

**REQUEST FOR PROPOSAL  
CITY OF LOUISVILLE, COLORADO  
PUBLIC LIBRARY INTERIOR FINSHES**

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**INTRODUCTION**

The City of Louisville is inviting proposals from qualified Contractors for turnkey Project Management and Installation of Paint, Carpet and Procurement of Furniture.

**NOTICE IS HEREBY GIVEN**, proposals should be prepared and submitted using the provided forms which addresses the needs outlined herein. Proposals will be accepted until **4:00 PM November 19<sup>th</sup> 2024**. Late proposals will not be accepted. Proposals shall be submitted via email or in a sealed envelope and labeled Public Library Interior Finishes. Sealed proposals shall be delivered to:

Public Works - Facilities  
City of Louisville  
749 Main Street  
Louisville, CO 80027

Email Proposals by the deadline to:

[kfrey@louisvilleco.gov](mailto:kfrey@louisvilleco.gov)

**SCOPE OF WORK**

The Louisville Public Library is seeking proposals from qualified vendors for the removal and replacement of existing carpet, painting of walls, and labor to move books and displays to facilitate the carpet and paint installation. The purpose of this RFP is to identify and select a vendor who can deliver high-quality services within the specified timeframe and budget. The scope of work outlined below encompasses the refreshment of paint and carpet at the Louisville Public Library and procurement of selected furniture and/or fixtures. This project aims to enhance the aesthetic appeal, functionality, and overall ambiance of the library while ensuring minimal disruption to daily operations.

**LIBRARY INTERIOR FINISHES DOCUMENTS AND SPECIFICATION**

The Library proposal documents and specification can be found on the City of Louisville website at <http://www.louisvilleco.gov>  
Contractors submitting proposals must use the provided Library Interior Finishes Submittal Forms.

## TIMELINE

The City reserves the right to modify the proposal submittal and acceptance timeline at any time at its sole discretion.

### Bid Submittal and Acceptance:

Release of RFP to select proposers	October 29 <sup>th</sup> 2024
Mandatory pre-proposal conference	November 7 <sup>th</sup> 2024 @ 9:00am
Inquiry and Pre-Qualification deadline	November 12 <sup>th</sup> 2024 @ 4:00pm
Response to Inquiry, pre-qualification submittals	November 14 <sup>th</sup> 2024 @ 4:00pm
Proposals due deadline	November 19 <sup>th</sup> 2024 @ 4:00pm
Completion of Project target date	Before March 31 <sup>st</sup> 2025

**Proposals will only be accepted from Contractors who are pre-qualified by the City of Louisville and who are recorded as attending the mandatory pre-proposal conference.**

## MANDATORY PRE-PROPOSAL CONFERENCE

A mandatory pre-proposal conference and job walkthrough with representatives of prospective Contractors will be held at 9:00 a.m. at the Louisville Public Library, 951 Spruce St., Louisville, Colorado, on November 7<sup>th</sup> 2024. Representatives of the City will be present to discuss the proposal documents and scope of work.

## PREQUALIFICATION OF CONTRACTORS

Contractors wishing to be considered **must** submit a pre-qualification package, which demonstrates that their experience and service equals or exceeds the minimum requirements. Evidence of qualifications must be submitted with their Proposal.

Prospective Contractors must request the “Contractor’s Pre-qualification Statement” form for this submittal. In addition to the information requested on the form, prospective Contractors should meet the following minimum qualifications:

- Contractor must have been in business for a minimum of three (3) years
- Contractor should have experience with similar facilities and/or Municipal buildings.
- Contractor must provide at least three references for Interior Finishes installation services at facilities in Colorado.
- Minimum Insurance Requirements: If awarded, the Contractor must provide proof of insurance as required in the agreement.

The City reserves the right to waive any and all informalities and qualification requirements and the right to reject any and all proposals.

## **CONTRACT & REQUIRED DOCUMENTS**

A sample copy of the Agreement and exhibits is included with the proposal documents. The following documents must be submitted with the proposal:

1. Schedule of Subcontractors
2. Anti-Collusion Affidavit
3. Certification of EEO Compliance
4. Contractor's Pre-Contract Certification Regarding Workers Without Authorization Form

## **SUBMITTAL REQUIREMENTS**

No Proposal may be withdrawn within a period of sixty (60) days after the proposal deadline.

The City of Louisville reserves the right to award the contract by sections, to reject any or all proposals, and to waive any informalities and irregularities therein.

Submit one (1) original and two (2) copies of the completed proposals, if submitted as a hard copy. To reduce waste, please submit all proposals double sided and without binders.

In addition to the written submittal, the City reserves the right to request an interview with some or all of the proposers.

All costs incurred in preparing for, printing, and delivering a submittal, along with any costs associated with travel or time spent in interviews or negotiation with the City are solely the responsibility of the submitter. The City is not liable for any costs incurred prior to issuance of a legally executed contract and/or purchase order.

All submittals become the property of the City, a matter of public record, and will not be returned. Proprietary Information included in submittals must be clearly identified and will be protected if possible. Unit pricing and total cost information will not be considered proprietary.

## **INQUIRIES**

Prospective submitters may make written inquiries by e-mail before the inquiry deadline concerning this Request for Proposal. Inquiries will also be accepted at the onsite meeting. An addendum will be released to all known prospective proposers with any required clarifications or revisions to this request or the associated construction documents the day after the Inquiry Deadline. Prospective proposers are advised to contact Mr. Frey prior to the inquiry deadline to ensure they are included in any addendum posting.

Inquires may be emailed to:

Kevin Frey – Facilities Superintendent  
Email address: [kfrey@louisvilleco.gov](mailto:kfrey@louisvilleco.gov)

## **SELECTION CRITERIA**

Proposals will only be accepted for Contractors who are pre-qualified and attended the mandatory pre-proposal conference. Proposals that are considered competitive will be evaluated by an evaluation team.

Evaluation of competitive proposals will be based on the following:

1. Total cost analysis. The lowest qualified proposal will receive the total points. The cost difference between the other proposals and the lowest will be converted to a percentage and that percentage will be subtracted from total points to arrive at the points for the other proposals.
2. Submittal Documents and thoroughness of proposal
3. References for services at similar facilities. Please provide references for at least three former, similar, Interior Finish projects.
4. Proposed Schedule
5. Other selection factors within the RFP or the City's purchasing policies or that the City determines are relevant to consideration of the best interests of the City

The evaluation team will consist of City of Louisville staff. The Contractor with the highest number of points will be recommended for award to Finance Dept. and City Council.

This request for proposals is not an offer of a contract. The provisions in this RFP and any purchasing policies or procedures of the City are solely for the fiscal responsibility of the City and confer no rights, duties or entitlements to any party submitting proposals. The City reserves the right to select the proposal that is most advantageous to the City, even if it is not the least expensive, and may add or remove scope to meet approved budgets.

## Request for Proposal (RFP)

Louisville Public Library – 951 Spruce Street Louisville, CO 80027

Project: Carpet Replacement, Painting, and Furniture/Fixture Relocation

## **Scope of Work: Paint and Carpet Improvements at Louisville Public Library**

### **1. Introduction**

The Louisville Public Library is seeking proposals from qualified vendors for the removal and replacement of existing carpet, painting of walls, and labor to move books and displays to facilitate the carpet and paint installation. The purpose of this RFP is to identify and select a vendor who can deliver high-quality services within the specified timeframe and budget. The scope of work outlined below encompasses the refreshment of paint and carpet at the Louisville Public Library and procurement of selected furniture and/or fixtures. This project aims to enhance the aesthetic appeal, functionality, and overall ambiance of the library while ensuring minimal disruption to daily operations.

### **2. Project Overview**

- Location: Louisville Public Library, 951 Spruce Street, Louisville CO 80027
- Scope of Work:
  - Removal of existing carpet and baseboards in specified locations
  - Installation of new carpet in specified locations
  - Prep, patch and painting of walls as specified
  - Moving and repositioning of books, shelving, and displays during the carpet installation.
- Timeline: The project window is to start after January 1, 2025 and must be completed by March 31, 2025, and a timeline will be agreed upon with awarded vendor.

### **3. Project Objectives:**

- Improve the visual appeal and atmosphere of the library by updating paint and carpet.
- Enhance the durability and functionality of flooring surfaces.
- Minimize disruption to library services and operations during the renovation process.

#### **4. Areas to be Addressed: Paint Refreshment:**

- Walls, including corridors, reading areas, meeting rooms, and other designated spaces, including common areas and lobby.
- Door frames, and trim throughout the library.
- Prepare walls by cleaning, patching holes, and priming where needed.
- Paint walls in “Specification Plans-Exhibit A”
- Ensure clean lines, no drips, and protect surrounding areas during painting.

#### **5. Carpet Refreshment:**

- Main library floor areas, including entrances, circulation desks, and high-traffic zones.
- Reading areas, study spaces, and designated quiet zones.
- Meeting rooms, conference rooms, and other specified areas.
- Remove existing carpet and any adhesive residue.
- Install new carpet tiles as specified in the “Specifications Plans-Exhibit A”.
- Ensure all areas are free of debris post-installation.
- Reinstall or replace baseboards if necessary.

#### **6. Furniture and Display Handling:**

- Assess and inventory existing furniture in areas scheduled for paint and carpet refreshment.
- Develop a plan for the safe relocation of furniture and fixtures to allow access for painting and carpet installation. All displays and book shelving must remain on site during the project.
- Coordinate with library staff to schedule furniture relocation during off-peak hours or pre-agreed time to minimize disruption to patrons and operations.
- Ensure proper protection of furniture during the renovation process to prevent damage or deterioration.
- Carefully move books, shelves, and other displays or furniture to accommodate carpet removal and installation.
- Ensure proper handling to avoid damage to materials and fixtures.
- Reinstall all moved items to their original or designated locations post-installation.

## 7. Surface Preparation:

- Clean and prepare all surfaces to be painted, ensuring proper adhesion and longevity of the paint finish.
- Repair any existing damage or imperfections on walls, doors, and trim before painting.

## 8. Paint Selection and Application:

- Select high-quality, low-VOC paint products suitable for commercial applications.
- Apply paint evenly and professionally, ensuring uniform coverage and smooth finishes.

## 9. Carpet Selection and Installation:

- Select durable and stain-resistant carpet materials suitable for high-traffic areas per Specification Plans.
- Install carpet using industry-standard techniques, including proper stretching, seaming, and edge finishing.
- Ensure proper underlayment and padding where required are utilized for comfort and sound insulation.

## 10. Project Management:

- Assign a project manager or coordinator to oversee all aspects of the paint and carpet refreshment project to work with City Project Manager and Library staff during the project.
- Develop and maintain a project schedule outlining key milestones, deadlines, and dependencies, and a completion date. **Work should be bid at a 6-day work week (Monday-Saturday, No Work Sundays).**
- Communicate daily with library staff and project managers, stakeholders, sub-contractors and to ensure alignment and transparency throughout the project lifecycle.

## 11. Quality Assurance:

- Conduct regular inspections of painted surfaces and installed carpet during installation to ensure compliance with quality standards and specifications.
- Address any deficiencies or issues promptly to maintain project integrity and customer satisfaction.

## 12. Vendor Requirements

- Demonstrated experience in similar projects.
- Ability to meet the specified timeline and budget.
- Compliance with all local, state, and federal regulations regarding construction, labor, and safety standards.
- References from previous similar projects.

## 13. Proposal Requirements

Proposals should include the following:

- **Contractor Pre-Qualification Form:** Filled out by the bidding vendor, due November 12<sup>th</sup> 2025, before bids are due.
- **Project Plan:** Detailed approach to completing the project, including timeline, equipment, and staffing.
- **Cost Breakdown:** Itemized costs for materials, labor, and any other expenses. Furniture should be listed as separate cost.
- **Timeline:** Proposed start and completion dates within the January 1st – March 31<sup>st</sup> window.
- **Insurance and Licensing:** Proof of insurance and necessary licenses to perform the work.
- **Warranty:** Details of any warranties provided for materials and workmanship.

## 14. Terms and Conditions

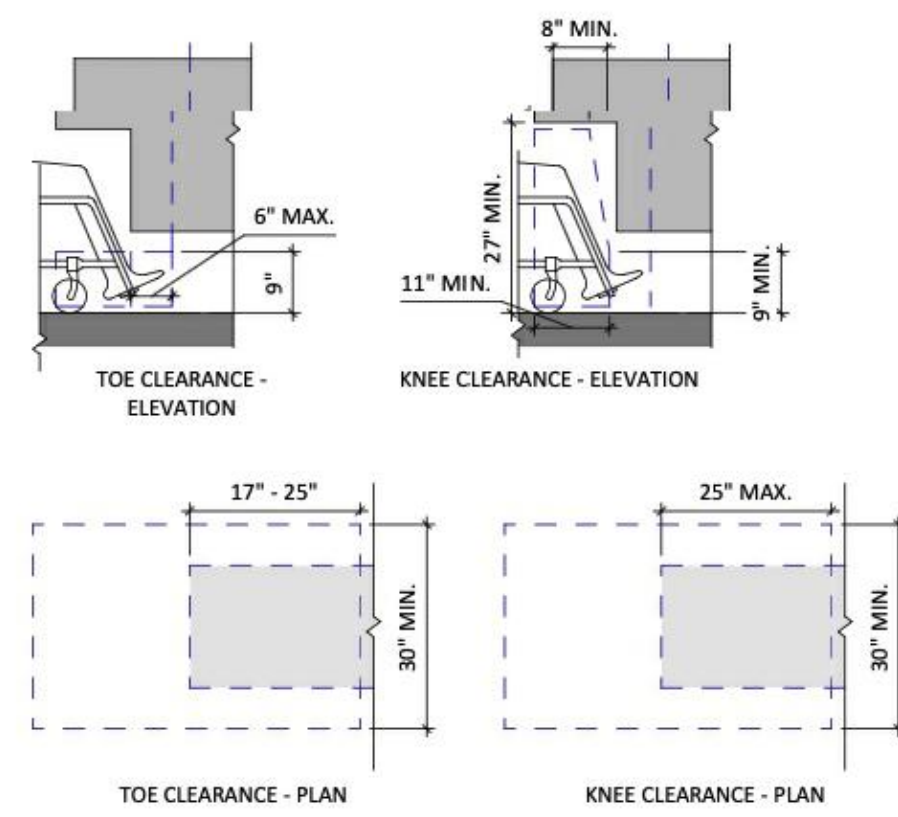
- The library reserves the right to accept or reject any and all proposals.
- The selected vendor will enter into a formal agreement outlining the terms of the project.
- The vendor is responsible for obtaining all necessary permits and complying with safety standards. Permit Fees will be waived.

**15. Completion and Handover:** - Upon completion of the Interior Finishes refreshment project, conduct a final walkthrough with Project Manager, library staff and stakeholders to ensure satisfaction. - Provide maintenance recommendations and care instructions for newly refreshed paint and carpet surfaces.

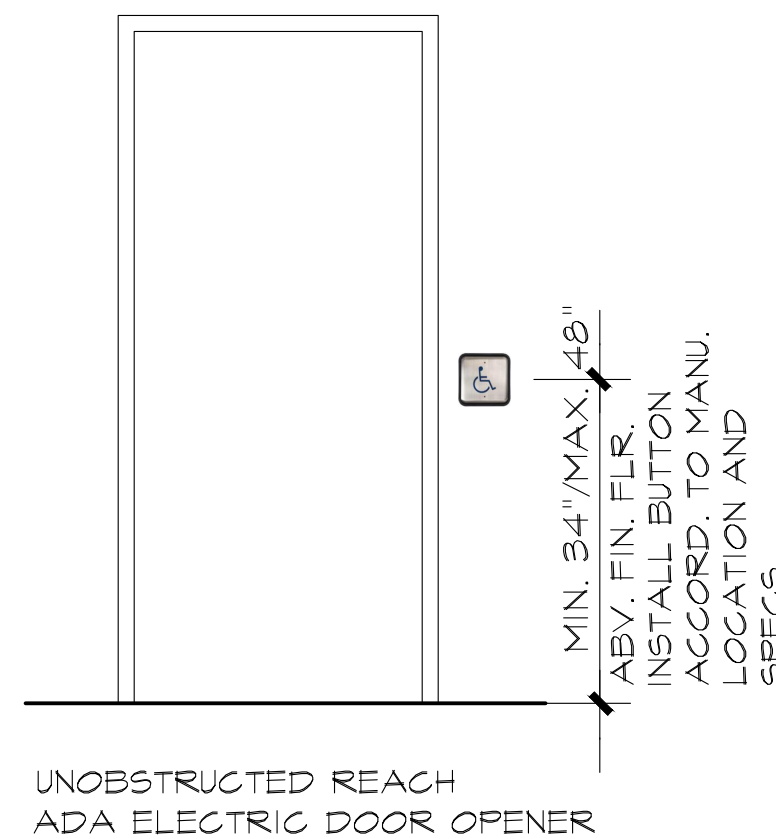
This scope of work is intended to serve as a comprehensive guideline for the paint and carpet refreshment project at the Louisville Public Library. Adjustments and/or additions may be made by the city as necessary, to accommodate specific requirements, preferences and budget.



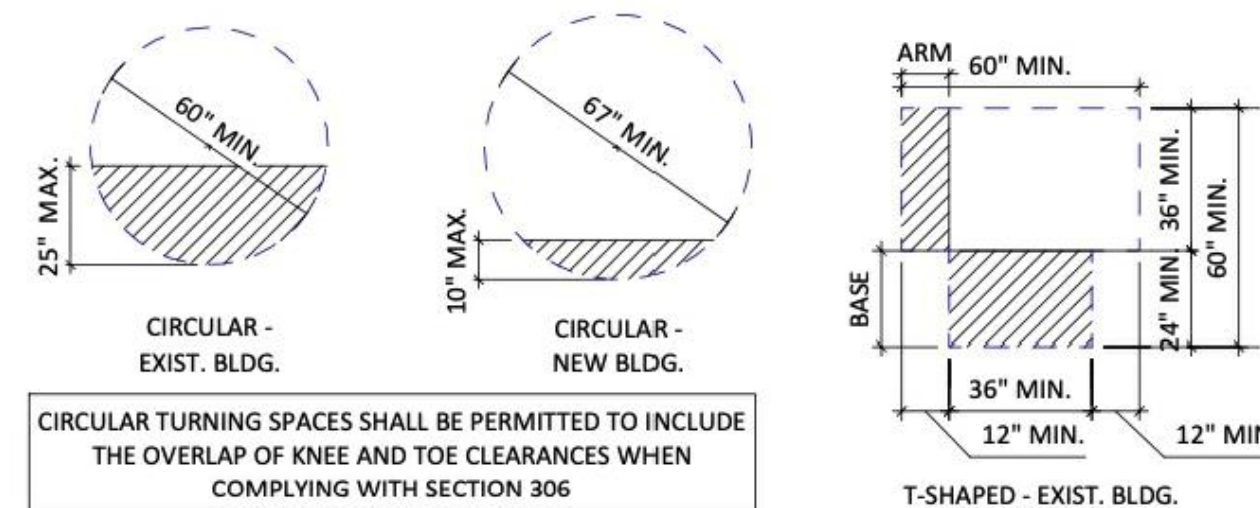
ADA DETAILS



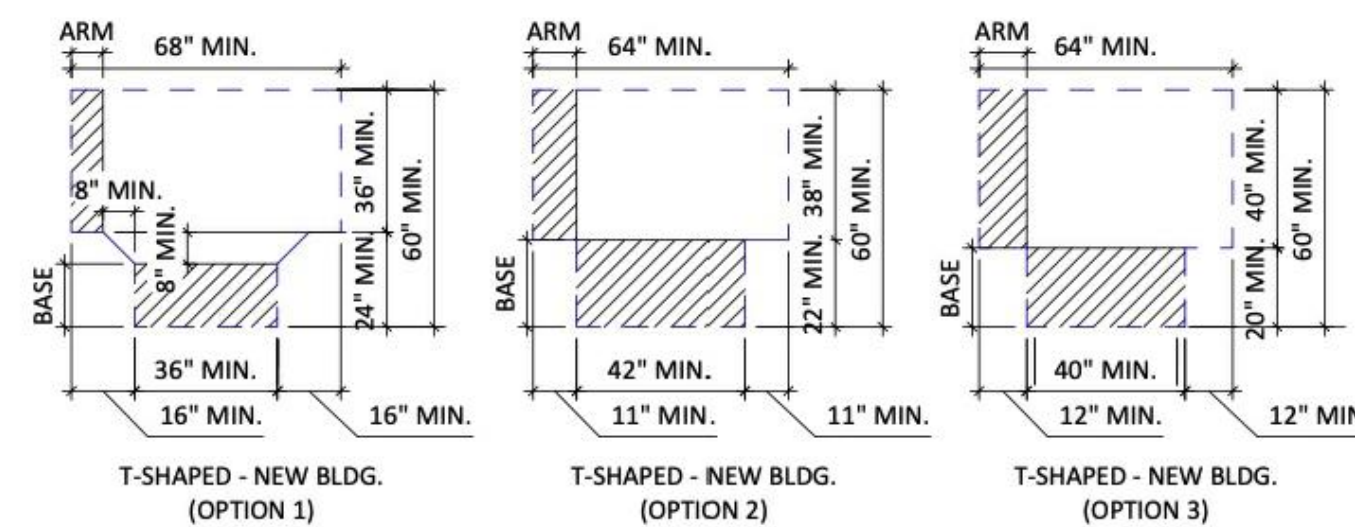
**KNEE AND TOE CLEARANCES**



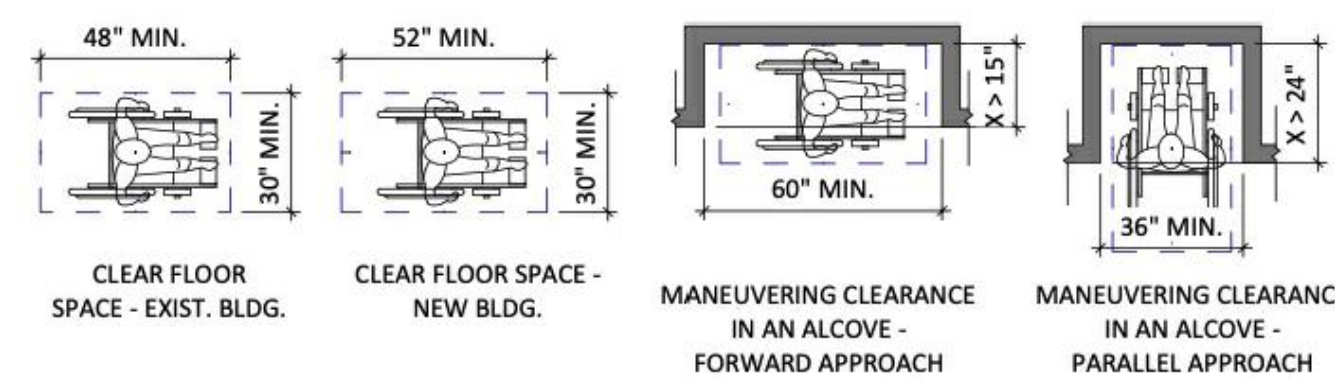
**OVERLAP OF KNEE AND TOE CLEARANCE**



**CIRCULAR TURNING SPACES SHALL BE PERMITTED TO INCLUDE THE OVERLAP OF KNEE AND TOE CLEARANCES WHEN COMPLYING WITH SECTION 306**



**T-SHAPED TURNING SPACES SHALL BE PERMITTED TO INCLUDE THE OVERLAP OF KNEE AND TOE CLEARANCES WHEN COMPLYING WITH SECTION 306 ON EITHER THE BASE OR ONE ARM**



**ACCESSIBLE TURNING AND CLEAR SPACE**

TENANT FINISH SPECIFICATIONS

- I. INTERIOR AND EXTERIOR WALLS  
With the exception of the height extension of the existing wall behind the main circulation desk, there are to be no additions of or framing changes to existing walls.
- II. HARDWARE  
All hardware is existing except the provision Electric ADA Door Opener Auto-Open ADA Openers at main Men's and Women's restrooms. Refer to the hardware schedule for requirements.
- III. CARPET TILES  
Install per Mohawk Industries installation instructions for specific tile. See Sheet I-102 and I-103 Finish Code Table for product specification.
- IV. RESILIENT FLOORING  
Around main circulation desk install per Mohawk Industries installation instructions for specific resilient flooring product. See Sheet I-103 Finish Code Table for product specification.
- V. RUBBER FLOORING - (The Depot Children's Flex Room)  
Install per Johnsontite installation instructions for specific rubber flooring product. see Sheet I-103 Finish Code Table for product specification.
- VI. PAINT - SHERWIN WILLIAMS TO BE USED ALL LOCATIONS
  - A. INTERIOR PAINT AND COATING COMMERCIAL SYSTEMS
    1. Drywall: Walls, Gypsum Board, and Similar Items
      - a. Latex Systems at Light/Unsaturated Paint Areas Only (W1, W2, W6 PER THE FINISH CODE TABLES ON I-102 AND I-103):
        - i) Eggshell / Satin Finish:
          - a) Spot Prime: SW Promar 200 Zero VOC Interior Latex Primer, B28W2600 (4 mils. wet, 1.5 mils. dry per coat).
          - b) 2nd Coat: SW Promar 200 Zero VOC Latex, B20-2600 Series.
          - c) 3rd Coat: SW Promar 200 Zero VOC Latex, B20-2600 Series (4 mils. wet, 1.7 mils. dry per coat).
        - b. Waterbased Enamel Systems at Saturated High Traffic Areas (W3, W4, W5, W7, W8, W9, W10, W11, W12, W13) PER THE FINISH CODE TABLES ON I-102 AND I-103:
          - i) Matte Scuff Tuff (Recommended by Sherwin Williams specification writer for all dark saturated colors. Quote: "looks better on deep colors and still performs").
            - a) Spot Prime: SW Promar 200 Zero VOC Interior Latex Primer, B28W2600 (4 mils. wet, 1.5 mils. dry per coat).
            - b) 2nd Coat: SW Scuff Tuff Int. Waterbased Enamel, S23-50 Series
            - c) 3rd Coat: SW Scuff Tuff Int. Waterbased Enamel, S23-50 Series (4 mils. wet, 1.7 mils. dry per coat).
          - b. Waterbased Epoxy Systems at Light/Unsaturated Bathroom Areas
            - i) Semi-Gloss:
              - a) Spot Prime: SW Promar 200 Zero VOC Interior Latex Primer, B28W2600 (4 mils. wet, 1.5 mils. dry per coat).
              - b) 2nd Coat: SW Pro Industrial Pre-Catalyzed Waterbased Epoxy, Semi-Gloss, K46-Series Whites
              - c) 3rd Coat: SW Pro Industrial Pre-Catalyzed Waterbased Epoxy, Semi-Gloss, K46-Series Whites (4 mils. wet, 1.7 mils. dry per coat).
            - d. Waterbased Enamel System at Saturated/Dark Blue Bathroom Areas
              - i) Eggshell/Satin Scuff Tuff:
                - a) Spot Prime: SW Promar 200 Zero VOC Interior Latex Primer, B28W2600 (4 mils. wet, 1.5 mils. dry per coat).
                - b) 2nd Coat: SW Scuff Tuff Int. Waterbased Enamel, Eggshell, S24-150 Series for the Dark Saturated Navy Blue.
                - c) 3rd Coat: SW Scuff Tuff Int. Waterbased Enamel, Eggshell, S24-150 Series for the Dark Saturated Navy Blue. (4 mils. wet, 1.7 mils. dry per coat).
          2. Laminate Panels (Horizontal Wood-Look Panels Face of Main Circulation Desk):
            - i) Eggshell/Satin Scuff Tuff Resistant Waterbased Enamel:
 

Surface Prep- Laminate surface must be clean, dry, and in sound condition. Remove all oil, dust, grease, dirt, loose rust, and other foreign material to ensure adequate adhesion.

