



**Boulder County Procurement
1325 Pearl Street
Boulder, CO 80302**

SUBMISSION INSTRUCTIONS

Reference Number: BID-095-24

Project Name: Hall Ranch Open Space Access Road Upgrade

Background:

The Boulder County Parks and Open Space Department (BCPOS) is seeking an experienced contractor to complete upgrade work on a well-established access road at the Hall Ranch Open Space property located just west of the town of Lyons, CO. The entrance to the access road is at 31271 South St Vrain Drive, Lyons, CO 80540. The road is the main access to the Hall Ranch Open Space and is used by BCPOS staff. The road is not open to public vehicular traffic but does get some public park user trail use. The road has required a substantial amount of maintenance over the years and one of the goals of the work is to reduce the amount of maintenance needed in the future. The work is to be completed this fall and it is expected to take fifteen (15) business days to be completed, once selected Contractor is issued a Notice to Proceed. Boulder County will determine which items will be completed depending on the amount of the selected bid. The priority of work items is listed below: a. replacement of the existing culverts; b. the installation of the new culverts is the second priority; and c. the installation of water bars is the third priority.

Instructions:

Boulder County uses a Bonfire portal <https://bouldercounty.bonfirehub.com/> for accepting and evaluating proposals digitally:

- To post the Proposal
- To receive any questions or inquiries
- To issue any associated addenda
- To post award notices

Proposals must be submitted electronically on or before the Close Date at <https://bouldercounty.bonfirehub.com/>. **Submissions will not be accepted by email, fax or hand-delivery; unless otherwise noted.**

Documents should not be embedded within uploaded files, as the embedded files will not be accessible or evaluated.

Contact:

To contact Boulder County Procurement or ask questions in relation to this proposal, respondents must register on <https://bouldercounty.bonfirehub.com/> and initiate the communication electronically through the **Vendor Discussions** or the **Ask a Question** feature.

All questions must be received on or before the Deadline for Submission of Clarifications, as specified in the Schedule of Events. Boulder County will not accept any respondent's communications by any other means, except as specifically stated in this proposal.

Addendum:

At any time prior to the Close Date, Boulder County may alter, clarify, amend, delete or add to, in whole or in part, any terms or provisions of this proposal.

In order to afford the Bidders a reasonable time for taking into account a material amendment (the materiality of which Boulder County in its own discretion may determine) or for any other reason, Boulder County may, at its own discretion, extend the Close Date.

For the most up-to-date project information refer to our Bonfire portal.

All vendor submissions may be amended, but only before the Close Date on <https://bouldercounty.bonfirehub.com/>.

Need Help:

To assist with registration and submission of responses, learn how to get started with Bonfire, watch this [training video](#). For questions or support when using the platform, [access the Bonfire online knowledge base](#), search the FAQ or contact the Bonfire support team at support@gobonfire.com.

Americans with Disabilities Act (ADA): Americans with Disabilities Act: If you need special services provided for under the Americans with Disabilities Act (ADA), please contact the Boulder County ADA Coordinator or Human Resources office at (303) 441-3525 as soon as possible to allow sufficient time for service delivery ahead of applicable due dates.