



Request for Proposals

Coal Creek Golf Course Financial Feasibility Study

City of Louisville, Parks, Recreation & Open Space Department

717 MAIN STREET, LOUISVILLE, CO 80027

PH: (303) 335-4735

www.louisvilleco.gov

Project Number: TBD

**PROPOSALS DUE: PROPOSALS ARE TO BE SUBMITTED VIA EMAIL TO THE
PARKS AND RECREATION DEPARTMENT OFFICE AT 717 MAIN STREET BY
10:00 AM, TUESDAY, NOVEMBER 16, 2021**

**MANDATORY PRE BID CONFERENCE: VIRTUAL MEETING AT 10:00 AM,
WEDNESDAY NOVEMBER 3, 2021**

ZOOM INFO:

[HTTPS://US02WEB.ZOOM.US/J/82051035784](https://us02web.zoom.us/j/82051035784)

PHONE: US: +1 253 215 8782 OR +1 346 248 7799

WEBINAR ID: 820 5103 5784

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ATTACHMENTS

1. Exhibit A – Standard City of Louisville Independent Contractor Agreement
2. Exhibit B - Contractor's Pre-Contract Certification Regarding Employing Illegal Aliens

1. OBJECTIVE

The objective of this study is to conduct a financial feasibility study and provide a cost-benefit analysis of several facility options for CCGC so that staff can work with City Council, advisory boards and residents to move forward with a long term facility solution to support the operations of the golf course and the needs of the community.

2. PURPOSE

The City of Louisville (the "City") is soliciting proposals from qualified vendors to provide financial feasibility services ("Respondents") to complete a financial feasibility study that would compare and contrast potential renovation/expansion of existing golf clubhouse versus design and construction of a new clubhouse

The purpose of the study is to determine how a renovation/expansion and a new clubhouse could expand current revenue streams and identify new revenue sources to help offset the investment costs. Therefore, the feasibility study must include an economic assessment of risk and recovery of all recommendations presented and a formal recommendation of the preferred alternative of the consultant.

Coal Creek Golf Course (CCGC) performed a total rebuild of the golf irrigation system, drainage systems, tee, green & bunker construction after a devastating flood in 2013. The course has experienced growth in participation and revenues every year since the reopening in 2015. The current two-story clubhouse and golf cart storage totals 8,000 square feet with an initial construction date of 1998, within the 8,000 sq. ft. CCGC houses 65 electric golf carts, Range ball & rental club storage, club repair shop on the lower level. A Golf shop, golf shop offices & storage, restaurant, restaurant offices, kitchen, kitchen storage, and public restrooms are on the upper level. As a component of the courses Strategic planning, CCGC believes that demand for

additional products and services exist that could help offset the cost of reinvestment. The proposal is expected to include projected parking requirements with an expansion of facilities and or services. Currently, the course has 152 parking spaces.

Proposals will be received via email by the **CITY OF LOUISVILLE, STATE OF COLORADO** at the Parks, Recreation and Open Space Department office, 717 Main Street, Louisville, Colorado 80027, **until 10:00 AM**. On Tuesday, November 16, 2021, Mountain Time for the Coal Creek Golf Course Feasibility Study.

At said place and time, all Bids that have been duly received will be opened. Bids received after the said closing time will not be accepted and be returned. **Bids shall be submitted via email to:**

Nathan Mosley,
Director, Parks, Recreation and Open Space Department
nmosley@louisvilleco.gov
303-335-4731

And,

Sharon Schramm,
Senior Administrative Assistant, Parks, Recreation and Open Space Department
sschramm@louisvilleco.gov
303-335-4735

Please keep email sizes to 10 Mb or less.

The City reserves the option of retaining any or all materials and drawings submitted by Respondents to this RFP. The City reserves the right to modify this RFP or the selection process, cancel this RFP, reject or accept any response, and waive any informality in any response, without liability, at any time.

3. SCOPE

The Respondent's team should provide the following services at a minimum. Respondents should include any scope that they propose in addition to the items listed below that they believe will help ensure the feasibility study provides the relevant and necessary data regarding renovation/expansion of the current facility or construction of a new facility.

Task include but are not limited to:

- Audit the current facilities, including mechanical, decking, lighting, and all associated areas to provide a baseline facility index score to understand the existing deficiencies.
- Review of existing facilities and programs at Coal Creek and existing customer base, current market, and any other necessary information.
- Provide a demographic and trends analysis to provide an understanding of current and future market trends.

- Provide options for other revenue opportunities to generate increase revenue based upon market trends.
- Provide proposed amenities, special features or attractions which would enhance the experience at Coal Creek Golf Course. Potential areas of expansion, but not limited to:
 - Golf shop sales
 - Club storage
 - Golf cart storage
 - Private meeting space
 - Outdoor food and beverage operations
 - Indoor golf-specific food and beverage operations
 - Weddings and food and beverage function space
 - 4-season golf instruction
 - Indoor golf simulator
- Identify any potential public and private partnerships for shared use.
- Create an operational plan to provide a strategy for any functional changes resulting in increased efficiency and revenues.
- Provide a cost-benefit analysis for each alternative with a formal recommendation on a preferred alternative.
- Provide final financial plan or Pro-forma for Coal Creek Golf Course and any new buildings based on the facility's conceptual plans and final plans. This should include:
 - Line item detail and summary schedules for revenues and expenditures within a five-year Pro-forma period.
 - Funding strategies are developed based on the review of the facility.
 - An electronic modeling tool that the City can use to budget and plan in the future includes:
 - Expenditure detail
 - Detailed staffing needs by space/program area
 - Contractual costs, including but not limited to Utilities, maintenance, and repair, insurance, office/license/dues, advertising, and promotion
 - Commodity costs for the program area and general facility requirements
 - Contract instructor costs
 - Architectural estimate of costs
 - Revenue and participation detail
 - General usage by month, by participant category, and price point

PERIOD OF SERVICE

The Respondent's team should be available to begin work generally based on the timeline below.