              - a) 1st Coat: Sherwin-Williams Extreme Bond Primer, BB1W150 Series (0.4 mils dry per coat)
              - b) 2nd Coat: Sherwin-Williams Scuff Tuff Interior Waterbased Enamel, Eggshell, S24-150 Series.
              - c) 3rd Coat: Sherwin-Williams Scuff Tuff Interior Waterbased Enamel, Eggshell, S24-150 Series (4 mils. wet, 1.2 mils. dry per coat).

For Tile or Other Silk Surfaces: Use a solution of Simple Green or similar with a 3M Scotch-Brite general purpose cleaning pad #6 or similar to clean and abrade the surface. Rinse clean with water and let dry.

GENERAL NOTES

1. OWNER SHALL SPECIFY TO GENERAL CONTRACTOR ANY SPECIAL REQUIREMENTS OF ELECTRICAL, MECHANICAL, COMPUTER, OR TELEPHONE SYSTEMS.
2. ANY REFERENCE TO BEARING WALLS, BEAMS, OR JOISTS ARE GENERIC IN NATURE. VERIFY ALL DIMENSIONS PRIOR TO CONSTRUCTION.
3. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS AT THE JOB SITE AND REPORT ANY DISCREPANCIES TO THE ARCHITECT FOR INTERPRETATION AND/OR CORRECTION.
4. DIMENSIONS ARE TO FACE OF THE STUD OR CONCRETE UNLESS OTHERWISE NOTED.
5. ELEVATIONS ARE TO TOP OF FINISH FLOOR UNLESS NOTES OTHERWISE (IF SHOWN).
6. ALL SIGNS REQUIRED TO OBTAIN THE CERTIFICATE OF OCCUPANCY SHALL BE PROVIDED BY THE GENERAL CONTRACTOR. SIGNS INCLUDE BUT ARE NOT LIMITED TO, EXITS SIGNS, RESTROOM SIGNS, ETC.
7. DO NOT SCALE FROM DRAWINGS.
8. GENERAL CONTRACTOR TO VERIFY EXISTING CONDITIONS PRIOR TO COMMENCING WORK.
9. ELECTRICAL WORK TO BE DESIGN BUILT BY THE GENERAL CONTRACTOR.
10. PROVIDE FIRE BLOCKING OR FIRE DAMPERS AT 10' INTERVALS AT NEW WALL HEIGHT EXTENSION.
11. ALTERNATE FINISHES PROVIDED BY THE GENERAL CONTRACTOR AND APPROVED BY THE OWNER WILL BE ACCEPTABLE AS A REPLACEMENT FOR THE FINISH SPECIFICATIONS LISTED WITHIN THIS CONSTRUCTION DOCUMENT SET.
12. GENERAL CONTRACTOR TO VERIFY ALL QUANTITIES PRIOR TO CONSTRUCTION
13. GENERAL CONTRACTOR TO PROVIDE LOUISVILLE PUBLIC LIBRARY WITH 2% 'ATTIC STOCK' OF ALL INSTALLED / APPLIED FINISH MATERIAL WITHIN THE SCOPE OF WORK AREAS.
14. EXISTING STAIRWAY; REMOVE EXISTING HAND RAILS(S) TO PROVIDE NEW WALL FINISH. RE-INSTALL HAND RAILS PROMPTLY AT SAME LOCATION AND HEIGHT.
15. WITH THE EXCEPTION OF CARPET REPLACEMENT, NO WORK IS PROPOSED TO THE EXISTING INTERIOR OF THE ELEVATOR CAB, CALL BUTTONS, OR OPERATION OF THE EXISTING ELEVATOR.
16. REMOVE AND RE-INSTALL DRINKING FOUNTAIN AT ROOM #128 AFTER NEW WALL FINISH APPLICATION.

NARRATIVE

THE LOUISVILLE PUBLIC LIBRARY RENOVATION PROJECT INCLUDES THE PUBLIC AREAS ONLY OF THE LIBRARY. THE SCOPE OF WORK DOES NOT INCLUDE THE OFFICES OR OTHER PRIVATE AREAS SHOWN CROSS-HATCHED ON THE FLOOR PLANS.

THE PROJECT INCLUDES NEW PAINT, CARPET AND OTHER FLOORING, NEW TODDLER SEATING AND WINDOW SEATING IN THE GRADE SCHOOL AREAS, FURNITURE IN THE HOLLOW AND A STUDY TABLE AND CHAIRS IN THE TEEN LOFT. THE SCOPE ALSO INCLUDES THE REFINISH OF AN EXISTING BOOKCASE TO BE RELOCATED FROM THE ADULT AREA TO THE HOLLOW, AND THE ADDITION OF FOUR NEW SIGNS AS DETAILED ON THE DETAILS SHEET. TWO FEATURE WALLS, ONE WITH NEW WOOD SLATS APPLIED TO AN EXTENDED WALL BEHIND THE MAIN CIRCULATION DESK AND A NEW FAUX GREENERY WALL IN THE TEEN LOFT ARE ALSO INCLUDED.

BOTH OF THE FOLLOWING PROJECT STRATEGY OPTIONS REQUIRE THE RELOCATION AND STORAGE OF ALL EXISTING BOOK SHELVING, FURNITURE, WALL APPLICATIONS AND ANY OTHER ITEMS IN ALL SCOPE OF WORK AREAS.

PROJECT STRATEGY OPTION 1: IF TOTAL CLOSURE IS ESTIMATED TO BE LESS THAN THREE WEEKS, IT IS THE PREFERENCE OF STAFF TO CLOSE THE LIBRARY AND COMPLETE ALL SCOPE AREAS SIMULTANEOUSLY.

PROJECT STRATEGY OPTION 2: IF CLOSURE IS ESTIMATED TO BE GREATER THAN THREE WEEKS, ROOMS ARE TO BE RENOVATED IN CONSECUTIVE PHASES SO THAT ITEMS CAN BE STORED IN ROOMS NOT BEING WORKED ON AND SHIPPED TO RENOVATED AREAS WHEN FINISHED SO THAT UNRENOVATED SPACES CAN BE STARTED. STRATEGY OPTION 2 REQUIRES THAT AREAS NOT BEING WORKED ON ARE TO REMAIN OPEN TO THE PUBLIC DURING THAT TIME.

THIS IS AN INTERIOR DESIGN PROJECT ONLY, NO STRUCTURAL WORK IS PROPOSED. NO NEW WALLS, DOORS OR WINDOWS ARE INCLUDED WITH THIS PROJECT. THERE IS TO BE NO RECONFIGURATION OF EXISTING SPACES AND NO NEW SQUARE FOOTAGE TO THE EXISTING BUILDING IS PROPOSED.

PROJECT DIRECTORY

<b>CLIENT</b> Louisville Public Library City of Louisville ATTN: KEVIN FREY Facilities Manager PH: 303-335-4766 ATTN: SHARON NEMEGHEK Director of Cultural Services 951 Spruce Street Louisville, CO 80027	<b>ARCHITECT</b> Markley Designs LLC ARCHITECT: MARK R. MARKLEY, AIA, LEED AP PH: 970-673-8248 PROJECT MGR: AMANDA FOX - Louisville, CO PH: 650-773-2061 Office: 1019 39TH AVE, SUITE L GREELEY, CO 80634
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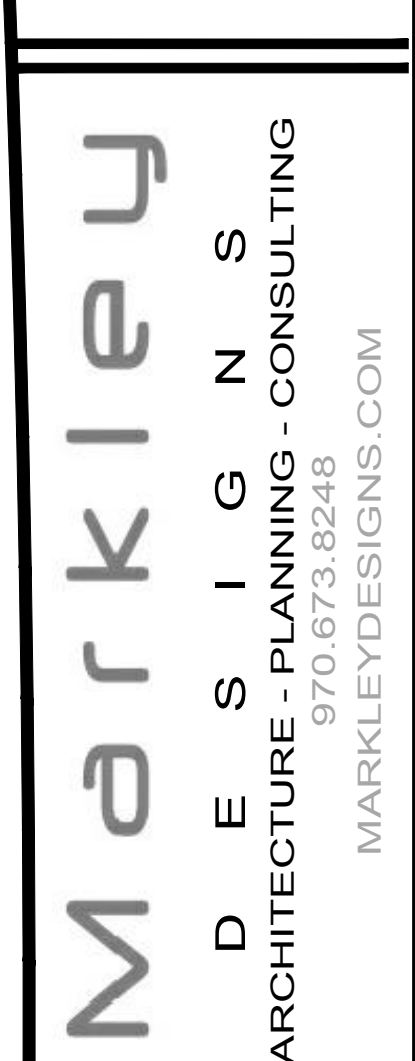
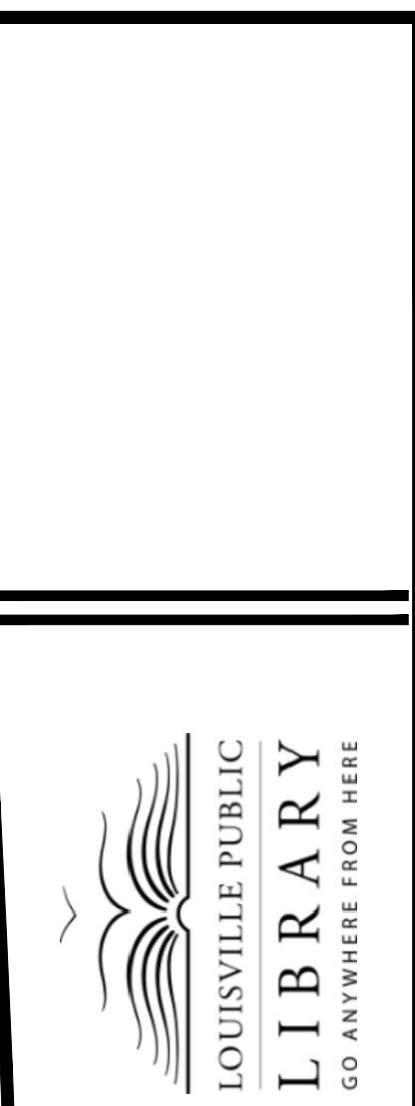
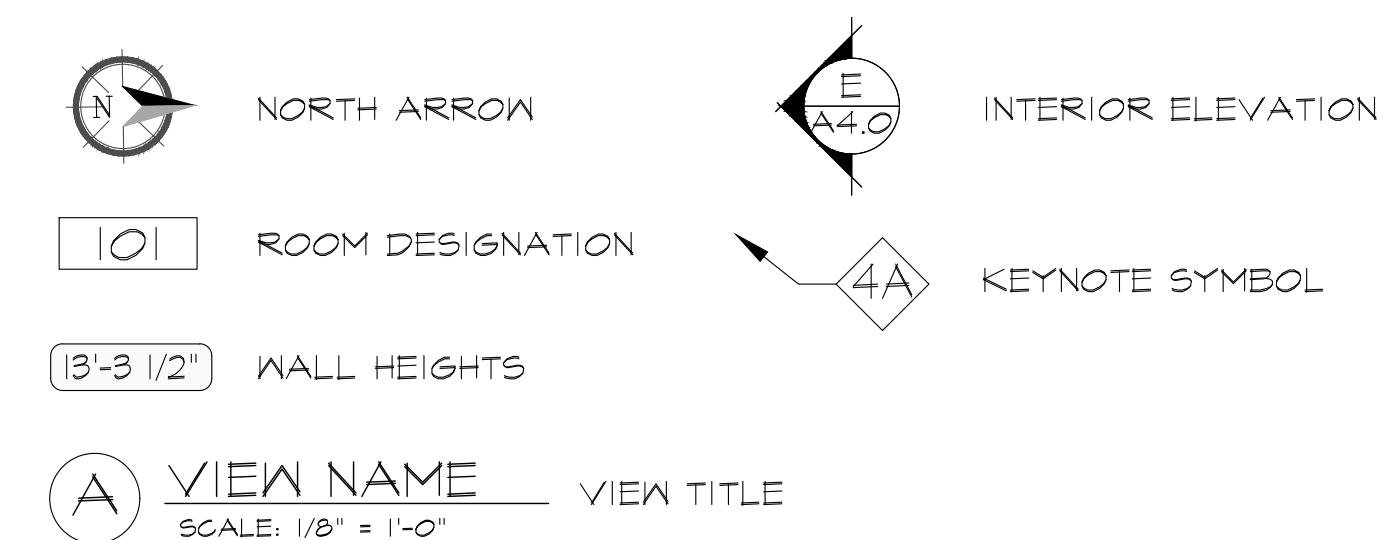
APPLICABLE CODES

- 2018 INTERNATIONAL BUILDING CODE
- 2018 INTERNATIONAL PLUMBING CODE
- 2018 INTERNATIONAL FUEL GAS CODE
- 2018 INTERNATIONAL MECHANICAL CODE
- 2021 INTERNATIONAL ENERGY CONSERVATION CODE
- 2023 NATIONAL ELECTRICAL CODE

INTERIOR DESIGN SHEET INDEX

- I-01 COVER SHEET / GENERAL NOTES / ADA DETAILS
- I-02 DEMOLITION PLANS
- I-03 MAIN LEVEL FINISH PLAN / SCHEDULES
- I-04 UPPER LEVEL FINISH PLAN / SCHEDULES
- I-05 ELEVATIONS AND SECTIONS
- I-06 ELEVATIONS AND RENDERING
- I-07 MISCELLANEOUS ITEMS SCHEDULE

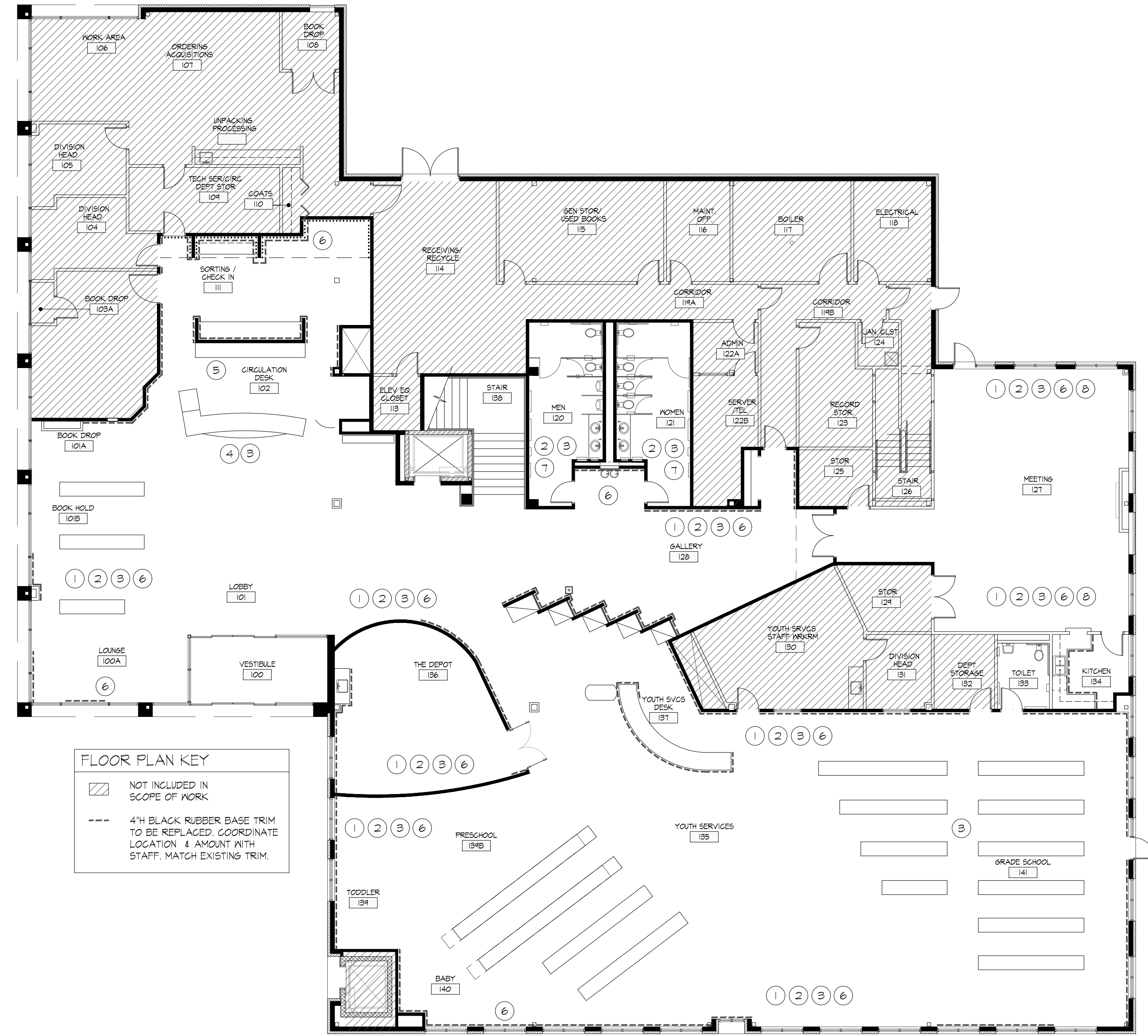
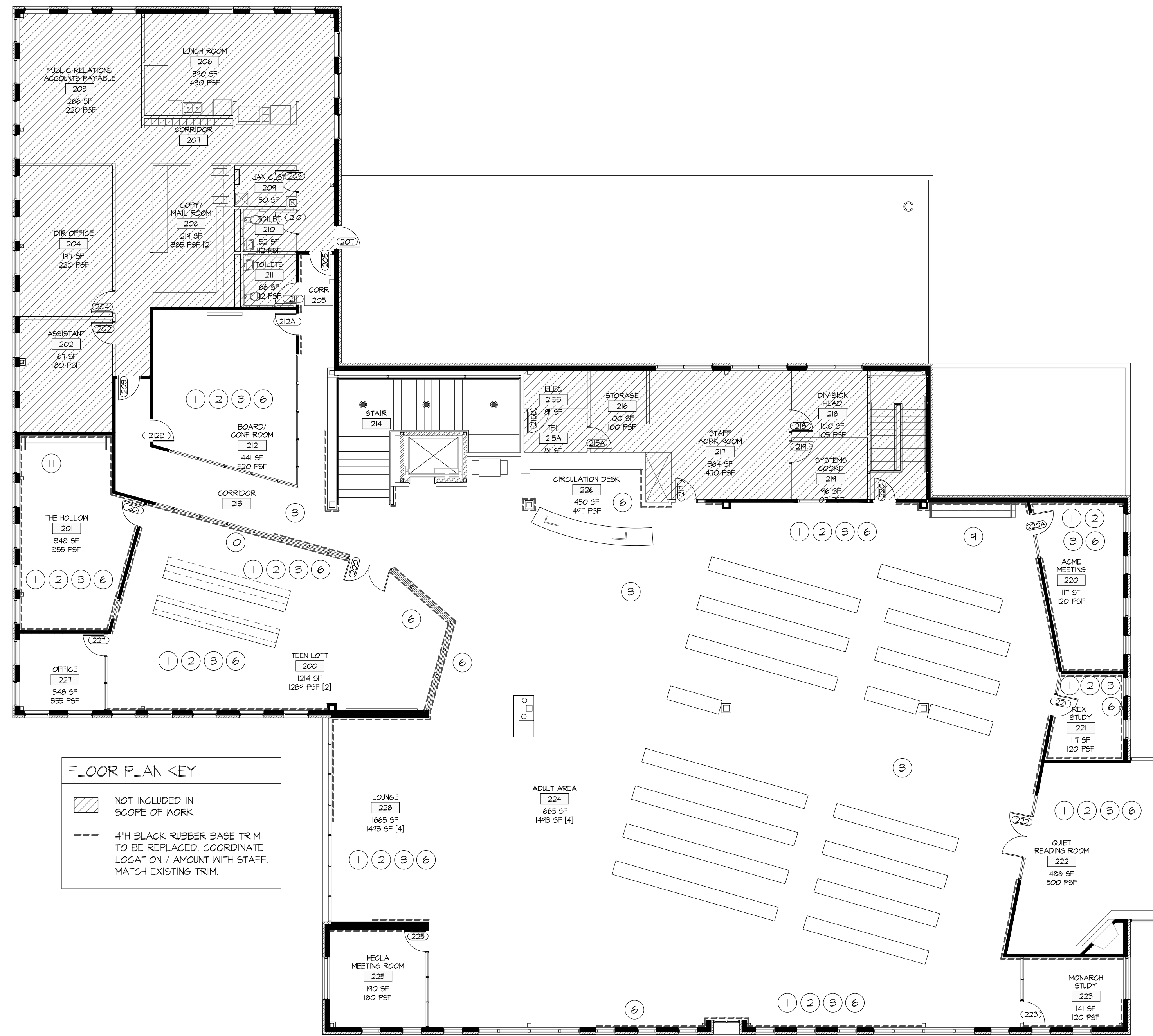
SYMBOL LEGEND



**GENERAL NOTES**  
LOUISVILLE PUBLIC LIBRARY RENOVATION PROJECT  
951 Spruce Street, Louisville, CO 80027

PROJECT NO:	LPL24
DRAWN BY:	AKF 10/25/24
CHECKED BY:	
REVISIONS	

**DISCLAIMER**  
 THE ORIGINAL BACKGROUND FLOOR PLAN WAS NOT CREATED BY MARKLEY DESIGNS. THE PLAN AS DESIGNED BY THE ORIGINAL ARCHITECT FOR THE CONSTRUCTION OF THE LOUISVILLE PUBLIC LIBRARY HAS BEEN PROVIDED BY THE CITY OF LOUISVILLE FOR REFERENCE PURPOSE ONLY FOR THE INTERIOR DESIGN OF THE SPACE. WHILE EVERY EFFORT HAS BEEN MADE TO VERIFY THAT EXISTING BUILT MEASUREMENTS MATCH FLOOR PLAN DIMENSIONS, GENERAL CONTRACTOR MUST VERIFY MEASUREMENTS AND QUANTITIES PRIOR TO PURCHASE OR INSTALLATION OF MATERIALS AND ITEMS.



