bidder and in full compliance with the collusive prohibitions specified in the General Terms and Conditions of this solicitation; and
- The Bidder will accept any awards made to them as a result of this Solicitation for a minimum of ninety (90) calendar days following the date and time of the bid opening.

By: _____
Signature of Agent

Date

Typed/Printed Name of Agent

Title of Agent

PROPOSAL FORM - PAGE 2

Company Name: _____

VARIATIONS:

The Bidder shall identify all variations and exceptions taken to the General Terms and Conditions, the Special Conditions, and any Technical Specifications in the space provided below; provided, however, that such variations are not expressly prohibited in the Bid documents. For each variation listed, reference the applicable section of the bid document. If no variations are listed here, it is understood that the Bidder's Proposal fully complies with all terms and conditions. It is further understood that such variations may be cause for determining that the Bid Proposal is non-responsive and ineligible for award:

Page #: _____ Item # of Section: _____

Variance

Page #: _____ Item # of Section: _____

Variance

Page #: _____ Item # of Section: _____

Variance

Page #: _____ Item # of Section: _____

Variance

STATEMENT OF WORK

PART 1 – GENERAL ITEMS

1.1 PROJECT DESCRIPTION AND BACKGROUND

In line with the City's capital plan and in response to its poor condition, the City of Montrose is planning to replace and widen the 6700 Road bridge over Cedar Creek. The existing bridge is only 24 feet wide, is experiencing corrosion failures of the decking, and an emergency project is currently underway to address corrosion and deformation the southern abutment's H-piles. The existing bridge's span is approximately 19'-6" and the bridge was constructed with H-pile/timber abutments supporting steel girders and steel decking capped with hot mix asphalt. No elements of the bridge are salvageable.

1.2 DESIGN STANDARDS/BASIS

In addition to applicable regulations and accepted industry standard practice, all work shall be performed in accordance with the following design standards at a minimum:

1. American Association of State Highway and Transportation Officials. 2018. A Policy on the Geometric Design of Highways and Streets, Seventh Edition.
2. American Association of State Highway and Transportation Officials. 2024. LRFD Bridge Design Specifications, Tenth Edition.
3. Federal Highway Administration. 2023. Manual on Uniform Traffic Control Devices for Streets and Highways, Eleventh Edition.
4. City of Montrose Standards and Specifications for the Design and Construction of Public Improvements. May 2012. Available online at <http://www.cityofmontrose.org/147/Engineering>
5. Colorado Department of Transportation. 2023. Standard Specifications for Road and Bridge Construction (where applicable by reference in City of Montrose Standards or if applicable to the project).
6. Colorado Department of Transportation. 2019. M&S Standard Plans (where applicable by reference in City of Montrose Standards or if applicable to the project).
7. Colorado Department of Transportation. 2024. Pavement Design Manual.
8. Colorado Department of Transportation. 2024. Bridge Design Manual (as may be applicable to the project).

The bridge is proposed to be widened to approximately 70 feet wide (plus skew as needed) with the expected section shown in Figure 1. A similar template was recently utilized on Ogden Road with a photograph included as Photo 1. The bridge is planned to be centered within the existing right of way along the project area in order to allow the bridge to line up with future widening of 6700 Road. Design speed for the roadway shall be 35 MPH with traffic volumes growing linearly from 7,000 ADT now to 15,000 ADT in 2050.

All design work shall be performed under the direction of and stamped by a professional engineer registered in the State of Colorado. All survey work shall be performed under the direction of and stamped

by a public land surveyor registered in the State of Colorado. Survey control shall be tied into the City's control network (see survey control information below).

1.3 BASE MAP DATA

The following base data are available for use in RFP and project development. Updated base data, as available, will be provided to the selected consultant following contract award.

1. **Online GIS Maps.** Available at: <https://www.cityofmontrose.org/265/GIS-Maps>
2. **GIS Utility Shapefiles.** Shape files for the City's utilities as currently mapped. The City makes no guarantee for the accuracy of these data. Available for download at:
 - a. <https://tinyurl.com/COMGISData>
3. **Regional LiDAR Aerial Survey Data.** The Colorado Water Conservation Board recently completed a regional aerial LiDAR topography survey of the Montrose Area. Data provided from these surveys are available for download online at <https://tinyurl.com/COMLiDAR> with additional discussion on methodology, accuracies, and limitations available in accompanying reports within the folder.
4. **High-Resolution Aerial Photography.** Available for download at:
 - a. <https://tinyurl.com/COM2020Photo> These are georeferenced so they can be brought in at state plane.
5. **City of Montrose Survey Control.** Available for download at:
 - a. <https://tinyurl.com/COMSurveyControl>

