REQUEST FOR PROPOSAL (RFP)

RFP No. 110-24

Gathering Spaces Event

Purchasing Analyst of Record: Megan deGrood megan.degrood@thorntonco.gov

City Hall - 2nd Floor Contracts and Purchasing Division 9500 Civic Center Drive Thornton, CO 80229-4326 Main Phone: (303) 538-7325



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SECTION A: SCHEDULE, PURCHASING ANALYST OF RECORD, AND GENERAL SUMMARY OF NEEDS

A.1 SCHEDULE OF EVENTS:

The following is a list of important items, dates, and times that pertain to this solicitation. All times listed below are in reference to the local Thornton, Colorado time.

| Solicitation Item | <u>Date</u> | <u>Time</u> |
|---|-------------|-------------|
| Proposal Issued | 3/7/2024 | |
| Deadline to Submit Additional Questions | 3/19/2024 | 4:00 P.M. |
| Response to Written Questions | 3/22/2024 | |
| Proposal Due Date | 4/3/2024 | 4:00 P.M. |

A.2 PURCHASING ANALYST OF RECORD:

The Purchasing Analyst of Record for this solicitation will be the central point of contact throughout the solicitation process. All questions and inquiries must be submitted in writing via a direct email to the Purchasing Analyst. No communication is to be directed to any other Thornton personnel.

The Purchasing Analyst of Record's contact information is as follows:

Name: Megan deGrood

Title: Purchasing Manager

Email: megan.degrood@thorntonco.gov

A.3 GENERAL SUMMARY OF PROCUREMENT NEEDS:

The City of Thornton, CO ("Thornton") is seeking Proposals from interested firms in hosting a 1-day event in our Eastlake area. The goal of the event is to activate the space and have Thornton and Vendors to garner community feedback and ideas for a long-term plan to better develop or program the area.



SECTION B: CURRENT STATE, SCOPE OF WORK, AND SPECIAL CONSIDERATIONS

B.1 CURRENT STATE:

The specific area of focus is at the intersection of First Street and Lake Street in Thornton. Thornton sees immense opportunities for this area to create a gathering space for the public. Thornton owns the pavilion just to the West of the intersection of Lake Street and First Street and this area could be incorporated. Also, this area is immediately adjacent to the FasTracks 124th Station so commuter rail options for residents to attend the event are significant.

We would like to host a Saturday event, potentially closing down First Street to allow vendors and the public the ability to interact in a fun community setting.

B.2 GOALS FROM THIS RFP:

The purpose of this Project is to organize a community event that fosters collaboration and creativity among residents, stakeholders, and local organizations. The Vendor selected would be responsible for activating the space for a 1-day event in Quarter 3 of 2024 to garner community feedback and ideas for a longer-term plan for the area. The proposed event should offer something different from the existing events in Thornton and ideally would incorporate and celebrate the unique character and history of the Eastlake neighborhood.

B.3 AWARD LENGTH:

The initial award from this solicitation will be from the date of the final signature of the contract, until **12/31/2024**. No further extensions or renewals shall pass this date for service from the awarded Vendor, unless otherwise previously authorized in writing by the Thornton Purchasing Division.

B.4 SCOPE OF WORK – GENERAL CONSIDERATIONS:

Thornton is interested in creating a short-term event in our Eastlake area. The goal is to activate the space for a 1-day event to garner community feedback and ideas for a longer-term plan for the area. The specific area we are focusing on is near the intersection of First Street and Lake Street on a Saturday, potentially closing down First Street to allow vendors and the public the ability to interact in a fun community setting. See Image 1 below.

The selected vendor will be expected to provide the following:

Event Planning and Logistics:

- Develop a detailed event plan, including timelines, resources, and roles;
- Work with Thornton to secure necessary permits and permissions;
- Arrange for event setup, signage, and amenities; and
- On-site visits and discussions regarding logistics.

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Community Outreach and Promotion:

- Create promotional materials (flyers, social media posts, etc.);
- · Reach out to community groups, schools, and local media; and
- Coordinate with relevant stakeholders.