- DEMOLITION PLAN KEY**
- ALL EXISTING ITEMS IN AREAS OF SCOPE OF WORK TO BE RELOCATED AND STORED ON SITE AS COORDINATED WITH STAFF.
  - REMOVE ALL WALL MOUNTED ITEMS IN SCOPE OF WORK AREAS. PATCH HOLES AND APPLY NEW TEXTURE TO MATCH EXISTING. PREP WALL SURFACES TO RECEIVE NEW WALL PAINT.
  - REMOVE EXISTING FLOOR FINISHES AND PREP FLOOR SURFACE TO RECEIVE NEW FLOORING FINISHES AT ALL AREAS OF NEW CONSTRUCTION.
  - CLEAN AND PREP LAMINATE HORIZONTAL BANDS ON FACE OF CIRCULATION DESK FOR NEW PAINT. TAPE OFF AREAS NOT RECEIVING NEW PAINT TO PROTECT DURING CONSTRUCTION.
  - REMOVE EXISTING DRYWALL AND FINISHES AS REQUIRED TO INSTALL NEW FULL HEIGHT STUDS. SEE ELEVATIONS.
  - REMOVE EXISTING BASE TRIM WHERE SHOWN. PREP DEMO SURFACE TO INSTALL NEW BASE TRIM TO MATCH EXISTING.
  - THOROUGHLY CLEAN WALLS, CEILINGS AND FLOOR SURFACES IN RESTROOMS PRIOR TO NEW PAINT. PATCH WALLS AND PREP SURFACES TO RECEIVE NEW FINISHES.
  - REMOVE MAINSCOT WALL COVERING IN MEETING ROOM. PATCH ANY HOLES. APPLY NEW TEXTURE TO MATCH EXISTING AS NEEDED. CLEAN BASE TRIM AND MAINSCOT TRIM. PREP SURFACE FOR PAINT.
  - RELOCATE BOOKCASE TO THE HOLLOW TEEN LOUNGE AREA. PATCH HOLES AND PREP FOR PAINT.
  - REMOVE 6" P BD AT STUDY TABLE BRACKET LOCATIONS. INSTALL METAL BRACKETS BETWEEN STUDS AND THROUGH-BOLT BRACKETS PER ELEVS AND FINISH TABLE.
  - SAND BOOKCASE TO REMOVE ALL FINISHES. REMOVE SCREWS AT TOP OF BOOKCASE. FILL HOLES WITH WOOD FILLER TO MATCH BOOKCASE. PREP FOR SEALANT OR PAINT ACCORDING TO ELEVS.
  -

- GENERAL DEMO NOTES**
- CONTRACTOR SHALL REVIEW EXISTING CONDITIONS FOR ANY ADDITIONAL ITEMS NOT SHOWN ON REMOVAL PLAN AND SHALL REMOVE THEM AS NEEDED TO COMPLETE NEW CONSTRUCTION SCOPE OF WORK AT NO ADDITIONAL COST.
  - CONTRACTOR TO NOTE EXISTING LOCATIONS OF SHELVES AND FURNITURE PRIOR TO MOVING TO ENSURE THAT ITEMS ARE PLACED BACK IN THEIR ORIGINAL LOCATIONS (EXCEPT WHERE OTHERWISE NOTED).
  - REMOVE DEBRIS FROM SITE IMMEDIATELY AND DISPOSE OF LEGALLY. THE BUILDING AND GROUNDS SHALL BE KEPT CLEAN AND FREE OF REFUSE AT ALL TIMES. GENERAL CONTRACTOR HAS THE FIRST RIGHT OF REFUSAL ON ALL SALVAGE ITEMS OR MATERIAL.
  - WHERE EXISTING EQUIPMENT AND CEILINGS ARE TO BE REMOVED, SUCH REMOVAL SHALL INCLUDE ALL ANCHORS, HANGERS, FRAMING, ETC.
  - PATCH FLOORS TO MATCH ADJACENT SURFACES AFTER CARPET AND FLOORING REMOVAL IN ORDER TO BE READY TO RECEIVE FINAL FINISHES.
  - PROMPTLY REPAIR DAMAGES CAUSED TO ADJACENT FINISHES BY DEMOLITION OR CONSTRUCTION WORK.
  - CONTRACTOR IS RESPONSIBLE TO CORRELATE HIS/HER OBSERVATIONS WITH THESE CONTRACT DOCUMENTS. IF INCONSISTENCIES EXIST, THE CONTRACTOR SHALL INFORM THE CONTRACTING OFFICER BEFORE CONSTRUCTION.
  - ALL FINISHES THAT ARE REMOVED DURING DEMO, EXCEPT THOSE NOTED TO BE REUSED OR TO REMAIN AS THE PROPERTY OF THE OWNER, SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE REMOVED FROM THE JOB SITE. THE OWNER RESERVES THE RIGHT TO KEEP ANY REMOVED ITEMS EVEN THOUGH NOT NOTED ON DRAWINGS OR TAGGED.
  - THE CONTRACTOR MUST MEET WITH THE OWNER OR HIS REPRESENTATIVE AND COORDINATE THE PROPOSED WORK SCHEDULE FOR REMOVAL, PHASING AND REMODEL WORK WITHIN THE CONTRACT DOCUMENTS AND TO ALLOW CONTINUED AND SAFE OPERATIONS OF THE FACILITY.
  - PRIOR TO PERFORMING ANY WORK, THE CONTRACTOR SHALL INFORM THE OWNER OR HIS REPRESENTATIVE OF THE INTENT TO DO SO AT LEAST 48 HOURS BEFORE SUCH WORK BEGINS.



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**DEMOLITION PLANS**  
 LOUISVILLE PUBLIC LIBRARY  
 RENOVATION PROJECT  
 951 Spruce Street, Louisville, CO 80027

PROJECT NO: LPL24  
 DRAWN BY: AKF  
 10/25/24

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SHEET  
**I-102** OF 7

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**MEN'S AND WOMEN'S ADA ELECTRIC DOOR OPENER HARDWARE SCHEDULE**

VERIFY WITH HARDWARE CONTRACTOR PRIOR TO PURCHASE AND INSTALLATION

QTY	PRODUCT DESCRIPTION
2	RECORD 8100 SERIES OPERATOR 8100 ALUM *CONFIRM MOUNT SIDE*
4	BEA SM WIRELESS BOX 10B0X4T5S05MEBA 4 BEA 4-3/4" SQ W/ LOGO & TEXT (OPB5)
4	BEA DIGITAL TRANSMITTER 10TD900PB
2	BEA DIGITAL RECEIVER 10RD900

- NOTES:**
- CONTACT COLORADO DOORWAYS, COLIN SZABO / 303-241-0900 FOR PURCHASE AND INSTALL OF THE ADA AUTO OPENERS
  - A MANDATORY DETAIL TRIP IS REQUIRED TO VERIFY OPENING REQUIREMENTS.

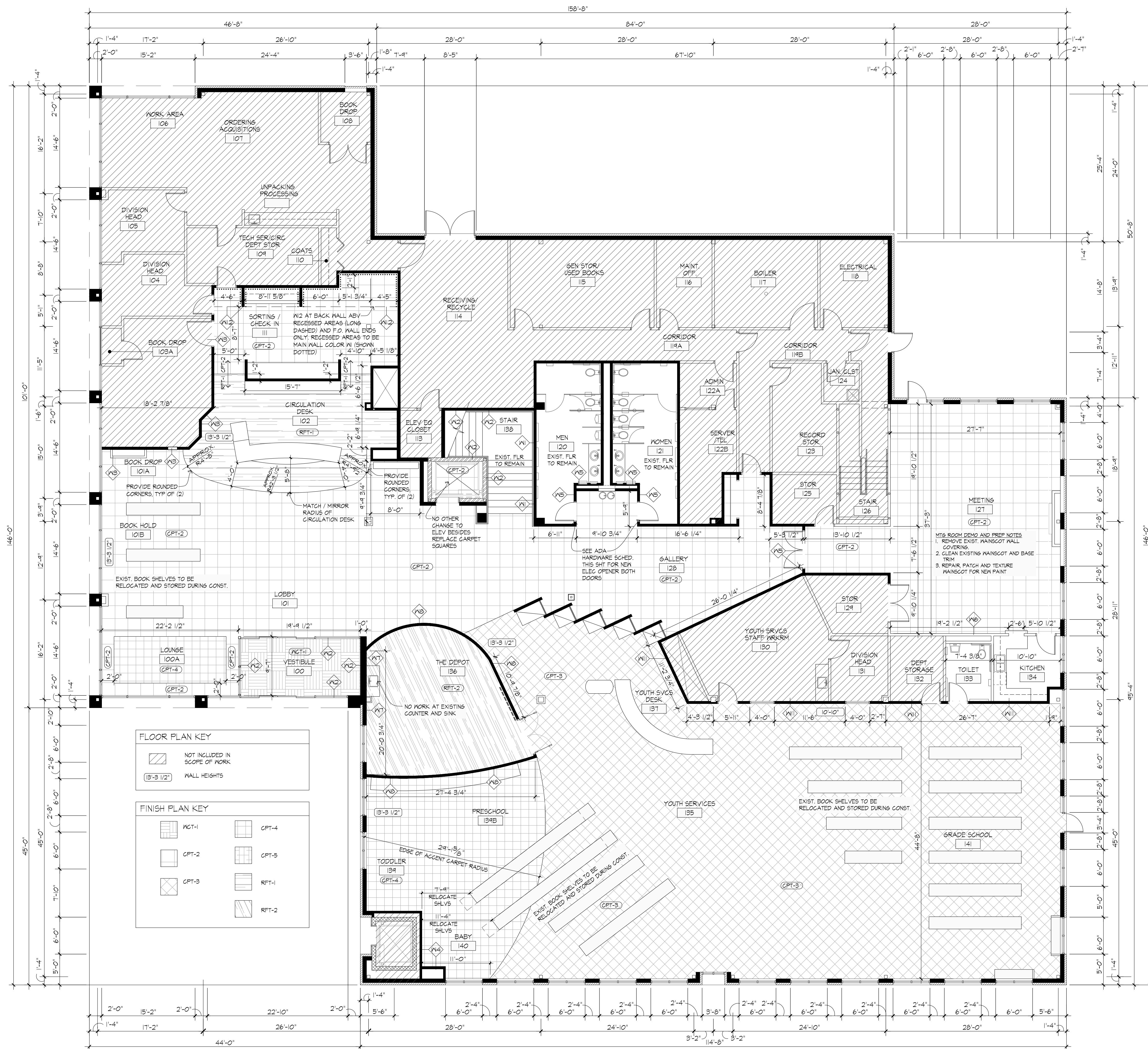
**ROOM FINISH SCHEDULE**

Rm #	Room Name	Floor		Wall		Notes
		Main	Accent	Main	Accent	
100	VESTIBULE	KCT-1	KCT-1	W1	-	
100A	LOUNGE	*	*	W1	-	* CARPET BORDER CPT-2, CARPET INTERIOR CPT-4
101	LOBBY	CPT-2	-	W1	-	
101A	BOOK DROP	CPT-2	-	W5	-	
101B	BOOK HOLD	CPT-2	-	W1	-	
102	CIRCULATION DESK	RFT-1	-	W1	-	FRONT HORIZ BANDS TO BE W12. SEE FIN. NOTES
103	SORTING / CHECK IN	CPT-2	-	W1	W12	SEE PLAN NOTES FOR W12 LOCATIONS
120	MENS RESTROOM	EXISTING	-	W1	W5	
121	WOMEN RESTROOM	EXISTING	-	W1	W5	
121	MEETING ROOM	CPT-2	-	W6	-	MAIN MTG WALLS. ** MAIN WALLS "Goss. Veil" ABV RAIL/ "Pussywillow" MAINSCOT. "Laboratoris" Accent
124	MEETING KITCHEN	EXISTING	-	W6	-	"Laboratoris" ALL WALLS INSIDE KITCHEN
134	GALLERY	CPT-2	-	W1	W5	
133	CHILDREN'S ROOM	EXISTING	-	W1	-	*** "Gossamer Veil" ABV RAIL "Grand Canal" MAINSCOT
135	YOUTH SERVICES	CPT-3	-	W1	-	
136	THE DEPOT	RFT-2	-	W1	WT	RUBBER FLOOR TILE
137	YOUTH SVCS DESK	CPT-3	-	W1	-	
138	STAIR	-	-	W2	W1	NO CHANGE TO EXISTING FLOORING
139	TODDLER	CPT-4	-	W1	-	SEE FLR PLN FOR ACCENT CARPET TRANS. LINE
139B	PRESCHOOL	CPT-4	-	W5	-	SEE FLR PLN FOR ACCENT CARPET TRANS. LINE
140	BBY	CPT-4	-	W4	-	SEE FLR PLN FOR ACCENT CARPET TRANS. LINE
141	GRADE SCHOOL	CPT-3	-	W1	-	

**FINISH CODES**

FLOOR FINISH		WALL FINISH	
KCT-1	24"x24" MALKOFF CARPET TILE - MOHAWK INDUSTRIES. TYP SHL II / First Step II - Performance Loop Tile / 955 Cobalt. MONOLITHIC PATTERN	W1	MAIN WALL COLOR LIGHT BEIGE-GRAY S/N169 "Gossamer Veil"
CPT-2	24"x24" CARPET TILE - CARPET TILE - MOHAWK INDUSTRIES. Denim Culture / Made to Last / 484 "Charcoal Wash". MONOLITHIC PATTERN	W2	BEIGE-GRAY - S/N169 "Pussywillow"
CPT-3	24"x24" CARPET TILE - MOHAWK INDUSTRIES. Taking Steps / Necessary Action 6T46T / 565 "Franklin". MONOLITHIC PATTERN	W3	BRIGHT TEAL - S/N6443 "Intense Teal"
CPT-4	24"x24" CARPET TILE - MOHAWK INDUSTRIES. Taking Steps / Necessary Action 6T46T / 455 "Henry". MONOLITHIC PATTERN	W4	TEAL - S/N6488 "Grand Canal"
CPT-5	24"x24" CARPET TILE - MOHAWK INDUSTRIES. Emerging Edges / Ramart 6T349 / 494 "Charlotte". MONOLITHIC PATTERN	W5	BLUE - S/N185 "Marea Baja"
RFT-1	13/2"x13/2" RESILIENT FLOORING - MOHAWK INDUSTRIES. Healthy Env Heterogeneous / Juniperus II 62054 / 821 "Flaxen". MONOLITHIC PATTERN	W6	MEDIUM GRAY BLUE - S/N1619 "Laboratoris"
RFT-2	24"x24" RUBBER TILE - TARKETT - Johnsonite / Triumph Multi-Functional Flooring / Slideback Tile Format. / "LB3 Rainstorm" tarkett.com	W7	"Laboratoris"
		W8	CORAL ACCENT - S/N614 "Quito Coral"
		W9	BRIGHT LIGHT GREEN - S/N6452 "Iriana"
		W10	SAGE - S/N6194 "Basil"
		W11	DARK FOREST - S/N0041 "Dard Hunter Green"
		W12	BRIGHT BLUE - S/N060 "Connor's Lakefront"
		W13	DARK CHARCOAL - S/N1016 "Cyberspace"
		W14	BLACK - S/N6991 "Black Magic"

- NOTES:**
- SUBSTRATE AT ALL LOCATIONS IS CONCRETE.
  - SEE FINISH SPECIFICATIONS SH1 1-101 FOR PREPARATION, INSTALLATION AND MAINTENANCE DETAILS.
  - WHERE WALL PAINT COLOR NOT INDICATED ON PLANS, WALL TO BE "W1" MAIN WALL COLOR.
  - WHERE FINISH SPECS NOT PROVIDED, INSTALL PER MANUFACTURER RECOMMENDATIONS.



**FLOOR PLAN KEY**

- [Hatched Box] NOT INCLUDED IN SCOPE OF WORK
- [B-3 1/2"] WALL HEIGHTS

**FINISH PLAN KEY**

[Pattern]	KCT-1	[Pattern]	CPT-4
[Pattern]	CPT-2	[Pattern]	CPT-5
[Pattern]	CPT-3	[Pattern]	RFT-1
[Pattern]	RFT-2		

**MAIN LEVEL FLOOR FINISH PLAN**  
 1/8" = 1'-0"



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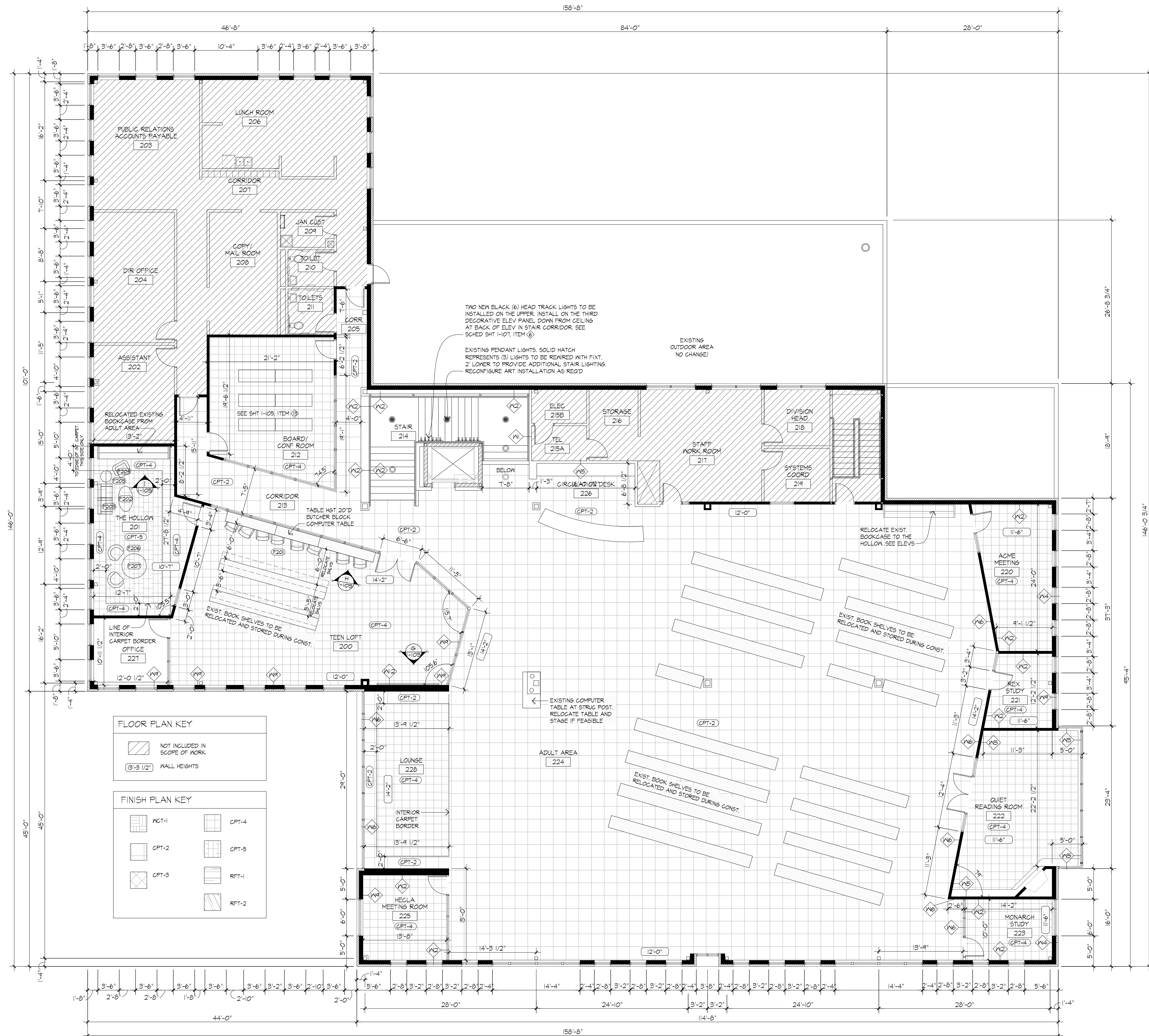
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ROOM FINISH SCHEDULE						
UPPER LEVEL						
Rm #	Room Name	Floor		Wall		Notes
		Main	Accent	Main	Accent	
200	TEEN LOFT	CPT-4	-	WI	W4	
201	THE HOLLON	*	*	W10	-	* CARPET BORDER CPT-4, CARPET INTERIOR CPT-5. ALL WALLS - NO PROVIDE DIMMER SWITCHES FOR ALL EXISTING CEILING LIGHTS IN THE HOLLON.
212	BOARD/CONF RM	CPT-4	-	**	**	** SW1616 "Gossamer Veil" ADV CHAIRRAIL, SW1643 "Pussywillow" BELOW RAIL.
213	CORRIDOR	CPT-2	-	WI	-	
214	STAIR	existing	existing	W2	W1	
220	ACME MEETING	CPT-4	-	W2	W4	
221	REX STUDY	CPT-4	-	W2	W4	
222	READING ROOM	CPT-4	-	W5	-	
223	MONARCH STUDY	CPT-4	-	W2	W4	
224	ADULT AREA	CPT-2	-	W1	W6	
225	HECLA MEETING RM	CPT-4	-	W2	W4	
226	CIRCULATION DESK	CPT-2	-	WI	W5	
227	OFFICE	existing	existing	WI	W4	
228	ADULT LOUNGE	**	**	WI	W6	** CARPET BORDER CPT-2, CARPET INTERIOR CPT-4

FINISH CODES	
<b>FLOOR FINISH</b>	<b>WALL FINISH</b>
WCT-1 24"x24" WALKOFF CARPET TILE - MOHAWK INDUSTRIES. Tuff Stuff II / First Step II - Performance Loop Pile / "955 Cobalt". MONOLITHIC PATTERN	W1 MAIN WALL COLOR LIGHT BEIGE-GRAY SW9165 "Gossamer Veil"
CPT-2 24"x24" CARPET TILE - CARPET TILE - MOHAWK INDUSTRIES. Denim Culture / Made to Last / 989 "Charcoal Mash". MONOLITHIC PATTERN	W2 BEIGE-GRAY - SW1643 "Pussywillow"
CPT-3 24"x24" CARPET TILE - MOHAWK INDUSTRIES. Taking Steps / Necessary Action 6T46T / 565 "Franklin". MONOLITHIC PATTERN	W3 BRIGHT TEAL - SW6443 "Intense Teal"
CPT-4 24"x24" CARPET TILE - MOHAWK INDUSTRIES. Taking Steps / Necessary Action 6T46T / 565 "Henry". MONOLITHIC PATTERN	W4 TEAL - SW6408 "Grand Canal"
CPT-5 24"x24" CARPET TILE - MOHAWK INDUSTRIES. Emanating Echoes / Remnant 6T34T / 434 "Charlotta". MONOLITHIC PATTERN	W5 BLUE - SW9185 "Marea Baja"
RFT-1 18"x18" RESILIENT FLOORING - MOHAWK INDUSTRIES. Healthy Env Heterogeneous / Juniperus II C209A / 821 "Flaxen". MONOLITHIC PATTERN	W6 MEDIUM GRAY BLUE - SW1619 "Lagadorita"
RFT-2 24"x24" RUBBER TILE - TARKETT - Johnsonite / Triumph Multi-Functional Flooring / Slidlock Tile Format / "L84 Rainstorm" tarkett.com	W7 CORAL ACCENT - SW6614 "Quite Coral"
	W8 BRIGHT LIGHT GREEN - SW6452 "Inland"
	W9 SAGE - SW6194 "Basil"
	W10 DARK FOREST - SW0041 "Dard Hunter Green"
	W11 BRIGHT BLUE - SW9060 "Connor's Lookout"
	W12 DARK CHARCOAL - SW1076 "Cyberspace"
	W13 BLACK - SW6491 "Black Magic"

- NOTES**
- SUBSTRATE AT ALL LOCATIONS IS CONCRETE.
  - SEE FINISH SPECIFICATIONS SHT 1-101 FOR PREPARATION, INSTALLATION AND MAINTENANCE DETAILS.
  - WHERE WALL PAINT COLOR NOT INDICATED ON PLANS, WALL TO BE 'W1' MAIN WALL COLOR.
  - WHERE FINISH SPECS NOT PROVIDED, INSTALL PER MANUFACTURER RECOMMENDATIONS.