PART 2 – SCOPES OF WORK

2.1 DESIGN CONSULTANT

2.1.1 Site Survey and Basemap Preparation

- A. Survey the project area for existing surface features, topography, and utilities as necessary for design and hydraulic studies. Utility data shall be obtained by performing 811 utility locates and will likely require follow up with individual utility companies who fail to locate their lines. The City of Montrose will provide shapefiles for water, sewer, and storm utilities to supplement the field surveys. The City has also worked with adjacent irrigators to map the existing irrigation system within the project area. This has included record research, interviews with users, jet tracing, and survey of critical elevations. An overview drawing of the irrigation system around the project area is included with the bid documents. CAD files and survey control for this work will be provided by the City and may be used in the project design.
- B. Establish local survey control within the project area to include at least three survey control monuments. Monuments shall be a #5 rebar set at least 4 feet deep with an aluminum cap.
- C. Perform all survey work necessary to establish property boundaries and easements within the project area. Order title work as necessary. Costs for title reports can be billed directly to the City.
- D. Coordinate the potholing of existing utilities where necessary to collect data for design (e.g., elevations at tie points, critical crossings, or where potential for conflict exists). Survey the locations of utilities once exposed. Actual potholing will be performed by the City of Montrose.
- E. Coordinate jet-tracing of any gravity utility lines that require tracing and survey the marked locations. Actual jet-tracing will be performed by the City of Montrose.
- F. Prepare an AutoCAD basemap of the site for use in subsequent design and plan preparation.

2.1.2 Design Studies

- A. **Geotechnical.** Perform all geotechnical sampling, laboratory analyses, design calculations, and reporting as necessary to establish suitable foundation recommendations for the project (incl. the potential for deep foundations if warranted). Based on experience in the area, cobbly soils can be expected in the boreholes. Pavement sections for the project's pavement areas will be provided by the City. Complete any borings as piezometers to allow for future groundwater measurements by the City.
- B. **Hydraulics.** Create a hydraulic model for the project reach suitable for modeling hydraulic capacities of proposed bridge improvements and confirming passage of the FEMA 100 year design flow without any rise to the flood profile. The FEMA Flood Insurance Study flow rate of 1,200 CFS may be used for these analyses. This model will ultimately be used as the basis for preparation of a no-rise certification (including associated modeling output).
- C. **Wetlands.** Perform a delineation of jurisdictional and non-jurisdictional wetlands and aquatic resources within the potential project disturbance area and prepare a report summarizing the methods and findings of this delineation. Delineations and reporting shall be performed in accordance US Army Corps of Engineer's (USACE) requirements and are expected to be used in support of a Nationwide permit application.

2.1.3 Evaluation of Alternatives/Structure Selection

- A. Evaluate viable, cost-effective alternatives for bridge structures, abutments, wingwalls, and Cedar Creek alignments (if realignment is warranted or viable) to replace the Cedar Creek Bridge. This is expected to include, at a minimum, potential variations on box culverts, precast T-beams/slabs, or traditional steel girder bridges. Wingwalls may include precast concrete, cast in place concrete, mechanically stabilized earth, or dead-man structures.
- B. Prepare conceptual layouts and planning-level cost estimates for viable structure/wingwall and alignment alternatives. Take into consideration sizing availability and typical lead times from regional precast suppliers.
- C. Hold a two-hour workshop with the City to discuss bridge alternatives, pros and cons of each, and collectively select the preferred alternative.