Event Execution:

- Manage event logistics (registration, seating, refreshments);
- Capture feedback and ideas from participants; and
- Management of event including setup and teardown.

Post-Event Reporting:

- Provide a summary report highlighting key insights, recommendations and lessons learned;
 and
- Community engagement follow-up.

Image 1



B.5 SAMPLES:

Upon request, vendors are required to furnish a sample of the goods and/or services to be supplied at no cost to Thornton. Any sample submitted shall create an express warranty that the whole of the goods and/or services shall conform to the sample submitted. All samples become the property of Thornton.



B.6 DEMONSTRATIONS AND INTERVIEWS:

Thornton reserves the right to review a Vendor's proposed solution that would be on hand or in the field of use. The proposed solution may be viewed at Thornton's sole discretion virtually or at a physical Thornton facility. It will be at Thornton's sole discretion if a demonstration is deemed to be necessary during the evaluation phase of this solicitation.

In addition to demonstrations, Thornton may also elect to conduct Vendor interviews in order to clarify and answer additional questions. All interviews will be held at a physical/virtual location at Thornton's sole discretion and shall be at Thornton's decision if an interview is deemed as being necessary.

Thornton shall not compensate a proposing Vendor for any costs incurred by a Vendor that are related to a demonstration or interview conducted by Thornton during this RFP process.

B.7 INVOICING REQUIREMENTS:

Thornton's Accounts Payable Division is the only division within Thornton that issues payments to Vendors who have submitted invoices. Thornton only issues payments from invoices and will not issue payments to Vendors off of quotes.

Thornton's standard payment terms are net thirty (30) Calendar Days after receipt of an invoice. All invoices submitted shall be emailed to AP.Invoices@ThorntonCO.gov. In lieu of email, physical copies may be submitted to City of Thornton – Accounts Payable, 9500 Civic Center Drive, Thornton, CO 80229-4326. Invoices sent to anyone other than Accounts Payable are not considered to be properly submitted and will not be paid until they are properly submitted.

B.8 PROCUREMENT CARDS PAYMENT CONDITIONS:

Awarded contractors may be asked to have the capability of accepting Thornton's authorized Procurement Card as a method of payment. No price changes or additional fee(s) may be assessed when accepting the Procurement Card as a form of payment. Vendors unable to comply with this requirement are asked to indicate such exception on vendor letterhead. This exception will be taken into consideration during the evaluation of the received proposals.

B.9 FELONY DISQUALIFICATION:

The vendor shall not employ, retain, hire or use any individual that has been convicted of any felony charges as the same is defined under the laws of the State of Colorado in the performance of the services to be rendered and materials to be provided to Thornton pursuant to this proposal unless the vendor receives prior written permission from the Director of Contracts and Purchasing. The Director may require that a fidelity bond, or such other assurance in such amount as deemed appropriate, be provided to Thornton as a condition precedent to the grant of such permission.



B.10 VENDOR PERFORMANCE MANAGEMENT:

Thornton may administer a Vendor performance management program as part this proposal and resulting contract. The purpose of this program is to create a method for documenting and advising Thornton of exceptional performance or any problems related to the purchased goods and services.

B.11 COOPERATIVE PURCHASING:

Thornton encourages the proper use of cooperative purchasing and reserves the right to make results of this solicitation available to other governmental agencies seeking like equipment, goods, or services. Other agencies using this solicitation must do so according to regulations established by their individual organizations and accept sole responsibility for its use. The terms and conditions of any resulting transaction shall be exclusively between the buyer and the seller. Buyers and sellers using this solicitation in a cooperative or "piggy-back" fashion, agree to defend and hold harmless Thornton from any dispute or action arising from its use.

SECTION C: PROPOSAL QUESTIONS TO PROSPECTIVE VENDOR

C.1 INSTRUCTIONS FOR ANSWERING QUESTIONS:

Your proposal response must specifically address each of the questions/issues that are listed below. The quality and detail of your responses will be considered in the overall evaluation of your proposal. Proposers are encouraged to give examples and provide comprehensive information to support your compliance on each point.