UPPER LEVEL FLOOR FINISH PLAN  
 1/8" = 1'-0"

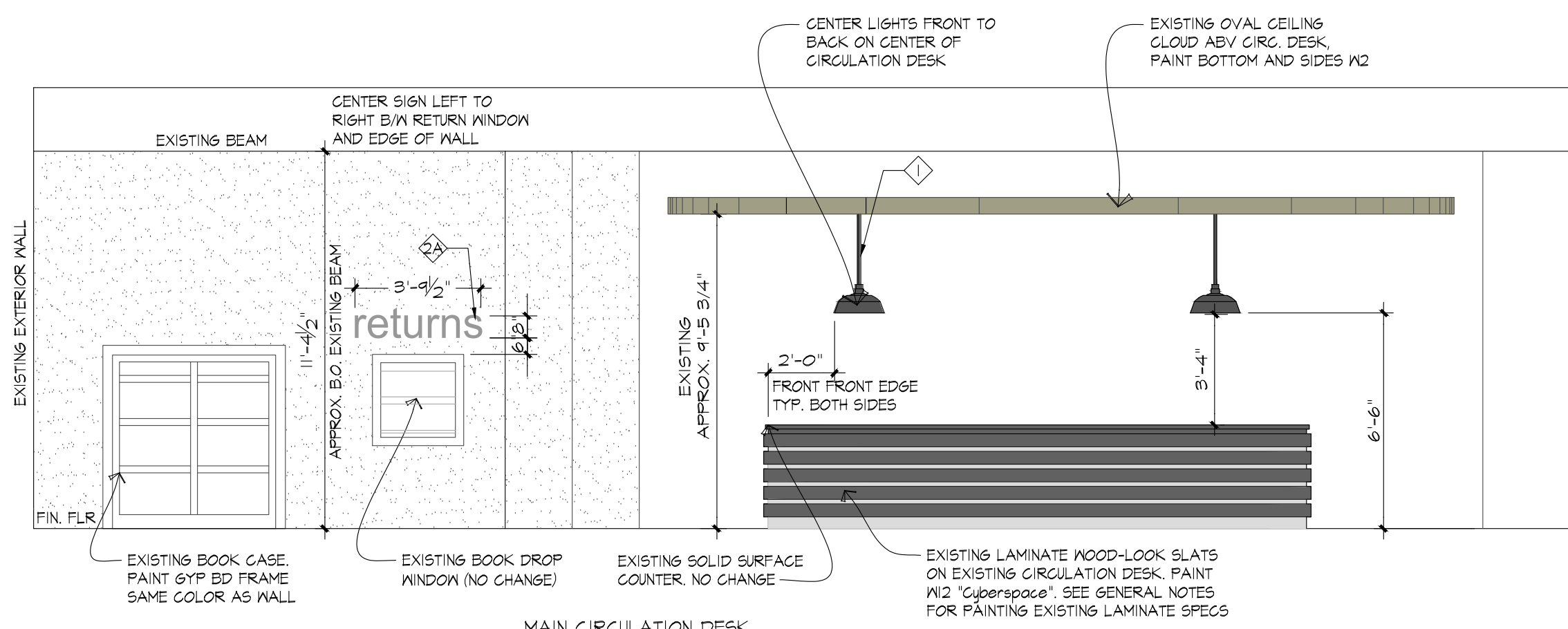


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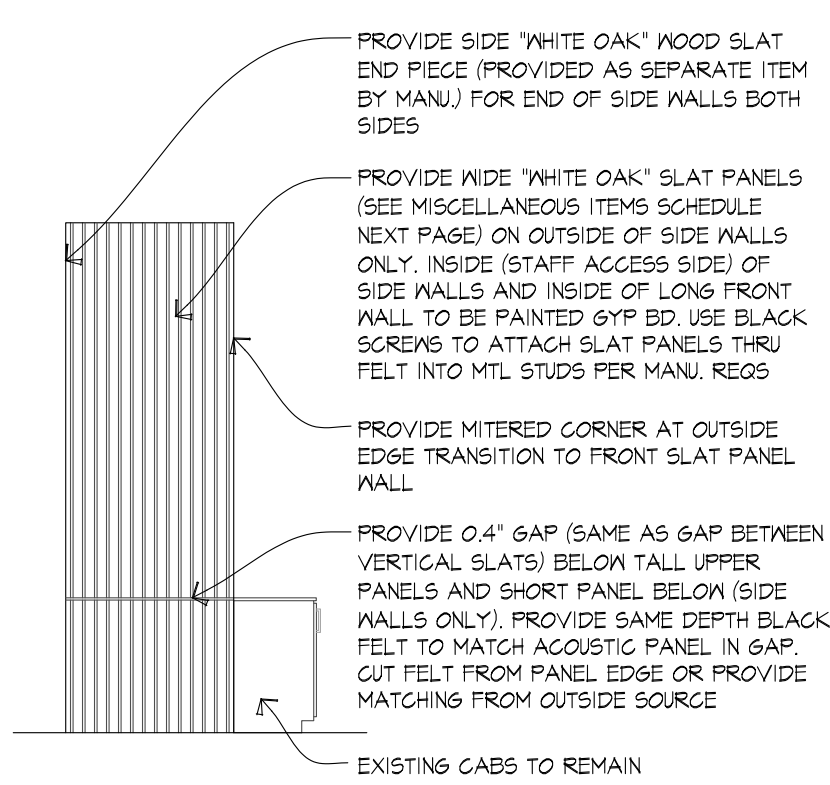
UPPER LEVEL FINISH PLAN  
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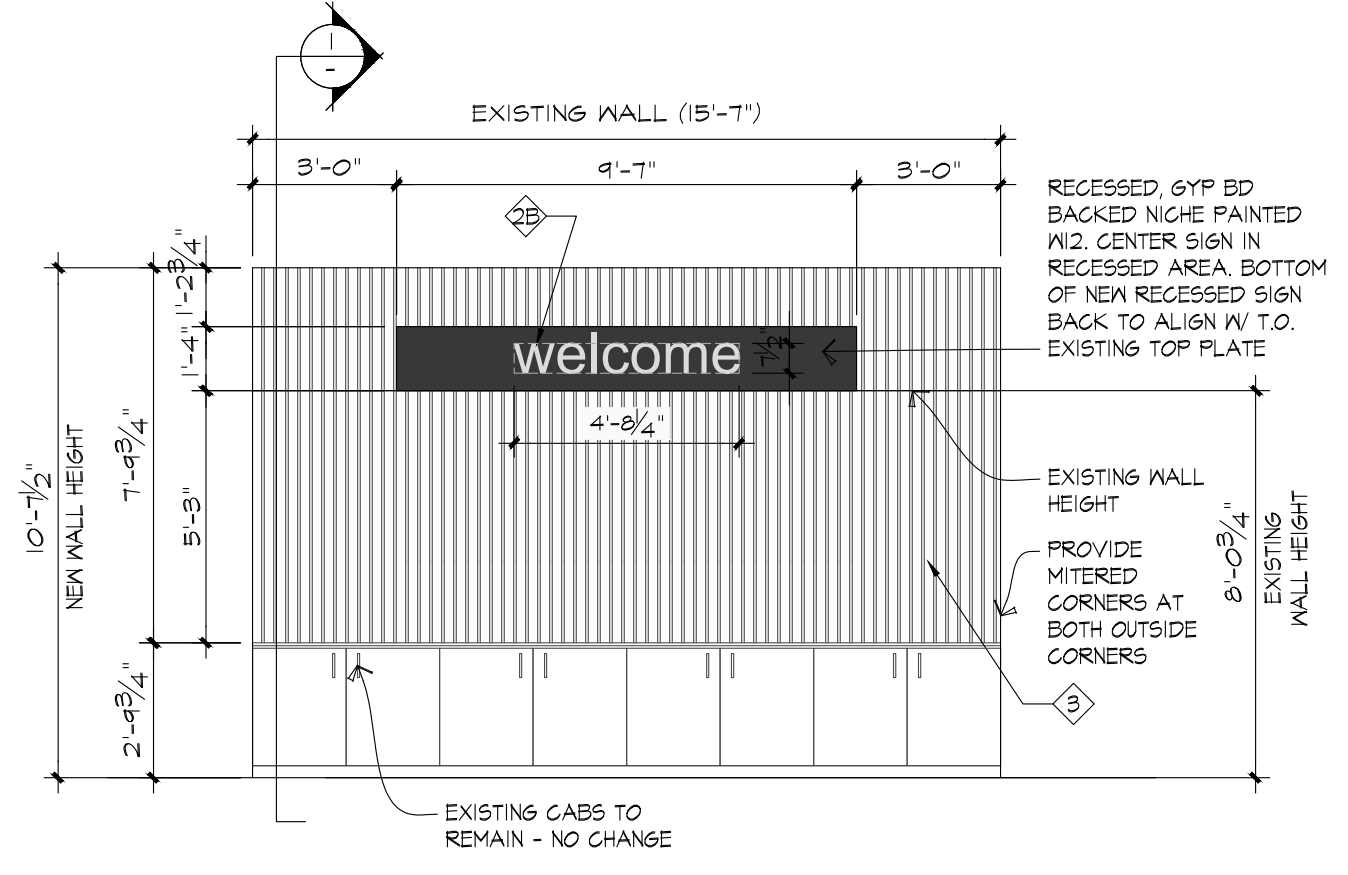
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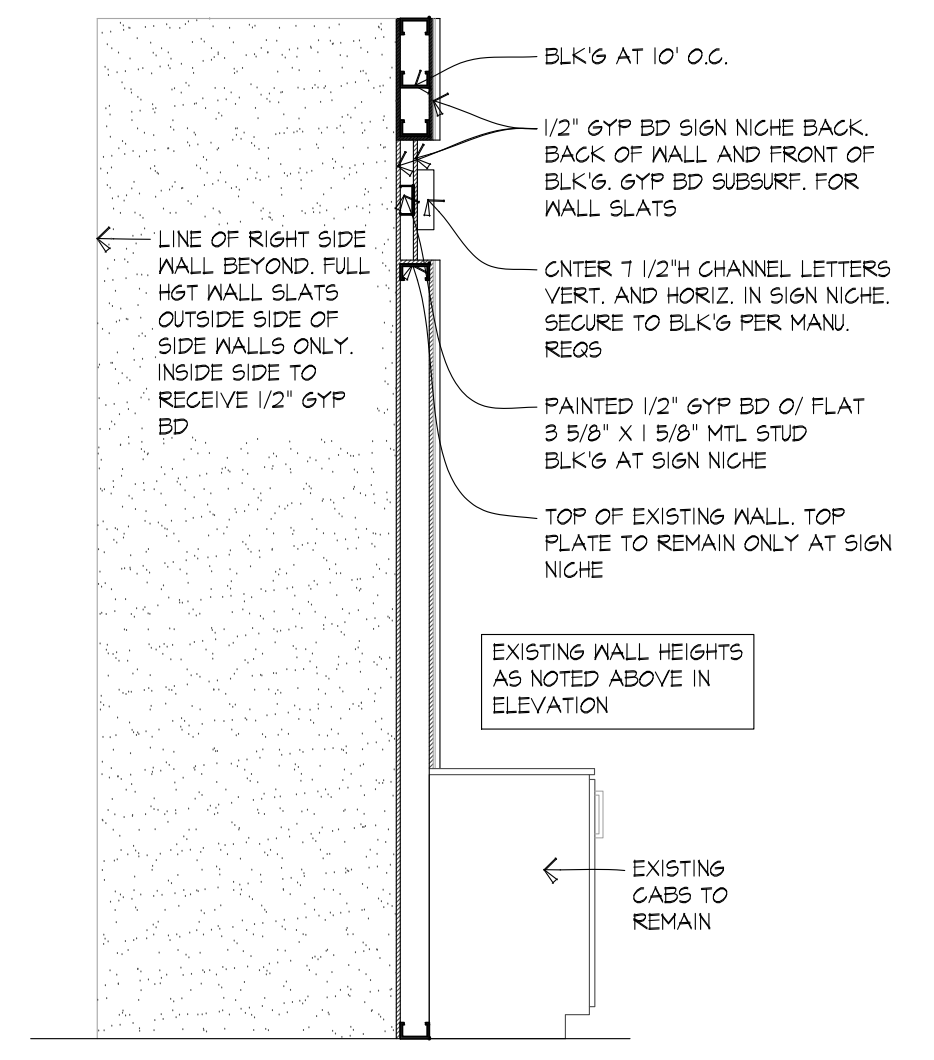
**A** MAIN CIRCULATION DESK ELEVATION  
1/4" = 1'-0"  
COORDINATE WITH BROOMFIELD FAST SIGNS MANUFACTURER FOR ALL SIGNAGE DETAILS INC. LETTER SPACING AND INSTALLATION REQUIREMENTS. SEE SIGNAGE DETAILS THIS SHEET.



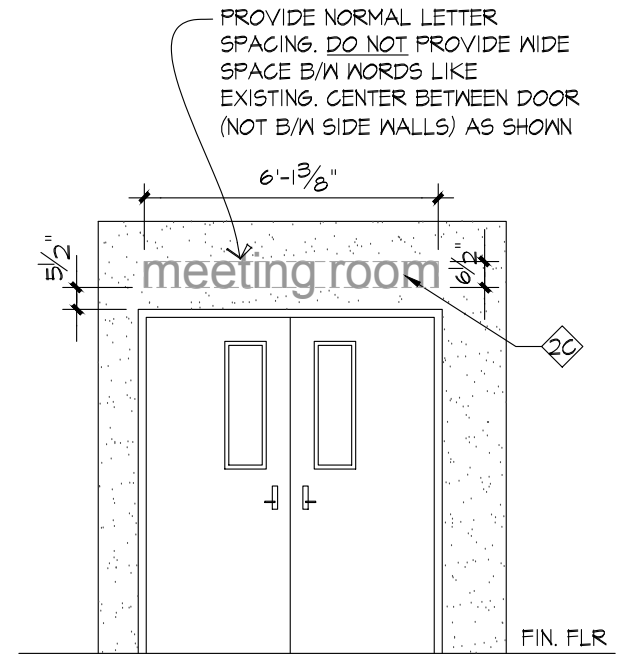
**B2** LEFT SIDE WALL BEHIND MAIN CIRCULATION DESK. RIGHT SIDE WALL SAME BUT MIRRORED ELEVATION  
1/4" = 1'-0"



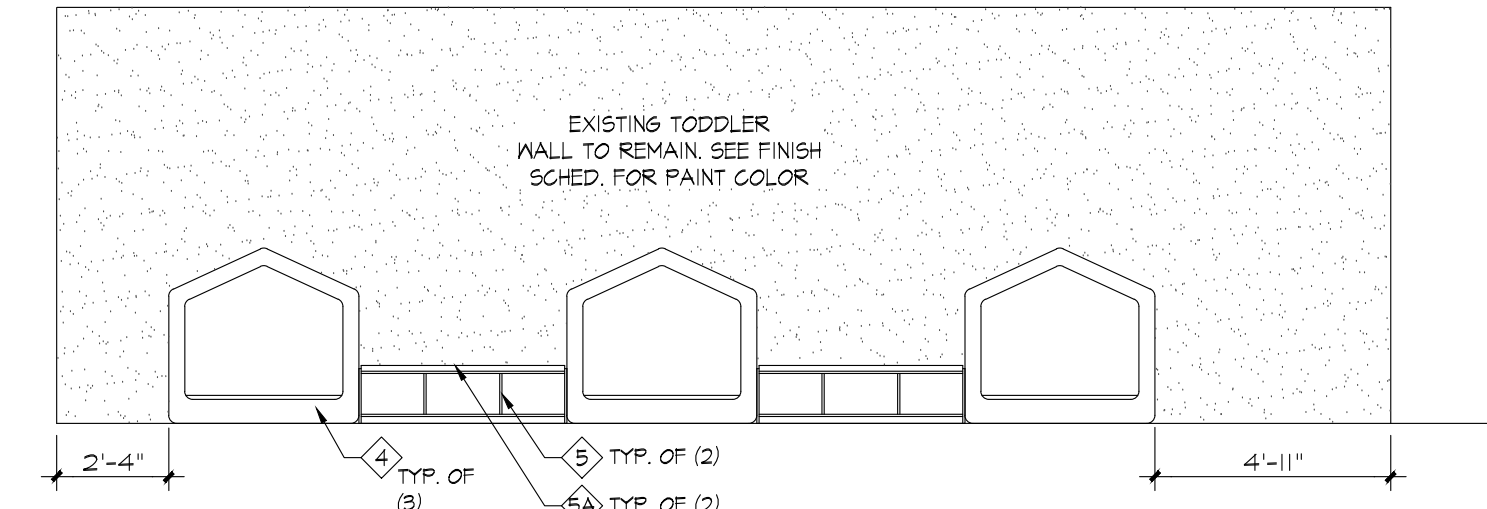
**B** WALL BEHIND MAIN CIRCULATION DESK ELEVATION  
1/4" = 1'-0"  
COORDINATE WITH BROOMFIELD FAST SIGNS MANUFACTURER FOR ALL SIGNAGE DETAILS INC. LETTER SPACING AND INSTALLATION REQUIREMENTS. SEE SIGNAGE DETAILS THIS SHEET.



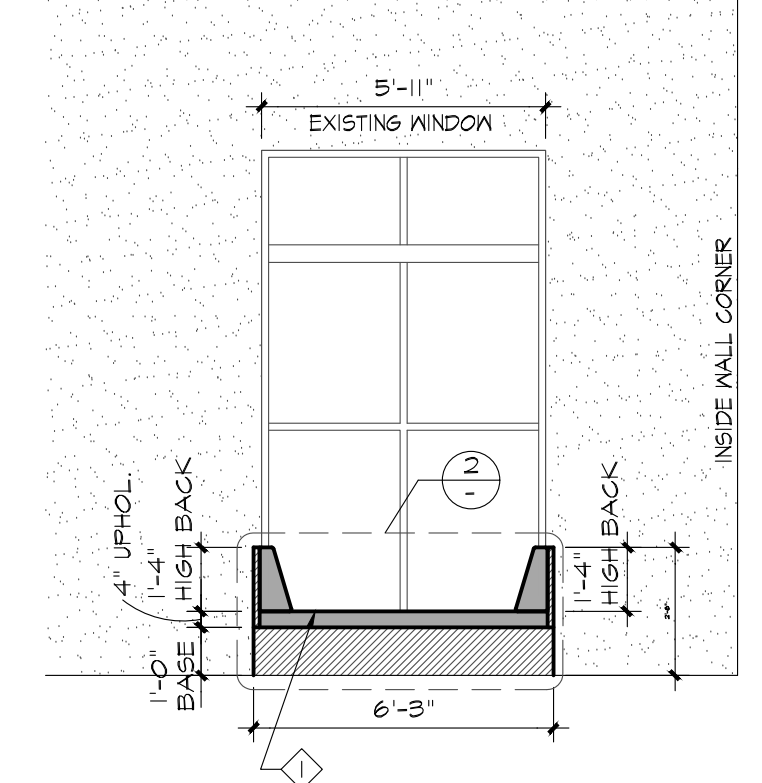
**1** WALL BEHIND MAIN CIRCULATION DESK WALL SECTION  
1/2" = 1'-0"



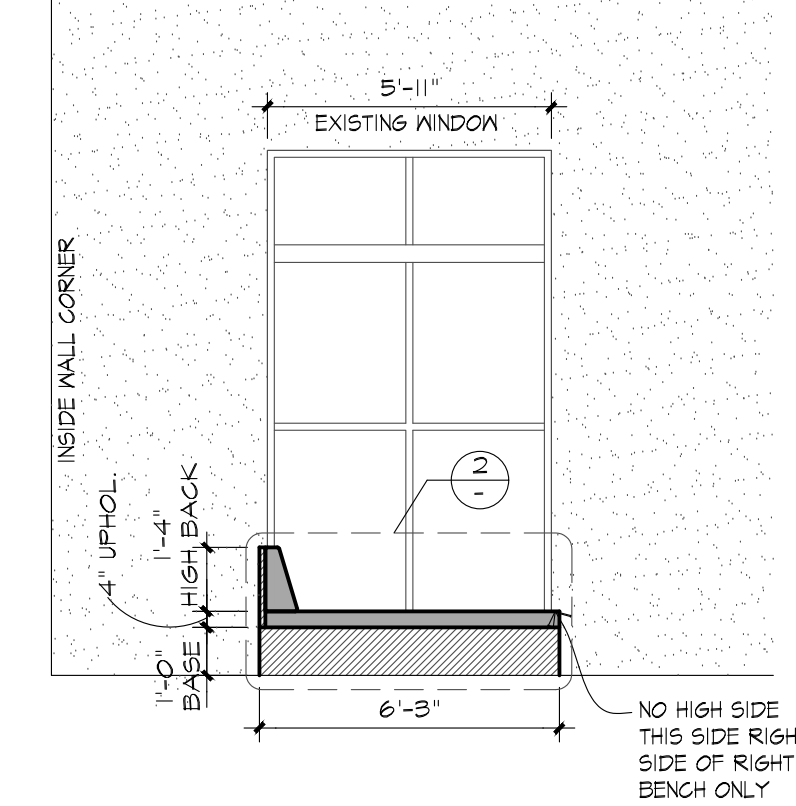
**C** MEETING ROOM ENTRY ELEVATION  
1/4" = 1'-0"  
COORDINATE WITH BROOMFIELD FAST SIGNS MANUFACTURER FOR ALL SIGNAGE DETAILS INC. LETTER SPACING AND INSTALLATION REQUIREMENTS. SEE SIGNAGE DETAILS THIS SHEET.



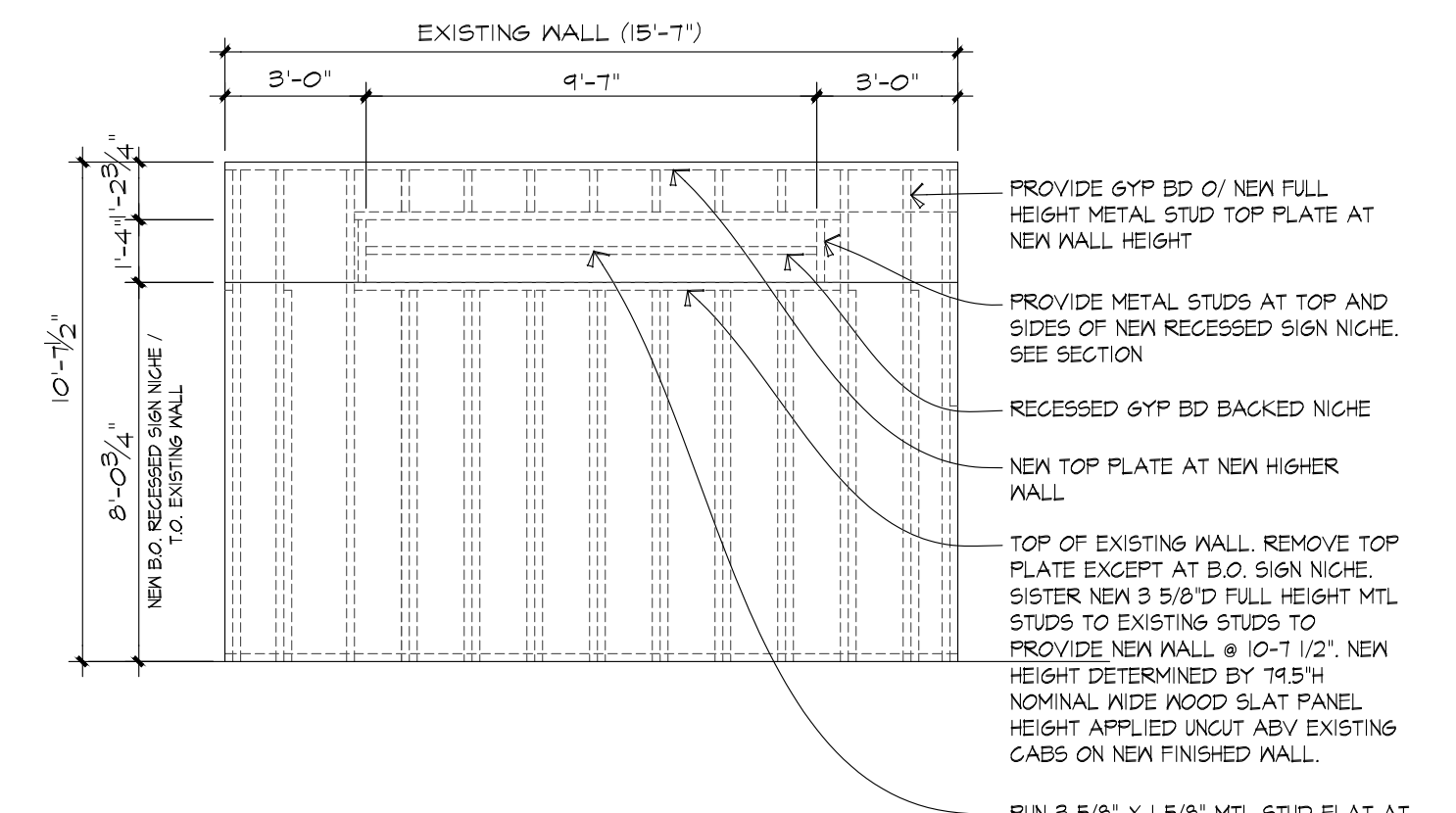
**D** CHILDREN'S TODDLER AREA CUBBIE AND PARENT BENCH ELEVATION  
1/4" = 1'-0"  
SECURE EACH FURNITURE ITEM WITH CONCEALED ANTI-TIP BRACKETS DIRECTLY INTO THE METAL STUDS, MIN. (2) BRACKETS PER ITEM.



