



**REQUEST FOR PROPOSAL (RFP)**

**W. Keystone Road**

**Paving and Milling**

**General Contractor**

**Release Date: June 15, 2026; Submittal Deadline: July 3, 2026, at 5:00pm**

**Town of Keystone**

**Public Works Department**

**1628 Sts. John Road**

**Keystone, CO 80498**

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## **1.0: INTRODUCTION**

### **GENERAL INFORMATION AND RFP INSTRUCTIONS**

#### **1.1 PURPOSE**

The Town of Keystone is soliciting proposals from qualified entities (“Contractor”) to provide paving, and construction services for the 2026 Streets Improvement Project-Paving (the “Project”). The primary purpose of the Project is to improve the pavement condition to new on the affected streets. See Attachment “A” for descriptions.

#### **1.2 CLARIFYING QUESTIONS**

Any requests for clarification or additional information deemed necessary by any respondent to present a proper proposal shall be submitted in writing to Joshua Weber, Public Works Director at the email address of [jweber@keystoneco.gov](mailto:jweber@keystoneco.gov), referencing this Request for Proposal. Written requests for information must be received by June 3, 2026. Any request received after the stated deadline will not be considered. All requests received prior to the stated deadline will be responded to in writing by the Town in the form of an addendum addressed to all prospective respondents.

#### **1.3 SUBMISSION DEADLINE**

The deadline for proposals is 5p.m. on July 3, 2026. At this time, all proposals will be opened, reviewed and scored based on the evaluation criteria listed in the ITB. Candidates will be notified in writing by email or by phone if selected to be interviewed. Late proposals will not be accepted.

## **2.0: SCOPE OF WORK**

The Town of Keystone Public Works Department would like to mill and overlay or reclaim and overlay some high traffic roads this year.

**W. Keystone Road (From HWY 6 to the south side of the bridge over the Snake River):**  
**Mill existing asphalt down to a 2" depth, haul off, broom surface to prep for overlay.**  
**Overlay at a 2" depth, 1345' in length at 32' wide area approximately 4570 sq yards with traffic controls as needed.**

### **2.1: TRAFFIC CONTROL**

**2.1.1** The Contractor shall be responsible for maintenance, control, and the safeguarding of traffic affected by the Work as further outlined herein, and as may otherwise be provided in the Contract Documents.

**2.1.2** During construction, the Contractor shall provide for the safety of the workmen and for the safe and expeditious movement of traffic and pedestrians through the Site by erecting and maintaining all necessary signs, barricades, or other traffic safety devices. Contractors shall also provide and maintain, in a safe condition, temporary approaches or crossings at intersections with trails, roads, streets, businesses, parking lots, residences, garages, and farms unless this requirement is waived by the Owner, through the Project Manager. The Contractor shall also have a Certified Traffic Control Supervisor ("TCS") responsible for traffic control. The TCS shall be on Site at all times when traffic control is in place or as agreed by the Owner through the Project Manager.

**2.1.3** Before commencing with construction, the Contractor shall submit to the Owner (1) the name of the certified TCS, (2) a detailed traffic control plan for approval, including no parking requirements, and (3) an access maintenance plan. Details in the plans will include but not be limited to: hours of Work; placement of signs and barricades; use of traffic control devices such as cones, barriers, and barricades; use of traffic control devices such as signal control, temporary striping, maintenance of detours, dust abatement, and length of lane closure tapers. In general, the traffic control/access maintenance plan(s) shall cover all the various phases of the Work.

**2.1.4** The access maintenance plan shall be developed by the Contractor and coordinated with, and based on, the requirement of any affected property owners and tenants. Prior to commencing any Work that affects access to a property, the access maintenance plan must be signed by the property owner and submitted to the Owner. The access maintenance plan shall include documentation of this coordination, including approval of the access maintenance plan by signature of each affected owner and tenant. Should the Contractor be unable to obtain approval and signatures, documentation of the efforts made to obtain said approval and signatures must be submitted. The Contractor shall maintain continuous access through the Project for pedestrians, bicyclists, motorists, and

disabled persons. All cost incidentals to the maintenance of access shall not be paid separately but shall be included in the Contract Sum.

**2.1.5** The Contractor shall implement and maintain the approved traffic control/access maintenance plan throughout prosecution of the Work. The Contractor is solely responsible for claims, damages, losses, etc., arising or resulting from Contractor's failure to adhere to and maintain the traffic control plan as approved. It is understood that the traffic control plan's primary purpose is to foster the safe travel of the public while construction is in progress. It is not intended to specifically address construction traffic on Site. The Contractor is solely responsible for safety measures on the Site.

**2.1.6** The Owner, through the Project Manager, may provide Project signs to the Contractor. The Contractor shall provide and place appropriate supplementary information and erect project signs at locations to be designated by the Project Manager. These advisory signs, if any, shall be installed at least seven (7) consecutive days prior to beginning of construction. Any other traffic control signs/devices shall be installed seventy-two (72) hours prior to starting construction. Cost for additional information and erection of advisory signs are considered incidental to the Traffic Control bid item and costs for such shall be included in the Traffic Control bid item, if Traffic Control is a separately stated item in the Bid Form. All costs associated with traffic control shall be included in the Contract Sum. Traffic control devices that are no longer necessary shall be removed from the Site within seventy-two (72) hours.

