



**Dolores School District RE4A
REQUEST FOR
PROPOSALS
Survey of all district
properties
May 26, 2021**

1 General Information and Instructions

This Request for Proposal (RFP) is being used to obtain proposals to draft and provide full professional surveys of district properties.

This RFP is organized into the following sections:

- Section 1 – General Information and Instructions
- Section 2 – Requirements

1.1 School District Profile

This RFP is for Dolores School District (DSD).

1.2 Purpose of Project

To produce survey details and get questions answered in regard to boundary lines and any topographic design needs.

1.3 Goals and Objectives

To produce survey details and get questions answered in regard to boundary lines and any topographic design needs.

1.4 Current Environment

- The preschool property is located at 1550 Hillside Ave., Dolores, CO 81321
- The elementary, middle school and high school property are all interconnected and located at 1301 Central Ave. The entrance of the elementary is at 12th St. and Hillside, Dolores, CO 81321
- The District Office is located at 100 N. 6th St., Dolores, CO 81321
- The Transportation Department is located on 5 acres at 17631 CO-145, Dolores, CO 81323

1.5 RFP Coordinator

Upon release of this RFP, please direct communications concerning the proposal to the RFP Coordinator listed below.

Finance Director Contact:

- Name: Doreen Jones
- Address: 100 N 6th Street, Dolores CO 81323
- Phone: 970-882-7255 x-5020
- Email: djones@dolores.k12.co.us

1.7 RFP Schedule

The schedule for this project is as follows:

- RFP Issued: May 26, 2021
- Optional Tour of Properties as requested
- Proposals Due: June 30, 2021
- Sealed Bids Opened: July 2021 (TBD as to the exact date in July)

The Dolores School District reserves the right to adjust this schedule as necessary.

1.8 Proposal Submission

All proposals must be received in its entirety no later than June 30, 2021 at 3:00pm. Proposal responses are to be in a sealed bid format.

1.9 Proposal Questions

RFP questions must be forwarded to the RFP Coordinator. The preferred method of questions is via email. All official questions and answers will be in writing and made available to all vendors.

1.10 RFP Evaluation Factors

The Dolores School District will evaluate the proposals to determine the most advantageous proposal. We will use the following factors to evaluate the proposals:

- Total Cost
- Experience
- References
- Schedule

2 Requirements

Vendors must provide brief, clear, and concise responses to the following requirements.

- Display of boundaries on each property
- Perform ALTA, ILC and Topographic design surveys
- Confirm Assessor information and any annexing information
- Other services typically performed for such a task

Thank you for your interest.