

**Colby Community College (CCC) – Main Campus Bedker Concrete Walkway  
Entrance, Bedker Hall Parking Lot, and Cafeteria Driveway Renovation  
Request for Proposal (RFP)  
(Submission deadline is noon on 13 April 2022)**

**Overview and Background:**

Colby Community College is located in the northwest corner of Kansas, approximately 50 miles from the Colorado and Nebraska borders. The college was established in 1964; it is a dynamic institution of more than 2,400 students. In addition to a main campus of approximately 60 acres, CCC operates a 60-acre Agricultural Center for students to use as a hands-on laboratory and training facility.

The main campus has numerous parking lots and concrete driveways. The parking lot in front of the Bedker Memorial Complex (BMC) is concrete and needs renovation. It is uneven and cracked, and the entire surface needs to be replaced. Additionally, the walkway entrance to Bedker, the raised concrete divider between Bedker and the Student Union parking lot, and the cafeteria driveway need to be replaced.

**Project Goals:**

Remove and replace the south Bedker Memorial Complex parking lot surface and curbs with concrete to make an even surface. Remove and replace the concrete walkway entrance to Bedker and the raised concrete divider between Bedker and the Student Union parking lots to make them safe, functional, and aesthetically pleasing. Additionally, remove and replace the cafeteria driveway.

**Scope of Work:**

- Vendors are **required** to physically inspect the project prior to submitting a proposal. Please contact Justin Villmer to schedule this. His information is listed below.
- Provide a clear vision and detailed plans for removing and replacing all areas.
- Remove and dispose of all areas of concrete and associated debris.
- **Crush the necessary concrete and fill in and level the moat areas in front of Bedker.**
- Remove and replace all associated curbs.
- Ensure the completed concrete work meets all municipal and state code requirements.

**Preferences:**

- Warranty – for materials and workmanship.

**General Information:**

- **CCC is open to vendor recommendations regarding construction plans for this project.**
- The sidewalk concrete depth should be at least 4 inches, and the parking lot depth should be 8 inches.
- The issuing office is the sole point of contact for the provisions of this RFP and resulting proposal.
- Any questions can be directed to Justin Villmer, VP of Business Affairs, by email at [justin.villmer@colbycc.edu](mailto:justin.villmer@colbycc.edu) or contact him directly at 785/460-5407.
- The RFP will be posted on CCC's website, <https://www.colbycc.edu/>, and can be downloaded as of 5:00 p.m.CDT, 28 March 2022.
- Pictures and estimated surface area of the various project areas are in the Appendix.

**Project Timeline:**

The project **MUST** be completed on or before 30 June 2022. *If you are not able to meet or exceed this deadline, please provide a timeline that you are able to accommodate.*

**Submission of Proposals:**

Respondents to this RFP must submit their sealed proposal by hand or email no later than 12:00 p.m. CDT, 13 April 2022, to Justin Villmer, located in Thomas Hall (CCC's Main Campus) [justin.villmer@colbycc.edu](mailto:justin.villmer@colbycc.edu).

**Anticipated Selection Schedule:**

All submitted proposals will be reviewed and evaluated, and then CCC will make a recommendation to the Board of Trustees (BOT) for a decision at the meeting on 18 April 2022. The selected vendor will be notified within 24 hours after a recommendation has been approved by the BOT.

**Elements of Proposal:**

A submission should, at a minimum, include the following elements:

1. Total cost to demolish and replace the existing parking lot area, the entrance to it, and curbs. **Please include filling in and leveling the moat areas in front of Bedker Hall.**
2. Total cost to demolish and replace the walkway entrance to Bedker Hall.
3. Total cost to demolish and replace the raised concrete divider between the Bedker Hall Parking lot and the Student Union parking lot.
4. Total cost to remove and replace the cafeteria driveway.
5. Estimated timeline required to complete project.
6. Specific warranty details for material and workmanship.

**Mandatory Disclosures:**

**Tax Exempt:**

Colby Community College (CCC) is a tax-exempt entity. All bids should reflect no sales tax included in the final submission.

**Exclusions:**

If any exclusions exist as a part of this proposal, vendors must clearly define them in a section labeled *exclusions*.

**Sub-Contracted Work (if applicable):**

If any work (as defined in the Scope) on this project will be outsourced to a third party, the vendor name and work they are expected to complete must be included in the proposal. CCC reserves the right to request a different sub-contracting company.

**Proof of General Liability Insurance:**

Each vendor must include proof of current general liability insurance as a part of the proposal. The policy coverage should have a minimum of \$1,000,000 aggregate coverage.

**Performance Bond (if applicable):**

Pursuant to CCC institutional policies, all construction-related projects greater than \$100,000 will require the vendor to purchase and provide proof of a performance bond for the entire project.

**RFP Questions (if applicable):**

Vendors should only direct inquiries and questions to the following individual(s) at CCC. Any communication received by anyone else at CCC should not be included in the proposal.

**Point of Contact:**

- Justin Villmer, [justin.villmer@colbycc.edu](mailto:justin.villmer@colbycc.edu) or contact him directly at 785/460-5407.

**Statement of Disclosure:**

The board reserves the right to reject any or all bids, to accept that bid which appears to be in the best interest of the college, to waive any informalities in any part of any bid, and to reject any or all bids received after the date and time specified. Any bid may be withdrawn prior to the scheduled time for the opening of bids. The bidder to whom the award is made may be required to enter into a written contract with the college and provide a performance or public works bond as required by law or the Board of Trustees (where applicable).

**APPENDIX**



**Cafeteria Driveway approximately 29' x 96'**



**Bedker Hall Parking Lot is approximately 65' x 310'**



**Entrance to Bedker Hall Parking Lot approximately 24' x 96'**





**Raised Divider between Bedker Hall and Student Union Parking Lots  
approximately 8' x 310'**



**Bedker Hall Walkway Entrance. Total surface area, approximately 2,300 sq. ft.**