



**Pocatello
Chubbuck
School District 25**

**Maximizing Learning For All Students
Through Rigor, Relevancy and Relationships**

Whatever It Takes!

~ Making it Happen – Whatever it Takes! ~

“Together we are Extraordinary and Accomplishing Great Things!”

Date: February 28, 2017

REQUEST FOR INFORMAL BIDS

1. REQUEST FOR INFORMAL BIDS:

Project: Sanding, Restriping and Sealing the Gym Floor at Pocatello High School (Palace) located at 325 N. Arthur, Pocatello, Idaho.

2. The Pocatello / Chubbuck School District No. 25 will receive informal bids for the above project until 11:30 am on March 28, 2017.

BIDS NOT DELIVERED BY CONTRACTORS AT TIME OF BID OPENING MUST BE RECEIVED IN MAIL NO LATER THAN 4:00 PM ON MARCH 27, 2017, THE DAY BEFORE THE BID OPENING.

The work shall include labor and materials required to complete the above described project as shown on the attached drawings and specifications.

Walk-thru must be scheduled prior to bidding with the Maintenance shop.

Plans, specifications, proposal forms and other information are available at the following locations:

School District No. 25
Maintenance & Operations Dept.
185 East Maple
Pocatello, Idaho 83201

School District No. 25
Administrative Offices
3115 Poleline Road
Pocatello, Idaho 83201

Walk-thru must be scheduled prior to bidding with the Maintenance shop.

A Public Works Contractors License for the State of Idaho is required to bid on this work if more than \$10,000. Informal bids which do not provide public works license information will not be considered and will be rejected.

REQUEST FOR INFORMAL BIDS.

PROJECT NAME:

Sanding, Restriping and Sealing the Gym Floor at Pocatello Highschool School (Palace) located at 325 N. Arthur, Pocatello, Idaho.

DISTRICT REPRESENTATIVE:

Refer all questions to Mr. Randy Gwynn, School Plant Coordinator, at (208) 233-2604. Contact with other district staff, Board of Trustees, or Administration, will be by written permission only.

Before submitting a proposal, the bidder shall:

- A. Carefully examine the specifications.
- B. Visit the worksite.
- C. Be fully informed of existing conditions and limitations.
- D. Include in the bid, sums sufficient to cover all items required by the contract, and shall rely entirely upon his own examinations and measurements in making his proposal.

HOLD HARMLESS AGREEMENTS:

The District expects your work to conform to professional standards. The contractor is expected to hold the District harmless for all damages or claims arising out of the work performed by the contractor. The District will not agree to hold the contractor harmless for damages or claims.

LAWS AND ORDINANCES:

The contractor hereby binds himself to protect and save harmless the owner from all damages arising from the violation of any and all Federal, State, County, City, and all other laws, rules, regulations, in the performance of the terms of the contract.

CONTRACTOR'S LICENSE:

If cost is \$10,000 or over, contractor must comply with Idaho Law. The contractor must be registered with the State of Idaho, and hold the required Public Works Contractor's License before submitting a proposal for this work.

The Contractor agrees to pay all state sales, use taxes, building permits and any other permit or fees needed to complete this project.

INSURANCE:

All contractors who provide goods or services to the District are required to provide the District with certificates of insurance for General Liability, Auto Liability, Workers Compensation, and Professional Liability if applicable.

The General Liability and/or Professional Liability certificate must name the District as an additional insured under the contractor's policy.

Certificates are to be provided to the District prior to any work commencing on District property. This would include the placement of any equipment or materials at the work site.

Minimum Insurance Limits

General Liability	\$1,000,000 per occurrence \$1,000,000 products and completed operations \$1,000,000 annual aggregate
Auto Liability	\$1,000,000 per occurrence
Worker' Compensation	Statutory
Professional Liability	\$1,000,000 per occurrence \$1,000,000 annual aggregate

PERFORMANCE BOND if \$10,000 or above:

The successful bidder will be required to furnish a 100% performance bond when entering into the contract work, per Idaho Code Section 54-1926, "...conditioned upon the faithful performance of the contract in accordance with the plans, specifications and conditions thereof."

PAYMENT BOND if \$10,000 or above:

The successful bidder will be required to furnish a 100% payment bond when entering into the contract work, per Idaho Code Section 54-1926, "solely for the protection of persons supplying labor or materials, or renting, leasing, or otherwise supplying equipment to the contractor or his subcontractors in the prosecution of the work provided for in such contract."

5% RETAINAGE if \$10,000 or above:

The Owner will retain 5% of the Contractor's earned sum to ensure faithful performance. This 5% will be released to the Contractor upon receipt of approval from State of Idaho. The five percent retainage may be used by Owner to offset any and all losses incurred by Owner in the course of the performance of the Contract by Contractor, including but not limited to tax liens, defective performance, defective products – including those of subcontractors or other damage caused by Contractor in the performance of this Contract. Owner shall provide Contractor with a written itemization of all sums retained by Owner at the time of its issuance of final payment. Under no circumstances shall Owner retain more than five percent of the contract price without written agreement of Contractor.

OWNER/CONTRACTOR AGREEMENT:

The Agreement for the work will be a purchase order if less than \$10,000.

If \$10,000 or above, the agreement will be a District provided Form of Agreement between Owner and Contractor where the basis of payment is a stipulated sum.

CHANGES IN THE WORK:

The owner, without invalidating the contract, may order extra work or make changes by altering, adding to or deducting from the work, the contract sum being adjusted accordingly. All such work shall be executed under the conditions of the original contract, except that any claim for extension of the time caused thereby shall be adjusted at the time of ordering such change.