2.1.4 Preferred Alternative Bridge Design (Incl. Utility Relocation)

- A. Perform the geometric, geotechnical, structural, and hydraulic design of the selected bridge replacement and its associated foundations, abutments, wingwalls, approaches, guardrails, and structural elements.
- B. Design any Cedar Creek improvements, armoring, or localized realignment needed to accommodate the new bridge.
- C. Design a waterline replacement to eliminate the existing span and run beneath Cedar Creek within the project area. The existing waterline is 8" PVC and will be replaced with 10 inch butt-fusion HDPE.
- D. Design all required street drainage and associated storm-sewer piping (if needed) to service the project area. Stormwater detention will not be required.
- E. Design relocations of existing irrigation diversion and piping infrastructure immediately north of the bridge (to be relocated outside of the right of way with this project, even if not in direct conflict with the bridge, incl. siphon beneath Cedar Creek) and design relocations of any irrigation infrastructure in conflict with the proposed improvements. All replacements are intended to maintain the same degree of functionality and all piping may be the same size as existing. See irrigation overview drawing included with the bid documents for additional detail.
- F. Design a sidewalk connection between the new bridge and Caboose Drive along the western side of 6700 Road.
- G. Establish a general traffic detour map in cooperation with the City of Montrose. Detailed traffic control plans are outside the scope of this work and will be prepared by the contractor.
- H. Establish erosion control plans indicating erosion control minimums to be implemented by the contractor. A detailed SWMP is outside of this scope of work and will be prepared by the contractor.
- I. Coordinate with the City of Montrose and dry utility companies to establish a conceptual plan (alignments and typical trench details) for relocation of any conflicting dry utilities and relocation of overhead power lines below ground (between the Cedar Creek Bridge and Miami Road). Detailed relocation plans are to be prepared by the utility owners.
- J. Design conduit casings across the project area for future use by dry utility companies.

2.1.5 Civil Plans and Estimating

- A. Prepare a suitable-for-construction plan set for the bridge replacement and associated improvements. Plans should include the following at a minimum:
- a. Title sheet
 - b. General note/spec sheet
 - c. Existing conditions (incl. wetland boundaries, survey control, and identification of project access and staging areas)
 - d. Erosion control plan
 - e. General traffic detour map
 - f. Resets and removals
 - g. General dry utility relocation and undergrounding plans (with support from utility companies as appropriate)
 - h. Irrigation relocation plans and profiles
 - i. Storm drainage infrastructure plan and profiles (if needed)
 - j. Waterline replacement plan and profile
 - k. Bridge replacement plans (incl. profiles, sections, guardrails, foundations, abutments, wingwalls, structural elements, approach slabs, final grading, restoration, conduits, etc).
 - l. Cedar Creek alignment and armoring plans (if needed)
 - m. Sidewalk connection plan and profile from Cedar Creek Bridge to Caboose Drive on the western side of 6700 Road
 - n. Details as required
 - o. Any other sheets necessary to create a plan set suitable for bidding and construction
- Plans shall be submitted to the City for review and comment at the 30% and 90% design level. Final plans shall be stamped by a licensed professional engineer registered in the State of Colorado. Plans do not need to follow standard CDOT plan formats.
- B. Using a bid form provided by the City, perform a quantity takeoff of the completed design.
- C. Prepare engineer's cost estimates at the 30%, 90%, and final design levels.

2.1.6 Project Permitting

- A. Using the project's hydraulic model, design the bridge as necessary to result in no rise to the 100 year FEMA flood profile (comparison of pre-project to post-project model profile). Prepare a PE-stamped no-rise certification and include associated model output to support the conclusion.
- B. Assuming jurisdictional wetland impacts can be limited to 0.10 acre or less, file for and obtain a Nationwide 404 permit from the US Army Corps of Engineers for the proposed bridge replacement. If the project is ineligible for a Nationwide Permit, this work element would be eligible for additional compensation.

2.1.7 Property Acquisition Support

- A. Prepare stamped right of way exhibits for all property acquisitions required to encompass the western bridge wingwalls and Caboose Drive sidewalk extension. This is anticipated to include two exhibits along the bridges western wingwalls and one exhibit along the sidewalk extension

to Caboose Drive. The eastern side of the project is expected to be situated within property already owned by the City and no acquisitions are expected to be necessary.

2.1.8 Project Management and Meetings

- A. Prepare monthly invoices with cover letters summarizing work performed for the invoice period, supporting tabulation of hours by date and task for employees working on the project, and supporting expense reports and invoices for reimbursable expenses.
- B. Attend twice-monthly 60-minute project meetings with the City to discuss project progress and any design issues that arise. Meetings may be performed virtually. Meeting agendas will be established in collaboration with the City and formal meeting minutes are not required.
- C. Attend in-person design review meetings at the project kickoff, 30%, and 90% design levels. Meeting agendas will be established in collaboration with the City and formal meeting minutes are not required.

2.1.9 Additional Work Items

The scope of work included above is intended to capture all tasks necessary to allow for design of the proposed project. However, the potential does exist for necessary tasks to be omitted from the scope of work provided. Proposers are encouraged to identify in their proposal any additional tasks they feel would be necessary to effectively complete the project design.

2.1.10 Work Elements not Included in this Scope

- A. Provide on-call bidding and construction support. This work may be awarded as a change order to the contract once the project goes to construction. Unit rates for this work will be established as part of the change order award.