All answers provided by the awarded Vendor may be incorporated into the final contract between the Vendor and Thornton as an additional exhibit or as part of a finalized Scope of Work.

To standardize the format of all proposals for evaluation, Proposers are required to respond to all questions in the order given and to list the item number and restate the question prior to giving their answer. Failure to comply with this requirement may result in your proposal being declared non-responsive.

C.2 PROPOSAL QUESTIONS:

A. <u>General Vendor Questions</u>

1) General Vendor Summary

Please provide a brief description of the following:



- a) Full legal company name;
- b) Your headquarters address;
- c) Primary company contact including name, phone number, and email address;
- d) Year your firm was established;
- e) A brief listing of your Vendor core competencies; and
- f) A current copy of your company's W-9 (IRS version October 2018).

2) Experience and References

Please provide five (5) current client references that you have implemented the same or like solutions to in the past five (5) years. Of these references, please list as many as available that are other governmental municipalities as possible.

- a) Include in your reference information:
 - i. Name of the municipality or firm;
 - ii. Client's headquarters address;
 - iii. Current reference contact;
 - iv. Reference's title;
 - v. Reference's phone number;
 - vi. Reference's email address;
 - vii. Project start date (date of signed contract);
 - viii. Project end date (end of burn-in period);
 - ix. Brief project description including all modules implemented; and
 - x. Estimated contractual value.

B. Proposed Solution Engagement

1) Vendor Engagement Team

Please provide the following:

- a) Each team member that will be working directly with Thornton and their role;
- b) Define the responsibilities for each role; and
- c) Information regarding the team member's professional background:
 - i. Resumes may be included as an appendix but each resume shall not exceed one (1) page in length.
- d) List specific accomplishments or key strategies that the team leader and/or their team has successfully implemented with their clients over the past two (2) years.



2) Vendor Recommended Roles and Responsibilities for Thornton, CO Project Team

Please provide the following:

- a) Identify recommended Thornton, CO project team roles;
- b) The responsibilities for each role and expectations for Thornton; and
- c) Estimated hours required over the entire Project.

3) Engagement Methodology

Thornton's expectation is that the awarded Vendor will use their expertise to provide proactive leadership, guidance, and direction to the Thornton, CO team throughout each phase of the Project while working collaboratively to plan and implement the solution.

- a) Please describe your engagement methodology in detail, providing previous examples and additional documentation as necessary.
- b) What do you see as the biggest challenges when hosting an event like this?

4) Project Schedule

Please provide the following:

- A <u>proposed</u> Project schedule via a Gantt chart or other type of chart, in terms of Calendar Days based upon RFP Scope of Work and the Vendor stated engagement methodology.
 - i. Use "Day 1" as the date of a fully executed contract being signed by both parties, with no prior work being completed prior to a signed contract being put into place.
 - ii. Ensure that you list the number of days expected for each portion of the Project schedule.
 - iii. Ensure that you include all proposed milestones and deliverables required to complete the implementation of the Vendor's proposed solution.

5) Change in Scope

Please provide the following:

a) Provide a description of your process to determine if a request from Thornton is deemed as being out of scope from a resulting contractual agreement.



- i. Include an example of your Project Change Form.
- ii. **Note:** All potential change orders shall be reviewed and approved by the Purchasing Division prior to execution, with an individual purchase order for any particular change order.





SECTION D: PRICING AND PROPOSAL ITEMS

D.1 PRICING INFORMATION:

This section shall include a description of the proposed costs and prices. All pricing information shall be limited solely to this section of your proposal. This section should address all requirements set forth in Section B as well as any other items pertinent to your proposal pricing such as additional discounts for increased quantities, etc. The requirements have been developed to allow Thornton to uniformly evaluate prices submitted for the work. Accordingly, you should follow these instructions carefully and provide all data requested in the formats specified herein and in any referenced attachments.

Any omissions in this proposal shall be identified by each Vendor and incorporated into their proposal including any omissions for software, hardware, support etc., which is necessary to the success of the Project and must be identified as a separate line item with pricing and included as part of this RFP. Thornton will not increase the contract or any purchase order (either dollar amount or time) for items not included in the submitted proposal documents. Thornton reserves the right to purchase part or the entire proposal.