**E** LEFT BENCH ELEVATION  
1/4" = 1'-0"  
COORDINATE WITH 40 NORTH DESIGNS FOR ALL WINDOW BENCH MANUFACTURING AND INSTALLATION REQUIREMENTS



**F** RIGHT BENCH ELEVATION  
1/4" = 1'-0"  
COORDINATE WITH 40 NORTH DESIGNS FOR ALL WINDOW BENCH MANUFACTURING AND INSTALLATION REQUIREMENTS



**G** WALL BEHIND MAIN CIRCULATION DESK FRAMING ELEVATION  
1/4" = 1'-0"

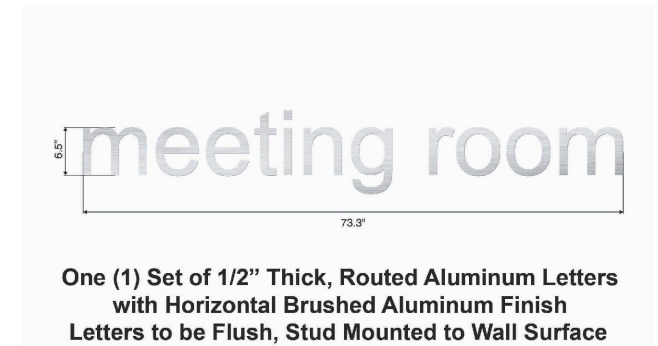
**C** MEETING ROOM ENTRY ELEVATION  
1/4" = 1'-0"  
COORDINATE WITH BROOMFIELD FAST SIGNS MANUFACTURER FOR ALL SIGNAGE DETAILS INC. LETTER SPACING AND INSTALLATION REQUIREMENTS. SEE SIGNAGE DETAILS THIS SHEET.

**D** CHILDREN'S TODDLER AREA CUBBIE AND PARENT BENCH ELEVATION  
1/4" = 1'-0"  
SECURE EACH FURNITURE ITEM WITH CONCEALED ANTI-TIP BRACKETS DIRECTLY INTO THE METAL STUDS, MIN. (2) BRACKETS PER ITEM.

**E** LEFT BENCH ELEVATION  
1/4" = 1'-0"  
COORDINATE WITH 40 NORTH DESIGNS FOR ALL WINDOW BENCH MANUFACTURING AND INSTALLATION REQUIREMENTS

**F** RIGHT BENCH ELEVATION  
1/4" = 1'-0"  
COORDINATE WITH 40 NORTH DESIGNS FOR ALL WINDOW BENCH MANUFACTURING AND INSTALLATION REQUIREMENTS

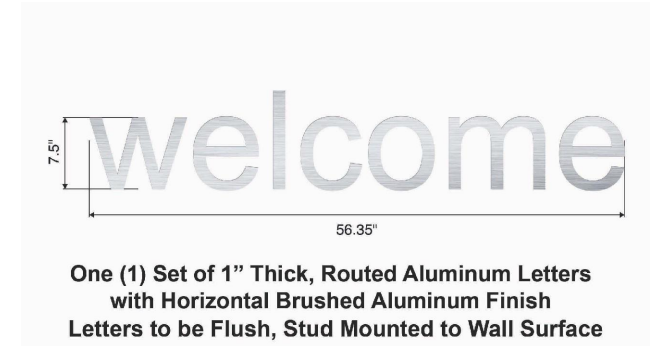
**G** WALL BEHIND MAIN CIRCULATION DESK FRAMING ELEVATION  
1/4" = 1'-0"



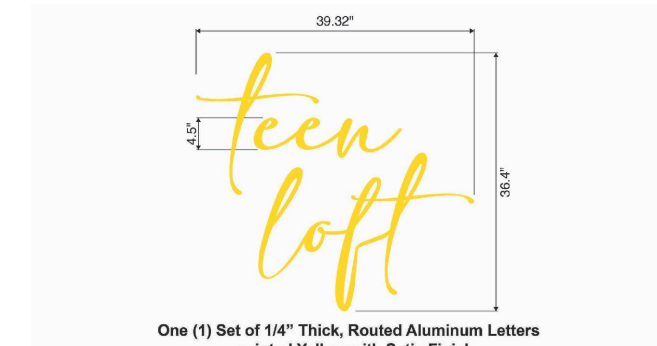
One (1) Set of 1/2" Thick, Routed Aluminum Letters with Horizontal Brushed Aluminum Finish Letters to be Flush, Stud Mounted to Wall Surface  
60493 City of Louisville



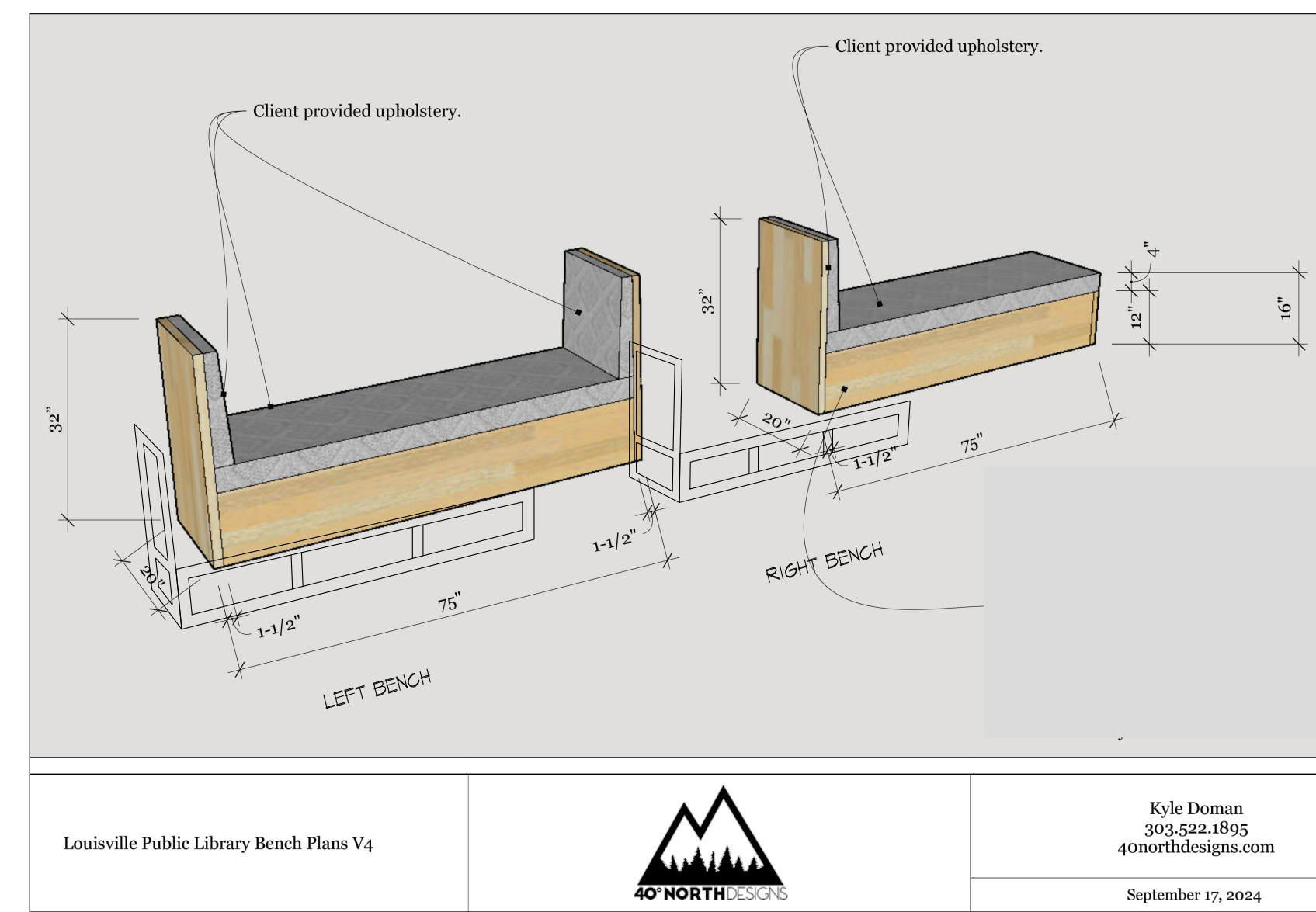
One (1) Set of 1/2" Thick, Routed Aluminum Letters with Horizontal Brushed Aluminum Finish Letters to be Flush, Stud Mounted to Wall Surface  
60493 City of Louisville



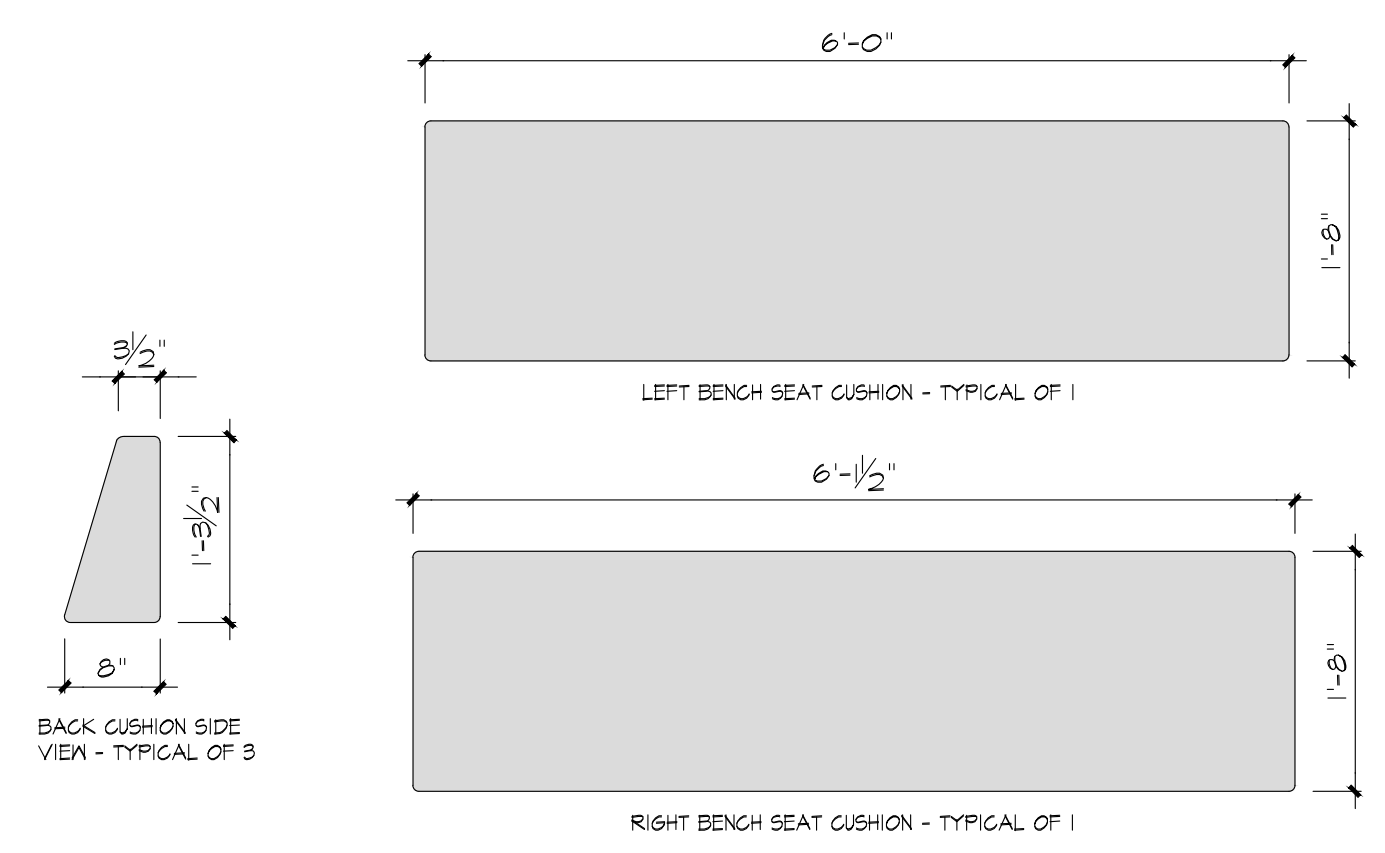
One (1) Set of 1" Thick, Routed Aluminum Letters with Horizontal Brushed Aluminum Finish Letters to be Flush, Stud Mounted to Wall Surface  
60493 City of Louisville



One (1) Set of 1/4" Thick, Routed Aluminum Letters painted Yellow with Satin Finish Letters to be Stud Mounted to Wall Surface with spacers Yellow to match Sherwin Williams 9007 Foreytha  
60493 City of Louisville



**H** CUSTOM WINDOW BENCH DETAILS  
N.T.S.  
NOTES:  
1. COORDINATE PRODUCTION WITH KYLE DOMAN, 40 NORTH DESIGNS AT 303-522-1045, 40 NORTH DETAILS ABOVE. SEE ADDITIONAL NOTES FOR UPHOLSTERY SPECS, CUSTOM CUSHIONS TO BE PROVIDED BY ZIP CUSHIONS.  
2. MATERIAL TO BE WHITE OAK WOOD, DECORATIVE TRIM AT FRONT AND SIDES OF BENCHES. STORAGE AREAS LOCATED UNDER THE UPHOLSTERY CUSHION. EACH BENCH WILL HAVE 3 SECTIONS OF STORAGE ACCESSIBLE BY REMOVING THE UPHOLSTERY AND THEN REMOVING A PANEL TO ACCESS THE STORAGE  
3. SEE DETAIL 3/- THIS SHEET FOR CUSTOM WINDOW SEAT CUSHION DETAILS.

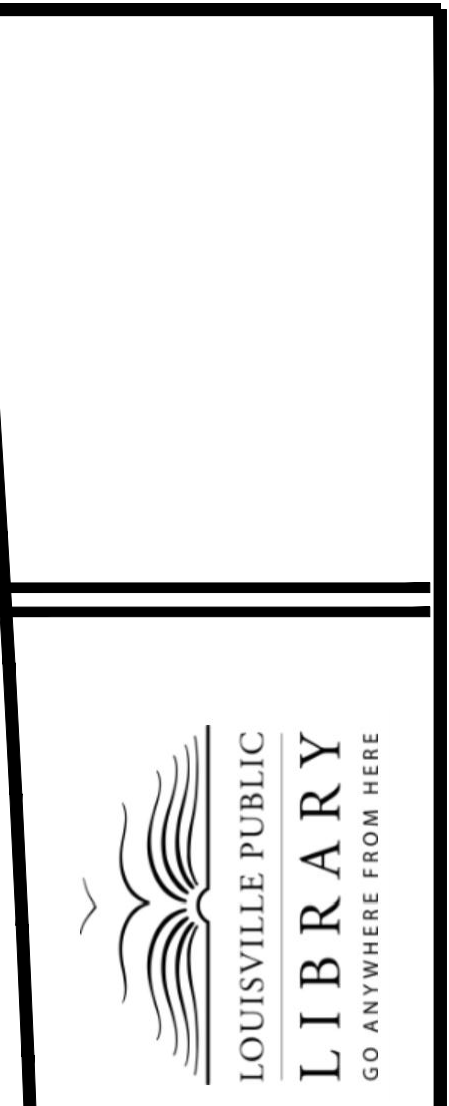


**I** WINDOW BENCH CUSHION DETAILS  
3/4" = 1'-0"  
NOTE:  
1. CUSHION DEPTH IS 20". SEE BENCH DETAIL.  
2. ZIP CUSHIONS - www.zipcushions.com IS THE RECOMMENDED CUSTOM CUSHION MANUFACTURER.  
ORDER SPECIFICATIONS:  
BACK CUSHIONS - TYP. OF B  
DIMENSIONS: SEE DETAIL ABOVE ZIPPER, LONG SIDE FILL; DRY FAST FOAM FABRIC; OUTDOOR FABRIC SUNBRELLA 48081 0000 "Spectrum Peacock" PIPING; NO PIPING TIES; NO TIES  
LEFT BENCH CUSHION - TYP. OF I  
LENGTH: 72" WIDTH: 20" THICKNESS: 4" ZIPPER, LONG SIDE FILL; DRY FAST FOAM FABRIC; OUTDOOR FABRIC SUNBRELLA 48081 0000 "Spectrum Peacock" PIPING; NO PIPING TIES; NO TIES  
RIGHT BENCH CUSHION - TYP. OF I  
LENGTH: 73.5" WIDTH: 20" THICKNESS: 4" ZIPPER, LONG SIDE FILL; DRY FAST FOAM FABRIC; OUTDOOR FABRIC SUNBRELLA 48081 0000 "Spectrum Peacock" PIPING; NO PIPING TIES; NO TIES  
\* SECURE CUSHION BACKS AND BENCH SEAT CUSHIONS TO SEATS WITH CONCEALED 3M HOOK AND LOOP SELF ADHESIVE TAPE

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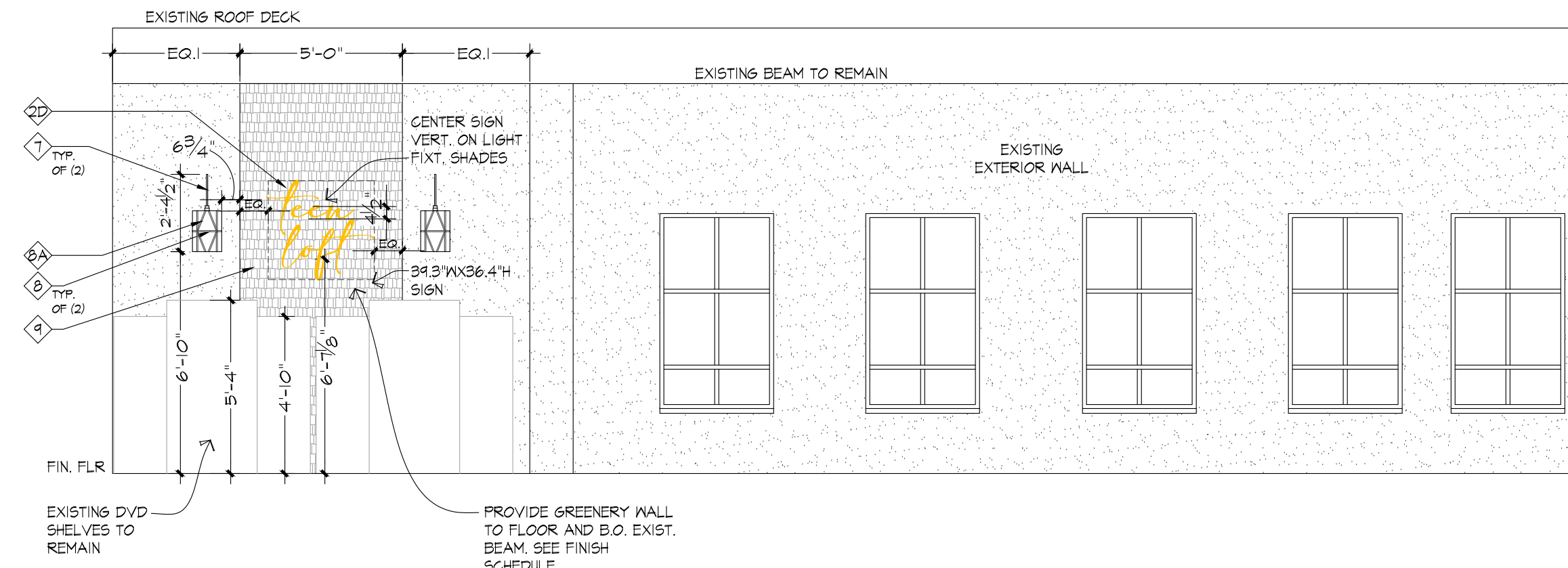
**SIGNAGE DETAILS**

- N.T.S.
- NOTE: SIGNAGE DETAILS PROVIDED BY FAST SIGNS BROOMFIELD. FAST SIGNS IS THE SPECIFIED MANUFACTURER FOR THE REPLACEMENT SIGNAGE. DETAILS ARE ABOVE, SEE ADDITIONAL NOTES IN THE DETAIL ELEVATIONS THIS SHEET.
  - CONTACT FAST SIGNS BROOMFIELD FOR PURCHASE AND INSTALLATION DETAILS.
  - ALL OTHER LIBRARY SIGNS TO REMAIN AS IS NO CHANGE.