2.2 CITY OF MONTROSE

- A. Pay for any title reports required to establish project right of way boundaries and easements.
- B. Provide traffic control and a vactor, backhoe, or trackhoe and operator as necessary for potholing of existing utilities.
- C. Provide jetting with wire tracing of any utilities having uncertain locations, as possible.
- D. Coordinate with private landowners regarding project access for surveying as necessary.
- E. Provide GIS data on City utilities to include size, material, and approximate location.
- F. Provide plan reviews of intermediate submittals in a timely manner.
- G. Prepare the project bid form for use by the selected consultant in preparation of their final project quantity takeoffs.
- H. Prepare bid documents and bid the project.
- I. Provide cost data from recent projects for use in preparation of the engineer's cost estimate.
- J. Collaborate with the design consultant and dry utility companies to determine acceptable alignments and approaches for relocation of conflicting dry utilities.
- K. Collaborate with the design consultant and irrigation stakeholders to determine acceptable alignments and approaches for relocation of conflicting irrigation infrastructure.

- L. Prepare deeds for all property acquisitions and pursue their execution. These deeds will rely on boundary exhibits prepared by the consultant.
- M. Perform all outreach and press releases necessary for the project.

PART 3 – PROPOSAL FORMAT, SCHEDULE, AND SELECTION

3.1 PROPOSAL FORMAT

The technical proposal should include the following at a minimum:

- A narrative of the proposed methodology/approach.
- A list or organizational chart for personnel to be assigned to the project and discussions of each person's role.
- Resumes for key personnel to be assigned to the project.
- A list of proposed design sub-consultants, their role on the project, and a discussion of past experience working with them.
- The proposed project schedule (see Section 3.3).
- A general summary of relevant experience performing similar work with references for each.
- Proposed rate sheet for the consultant and any sub-consultants. Include standard markup for reimbursable expenses (travel, lodging, consumable supplies, etc), markup for sub-consultants, and standard per-diem rates.
- Costs to perform the above-described scope of work on a time & materials (T&M) not-to-exceed basis broken down by key tasks presented in Section 2.1. Although the project will be tracked by the key tasks presented above, the not-to-exceed number will apply only to the bottom line (i.e, funds may be shifted between key tasks as necessary).
- Any additional information the proposer feels would be useful to the review committee for evaluation of proposals.

3.2 SELECTION CRITERIA

Proposals will be evaluated collectively by the City of Montrose Engineering Department by assigning a score between 0 and 4 for each of the weighted categories listed below. The resulting score will serve as the basis for selection of the preferred consultant.

- Price (50%)
- Qualifications/Experience of the Project Team: 20%
- Reference Considerations: 20%
- Overall Proposal Presentation, Level of Detail, and Project Understanding: 10%

3.3 PROJECT SCHEDULE

Proposers are asked to prepare a project schedule broken down by work elements provided in Section 2.1. The project schedule is subject to the following conditions:

- Bid Opening: April 16, 2026
- Anticipated Notice of Award: May 19, 2026
- Notice to Proceed: Several days following contract execution by consultant
- Structure Selection and Planning Level Cost Estimate Complete: July 31, 2026
- Design Complete and Suitable for Bid (Excl. Nationwide 404 Permit): November 25, 2026
- Nationwide 404 Permit Complete: December 31, 2026

END OF SECTION

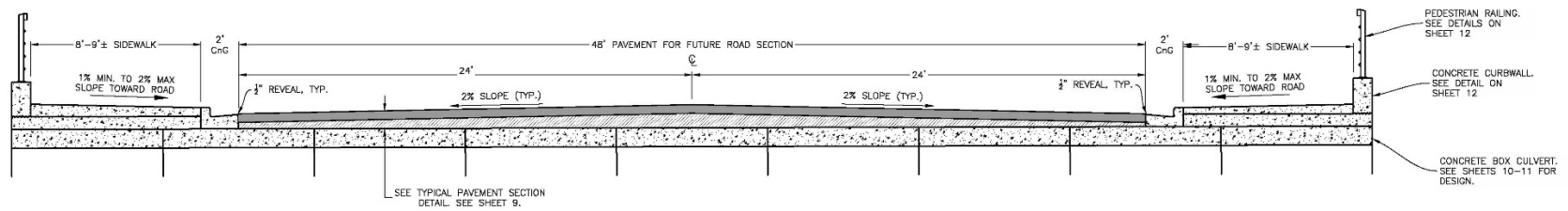


Figure 1: Typical Ogden Road Bridge Section



Photo 1: Completed Ogden Road Bridge