BUDGET, COMPENSATION & PAYMENT

Payment for the preferred Respondent's team services will be based on a lump sum proposal to include the scope of services identified in the RFP. The lump-sum proposal shall consist of costs for all overhead, profit, deliverables, travel expenses, copies, and other expenses incidental to the project. Payments will be made monthly upon receipt and acceptance of an invoice indicating the services for which payment is due. Hourly rate and unit pricing schedules shall be included in the contract for possible additions or deletions to the services. The selected consultant will be required to enter into an independent contractor agreement with the City.

4. ANTICIPATED SCHEDULE / KEY DATES

Rocky Mountain E-Purchasing.....	October 5
Daily Camera - First Publication	October 5
Daily Camera - Second Publication.....	October 21
Pre Bid Conference (virtual)	10:00 AM November 3
Last Day for Questions.	3:00 PM November 5
Questions Answered	November 10
Proposals Due.....	10:00 AM November 16
Selection Committee – Proposal Review	November 17-19
City Council Packet.....	November 29
City Council.....	December 7
Notice of Award.....	December 8
Notice to Proceed, Bonds, Insurance, etc.	December 15
Feasibility Study	January 1- March 31
Project Completion.....	April 1

5. SELECTION PROCESS AND CRITERIA

Proposals should focus on the qualifications and experience of the Respondent Teams. Proposals should consist of no more than twenty (20) single-sided pages of text (not including figures, resumes, or preprinted project descriptions). They shall consist of the following and in the order given:

1. Letter of Interest
 - a. Provide a letter of introduction stating the Respondent's interest and understanding of the scope of services. An authorized agent for the Respondent must sign the letter.
2. Approach
 - a. Demonstrate your approach to the work and describe the three most common problems or conflicts you have experienced on work of this size and scope and how you resolved them on past projects.

3. Capabilities and Experience

- a. List the specific individual(s) assigned to this project and their roles and detailed information on their particular backgrounds and experience. To the greatest extent possible, focus on past or present experience with projects similar to the scope of services herein.

4. References

- a. Provide at a minimum three (3) client references (including contact person and phone number) for similar projects and best demonstrate your ability to complete the work successfully.

5. Fee Proposal

- a. The proposed total, not-to-exceed fee for services. Cost should be included for individual tasks in an attached table, including hourly rates for staff members.

6. Project Schedule

- a. The proposal shall contain a representative example of a Gantt chart or similar chart showing the progression of services and dates for completion, including milestones.

Please send questions via email to Nathan Mosley, Director, at nmosley@louisvilleco.gov and Sharon Schramm at sschramm@louisvilleco.gov

Exhibit A

The selected Respondent team will be required to enter into an agreement with the City. The City's standard independent contractor agreement is attached for reference.

INDEPENDENT CONTRACTOR AGREEMENT BY AND BETWEEN THE CITY OF LOUISVILLE AND _____ FOR _____ SERVICES

1.0 PARTIES

This INDEPENDENT CONTRACTOR AGREEMENT (this "Agreement") is made and entered into this _____ day of _____, 20__ (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 _____ [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 _____ 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 _____ 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 _____ and such person's designees.
- 5.2 The Contractor designates _____ 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 _____, 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 _____, 20____, 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 IMPOSE 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. [If out of state contractor: Contractor hereby waives its right to challenge the personal jurisdiction of the courts of Boulder County and the federal district court for the District of Colorado over it.] Colorado law shall apply to the construction and enforcement of this Agreement.

17.0 COMPLIANCE WITH LAWS; WORK BY ILLEGAL ALIENS PROHIBITED

- 17.1 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.
- 17.2 Exhibit B, the "City of Louisville Public Services Contract Addendum-Prohibition Against Employing Illegal Aliens", is attached hereto and incorporated herein by reference. There is also attached hereto a copy of Contractor's Pre-Contract Certification which Contractor has executed and delivered to the City prior to Contractor's execution of this Agreement.

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: _____

749 Main Street

Louisville, CO 80027

e-mail: _____

If to the Contractor:

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: _____
Mayor

Attest: _____
City Clerk

CONTRACTOR:

By: _____

Title: _____

Exhibit B

City of Louisville Public Services Contract Addendum Prohibition Against Employing Illegal Aliens

Prohibition Against Employing Illegal Aliens. Contractor shall not knowingly employ or contract with an illegal alien 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 an illegal alien 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 an illegal alien, 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 an illegal alien; 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 illegal alien; 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 an illegal alien.

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.

Pre-Contract Certification in Compliance with C.R.S. Section 8-17.5-102(1)

The undersigned hereby certifies as follows:

That at the time of providing this certification, the undersigned does not knowingly employ or contract with an illegal alien; and that the undersigned will participate in 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 under the public contract for services.

Proposer:

By_____

Title: _____

Date