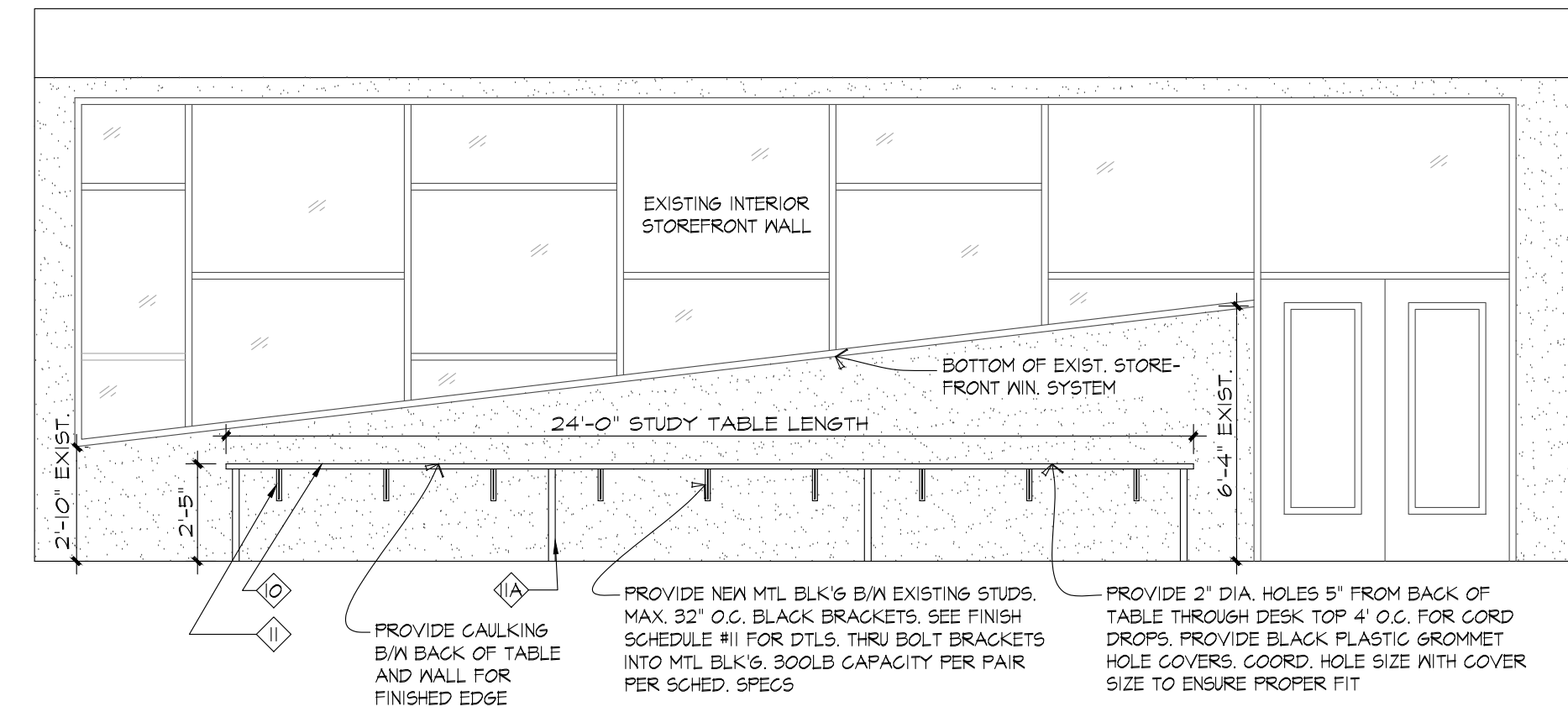


**ELEVATIONS AND SECTIONS**  
**LOUISVILLE PUBLIC LIBRARY RENOVATION PROJECT**  
951 Spruce Street, Louisville, CO 80027

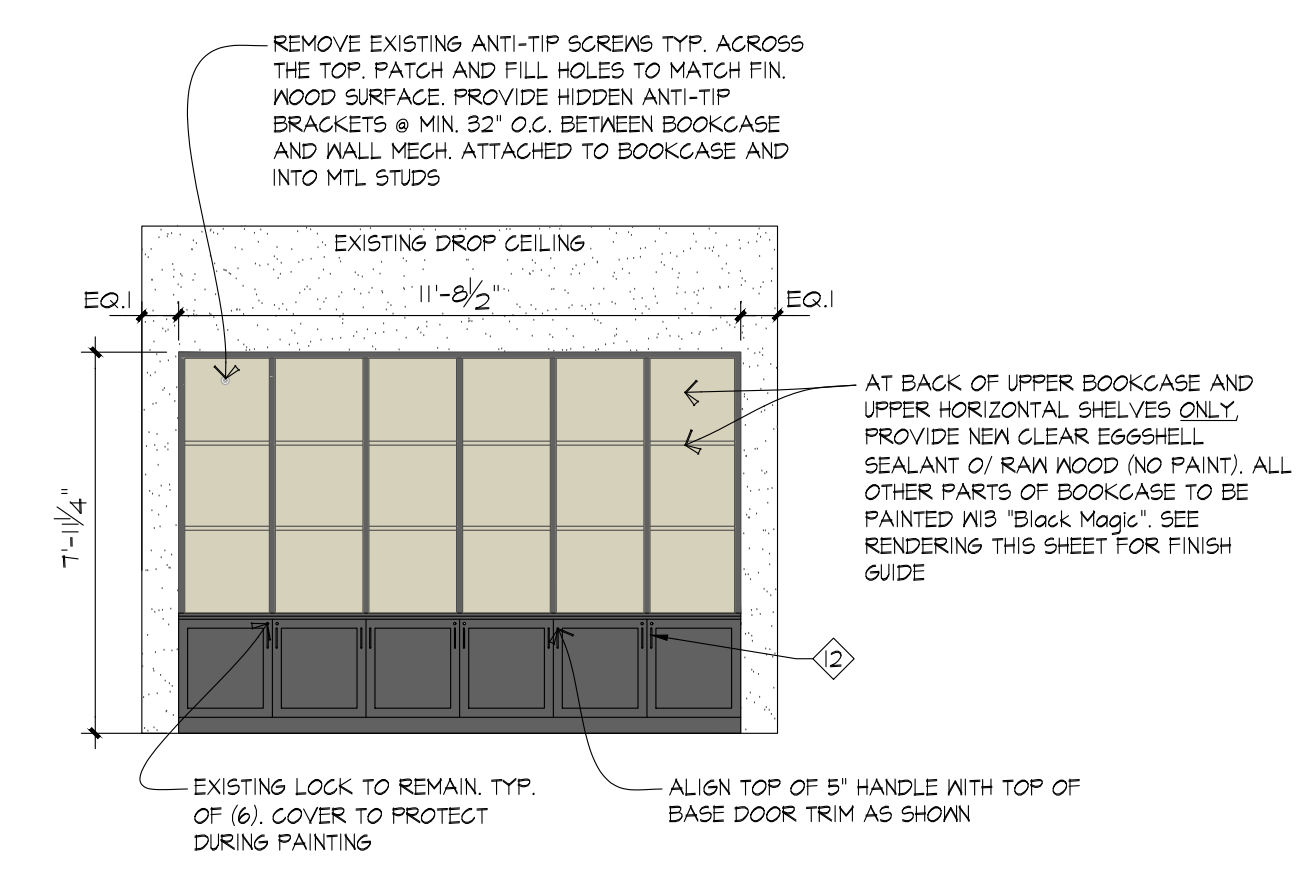
PROJECT NO:	LPL24
DRAWN BY:	AKF 10/25/24
CHECKED BY:	
REVISIONS	
SHEET	
<b>I-105</b> OF 7	



**G** TEEN LOFT FAUX GREENERY WALL  
 ELEVATION  
 1/4" = 1'-0"  
 COORDINATE WITH BROOMFIELD FAST SIGNS MANUFACTURER FOR ALL SIGNAGE DETAILS INC. LETTER SPACINGS AND INSTALLATION REQUIREMENTS.



**H** TEEN LOFT WINDOW WALL STUDY TABLE  
 ELEVATION  
 1/4" = 1'-0"



**I** THE HOLLOW REFINISHED EXISTING BOOKCASE  
 ELEVATION  
 1/4" = 1'-0"  
 NOTE:  
 BOOKCASE PREP - SAND ENTIRE BOOKCASE TO REMOVE EXISTING SEALANT AND PAINT, REPAIR HOLES, PREP AND CLEAN SURFACE TO PREP FOR PAINT AND SEALANT



THE HOLLOW REFINISHED EXISTING BOOKCASE  
 RENDERING  
 1/4" = 1'-0"

**DISCLAIMER**  
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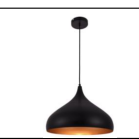

**Markley**  
 DESIGN  
 ARCHITECTURE - PLANNING - CONSULTING  
 970.673.8248  
 MARKLEYDESIGNS.COM

ELEVATIONS AND RENDERING  
 LOUISVILLE PUBLIC LIBRARY  
 RENOVATION PROJECT  
 951 Spruce Street, Louisville, CO 80027

PROJECT NO:	LPL24
DRAWN BY:	AKF 10/25/24
CHECKED BY:	
REVISIONS	

MISCELLANEOUS ITEMS SCHEDULE

◇ ELEVATIONS KEYNOTE SYMBOL

Color I	Other Finish	Image	Key	Item	Location	Product	Series	Mfr	Color	Size	Website	Units	**Retail Cost/Unit	Total	Notes
			1	PENDANT WITH AN ALUMINUM SHADE	MAIN CIRCULATION	ELEGANT LIGHTING CIRCA 11" WIDE PENDANT WITH AN ALUMINUM SHADE	CIRCA	BUILD WITH FERGUSON	BLACK W/ BRONZE INTERIOR SHADE	11"DIA X 12"H	www.build.com	2	\$46	\$192	https://www.build.com/elegant-lighting-lpda2045/s1424761?vid=33487994&searchid=Fesabifz SEE CIRCULATION DESK ELEV FOR LOCATION AND HEIGHT DETAILS
			2	"returns" SIGN	MAIN CIRCULATION	CHANNEL LETTER SIGN				45.5"W X 8"H	fastsigns.com	1			ALUMINUM LETTERS W/ BRUSHED ALUMINUM FINISH. FAST SIGNS BROOMFIELD CONTACT: HAYLEY LUEPKE, OWNER 303-848-8627
			2B	"welcome" SIGN	MAIN CIRCULATION	CHANNEL LETTER SIGN				56.35"W X 15.5"H	fastsigns.com	1			ALUMINUM LETTERS W/ BRUSHED ALUMINUM FINISH. FAST SIGNS BROOMFIELD CONTACT: HAYLEY LUEPKE, OWNER 303-848-8627
			2C	"meeting room" SIGN	GALLERY	CHANNEL LETTER SIGN				18.3"W X 6.5"H	fastsigns.com	1			ALUMINUM LETTERS W/ BRUSHED ALUMINUM FINISH. FAST SIGNS BROOMFIELD CONTACT: HAYLEY LUEPKE, OWNER 303-848-8627
			2D	"teen loft" SIGN	YOUNG ADULT	YELLOW PAINTED SCRIPT SIGN - FONT "Adella"				34.3"W X 36.3"H	fastsigns.com	1			YELLOW PAINTED SCRIPT FONT SIGN. FONT - "Adella". FAST SIGNS BROOMFIELD CONTACT: HAYLEY LUEPKE, OWNER 303-848-8627
			3	PREFINISHED WIDE WOOD SLAT PANELS	MAIN CIRCULATION	WIDE PREFINISHED WILLOW PANEL	-	ANDOR WILLOW	WHITE OAK W/ BLK FELT BACK	94.5"H X 2"W PANELS	andorwillow.com	6	\$269	\$1,614	24 L.F. X 8"H. 2 PANELS PER PKG. 12 TOTAL PANELS. WRAP SLAT PANELS AROUND SIDES OF WALL. INTERIOR SIDES OF WALL TO BE PAINTED 6YF BD. SEE SECT.
			4	CUBBIE CHILD SEATING	TODDLER	MOBILE CLASSROOM NOOK	FLEX-SPACE JR.	LAKESHORE LEARNING	LIGHT WOOD	47 3/8"W X 26 1/4"D X 41 7/8"H	lakeshorelearning.com	3	\$1999	\$5,997	SECURE INTO MTL STUDS WITH CONCEALED ANTI-TIP BRACKET PROTECTION. MIN. (2) BRACKETS / ITEM. UPHOLSTERY TO BE STANDARD AS PROVIDED BY MANUFACTURER. SEE ELEV FOR CONFIGURATION. SECURE SEAT CUSHIONS TO SEATS WITH CONCEALED 3M HOOK AND LOOP SELF ADHESIVE TAPE
			5	SHOE-STORAGE BENCH	TODDLER	COMFY STORAGE BENCH	FLEX-SPACE	LAKESHORE LEARNING	LIGHT WOOD	52"W X 14 1/2"D X 16 1/2"H	lakeshorelearning.com	2	\$529	\$1,058	SECURE INTO MTL STUDS WITH CONCEALED ANTI-TIP BRACKET PROTECTION. MIN. (2) BRACKETS / ITEM. SEE ELEV FOR CONFIGURATION.
			5A	SHOE-STORAGE BENCH UPHOLSTERY	TODDLER	UPHOLSTERY - COMFY STORAGE BENCH	FOAM RECT. CUSHION	ZIP CUSHIONS	AGORA PLAINS '3716 - Tomato'	51.57"L X 13.78"W X 2.76"D	zipcushions.com	2	\$82	\$164	REPLACE PROVIDED SEAT CUSHIONS WITH NEW PER ZIPCUSHIONS.COM CUSHION TO BE DIMENSIONS LISTED UNDER SIZE AND LISTED COLOR. SECURE BENCH SEAT CUSHIONS TO SEATS WITH CONCEALED 3M HOOK AND LOOP SELF ADHESIVE TAPE
			6	STAIR CORRIDOR TRACK LIGHTS	STAIR	12 PACK BLACK HEADS WITH H-TRACK SYSTEM	CHARGE	WAC LIMITED	BLACK	5.88"L X 2.38"W X 3"D	www.homedepot.com	1	\$275	\$275	PRICE FOR TRACK LIGHT HEADS ONLY. OR EQUAL SUPPLIER. PROVIDE (2) H TRACK LIGHT SYSTEMS WITH 12 HEADS TOTAL. INSTALL ON WALL BEHIND ELEVATOR SHAFT. SEE PLAN
			7	PENDANT WALL SUPPORTS - 2 PK	TEEN LOFT	WALL MOUNTED WOOD BRACKET FOR HANGING SCONCE		FRIADE	BLACK WOOD	11"D X 12"H	www.amazon.com	1	\$16	\$16	LINK:https://www.amazon.com/gp/product/B09d422th/ref=oxs_pr_img_1?mid=a29ox83k0cokx4th=1
			8	PENDANTS	TEEN LOFT	DLLT INDUSTRIAL PENDANT LIGHT		DINSLI LIGHTING	BLACK	6.9" DIA. X 10.6"H X 13.3" CORD	www.amazon.com	2	\$40	\$80	MUST BUY (2) SINGLE PENDANTS TO SELECT 13.3" CORD. LINK: dilt industrial pendant light, metal hanging ceiling lights fixture with clear glass shade, flush-mount swag lighting for kitchen/dining room/hallway/bedroom. e26 base (black) https://a.co/d/2d7ej9
			8A	EDISON BULBS	TEEN LOFT/ MAIN CIRC.	6 PACK LITEHISTORY E26 BULBS	E26 EDISON	LITEHISTORY	AMBER		www.amazon.com	2			LINK: litehistory e26 led bulb 6w equivalent e26 bulb 60 watt warm white 2200k amber e26 edison bulb dimmable ac120v 400lm 144 145 led bulb for pendant, Sputnik, vanity wall sconces pack of 6 https://a.co/d/1kjh9i AMBER EDISON BULB
			9	GREENERY WALL	TEEN LOFT	12PK 20" X 20" FAUX GREEN PANEL	TOPIARY HEDGE	ULAND	"GREEN"	20"X20"	www.amazon.com	2	\$136	\$272	**PURCHASE AND OPEN GREEN PANELS AT CONSTRUCTION COMMENCEMENT TO ALLOW TIME FOR OFF-GASSING.** MUST ORDER "GREEN" OPTION - !!NOT THE A038!!
			10	BUTCHER BLOCK STUDY TABLE TOP	TEEN LOFT	UNFIN. BIRCH SOLID BUTCHER BLOCK COUNTER W/ SQUARE EDGE	BUTCHER BLOCK COUNTER	HAMPTON BAY	BIRCH - LIGHT WOOD	8'L X 25'D X 1.5'T	www.homedepot.com	3	\$279	\$837	Stone SKU: 100T1121T CUT TO 20" DEEP. PROVIDE BRACKETS AT MAX. 32" O.C. INTO STUDS. 79 lbs / 8' SECTION. PROVIDE (3) COATS CLEAR EGGSHELL SHEEN POLY URETHANE PER MANU. RECS TO TOP AND EXPOSED SIDES
			11	STUDY TABLE COUNTER BRACKETS	TEEN LOFT	HEAVY DUTY COUNTER BRACKETS	HEAVY DUTY BRACKETS	BLACTEA	BLACK	18"L X 6"W X 2 1/2"H	www.amazon.com	3	\$100	\$300	LINK: premium heavy duty countertop brackets 18 inch 4 pack (2/5" thick) granite countertop support 18" x 6" x 2 1/2" shelf 1 bracket metal corbels suitable for quartz, wood, concrete and laminate countertops INPUT LINK IN AMAZON.COM 4 PACK HEAVY DUTY COUNTER BRACKETS. REMOVE DRYWALL AND THRU BOLT BRACKETS THRU BLK'G INSTALLED HORIZ. BETWEEN EXISTING METAL STUDS
			11A	STUDY TABLE COUNTER LEGS	TEEN LOFT	ADJUSTABLE TALL METAL DESK LEGS	ADJUSTABLE DESK LEGS	IRONDIY	BLACK	15"X23" X 1.5" DIA.	www.amazon.com	1	\$49	\$49	LINK: irondiy 2 pcs 15" -23" adjustable table legs, 1.5" pipe diameter metal adjustable height desk legs, heavy duty furniture leg for computer desk, dining table, office desk https://a.co/d/03rm0b INPUT LINK IN AMAZON.COM INSTALL LEGS 48" O.C. 1 1/2" BACK FROM FRONT OF COUNTER. PK OF 4.
			F201	STUDY TABLE CHAIRS	TEEN LOFT	OFFICE CHAIR	ADJUSTABLE PU LEATHER ARMLESS CHAIR	BERYTH	BLACK SEAT W/ BROWN WOOD ACCENT	20.5"D X 21.9"W X 35.8"H	www.amazon.com	8	\$130	\$1,040	LINK: beryth home office chair no arms with wheels, adjustable height small desk chair, pu leather mid back 360 swivel computer chair, armless modern walnut chair for office, reading meeting room/black) BLACK SEAT, WOOD LOOK ACCENT, BLACK BASE
			12	CABINET HANDLES	THE HOLLOW	10 PACK CABINET PULLS	CABINET HANDLES	AMERDECO	CHAMPAGNE BRONZE	5"L	www.amazon.com	1	\$36	\$36	LINK: amerdeco 10 pack champagne bronze cabinet pulls 5 inch(128mm) hole centers kitchen cabinet handles hardware kitchen handles for cabinets cupboard handles drawer pulls zho041 https://a.co/d/3vshgd
			13	CONFERENCE / BOARD ROOM TABLES	CONF. ROOM	(6) FLIP TOP TABLES	CONF RM TABLES	MOORECO INC	FUSION MARBLE/BLK EDGE BAND	24"W X 12"L X 28 1/2"-45"H	www.schoolsinc.com	6	\$518	\$3,108	(6) CONFERENCE ROOM TABLES WITH WHEELS AND ADJUSTABLE HEIGHT FOR SIT OR STAND. CORD GROMMETS INCLUDED.
	MEDIUM WOOD		F202	OVAL COFFEE TABLE	THE HOLLOW	COFFEE TABLE	REIN+ OCCASIONAL	OFS CAROLINA - 1810-OVAL	DESERT (DST)	46"W X 22"D X 17"H	D'ANN ABBOTT 303-481-1260	1	\$2356	\$2,356	1810-OVAL / FRAME: VENEER / FINISH: DESERT (DST) / TOP: SAME AS ALL
	LIGHT WOOD LEGS		F203	LOUNGE CHAIRS	THE HOLLOW	EVERGREEN	OFS CAROLINA	680-1	DESIGNTEX "Rider Henna"	30"W X 33"D X 30"H	D'ANN ABBOTT 303-481-1260	2	\$3700	\$7,400	SPEC: MODEL 680-1 / LEG FINISH: DST-DESERT / NO ARM CAP / NO FERRULES / FABRIC: DESIGNTEX "Rider Henna" / NO MOISTURE BARRIER
	LIGHT WOOD LEGS		F204	LOUNGE CHAIR	THE HOLLOW	EVERGREEN	OFS CAROLINA	680-1	MAHARAM "024 Anchor"	30"W X 33"D X 30"H	D'ANN ABBOTT 303-481-1260	1	\$3700	\$3,700	SPEC: MODEL 680-1 / LEG FINISH: DST-DESERT / NO ARM CAP / NO FERRULES / FABRIC: MAHARAM "024 Anchor" / NO MOISTURE BARRIER
	MEDIUM WOOD		F205	ROUND SIDE TABLE	THE HOLLOW	SIDE TABLE	REIN+ OCCASIONAL	OFS CAROLINA - 1810-22RD	DESERT (DST)	22"DIA. X 20"H	D'ANN ABBOTT 303-481-1260	1	\$1579	\$1,579	1810-22RD / FRAME: VENEER / FINISH: DESERT (DST) / TOP: SAME AS ALL
	GOLD METAL LEGS		F206	CLUB CHAIRS	THE HOLLOW	FIONA ACCENT CHAIR	FIONA	INTERIOR DEFINE	"ESSEX" PERFORMANCE VELVET	35"W X 22.5"D X 25.5"H	interiordefine.com	2	\$1145	\$2,290	INTERIOR DEFINE FIONA CHAIR WITH PERFORMANCE VELVET FABRIC COLOR "Essex" AND MATTE BRASS METAL LEGS. INTERIOR DEFINE DENVER. CONTACT LAUREN KAS6AB (720) 689-1665
			F207	CLUB COFFEE TABLE - ROUND	THE HOLLOW	DEVON WHITE WASH OAK TABLE	DEVON	INTERIOR DEFINE	WHITE WASH OAK	48" DIA. X 16.25"H	interiordefine.com	1	\$1,295.00	\$1,295	48" DIA. TABLE. INTERIOR DEFINE DENVER. CONTACT LAUREN KAS6AB (720) 689-1665
			F208	STACKABLE ARMLESS CHAIRS	ADULT AREA	STACKABLE ARMLESS CHAIRS	LUMIN	SIT ON IT	NAVY SEAT / CHROME FRAME	20.7"W X 22.8"D X 32.9"H	www.sitonit.net	22	\$151.00	\$3,322	CHAIRS ARE ONLY LISTED IN THIS TABLE, THEY ARE NOT SHOWN GRAPHICALLY ON THE FLOOR PLAN. CONTACT LAURA MOORE AT SLATE 303-471-4334
			F209	STACKABLE CHAIRS WITH ARMS	ADULT AREA	STACKABLE CHAIRS WITH ARMS	LUMIN	SIT ON IT	NAVY SEAT / CHROME FRAME	24.9"W X 22.8"D X 32.9"H	www.sitonit.net	22	\$180.00	\$3,960	CHAIRS ARE ONLY LISTED IN THIS TABLE, THEY ARE NOT SHOWN GRAPHICALLY ON THE FLOOR PLAN. CONTACT LAURA MOORE AT SLATE 303-471-4334

NOTE

- SEE TENANT FINISH SPECIFICATIONS ON SHEET I-101 FOR DETAILED APPLICATION NOTES.
- SHIPPING COSTS NOT INCLUDED IN TOTAL COST. IF SHIPPING IS FREE, IT HAS BEEN NOTED IN THE NOTES
- ALL ITEMS TO BE INSTALLED PER MANUFACTURER SPECIFICATIONS.
- COST PER UNIT AND TOTAL COST AMOUNTS ARE RETAIL PRICES FOR REFERENCE AND COMPARISON ONLY. AMOUNTS DO NOT INCLUDE SHIPPING OR ADDED CONTINGENCY COSTS.
- RETAIL COST FOR REFERENCE ONLY.

