



522 2nd Ave,
PO Box 367,
Hugo, Colorado
80821

Request for Proposal (RFP)
Well Pump Replacement

8/11/2026

Project Overview: The Town of Hugo is seeking proposals from qualified contractors to remove and replace two existing well pumps. The work shall include removal of the existing equipment, furnishing and installation of new pumps and associated components, startup, testing, and complete cleanup.

Project Scope:

1. Remove and properly dispose of two existing well pumps and associated equipment.
2. Furnish and install two new vertical well pumps meeting the following design specifications:
 - Xylem VIT-DITM 7CLC or approved equivalent
 - 7-stage vertical turbine pump
 - Design flow: 110 GPM
 - Design total dynamic head: 185 feet
 - Rated speed: 1,770 RPM
 - Column diameter: 4 inches
 - Lineshaft diameter: 1 inch
 - 10 HP vertical hollow shaft motor
 - 3-phase, 60 Hz
 - 230/460 volt
 - 150# discharge flange
 - Tnemec Coating of the Column – ID & OD
 - Sealed with a John Crane Mechanical Seal
3. Provide all necessary column pipe, lineshaft, couplings, bearings, discharge head, mechanical seals, motor, and other components required for a complete and operational installation.

4. Contractor shall verify existing field conditions, dimensions, electrical requirements, and connections prior to ordering or installing equipment.
5. Provide all necessary labor, equipment, rigging, tools, materials, and transportation required to complete the work.
6. Properly align, assemble, install, and adjust the pumps and motors in accordance with the manufacturer's requirements.
7. Perform startup and operational testing of each well pump and verify proper operation and performance.
8. All work shall comply with applicable federal, state, and local requirements, manufacturer's specifications, and accepted industry standards.
9. Protect Town property during construction and perform complete cleanup and proper disposal of all removed equipment and project debris upon completion.

Proposals Submission Requirements:

1. Company profile including proof of general liability and workers comp insurance.
2. Detailed breakdown of costs for each well pump, including equipment, labor, removal, installation, testing, and any other associated costs.
3. Manufacturer and model of proposed replacement pumps and motors.
4. Estimated project schedule, including anticipated start and completion dates.
5. Warranty information for pumps, motors, and installation.
6. References from previous clients for similar projects.
7. Identification of any exclusions, assumptions, or additional costs.
8. Any additional information deemed relevant to the proposal.

Submission Deadline: Proposals must be submitted no later than Thursday, September 10th, 2026 at 5:00PM MST. Late submissions will not be considered.

Submission Instructions: Proposals can be delivered to the Hugo Town Hall located at 522 2nd Ave, Hugo, CO 80821 or emailed to Sara Lancaster, Town Clerk Administrator at clerkadministrator@townofhugoco.gov, email should be titled: Water Pump Replacement.

Evaluation Criteria:

1. Experience and expertise in construction.
2. Cost and quality of project and associated materials.
3. Ability to meet project deadlines.
4. Customer references and satisfaction.
5. Completeness and clarity of proposal.

Point of Contact: For inquiries and submission of proposals, please contact: Sara Lancaster, Town Clerk Administrator at clerkadministrator@townofhugoco.gov.

Additional Information: The Town of Hugo reserves the right to reject any or all proposals and to waive any information or irregularities in the proposal received. This RFP does not commit the Town of Hugo to award a contract or to pay any costs incurred in the preparation of a proposal in the response to this request.