



RFP 678-15 Campus Security Consultant

Addendum 002

Issued
10/26/15

Walkthrough Instructions and Revised Timeline

In an effort to have the best practices for safety and security during walkthroughs we are asking that you email the appropriate Facilities Manager at each campus prior to your visit. You are welcome to visit any or all of our campuses. Walkthroughs can be scheduled Monday through Friday. In your email please include the date and a four hour time frame for your visit and check in with the front desk at each location prior to the walkthrough. This process should not be disruptive to the campus in any way. Below you will find the contact name and email address for each Facilities Manager. All our Commuter sites have a front desk directly as you enter the building; please check in with the receptionist and sign in on the provided sign in sheet. Our Residential Campuses front desks are located in specific buildings for Spring Valley Campus check in at the Calaway Building, at the Steamboat Springs location check in is in the Academic Building and for the Leadville Campus please go to the New Discovery Building. We ask that you please don't ask too many questions of our staff, faculty or students during your visit. They are generally not involved in the RFP process so they won't have reliable information and it puts them in a difficult position when trying to answer questions that some, but not all, of our prospective bidders may have. Please write down your questions as you go and submit them via the RFP instructions.

The Facilities Managers for each campus are listed below. Please send them an email with the date and approximate time that you expect to visit their campus. You do not need to wait for a response back to make your visit.

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| – Aspen | 0255 Sage Way, Adam Olsen, 970.309.1747; arolson@coloradomtn.edu |
| – Breckenridge | 107 Dennison Places Road, Bryan Trujillo, 970.485.5003; btrujillo@coloradomtn.edu |
| – Buena Vista | 27900 County Road 319, Don Taylor, 970.333.3751; dtaylor@coloradomtn.edu |
| – Carbondale | 690 Colorado Avenue, Arturo Mayo, 970.456.8647; amayo@coloradomtn.edu |
| – Dillon | 333 Fiedler Avenue, Bryan Trujillo, 970.485.5003; btrujillo@coloradomtn.edu |
| – Edwards | 150 Miller Ranch Road, Aaron Childers, 970.569.2918; agchilders@coloradomtn.edu |
| – Glenwood Springs | 1402 Blake Avenue, Arturo Mayo, 970.456.8647; amayo@coloradomtn.edu |
| – Spring Valley | 3000 County Road 114, Glenwood Springs, Nathan Kafka, 970.947.8202, nkafka@coloradomtn.edu |
| – Leadville | 901 South Highway 24, Don Taylor, 970.333.3751; dtaylor@coloradomtn.edu |
| – Rifle | 3695 Airport Road, Joe Gugelman, 970-318-6007; jgugelman@coloradomtn.edu |
| – Steamboat Springs | 1275 Crawford Avenue, Bob Beck, 970.846.2159; rbeck@coloradomtn.edu |

REQUISITION STEP	DATE	TIME
Issue date	10-20-2015	4:00 p.m.
Pre- Proposal Walkthrough	PRIOR TO 11/06/15	email to schedule date and time frame of your visit
Questions and Clarifications Due (bids@coloradomtn.edu)	11-06-2015	2:00 p.m.
Questions Answered (posted to www.coloradomtn.edu)	11-10-2015	4:00 p.m.
Request for Proposals (RFP) Due (bids@coloradomtn.edu)	11-30-2015	2:00 p.m.
Short List of Vendors Announced	12-04-15	4:00 p.m.
Candidate Interview (if necessary – save the date)	WEEK OF 1/11/16	-
Target Award Date (Subject to Change)	1-31-2016	4:00 p.m.

Note: Timeline is subject to change