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MISCELLANEOUS ITEMS SCHEDULE  
 LOUISVILLE PUBLIC LIBRARY  
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 951 Spruce Street, Louisville, CO 80027

PROJECT NO: LPL24  
 DRAWN BY: AKF 10/25/24

CHECKED BY:  
 REVISIONS

Main Lobby floor specs

- Main Carpet- Denim Culture "Charcoal"
- Accent Carpet- Learn and Live "Henry"
- Circulation Desk Resilient Floor- Healthy Environments "Flaxen"



returns wall

returns

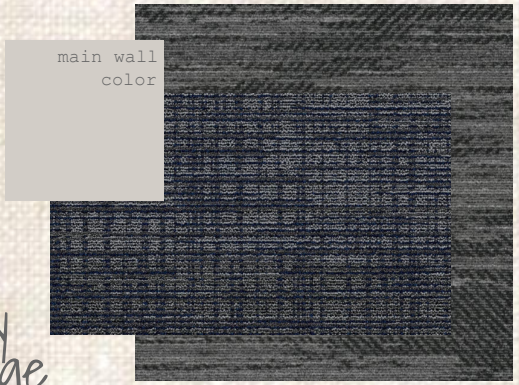
welcome

acoustic wall slats behind circulation desk



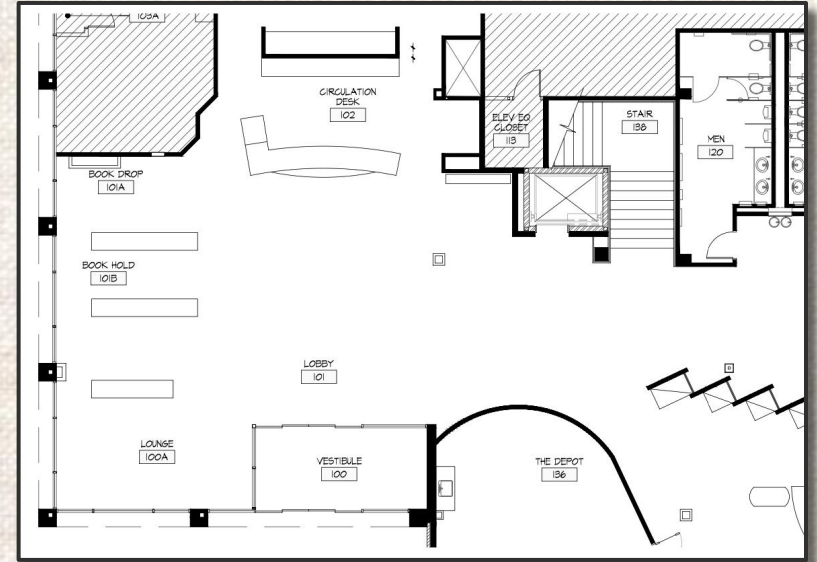
resilient floor at circulation desk

Main Circulation



main wall color

Lobby Lounge





Stairway



main stair walls

accent

Restrooms

main color

accent wall

upper wall

wainscot

accent wall/  
kitchen

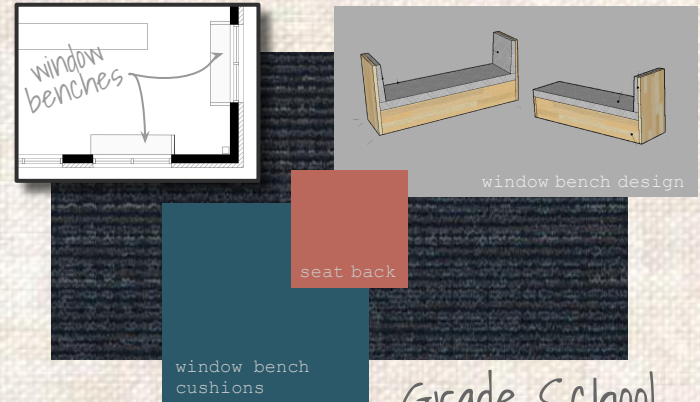
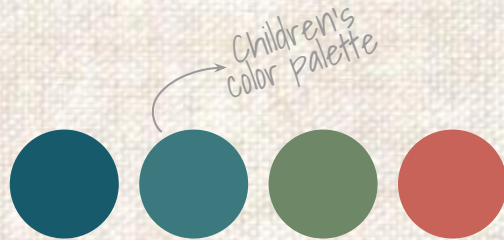
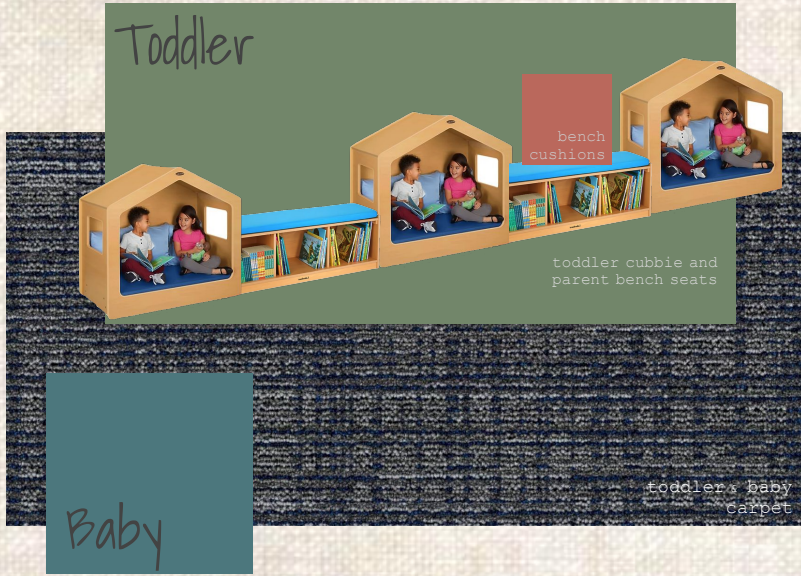
meeting room  
carpet

meeting room  
entry

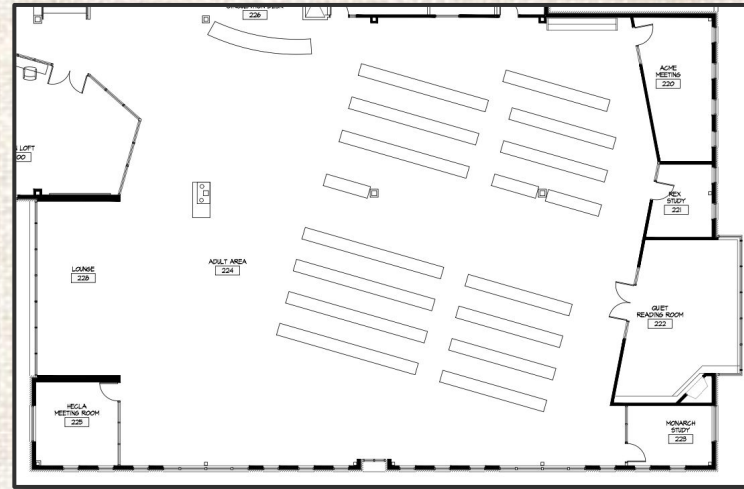
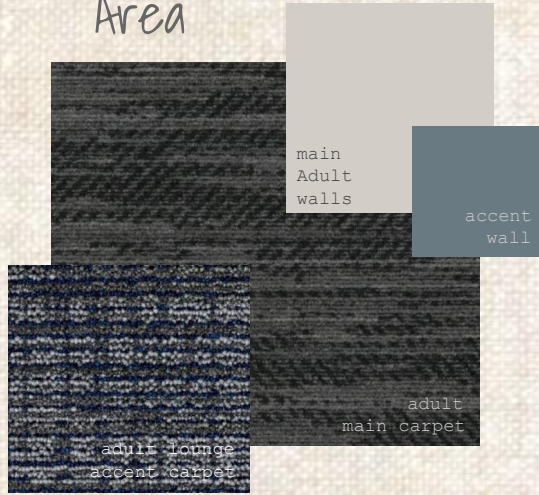
Gallery



Meeting  
Room



# Adult Main Area



4/6 - Adult Area

Meeting Rooms color palette



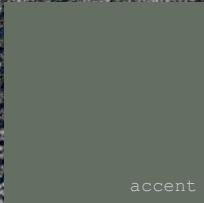
Adult Area floor specs

- Main Adult Area Carpet- Denim Culture "Charcoal"
- Accent Carpet/ Meeting Rooms - Learn and Live "Henry"



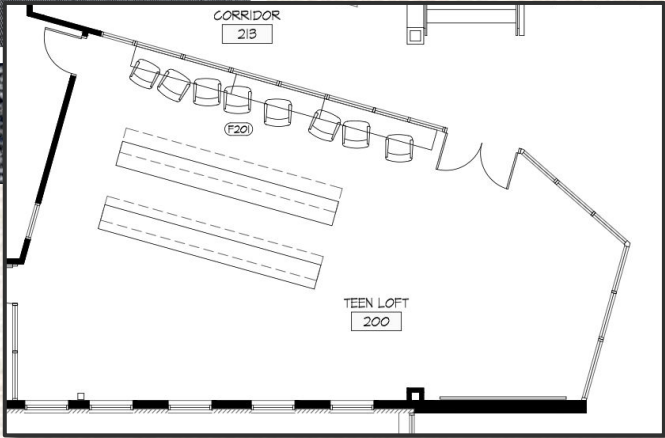
Reading Room

Meeting Rooms

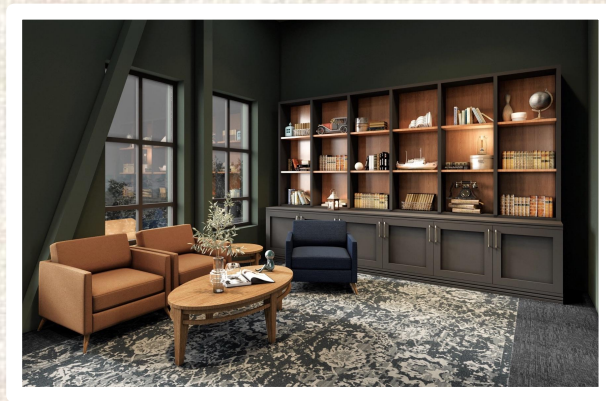


study table and chairs

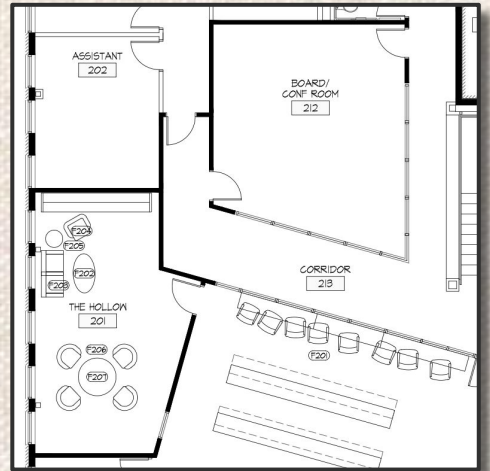
Teen Loft



# Board / Conference Room



# The Hollow



# Proposal Documents

## Louisville Public Library Interior Improvements

### 1.0 Public Library Interior Improvements Award & Contract

Work shall conform to the agreement, RFP documents, and exhibits A and B

- 1.1 **Award** – The City of Louisville reserves the right to reject any or all proposals or portions thereof and to waive any informalities or defects.

Preference will be hereby given to local Contractors, based on the “Local Vendor” procedures in the City of Louisville “Purchasing Policies and Procedures Manual”.

- 1.2 **Insurance** - Simultaneously with the execution of the Agreement, the Contractor will deliver to the Owner the required proof of insurance.

- 1.3 **Conference** - Before starting the work, a conference will be held to review and establish a working understanding between the parties as to the services. Present at the conference will be the Contractor and its supervisory staff, the Facilities Manager and other City staff who will be responsible for coordinating the EVSE installation.

### 2.0 INSTRUCTIONS TO PROPOSERS

- 2.1 Pricing must be submitted on the forms provided (exhibit B). All items shall be properly filled out. Numerals, printing and signatures shall be written in ink. Signatures shall be in longhand. Alternative proposals will not be considered.

- 2.2 Prior to submitting a proposals, proposers must satisfy themselves by personal examination of "all" areas listed on the bid proposal and by examination of the specifications and requirements of the work and quantities of work to be done, and shall not at any time, after submission of a proposal, dispute or complain nor assert that there were any misunderstandings in regard to the nature or amount of work to be done. Proposers also shall carefully examine the form and time of the Contract, existing conditions and limitations, and shall include in the proposal, monies to cover the cost of all services included in the agreement and all insurance and administration costs.

- 2.3 The proposers may withdraw any proposal submitted at any time prior to the time set for closing deadline, provided a request for withdrawal is signed in a manner identical with the proposal being withdrawn. No withdrawal or modification will be permitted after the hour designated for closing deadline.

- 2.4 Sealed proposals for the work hereinafter described will be received by the **City of Louisville**, at **City Hall, 749 Main Street, Louisville, Colorado 80027** until **4:00 PM on November 19<sup>th</sup>, 2024**. Proposals shall be submitted in a sealed envelope and labeled "**City of Louisville - Library Improvements**". Proposals may be deposited at Public Works - Facilities or mailed to City of Louisville, Public Works - Facilities, 749 Main Street, Louisville, Colorado 80027.

**Alternately, proposals may be emailed no later than 4:00PM on November 19, 2024 to:**

**[KFrey@louisvilleco.gov](mailto:KFrey@louisvilleco.gov)**

Proposals which are incomplete, unbalanced, conditional or obscure or which contain additions not called for, erasures, alteration or irregularities of any kind or which do not comply with this "Instructions to Proposers" may be rejected at the option of the Owner

- 2.5 If discrepancies or omissions are found in the RFP or Agreement, or if the proposer is in doubt of the meaning or needs clarification, he shall notify the Facilities Manager in writing, as all responses must be written. If the point or points in question are not clearly and fully set forth, a written addendum will be sent to each person obtaining the RFP documents. The Owner will not be bound by, or responsible for oral instructions, interpretations or representations.
- 2.6 The RFP documents contain the provisions of the agreement between the Owner and the Contractor. No information obtained from any officer, agent or employee of the Owner on any such matters shall in any way affect the risk or obligation assumed by the Contractor or relieves him from fulfilling any of the conditions of the Contract.
- 2.7 **City of Louisville Project Manager** - The City of Louisville Facilities Manager is the responsible City staff member to provide direction to the Contractor.
- 2.8 **Pre-proposal Conference** - A mandatory pre-proposal conference is scheduled, at **9:00 AM on November 7<sup>th</sup> 2024** at the Louisville Public Library, 951 Spruce St, Louisville, CO, with the Facilities Manager and Library Staff. The City Staff will be available to tour the facilities, review the general requirements of the Agreement, and answer questions about the scope of work required. **Attendance at a pre-proposal conference will be required to submit a proposal. If you cannot attend the scheduled pre-proposal conference, you may request an alternate time by contacting Mr. Frey**

### 3.0 **TERM OF AGREEMENT**

Agreement shall be for the period commencing **January 1 2025 and ending March 31 2025 or as mutually agreed to by the City and the Contractor.**

### 4.0 **INSURANCE REQUIREMENTS**

The Contractor must provide proof of insurance as required in the agreement.

- 4.1 **Certificate** - A certificate of insurance shall be completed by the Contractor's insurance agent as evidence that policies providing the required coverage, conditions, and minimum limits are in full force and effect, and shall be reviewed and approved by the Owner prior to commencement of any work under the Agreement. The Owner shall have the right to request and obtain copies of any insurance policies required hereunder. The certificate shall identify the Agreement and shall provide that the coverage afforded under the policies shall not be canceled, terminated or materially changed until at least 30 days prior to written notice has been given to the Owner. The City of Louisville, its officers and employees shall be listed as additional insured by the Contractor on each certificate. The completed certificate of insurance shall be sent to: The City of Louisville, Attn: Facilities Superintendent, 749 Main St, Louisville, CO 80027.

- 5.0 **Subcontracting Work** - The Contractor shall employ only workers who are competent to perform the work assigned to them. The Contractor shall not employ any subcontractor (whether initially or as a substitute) for any portion of this contract, except carpet and upholstery cleaning, which must be pre-approved by the City of Louisville Project Manager.



**THIS PROPOSAL IS SUBMITTED TO: THE CITY OF LOUISVILLE, COLORADO**

1. The undersigned PROPOSER proposes and agrees, if this Proposal is accepted, to enter into an Agreement with OWNER in the form included in the Contract Documents to perform and furnish all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Proposal and in accordance with the other terms and conditions of the Contract Documents.
2. PROPOSER accepts all of the terms and conditions of the Request for Proposal and Instructions to Proposers, including without limitation those dealing with the disposition of Bid Security. This Proposal will remain subject to acceptance for sixty days after the day of Proposal deadline. Proposer will sign and submit the Agreement and other documents required within ten days after the date of OWNER's Notice of Award.

3. In submitting this Proposal, PROPOSER represents, as more fully set forth in the Agreement, that:

- (a) PROPOSER has examined copies of all the Bidding Documents and of the following Addenda receipt of all which is hereby acknowledged: (List Addenda by Addendum Number and Date):

Date	Number
_____	_____
_____	_____

- (b) PROPOSER has familiarized itself with the nature and extent of the Contract Documents, Work, site, locality, and all local conditions and Laws and Regulations that in any manner may affect cost, progress, performance or furnishing of the Work.
- (c) PROPOSER has reviewed and checked all information and data shown or indicated on the Contract Documents.
- (d) PROPOSER has correlated the results of all such observations, examinations, investigations, explorations, tests, reports and studies with the terms and conditions of the Contract Documents.
- (e) PROPOSER has given the OWNER written notice of all conflicts, errors, ambiguities or discrepancies that PROPOSER has discovered in the Contract Documents and the written resolution thereof by OWNER is acceptable to PROPOSER, and the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performing and furnishing the Work for which this Proposal is submitted.
- (f) This Proposal is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; PROPOSER has not directly or indirectly induced or solicited any other Bidder to submit a false or sham proposal; PROPOSER has not solicited or induced any person, firm or corporation to refrain from

proposing; and PROPOSER has not sought by collusion to obtain for himself any advantage over any other Proposer or over OWNER.

4. PROPOSER will complete the Work in accordance with Contract Documents for the following price(s):

## Exhibit B

# Louisville Public Library Improvements Pricing and Information

Vendor Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_\_

---

## Pricing Breakdown

### A. Painting

Description	Unit Cost (Per Sq. Ft.)	Total Cost
Wall Preparation (Cleaning, Patching)	\$_____ per sq. ft.	\$_____
Painting (Labor and Materials)	\$_____ per sq. ft.	\$_____
Primer Application	\$_____ per sq. ft.	\$_____
Baseboards and Trim Painting	\$_____ per linear ft.	\$_____

### B. Carpet Removal and Installation

Description	Unit Cost (Per Sq. Ft.)	Total Cost
Carpet Removal and Disposal	\$_____ per sq. ft.	\$_____
New Carpet Installation	\$_____ per sq. ft.	\$_____
Carpet Materials	\$_____ per sq. ft.	\$_____
Vinyl Baseboard Replacement (if needed)	\$_____ per linear ft.	\$_____

**C. Existing Furniture Moving and Re-Installation**

**Total Cost**  
\$ \_\_\_\_\_

**D. New Furniture Procurement and Installation**

**Total Cost**  
\$ \_\_\_\_\_

**E. Additional Fees and Costs**

<b>Description</b>	<b>Unit (sq. ft./hours)</b>	<b>Total Cost</b>
Equipment Rentals (if needed)	_____ days/hours	\$ _____
Cleanup/Disposal Fees (other than carpet)	_____ sq. ft./hours	\$ _____

**4. Total Project Cost Summary**

	<b>Total Cost</b>
Total Painting Cost	\$ _____
Total Carpet Removal/Installation	\$ _____
Total Furniture Moving/Re-Install (existing)	\$ _____
New Furniture procurement and installation	\$ _____
Total Additional Fees	\$ _____
<b>Total Project Cost</b>	<b>\$ _____</b>

**Project Schedule – Plan to start and complete this project between January 1, 2025 and March 31<sup>st</sup> 2025. The Library plans to close for renovations during the agreed timeline with the awarded vendor and utilize a 6-day work week Mon-Sat.**

**Instructions:** Please outline your proposed project schedule below, including key milestones, deadlines, and dependencies. Other timeline formats will be accepted as long as it contains the milestones below.

---

<b>Milestone</b>	<b>Description</b>	<b>Start Date</b>	<b>End Date</b>	<b>Dependencies</b>
1. Project Kickoff	Initial meeting, site review, prep work	_____	_____	
2. Furniture Moving	Move furniture	_____	_____	
3. Carpet Removal	Remove existing carpet	_____	_____	
4. Wall Preparation & Painting- Start	Begin wall preparation and painting	_____	_____	
5. New Carpet Installation	Install new carpet	_____	_____	
6. Furniture Reinstallation	Reinstall furniture	_____	_____	
7. Final Inspection & Punch Out	Final review, touch-ups, and cleanup	_____	_____	
8. Project Closeout	Complete project documentation and handover	_____	_____	

9. Details that are relevant to the Proposal and completion of the Project (may be separately attached):

**Completion Deadline**

**Proposed Project Start Date:** \_\_\_\_\_

**Proposed Project End Date:** \_\_\_\_\_

**Total Duration (Weeks/Days):** \_\_\_\_\_

**Vendor Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**ADDITIONAL DOCUMENTS**

5. The following documents are attached to and made a condition of this Proposal:

- (a) A list of Subcontractors and other persons and organizations proposed to perform the Work are required to be identified on the Schedule of Subcontractors and submitted in this Proposal;
- (b) Anti-Collusion Affidavit;
- (c) Certification of EEO Compliance
- (d) Workers Without Authorization Form
- (e) If PROPOSER is a partnership, a list of all partners, their addresses, and their interest and role in the partnership business.

7. Communications concerning this proposal shall be addressed to:

The address of PROPOSER indicated below.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SUBMITTED on \_\_\_\_\_, 20\_\_.

If PROPOSER is:

**An Individual**

By \_\_\_\_\_  
(Individual's Name)

(SEAL)

doing business as \_\_\_\_\_

Business address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone No.: \_\_\_\_\_

**A Partnership**

By \_\_\_\_\_  
(Firm Name)

(SEAL)

\_\_\_\_\_  
(General Partner)

Business address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone No.: \_\_\_\_\_

**A Corporation**

By \_\_\_\_\_  
(Corporation Name)

\_\_\_\_\_  
(State of incorporation)

By \_\_\_\_\_  
(Name of person authorized to sign)

\_\_\_\_\_  
(Title)

(CORPORATE SEAL)

Attest \_\_\_\_\_  
(Secretary)

Business address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone No.: \_\_\_\_\_

Date of Qualification to do business: \_\_\_\_\_

**A Joint Venture**

By \_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

By \_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)



Phone Number and Address for receipt of official communications

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(Each joint venture partner must sign. The manner of signing for each individual, partnership and corporation that is a party to the joint venture should be in the manner indicated above.)

**SCHEDULE OF SUBCONTRACTORS**

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**PROJECT: Louisville Public Library Interior Improvements**

**OWNER'S PROJECT NUMBER: 301551-620036**

**OWNER: CITY OF LOUISVILLE, COLORADO**

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This Bid is based on subcontracting certain portions of the work to subcontractors as listed below.

Name: \_\_\_\_\_ Telephone No. \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Services/equipment to be provided: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_ Telephone No. \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Services/equipment to be provided: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_ Telephone No. \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Services/equipment to be provided: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_ Telephone No. \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Services/equipment to be provided: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_ Telephone No. \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Services/equipment to be provided: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_ Telephone No. \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Services/equipment to be provided: \_\_\_\_\_

\_\_\_\_\_

**ANTI-COLLUSION AFFIDAVIT**

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**PROJECT: Louisville Public Library Interior Improvements**

**OWNER'S PROJECT NUMBER: 301551-620036**

**OWNER: CITY OF LOUISVILLE, COLORADO**

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I hereby attest that I am the person responsible within my firm for the final decision as to the price(s) and amount of this Bid or, if not, that I have written authorization, enclosed herewith, from that person to make the statements set out below on his or her behalf of my firm.

I further attest that:

1. The price(s) and amount of this bid have been arrived at independently, without consultation, communication or agreement for the purpose or with the effect of restricting competition with any other firm or person who is a BIDDER or potential prime BIDDER.

2A. Neither the price(s) nor the amount of this Bid have been disclosed to any other firm or person who is a BIDDER or potential prime BIDDER on this project, and will not be so disclosed prior to bid opening.

2B. Neither the prices nor the amount of the Bid of any other firm or person who is a BIDDER or potential prime BIDDER on this project have been disclosed to me or my firm.

3A. No attempt has been made to solicit, cause or induce any firm or person who is BIDDER or potential prime BIDDER to refrain from bidding on this project, or to submit a Bid higher than the Bid of this firm, or any intentionally high or noncompetitive Bid or other form of complementary Bid.

3B. No agreement has been promised or solicited for any other firm or person who is a BIDDER or potential prime BIDDER on this project to submit an intentionally high, noncompetitive or other form of complementary bid on this project.

4. The Bid of my firm is made in good faith and not pursuant to any consultation, communication, agreement or discussion with, or inducement or solicitation by or from any firm or person to submit any intentionally high, noncompetitive or other form of complementary bid.

5. My firm has not offered or entered into a subcontract or agreement regarding the purchase or sale of materials or services from any firm or person, or offered, promised or paid cash or anything of value to any firm or person, whether in connection with this or any other project, in consideration for an agreement or promise by any firm or person to refrain from bidding or to submit any intentionally high, noncompetitive or other form of complementary bid or agreeing or promising to do so on this project.

6. My firm has not accepted or been promised any subcontract or agreement regarding the sale of materials or services to any firm or person, and has not been promised or paid cash or anything of value by any firm or person, whether in connection with this or any other project, in consideration for my firm's submitting any intentionally high, noncompetitive or other form of complementary bid, or agreeing or promising to do so, on this project.

7. I have made a diligent inquiry of all members, officers, employees, and agents of my firm with responsibilities relating to the preparation, approval or submission of my firm's bid on this project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, or other conduct inconsistent with any of the statements and representations made in this affidavit.

8. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as a fraudulent concealment from the OWNER of the true facts relating to submission of bids for this contract.

I DECLARE UNDER PENALTY OF PERJURY IN THE SECOND DEGREE, AND ANY OTHER APPLICABLE STATE OR FEDERAL LAWS THAT THE STATEMENTS MADE ON THIS DOCUMENT ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

---

CONTRACTOR'S FIRM OR COMPANY NAME

SECOND  
CONTRACTOR'S FIRM  
OR  
COMPANY NAME (IF  
JOINT VENTURE)

BY: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

---

SWORN BEFORE ME THIS \_\_\_\_\_ DAY OF,  
\_\_\_\_\_, 20\_\_\_\_

NOTARY PUBLIC: \_\_\_\_\_

MY COMMISSION EXPIRES: \_\_\_\_\_

**CERTIFICATION OF EEO COMPLIANCE**

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**PROJECT: Louisville Public Library Interior Improvements**

**OWNER'S PROJECT NUMBER: 301551-620036**

**OWNER: CITY OF LOUISVILLE, COLORADO**

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Instructions: BIDDER's and Subcontractors must complete and submit this form with the Bid Form. This is required by the Equal Employment Opportunity Regulations 41 CFR 1.7 (b) (1).

- 1.  Yes  No                      I have developed and have on file at each establishment an affirmative action program as required by 41 CFR Chapter 60, Part 60-2.
  
- 2.  Yes  No                      I have participated in a previous contract/subcontract subject to the equal opportunity clause.
  