**2.1.7** The Contractor will not be permitted to have construction equipment or materials in the lanes open to traffic at any time unless permitted by Owner. If the Owner, through the Project Manager, waives the above condition, the Contractor must provide a flag person. The Contractor shall remove and reset all construction signs prior to construction. Any damaged signs shall be replaced in kind by the Contractor.

**2.1.8** The Contractor is cautioned that all personal vehicle and construction equipment parking will be prohibited where it conflicts with safety, access, or the flow of traffic.

**2.1.9** The Contractor will furnish signs, barricades and temporary markings that may be necessary. The barricades shall conform to the Manual of Uniform Traffic Control Devices ("MUTCD") requirements.

**2.1.10** Streets may be closed to through traffic only after the Town has approved such closure and all requisite permits for work in a public way have been obtained. Street closures shall be made in such a manner as to provide for maximum public safety and public convenience. They shall be opened to through traffic at such time as the Work has been completed, or as the Town or appropriate governmental agency with jurisdiction over such roadway may direct.

**2.1.11** The Town will make all necessary adjustments to traffic signals and traffic signal activators on Town rights-of-way at no cost to the Contractor. The Contractor, as required by Contractor's construction schedule and with approval of the Project Manager, will cover or remove existing signs or signals that interfere with, or conflict with construction signing. Upon completion of the Project, the Contractor will reset all such signs.

**2.1.12** Detours shall be the sole responsibility of the Contractor unless otherwise provided in the Contract Documents. Detours such as side street crossings, temporary bridges over freshly placed concrete, utilization of one (1) or more lanes of the construction area for maintenance of traffic, and such related facilities for the maintenance of traffic shall be the responsibility of the Contractor, the costs for which shall be included in the appropriate unit price or lump sum portion of the Contract Sum, as applicable. Detour plans must be submitted and approved in writing by the Town through the Project Manager as part of the traffic control/access maintenance plan.

**2.1.13** Local traffic shall be provided access to private properties at all times, except during some urgent stages of construction when it is impracticable to carry on the construction and maintain traffic simultaneously, such as for the placing of asphalt concrete pavement, deep sewer excavations which prohibit safe travel of vehicular traffic, or other similar circumstances.

**2.1.14** Emergency traffic such as police, fire, and disaster units shall be provided reasonable access at all times.

**2.1.15** The Contractor shall take every precaution to protect pedestrian and vehicular traffic.

**2.1.16** Where parking is a hazard to through traffic or to the construction Work, it shall be restricted either entirely or during the time when it creates a hazard. Signs for this purpose will be initially furnished and placed by the Contractor. The Contractor shall be responsible for and shall maintain the signs if they are used on any street that is directly or indirectly **involved in the construction Work.**

**2.1.17** The Contractor shall furnish at their own expense all flagmen who may be needed.

### 3.0: PROPOSAL REQUIREMENTS

Proposals must include:

1. **Company Profile** – History, qualifications, and relevant bridge repair experience.
2. **Project Approach** – Methodology, work plan, and proposed schedule.
3. **Key Personnel** – Names, roles, and certifications of project team members.
4. **Cost Proposal** – Detailed breakdown of labor, materials, equipment, and contingencies.
5. **References** – At least three recent bridge repair projects completed within the last five years.

### 4.0: Evaluation Criteria

Proposals will be evaluated based on:

- Technical expertise and relevant experience (30%)
- Project approach and schedule (25%)
- Cost competitiveness (25%)
- Safety record and compliance history (10%)
- References and past performance (10%)

### 5.0: SUBMISSION INSTRUCTIONS

Submit one (1) electronic PDF copy and three (3) printed copies to:

**Town of Keystone – Department of Public Works**

Attn: **Joshua Weber**

**1628 Saints John Road**

Email: **jweber@keystoneco.gov**

Late submissions will not be considered.

## **6.0: TIMELINE**

- **RFP Issued:** June 12, 2026
- **Questions Due:** July 3, 2026
- **Proposals Due:** July 3, 2026
- **Anticipated Award:** July 10, 2026
- **Project Start:** July 17, 2026

## **7.0: TERMS AND CONDITIONS**

This Request for Proposal does not commit the Town to award a contract, to pay any costs incurred in the preparation of proposals to the requests, or to procure or contract service or supplies. The Town reserves the right to accept or reject any or all proposals received because of this request, to negotiate with any qualified source, or to cancel in part or in its entirety the Request for Proposals, if it is in the best interest of the Town. Services provided are on an as needed basis only. By entering into professional services agreement with the Town under this Scope of Work, the Town makes no obligations to the awarded firm of a guaranteed minimum number of hours. The Agreement to be executed for professional services contains standard terms and conditions related to Insurance, Indemnification, Contractor status, Compliance with Laws, etc. An example of the Town's Prosecutor Agreement is attached for review. The awarded firm shall maintain a valid Town of Keystone business license in good standing. The town's Services Agreement Contract is attached as Appendix D. Services will terminate upon completion of the project, subject to the terms of the contract.

**ATTACHMENT "A"**