D.2 BEST AND FINAL OFFER:

Thornton reserves the right after review and evaluation of Vendors, including after all interviews and demonstrations that have been conducted, to go back to the "short list" of Vendors to conduct a Best and Final Offer ('BAFO"). The BAFO will be included as a final pricing evaluation tool by Thornton to aid in the award decision process.

D.3 ANNUAL PRICE UPDATES:

The awarded Vendor must hold the Bid prices quoted firm until December 31, 2024, after which time the Vendor may request annual price adjustments for inflation based on the Denver-Aurora-Lakewood Price Index upon mutual agreement of the Parties.

A link to index that is current at the time of this solicitation has been provided below:

https://data.bls.gov/pdq/SurveyOutputServlet?data_tool=dropmap&series_id=CUURS48BSA0,CUUSS48BSA0



D.4 PROPOSAL ITEMS:

BILLABLE HOURLY RATES AND ESTIMATED TOTAL COST:

| Category | Billa | able Hourly | / | Estimated | | Estimated Total |
|------------------|-------|-------------|---|-------------|---|-----------------|
| And/or Job Title | | Rate | | Total Hours | | Cost |
| | | | X | | = | \$ |
| | | | X | | = | \$ |
| | A | | X | | = | \$ |
| | | | X | | = | \$ |
| | | | X | | = | \$ |
| | | | X | | = | \$ |
| | | | X | | = | \$ |
| | | | X | | = | \$ |
| TOTAL | | | | | | \$ |

| Estimated cost of Services based on the a | bove rates | and ir | n accordance | with the require | ements of the Scope |
|---|------------|--------|--------------|------------------|---------------------|
| of Work and Proposing Firm's Proposal. | | | | | |
| 2024 Gathering Spaces Event \$ | | _ | | | |



SECTION E: PROPOSAL INSTRUCTIONS, EVALUATION, AND AWARD

E.1 PROPOSAL POSTED LOCATIONS:

This Request for Proposal (RFP) has been posted publicly to the following locations:

- BidNet® Direct: <u>www.BidNetDirect.com</u>; and
- Thornton's Purchasing website: https://solicitations.thorntonco.gov/solicitations.

Thornton currently uses BidNet Direct® and its own website to distribute official records for all copies of publicly posted proposals for viewing. Both websites operate as a free to view and download option for prospective Vendors.

Upon request by a Proposing Vendor, the Purchasing Division will also make this solicitation available for viewing at the Contracts and Purchasing Division office. The address for the office is located on the cover page of this RFP.

E.2 PROPOSAL QUESTIONS:

Thornton shall not be bound by and the Vendor shall not request or rely on any oral interpretation or clarification of this RFP. Therefore, any questions regarding this RFP are encouraged and shall be submitted in writing by email to the Purchasing Analyst of Record listed within this RFP.

Questions received up to Deadline to Submit Questions in the Schedule of Events will be answered in writing per the Schedule of Events. Answers to questions from any Vendor will be provided to all Vendors via a written addendum.

E.3 ADDENDA:

In the event it becomes necessary to revise, change, modify or cancel this RFP or to provide additional information, addenda will be issued and made available on BidNet® Direct and on Thornton's website. Changes, clarifications, and answers to RFP questions that have been posted in a written addendum that affect or change the RFP's Scope of Work shall be considered as to have replaced and superseded the original proposal's Scope of Work.

It is the responsibility of the proposer/contractor to confirm that they have acquired all addenda related to this proposal and they have reviewed/complied with the requirements therein.

E.4 SUBMISSION OF PROPOSALS:

Submission of proposals for this RFP may be done electronically through a Vendor portal (currently done via BidNet Direct®). Proposals can be submitted at www.bidnetdirect.com, but shall not be completely submitted later than the date and time indicated in the Schedule of Events.



If you experience problems with BidNet Direct®, please call 1-800-835-4603 for assistance. There is no charge by BidNet Direct® for this service.

