

CITY OF LAKEWOOD  
REQUEST FOR PROPOSAL  
No. 6242

Notice is hereby given that the City of Lakewood, Colorado will accept proposals submitted electronically via the Rocky Mountain E-Purchasing System (RMEPS) for:

**CHARLES WHITLOCK RECREATION CENTER SOLAR DESIGN & CONSTRUCTION PROJECT**

Proposals must be received electronically in the Rocky Mountain E-Purchasing System at <https://www.bidnetdirect.com/colorado> until **10:00 AM, MT on October 25, 2024**, at which time they shall be downloaded from RMEPS.

Proposals will be time-stamped by RMEPS upon receipt. The City will only accept Proposals submitted in RMEPS and will not accept hardcopy Proposals submitted by any other means.

If Proposers have questions or need assistance, contact BidNet support at 800-835-4603 option 2. After uploading Proposals documents, Proposers must click the SUBMIT button. The City will not accept uploads that are "saved" but not "submitted". To verify that a Proposal was submitted successfully, Proposers may contact BidNet Support or verify via the Bid Management tab in Bidder's account that the documents are not in "Draft" status.

Proposals received after the above specified date and time of bid opening and Proposals not prepared and filed in accordance with the "Instruction to Proposers" may be rejected.

A non-mandatory, pre-proposal meeting to review and discuss the project will be held Via Zoom at 10:00 AM, MT on October 8, 2024.

**Non-Mandatory Pre-Proposal Meeting**  
<https://lakewood.zoom.us/j/88376133790>  
**Meeting ID: 883 7613 3790**  
**One tap mobile**  
**+17193594580,,88376133790# US**

A non-mandatory, site visit view and discuss the project will be on site at 11:00 AM, MT on October 11, 2024, at Charles Whitlock Recreation Center, 1555 Dover St., Lakewood, CO 80215

Proposal documents/ project specifications will be made electronically available online at no cost on the Rocky Mountain E-Purchasing System (RMEPS) website at <https://www.bidnetdirect.com/colorado>, as of September 27, 2024. **The City of Lakewood cannot guarantee accurate information for specifications obtained from any source other than the Rocky Mountain E-Purchasing System (RMEPS).**

All questions shall be sent in writing to Kevin Goggin, Contract Administrator, Purchasing Division at email [kevgog@lakewood.org](mailto:kevgog@lakewood.org) before 12:00 p.m., M.T., on October 16, 2024. An Addendum will be issued, if necessary, to include all vendor questions and City responses and posted on the Rocky Mountain E-Purchasing System (RMEPS) at: <http://www.bidnetdirect.com/colorado>. It is the offeror's responsibility to ensure addendums issued are acknowledged and submitted along with their respective Bid documents. Failure to submit such addendums may result in disqualification of respective submittal.

The City reserves the right to waive any informalities and/or to reject any or all bids in part or in whole.

The City of Lakewood is an Equal Opportunity Employer.