- 3.  Yes  No                      I have filed with the Joint Reporting Committee, the Director, or the Equal Employment Opportunity Commission all reports due under the applicable filing requirements.

I declare under penalty of perjury in the second degree and any other applicable state or federal laws that the statements made in this document are true and complete to the best of my knowledge.

**CONTRACTOR BIDDER** \_\_\_\_\_

**PROPOSED SUBCONTRACTOR** \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**City of Louisville Public Services Contract Addendum**  
**Prohibition Against Employing Workers Without Authorization**

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**PROJECT: Louisville Public Library Interior Improvements**

**OWNER'S PROJECT NUMBER: 301551-620036**

**OWNER: CITY OF LOUISVILLE, COLORADO**

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Prohibition Against Employing Workers Without Authorization. Contractor shall not knowingly employ or contract with a worker without authorization to perform work under this contract. Contractor shall not enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor shall not knowingly employ or contract with a worker without authorization to perform work under this contract.

Contractor will participate in either the E-verify program or the Department program, as defined in C.R.S. § 8-17.5-101(3.3) and 8-17.5-101(3.7), respectively, in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the public contract for services. Contractor is prohibited from using the E-verify program or the Department program procedures to undertake pre-employment screening of job applicants while this contract is being performed.

If Contractor obtains actual knowledge that a subcontractor performing work under this contract for services knowingly employs or contracts with a worker without authorization, Contractor shall:

- a. Notify the subcontractor and the City within three days that the Contractor has actual knowledge that the subcontractor is employing or contracting with a worker without authorization; and
- b. Terminate the subcontract with the subcontractor if within three days of receiving the notice required pursuant to this paragraph the subcontractor does not stop employing or contracting with the worker without authorization; except that the Contractor shall not terminate the contract with the subcontractor if during such three days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with a worker without authorization.

Contractor shall comply with any reasonable request by the Department of Labor and Employment made in the course of an investigation that the Department is undertaking pursuant to the authority established in C.R.S. § 8-17.5-102(5).

If Contractor violates a provision of this Contract required pursuant to C.R.S. § 8-17.5-102, City may terminate the contract for breach of contract. If the contract is so terminated, the Contractor shall be liable for actual and consequential damages to the City.

I CERTIFY THAT:

1. I, as an officer of this organization, or per the attached letter of authorization, am duly authorized to certify the information provided herein are accurate and true as of the date; and
2. My organization shall comply with all State and Federal Equal Opportunity and Non-Discrimination requirements and conditions of employment.

\_\_\_\_\_  
Printed or Typed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Proposer: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_



## **SAMPLE AGREEMENT**

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**PROJECT: Louisville Public Library Interior Improvements**

**PROJECT NUMBER: SAMPLE AGREEMENT**

**OWNER: CITY OF LOUISVILLE, COLORADO**

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### **INDEPENDENT CONTRACTOR AGREEMENT BY AND BETWEEN THE CITY OF LOUISVILLE AND (CONTRACTOR) FOR INTERIOR IMPROVEMENT SERVICES**

#### **1.0 PARTIES**

This INDEPENDENT CONTRACTOR AGREEMENT (this "Agreement") is made and entered into this 26th day of June, 20XX (the "Effective Date"), by and between the **City of Louisville**, a Colorado home rule municipal corporation, hereinafter referred to as the "City", and., [Name of Contractor] a corporation [State of Formation and Type of Entity], hereinafter referred to as the "Contractor".

#### **2.0 RECITALS AND PURPOSE**

- 2.1 The City desires to engage the Contractor for the purpose of providing Interior Finishing services as further set forth in the Contractor's Scope of Services (which services are hereinafter referred to as the "Services").
- 2.2 The Contractor represents that it has the special expertise, qualifications and background necessary to complete the Services.

#### **3.0 SCOPE OF SERVICES**

The Contractor agrees to provide the City with the specific Services and to perform the specific tasks, duties and responsibilities set forth in Scope of Services attached hereto as Exhibit "A" and incorporated herein by reference. Contractor shall furnish all tools, labor and supplies in such quantities and of the proper quality as are necessary to professionally and timely perform the Services. Contractor acknowledges that this Agreement does not grant any exclusive privilege or right to supply Services to the City.

#### **4.0 COMPENSATION**

- 4.1 The City shall pay the Contractor for Services under this Agreement a total not to exceed the amounts set forth in Exhibit "A" attached hereto and incorporated herein by this reference. For Services compensated at hourly or per unit rates, or on a per-task basis, such rates or costs per task shall not exceed the

amounts set forth in Exhibit A. The City shall not pay mileage and other reimbursable expenses (such as meals, parking, travel expenses, necessary memberships, etc.), unless such expenses are (1) clearly set forth in the Scope of Services, and (2) necessary for performance of the Services (“Pre-Approved Expenses”). The foregoing amounts of compensation shall be inclusive of all costs of whatsoever nature associated with the Contractor’s efforts, including but not limited to salaries, benefits, overhead, administration, profits, expenses, and outside Contractor fees. The Scope of Services and payment therefor shall only be changed by a properly authorized amendment to this Agreement. No City employee has the authority to bind the City with regard to any payment for any Services which exceeds the amount payable under the terms of this Agreement.

- 4.2 The Contractor shall submit monthly an invoice to the City for Services rendered and a detailed expense report for Pre-Approved Expenses incurred during the previous month. The invoice shall document the Services provided during the preceding month, identifying by work category and subcategory the work and tasks performed and such other information as may be required by the City. The Contractor shall provide such additional backup documentation as may be required by the City. The City shall pay the invoice within thirty (30) days of receipt unless the Services or the documentation therefor are unsatisfactory. Payments made after thirty (30) days may be assessed an interest charge of one percent (1%) per month unless the delay in payment resulted from unsatisfactory work or documentation therefor.

## **5.0 PROJECT REPRESENTATION**

- 5.1 The City designates Kevin Frey as the responsible City staff to provide direction to the Contractor during the conduct of the Services. The Contractor shall comply with the directions given by Mr. Frey and such person’s designees.
- 5.2 The Contractor designates (Contractor PM) as its project manager and as the principal in charge who shall be providing the Services under this Agreement. Should any of the representatives be replaced, particularly Contractor, and such replacement require the City or the Contractor to undertake additional reevaluations, coordination, orientations, etc., the Contractor shall be fully responsible for all such additional costs and services.

## **6.0 TERM**

- 6.1 The term of this Agreement shall be from the Effective Date to August 14th, 2024, unless sooner terminated pursuant to Section 13, below. The Contractor’s Services under this Agreement shall commence on [(the Effective Date) or (on another date desired by the City, after the Effective Date)] and Contractor shall proceed with diligence and promptness so that the Services are completed in a timely fashion consistent with the City’s requirements.
- 6.2 Nothing in this Agreement is intended or shall be deemed or construed as creating any multiple-fiscal year direct or indirect debt or financial obligation on the part of the City within the meaning of Colorado Constitution Article X, Section 20 or any other constitutional or statutory provision. All financial obligations of the City under this Agreement are subject to annual budgeting and appropriation by the Louisville City

Council, in its sole discretion. Notwithstanding anything in this Agreement to the contrary, in the event of non-appropriation, this Agreement shall terminate effective December 31 of the then-current fiscal year.

## **7.0 INSURANCE**

7.1 The Contractor agrees to procure and maintain, at its own cost, the policies of insurance set forth in Subsections 7.1.1 through 7.1.4. The Contractor shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to this Agreement by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types. The coverages required below shall be procured and maintained with forms and insurers acceptable to the City. All coverages shall be continuously maintained from the date of commencement of Services hereunder. The required coverages are:

7.1.1 Workers' Compensation insurance as required by the Labor Code of the State of Colorado and Employers Liability Insurance. Evidence of qualified self-insured status may be substituted.

7.1.2 General Liability insurance with minimum combined single limits of \$1,000,000 each occurrence and \$2,000,000 aggregate. The policy shall include the City of Louisville, its officers and its employees, as additional insureds, with primary coverage as respects the City of Louisville, its officers and its employees, and shall contain a severability of interests provision.

7.1.3 Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than \$400,000 per person in any one occurrence and \$1,000,000 for two or more persons in any one occurrence, and auto property damage insurance of at least \$50,000 per occurrence, with respect to each of Contractor's owned, hired or non-owned vehicles assigned to or used in performance of the Services. If the Contractor has no owned automobiles, the requirements of this paragraph shall be met by each officer or employee of the Contractor providing services to the City of Louisville under this contract.

7.2 The Contractor's general liability insurance and automobile liability and physical damage insurance shall be endorsed to include the City, and its elected and appointed officers and employees, as additional insureds, unless the City in its sole discretion waives such requirement. Every policy required above shall be primary insurance, and any insurance carried by the City, its officers, or its employees, shall be excess and not contributory insurance to that provided by the Contractor. Such policies shall contain a severability of interests provision. The Contractor shall be solely responsible for any deductible losses under each of the policies required above.

7.3 Certificates of insurance shall be provided by the Contractor as evidence that policies providing the required coverages, conditions, and minimum limits are in full force and effect, and shall be subject to review and approval by the City. No required coverage shall be cancelled, terminated or materially changed until at least 30 days prior written notice has been given to the City. The City reserves the right to request and receive a certified copy of any policy and any endorsement thereto.

- 7.4 Failure on the part of the Contractor to procure or maintain policies providing the required coverages, conditions, and minimum limits shall constitute a material breach of contract upon which the City may immediately terminate this Agreement, or at its discretion may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by the City shall be repaid by Contractor to the City upon demand, or the City may offset the cost of the premiums against any monies due to Contractor from the City.
- 7.5 The parties understand and agree that the City is relying on, and does not waive or intend to waive by any provision of this contract, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, § 24-10-101 et seq., C.R.S., as from time to time amended, or otherwise available to the City, its officers, or its employees.

## **8.0 INDEMNIFICATION**

To the fullest extent permitted by law, the Contractor agrees to indemnify and hold harmless the City, and its elected and appointed officers and its employees, from and against all liability, claims, and demands, on account of any injury, loss, or damage, which arise out of or are connected with the Services hereunder, if such injury, loss, or damage is caused by the negligent act, omission, or other fault of the Contractor or any subcontractor of the Contractor, or any officer, employee, or agent of the Contractor or any subcontractor, or any other person for whom Contractor is responsible. The Contractor shall investigate, handle, respond to, and provide defense for and defend against any such liability, claims, and demands. The Contractor shall further bear all other costs and expenses incurred by the City or Contractor and related to any such liability, claims and demands, including but not limited to court costs, expert witness fees and attorneys' fees if the court determines that these incurred costs and expenses are related to such negligent acts, errors, and omissions or other fault of the Contractor. The City shall be entitled to its costs and attorneys' fees incurred in any action to enforce the provisions of this Section 8.0. The Contractor's indemnification obligation shall not be construed to extend to any injury, loss, or damage which is caused by the act, omission, or other fault of the City.

## **9.0 QUALITY OF WORK**

Contractor's Services shall be performed in accordance with the highest professional workmanship and service standards in the field to the satisfaction of the City.

## **10.0 INDEPENDENT CONTRACTOR**

It is the expressed intent of the parties that the Contractor is an independent contractor and not the agent, employee or servant of the City, and that:

- 10.1. **CONTRACTOR SHALL SATISFY ALL TAX AND OTHER GOVERNMENTALLY IMPOSED RESPONSIBILITIES INCLUDING, BUT NOT LIMITED TO, PAYMENT OF STATE, FEDERAL AND SOCIAL SECURITY TAXES, UNEMPLOYMENT TAXES, WORKERS' COMPENSATION AND SELF-EMPLOYMENT TAXES. NO STATE, FEDERAL OR LOCAL TAXES OF ANY KIND SHALL BE WITHHELD OR PAID BY THE CITY.**
- 10.2. **CONTRACTOR IS NOT ENTITLED TO WORKERS' COMPENSATION BENEFITS EXCEPT AS MAY BE PROVIDED BY THE INDEPENDENT CONTRACTOR NOR TO UNEMPLOYMENT INSURANCE BENEFITS UNLESS UNEMPLOYMENT COMPENSATION COVERAGE IS PROVIDED BY THE INDEPENDENT CONTRACTOR OR SOME ENTITY OTHER THAN THE CITY.**
- 10.3. Contractor does not have the authority to act for the City, or to bind the City in any respect whatsoever, or to incur any debts or liabilities in the name of or on behalf of the City.
- 10.4. Contractor has and retains control of and supervision over the performance of Contractor's obligations hereunder and control over any persons employed by Contractor for performing the Services hereunder.
- 10.5. The City will not provide training or instruction to Contractor or any of its employees regarding the performance of the Services hereunder.

- 10.6. Neither the Contractor nor any of its officers or employees will receive benefits of any type from the City.
- 10.7. Contractor represents that it is engaged in providing similar services to other clients and/or the general public and is not required to work exclusively for the City.
- 10.8. All Services are to be performed solely at the risk of Contractor and Contractor shall take all precautions necessary for the proper and sole performance thereof.
- 10.9. Contractor will not combine its business operations in any way with the City's business operations and each party shall maintain their operations as separate and distinct.

#### **11.0 ASSIGNMENT**

Contractor shall not assign or delegate this Agreement or any portion thereof, or any monies due to or become due hereunder without the City's prior written consent.

#### **12.0 DEFAULT**

Each and every term and condition hereof shall be deemed to be a material element of this Agreement. In the event either party should fail or refuse to perform according to the terms of this Agreement, such party may be declared in default.

#### **13.0 TERMINATION**

- 13.1 This Agreement may be terminated by either party for material breach or default of this Agreement by the other party not caused by any action or omission of the other party by giving the other party written notice at least thirty (30) days in advance of the termination date. Termination pursuant to this subsection shall not prevent either party from exercising any other legal remedies which may be available to it.
- 13.2 In addition to the foregoing, this Agreement may be terminated by the City for its convenience and without cause of any nature by giving written notice at least fifteen (15) days in advance of the termination date. In the event of such termination, the Contractor will be paid for the reasonable value of the Services rendered to the date of termination, not to exceed a pro-rated daily rate, for the Services rendered to the date of termination, and upon such payment, all obligations of the City to the Contractor under this Agreement will cease. Termination pursuant to this Subsection shall not prevent either party from exercising any other legal remedies which may be available to it.

#### **14.0 INSPECTION AND AUDIT**

The City and its duly authorized representatives shall have access to any books, documents, papers, and records of the Contractor that are related to this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

## **15.0 DOCUMENTS**

All computer input and output, analyses, plans, documents photographic images, tests, maps, surveys, electronic files and written material of any kind generated in the performance of this Agreement or developed for the City in performance of the Services are and shall remain the sole and exclusive property of the City. All such materials shall be promptly provided to the City upon request therefor and at the time of termination of this Agreement, without further charge or expense to the City and in hardcopy or an electronic format acceptable to the City, or both, as the City shall determine. Contractor shall not provide copies of any such material to any other party without the prior written consent of the City. Contractor shall not use or disclose confidential information of the City for purposes unrelated to performance of this Agreement without the City's written consent.

## **16.0 ENFORCEMENT**

- 16.1 In the event that suit is brought upon this Agreement to enforce its terms, the parties shall each bear and be responsible for their own attorneys' fees and court costs.
- 16.2 This Agreement shall be deemed entered into in Boulder County, Colorado, and shall be governed by and interpreted under the laws of the State of Colorado. Any action arising out of, in connection with, or relating to this Agreement shall be filed in the courts of Boulder County or the federal district court for the District of Colorado, and in no other court. Colorado law shall apply to the construction and enforcement of this Agreement.

## **17.0 COMPLIANCE WITH LAWS**

Contractor shall be solely responsible for compliance with all applicable federal, state, and local laws, including the ordinances, resolutions, rules, and regulations of the City; for payment of all applicable taxes; and obtaining and keeping in force all applicable permits and approvals.

## **18.0 INTEGRATION AND AMENDMENT**

This Agreement represents the entire Agreement between the parties and there are no oral or collateral agreements or understandings. This Agreement may be amended only by an instrument in writing signed by the parties.

## **19.0 NOTICES**

All notices required or permitted under this Agreement shall be in writing and shall be given by hand delivery, by United States first class mail, postage prepaid, registered or certified, return receipt requested, by national overnight carrier, or by email transmission, addressed to the party for whom it is intended at the following address:

If to the City:

City of Louisville

Attn: Facilities Dept.

749 Main Street

Louisville, CO 80027

e-mail: [Kfrey@louisvilleco.gov](mailto:Kfrey@louisvilleco.gov)

If to the Contractor:

Contractor Name: \_\_\_\_\_

Address : \_\_\_\_\_

Email: \_\_\_\_\_

Except for notices by email transmission, any notice required or permitted under this Agreement shall be effective when received as indicated on the delivery receipt, if by hand delivery or overnight carrier; on the United States mail return receipt, if by United States mail. Notices by email transmission shall be effective on transmission, so long as no message of error or non-receipt is received by the party giving notice. Either party may by similar notice given, change the address to which future notices or other communications shall be sent

## **20.0 EQUAL OPPORTUNITY EMPLOYER**

- a) Contractor will not discriminate against any employee or applicant for employment because of age 40 and over, race, sex, color, religion, national origin, disability, genetic information, sexual orientation, veteran status, or any other applicable status protected by state or local law. Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to any status set forth in the preceding sentence. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notice to be provided by an agency of the federal government, setting forth the provisions of the Equal Opportunity Laws.
- b) Contractor shall be in compliance with the applicable provisions of the American with Disabilities Act as enacted and from time to time amended and any other applicable federal, state, or local laws and regulations. A signed, written certificate stating compliance with the Americans with Disabilities Act may be requested at any time during the life of this Agreement or any renewal thereof.

## **21.0 NO THIRD PARTY BENEFICIARIES**

It is expressly understood and agreed that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to City and Contractor, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other third party on such Agreement. It is the express intention of the parties that any person other than City or Contractor receiving services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.



**22.0 SUBCONTRACTORS**

Contractor may utilize subcontractors identified in its qualifications submittal to assist with non-specialized works as necessary to complete projects. Contractor will submit any proposed subcontractor and the description of its services to the City for approval. The City will not work directly with subcontractors.

**23.0 AUTHORITY TO BIND**

Each of the persons signing below on behalf of any party hereby represents and warrants that such person is signing with full and complete authority to bind the party on whose behalf of whom such person is signing, to each and every term of this Agreement.

In witness whereof, the parties have executed this Agreement to be effective as of the day and year first above written.

CITY OF LOUISVILLE

By: \_\_\_\_\_

Samma Fox, Interim City Manager

Attest: \_\_\_\_\_

Genny Kline, Interim City Clerk

CONTRACTOR:

\_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

## Exhibit A – Scope of Services

**CONTRACTOR'S  
PREQUALIFICATION  
STATEMENT**

*(Please use additional sheets as necessary)*



749 Main Street - Louisville, CO 80027 · (303) 335-4768 · Fax (303) 335-4758

www.louisvilleco.gov

**2025 Library Interior Finishes**

**APPLICANT:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

\_\_\_\_\_ **FAX:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

1. Do you wish to be qualified as a prime contractor, a sub-contractor or both? \_\_\_\_\_

2. Please check appropriate organizational structure:

- |                                      |  |
|--------------------------------------|--|
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Partnership         |
| <input type="checkbox"/> Other       | <input type="checkbox"/> Sole Proprietorship |

3. If a corporation, answer the following:

- a. Date of incorporation: \_\_\_\_\_
  - b. State of incorporation: \_\_\_\_\_
  - c. List Board of Directors and Titles: \_\_\_\_\_
- \_\_\_\_\_

4. If a sole proprietorship or partnership, answer the following:

- a. Date of Organization: \_\_\_\_\_
- b. Name and address of all partners: \_\_\_\_\_
- c. If partnership (state whether general or limited): \_\_\_\_\_

5. How many years has your organization been in business as a Contractor? \_\_\_\_\_

6. How many years has your organization been in business under its present business name? \_\_\_\_\_

7. Under what other, or former, names has your organization operated? \_\_\_\_\_

\_\_\_\_\_

8. If other than a corporation, sole proprietorship, or partnership describe organization and name principals: \_\_\_\_\_  
\_\_\_\_\_
9. List states and categories in which your organization is legally qualified to do business. Indicate registration or license numbers, if applicable. List dates on which partnership or trade name was filed: \_\_\_\_\_  
\_\_\_\_\_
10. List the type of work normally performed by your work forces: \_\_\_\_\_  
\_\_\_\_\_
11. Have you ever failed to complete any work awarded to you? If so, note when, where, and why: \_\_\_\_\_  
\_\_\_\_\_
12. Has any officer or partner of your organization ever failed to complete a construction contract handled in their own name? If so, state name of individual, name of owner and reason therefor:  
\_\_\_\_\_
13. Within the last five years, has any officer or partner of your organization ever been an officer or partner of another organization when it failed to complete a construction contract? If so, state name of individual, other organization and reason therefor:  
\_\_\_\_\_  
\_\_\_\_\_
14. Has your organization ever been assessed liquidated damages? If so, state reasons therefor: \_\_\_\_\_  
\_\_\_\_\_
15. Please list name, address, contact person and phone number of government agencies with which you have performed work within the last 5 years:  
\_\_\_\_\_  
\_\_\_\_\_
16. Please list bank references: \_\_\_\_\_  
\_\_\_\_\_
17. In what other similar businesses do you have a financial interest? \_\_\_\_\_  
\_\_\_\_\_
18. Name of Bonding Company(ies) and name(s) and address(es) of agent(s) for the last five years:

- 
- a. Maximum bonding capacity \$ \_\_\_\_\_
- b. Please list all demands placed on the bid bond or performance bond of the firm during the preceding five-year period. Details should include date, project, dollar amount and an explanation of circumstances.
- \_\_\_\_\_
- \_\_\_\_\_

19. Has the Applicant or any of its officers or employees, its subsidiary companies and officers thereof, or any of Applicant's affiliates or officers thereof, been convicted of bid related crimes or violations within the past five years in any jurisdiction? State the current status of any such officer, subsidiary or affiliate.

\_\_\_\_\_

\_\_\_\_\_

20. Is the Applicant organization or any of its principals, personnel, divisions or affiliates presently or in the past been debarred or suspended from entering into contracts with any federal, state or local governmental entity? Include a description of the reasons for such action having been taken, the effective dates thereof and the governmental agency so acting. \_\_\_\_\_

\_\_\_\_\_

21. During the past five years, was the applicant, or is the applicant at this time, a party to any court or administrative proceedings where: (1) the violation of any local, state, or federal statute, ordinance, rule or regulation by the applicant was alleged; or (2) the applicant's bid was involved; or (3) the applicant's performance of any public or private construction work was involved and the amount in controversy exceeded \$25,000. \_\_\_\_\_

If any such proceedings are identified, please provide the following information for each such proceeding:

**PLEASE NOTE:** The submission of litigation information in other forms, such as letters from attorneys to company auditors and regulatory agency filing statements, WILL NOT satisfy this disclosure requirement, and may substantially delay the processing of the application for prequalification.

1. Date action was commenced.
2. Name of court, administrative or arbitration forum.
3. Names of parties.
4. Docket number
5. Subject matter.
6. Outcome and/or current status.

22. Please attach the following items:  
*For items a) and b) it is essential that the information be complete and accurate, since this information will be used for reference checks.*

- a. A complete list of commercial Interior Finish projects your organization has in process, giving the name of the project, owner, contact information (phone and email) for the owner's representative,

engineer/designer, contract amount, type of system, percentage complete, and scheduled completion date.

- b. A complete list of commercial Interior Finish projects undertaken by your firm during the past three (3) years. Indicate whether your company was the general contractor or a sub-contractor. Other details should include: the name of the project, owner, contact information (phone and email) for the owner's representative, engineer/designer, contract amount and square footage of building and number of change orders
- c. Resumes of the key individuals of your organization.

The undersigned swears that the foregoing statements and attachments which includes \_\_\_ pages, are true and correct and includes all material information necessary to identify and explain the operations of

\_\_\_\_\_  
(Name of Organization)

as well as the ownership thereof. It is recognized and acknowledged that statements herein are being given under oath and any material misrepresentation will be grounds for terminating any contract and/or prequalification's and for initiating action under Federal or State laws concerning false statements. Further, it may cause the said firm from participating in future contracts with the City of Louisville.

Signature of Owner, Officer, President, Chief Executive Officer

\_\_\_\_\_  
Title Date

COUNTY OF \_\_\_\_\_

STATE OF \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

SIGNED \_\_\_\_\_  
(Notary Public) (Address of Notary)

My Commission Expires: \_\_\_\_\_

Please return completed form and attachments to:

City of Louisville  
Public Works - Facilities  
749 Main Street  
Louisville, CO 80027