Proposing Vendors who are unable to submit a proposal through BidNet®, may request to submit a physical copy of their proposal for consideration. A proposing Vendor shall email the Purchasing Analyst of Record prior to the question due date listed in the Schedule of Events, for instructions on where and how to submit their physical proposal. All physical proposal submissions shall be submitted and recorded no later than the date and time indicated in the Schedule of Events.

E.5 DOCUMENTS FOR FINAL VENDOR SUBMISSION:

Proposing Vendors are to ensure that their submission is complete and responsive prior to a final submission. As a reminder this RFP contains the following documents that will require completion by the proposing Vendor to be considered as initially responsive:

- 1) Section C.2 Proposal Questions Answers provided by the proposing Vendor;
- 2) Section D.4 Proposal Items;
- 3) All additional technical information in support of your proposal;
- 4) Section G.1 Acceptance and Addenda Acknowledgement Form;
- 5) Section G.2 Sample Agreement Acknowledgement Form; and
- 6) Section G.3 References and Authorization Release Form.

It is not necessary for a proposing Vendor to submit this entire RFP document that has been provided by Thornton with the Vendor's response. Only the above-mentioned items are currently required with your proposal submission. Thornton reserves the right to request any clarification, ask any questions, or request additional documents that may aid in the evaluation of your proposal.

E.6 CONFIDENTIAL AND PROPRIETARY INFORMATION

As a Colorado home rule municipality, Thornton is subject to and must comply with the Colorado Open Records Act ("CORA"), C.R.S. § 24-72-201 *et seq.* All Vendor submitted documents are subject to requests for public records pursuant to CORA. <u>Proposing Vendors must clearly identify within their submissions any information that is confidential and proprietary by marking such information as "Confidential" or "Proprietary" information. Any information a Vendor marks as confidential or proprietary shall comply with CORA and any other applicable statute(s).</u>

Prior to a final award and contract, Vendor submitted information that is contained within the proposal may be held by Thornton as confidential and proprietary at Thornton's sole discretion. In accordance with CORA, upon the conclusion of a final award and contract, Thornton may, in its sole discretion, release any and all portions of Vendor submissions not marked as confidential or proprietary. Thornton shall be held harmless from any claims arising from the release of confidential and proprietary information not clearly designated as such by the proposing Vendor.



In general, it is not acceptable to Thornton to mark information other than the following as confidential or proprietary:

- 1) Financial statements;
- 2) Project financing data;
- 3) Litigation history;
- 4) Tax audit history; and
- 5) Client lists and references.

Thornton does not generally find it acceptable to mark proposal pricing, or the entirety of your proposal, as confidential or proprietary. Failure to adhere to these restrictions may result in your proposal being deemed non-responsive.

For more information about Thornton's processes related to CORA, including using Thornton's Public Records Request Form or for submission of a CORA request, please visit the website of the office of Thornton's City Clerk at https://www.thorntonco.gov/government/city-clerk/Pages/default.aspx or you can reach the Clerk's office by email at Clerk@ThorntonCO.gov or by phone at (303) 538-7615.

E.7 LATE PROPOSAL SUBMISSIONS:

Proposing Vendors are expected to allow adequate time to upload a complete submission for consideration through the electronic Vendor portal (currently BidNet Direct®). The Vendor portal will not allow a Vendor to modify, save, nor upload their proposal after the submittal date and time have passed. It is https://doi.org/10.1007/journal.org/https://doi.org/10.1007/journal.org/https://doi.org/10.1007/journal.org/https://doi.org/h

Late proposals will not be accepted. Sole responsibility rests with the proposing Vendor to ensure that its proposal is completely uploaded through the Vendor portal or is received in the Purchasing Office prior to the submission deadline. Proposals that are left in a "Draft" status in the Vendor portal will not be accepted by Thornton for consideration.

All physical proposals received in the Purchasing Office after the submittal date and time will be immediately rejected without consideration.

E.8 AWARDS:

Award will be made on an "all or none" basis. Prices must be shown for each item listed. Proposals submitted without individual item prices listed will be considered as non-responsive and rejected.



E.9 ACCEPTANCE PERIOD:

Submissions in response to this proposal shall remain valid until an award has been made to a proposing Vendor or at a minimum of one hundred twenty (120) Calendar Days from the time of submission, whichever date comes last.

E.10 EVALUATION OF PROPOSALS:

All proposals will be evaluated by a Selection Committee assigned by the City Manager, or his designee. Proposals shall be evaluated on the basis of qualifications, experience, and the applicability of the solutions offered to meet Thornton's needs as they pertain to the Evaluation Criteria noted herein and in the context of best value received for the required goods and/or services. Note that any tools utilized by the Selection Committee in their evaluation process are only intended to facilitate the understanding of the submissions received and facilitate the member's ability to weigh the merits of each proposal. Therefore, any tools utilized by the Selection Committee have no binding effect on their vote or the final award made by Thornton as a result of this RFP.

In addition, other pertinent information which becomes available during the evaluation, interview, or negotiations may be considered in the evaluation. The committee may make a selection on the basis of the Proposals received or may choose to "short list" prospective firms for further consideration, which may include interviews and or negotiations. The firm selected for the Award will be chosen on the basis of the apparent greatest operational and financial benefit to Thornton, and not necessarily on the basis of lowest price. The City Manager, or his designee, shall make the final determination of the firm selected.

E.11 EVALUATION CRITERIA:

Evaluation criteria for this RFP may include, but is not limited to, the following items:

- 1) Responsiveness to the needs of Thornton, including the time required to complete the implementation of the awarded Vendor's solution.
- 2) Responsibility of the proposing Vendor.
- 3) The written responses provided by the proposing Vendor to the Proposal Questions Section C.2, and all clarification questions asked by Thornton during the RFP evaluation.
- 4) The proposing Vendor's submitted pricing.
- 5) The results of the Vendor's reference checks.
- The degree to which the Vendor's proposal meets or exceeds the needs as defined in the RFP, including any additional value-add items.



- 7) The results of any Vendor samples, and/or interviews from this RFP.
- 8) The agreeability of the Vendor to Thornton's terms and conditions and the ability to contract with the awarded Vendor.
- 9) All other applicable information and documents submitted by the Vendor and received by Thornton in the evaluation of the proposal.

E.12 POST AWARD PURCHASE ORDER:

A Purchase Order (PO) may be generated by Thornton's Contracts and Purchasing Division as a result of the Award from this solicitation. This Award shall allow Thornton to place orders on an asneeded basis for future years' worth of needs that may arise, based on City Agency actual needs. All future year POs shall be conditional upon annual appropriation approval by Thornton's City Council. Thornton shall not be liable for any future charges from the awarded Vendor should the funding not be appropriated and approved by City Council.

E.13 STANDARD PROPOSAL CONSIDERATIONS:

Thornton maintains a standard set of RFP considerations and terms and conditions for RFPs that are non-federally funded and are not through a cooperative awarded process. These considerations are static between each RFP process. It is the sole responsibility of the proposing Vendor to have read all RFP considerations. A copy of these standard RFP considerations has been uploaded with this RFP document as a separate cover.

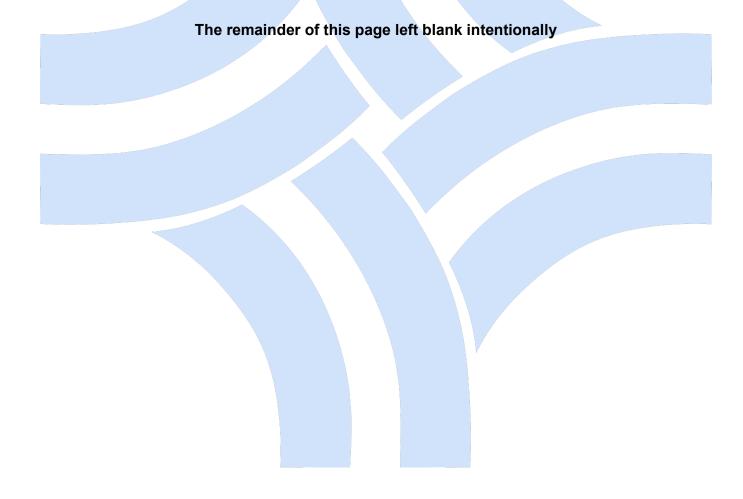


SECTION F: SAMPLE AGREEMENT

F.1 SAMPLE AGREEMENT:

A sample General Services Agreement has been provided under separate cover as part of this solicitation. This sample agreement has been provided to inform the proposing Vendor of Thornton's terms and conditions expectations for the awarded Vendor from this solicitation. This sample agreement is subject to change at Thornton's sole discretion.

The Vendor does not need to complete any of the information within the sample agreement as part of the initial proposal submission process. At Thornton's sole discretion and as part of a final evaluation process by Selection Committee, the Purchasing Analyst of Record may contact a proposing Vendor for any clarifications.





SECTION G: REQUIRED VENDOR SIGNATURE FORMS

G.1 ACCEPTANCE AND ADDENDA ACKNOWLEDGEMENT FORM:

Ve



G.2 SAMPLE AGREEMENT ACKNOWLEDGEMENT FORM

| Re | garding Thornton's Sample Agreement, the undersigned Vendor acknowledges the following: |
|------|--|
| 1) | The proposing Vendor has received a copy of Thornton's sample Agreement. Yes $\ \square$ No $\ \square$ |
| 2) | All proposed exceptions to Thornton's sample Agreement and all proposed Vendor agreements may be included as part of Thornton's final evaluation process. Yes \Box No \Box |
| 3) | If chosen for award, that Thornton may accept, reject, or negotiate all proposed changes to the terms and conditions of the sample Agreement and all other Vendor proposed terms and conditions. Should an Agreement be unable to be reached between Thornton and my firm, I acknowledge that Thornton retains the sole discretion to reject the award made and move to another Vendor for award and contractual negotiations. Yes \square No \square |
| | |
| | |
| Pro | oposing Vendor's Name: |
| Su | bmitted By (Printed): |
| Su | bmitted By (Signature): |
| Titl | e: |
| Da | te: |
| | |



G.3 REFERENCES AND AUTHORIZATION AND RELEASE FORM:

REFERENCE AUTHORIZATION FORM

| | Α | Corpora | ition | |
|--|----------------|--------------------|---------------------|--|
| By: | , A ! | Partner | ship whose | address is |
| (Proposing firm) | An | Individ | ual (Circle | One) |
| | | | | |
| | | | | |
| Proposing firm has submitted a seale | ed Proposa | l to the | City of The | ornton (Thornton) for this solicitation. |
| and the same and t | | | , | (********************************** |
| Proposing firm hereby authorizes | Thornton | to perfe | orm such | investigation of proposing firm as |
| Thornton deems necessary to es | | - | | · · |
| financial ability of the proposing firm. | - | | | • • |
| to obtain reference information cond | 7 | | | |
| information named above and Thornany reference information provided. | | any and | all liability | to the proposing firm as a result of |
| any reference information provided. | | | | |
| Proposing firm further authorizes The Proposing firm's performance of projects upon receiving a request for and all liability associated with such | on its forther | coming ormation | services in Proposi | related to this project or other past |
| | | | | |
| Proposing firm further waives any Thornton. A copy or facsimile of thi used with the same effectiveness as | s executed | Refere | | • |
| | | | | |
| | | | | |
| Proposing Vendor's Name: | | | | |
| | | | | |
| Submitted By (Printed): | | | | |
| | | | | |
| Submitted By (Signature): | | | | v |
| | | | | |
| Title: | | | | |
| Data | | | | |
| Date: | | | | |



SECTION H: AUTHORIZATION FOR SOLICITATION POSTING

H.1 PURCHASING MANAGER FORM:

All communications regarding this solicitation shall be directed to the Purchasing Analyst of Record listed within this solicitation in Section A.2 – Purchasing Analyst of Record.

This solicitation has been reviewed and approved for a public posting by the Thornton Purchasing Manager.

| Megan deGrood, CPPB Purchasing Manager | | |
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