The total allowance for combined overhead and profit for changes shall be included in the total cost to the owner and shall be based on the following schedule: A. For the Contractor, 10% over cost.; B. For the Sub-Contractor, 15% over cost to be divided 10% for Sub-Contractor and 5% for Contractor; and C. For any Sub-Subcontractor, 15% over cost to be divided 5% for Contractor, 5% for Sub-Contractor, and 5% for Sub-Subcontractor.

EMPLOYMENT OF RESIDENTS OF IDAHO:

In compliance with Idaho Laws, Section 44-1001 and 44-1002 Idaho Code, the contractor must employ ninety-five percent 95% bona fide Idaho residents as employees on any such contracts except where under such contracts fifty (50) or less persons are employed the contractor may employ ten percent (10%) nonresidents, provided however, in all cases such employers must give preference to the employment of bona fide Idaho residents in the performance of such work.

EQUIPMENT:

The contractor shall provide all labor, materials, tools, and equipment, etc. necessary for the complete and substantial execution of everything described in the specifications.

STORAGE OF MATERIALS:

The contractor shall make arrangement and coordinate with the Maintenance Dept. for storage of materials. Any damages of life or property caused by storage of materials on the above indicated place shall be paid for by the contractor, who shall hold the owner harmless for any damages concerning the same.

SUPERVISION:

The supervision of this work will be done by the Maintenance Department.

INSPECTION OF WORK:

The representative of the owner shall at all times have access to the work wherever it is in preparation or progress and the contractor shall provide facilities for such access and for inspection.

FORM WH5:

Per Idaho Code Section 54-1904A, within thirty (30) days of award of bid, the contractor shall file with the State Tax Commission a form WH-5, Public Works Contract Report.

WARRANTY:

Manufacturer shall warrant products under normal use to be free from defects in materials and workmanship for a period of one year from date of delivery.

Warranty shall cover repair or replacement of areas determined defective upon inspection.

CLEAN UP:

The contractor shall at all times keep the premises free from accumulations of waste material or rubbish caused by his employees or work, and at the completion of the work he shall remove all his rubbish from and about the building and all tools and surplus materials and shall leave his work clean. Contractor shall back fill with dirt, sod or asphalt, where applicable. In case of dispute, the owner shall remove the rubbish and surplus materials and charge the cost to the contractor.

DELIVERY AND START OF WORK:

The time frame for this project to be completed, is between June 5, 2017 and July 31, 2017. Gyms are used heavily during the summer. Work will be started and completed with minimal Gym shutdown and will be prearranged for specific dates of shutdown.

LIQUIDATED DAMAGES:

Contractor shall be required to pay Owner as liquidated damages the sum of \$200 for each day, after the scheduled completion date, that the project is unfinished.

PAYMENT:

Application for payments dated on or prior to the 25th of the month, shall be made by the 15th of the following month. Application for payments dated after the 25th of the month, payment shall be made within 30 days.

EVALUATION CRITERIA:

Selection on this project will be evaluated based on the following:

- 1) Price
- 2) Contractor reputation for quality of work with current customers or past performance with District 25. (please list all jobs/contracts greater than \$5,000 performed in the past two years if contractor has not performed one for the District in past 5 years)

PROJECT DESCRIPTION:

The project consists of sanding the existing surface of the gym floor, filling, striping, and sealing the project at Pocatello High School Gym (Palace), which is approximately 9,095 square feet. Striping shall be replaced per High School State Regulations and to match existing. All other existing lines are to be replaced as well.

Finish shall be (1) coat of BETCO Street Shoe sealer coat and (2) finish coats of TAC CAT Seal.

INFORMAL BID RESPONSE

Project name: **Sanding, Restriping and Sealing the Gym Floor at Pocatello High School located at 325 N. Arthur, Pocatello, Idaho.**

The undersigned proposes to furnish all labor, materials, tools, and equipment and complete all work called for by these specifications in connection with sanding, restriping and sealing the Gym floor at Pocatello High School in accordance with this request for informal bids.

The Bidder agrees to commence work upon receipt of Contract and Notice to Proceed. Work can begin June 5, 2017 and must be complete prior to July 31, 2017.

Owner reserves the right to do all the projects or only the projects that fit within our budget.

Bidder proposes to perform the work for _____ Dollars (\$_____).

Dated this _____ day of _____, 2017.

Respectfully submitted,

By: _____

Company Name

Address

Authorized Signature

Title

Public Works License Number

Phone / Fax Numbers

List of Subcontractors: (If needed.)

NOTE: BIDDER must include the affidavit concerning an alcohol and drug-free workplace along with bid.

CONTRACTOR'S AFFIDAVIT
CONCERNING ALCOHOL AND DRUG-FREE WORKPLACE

STATE OF _____

COUNTY OF _____

Pursuant to the Idaho Code, Section 72-1717, I, the undersigned, being duly sworn, depose and certify that named contractor is in compliance with the provisions of Idaho Code section 72-1717; that named contractor provides a drug-free workplace program that complies with the provisions of Idaho Code, title 72, chapter 17 and will maintain such program throughout the life of a state construction contract and that named contractor shall subcontract work only to subcontractors meeting the requirements of Idaho Code, section 72-1717(1)(a).

Name of Contractor

Address

City and State

By: _____
(Signature)

Title: _____



BIDDER CERTIFICATION FORM

1. **Debarment and Suspension** – In submitting this bid proposal, we hereby certify that we have not been suspended or in any way excluded from Federal procurement actions by any Federal Agency. We fully understand that if information contrary to this certification subsequently becomes available, such evidence may be grounds for non-award or nullification of a bid contract.
2. **Anti-Collusion** – In submitting this bid proposal, we hereby certify this proposal was developed and prepared without any collusion with any competing bidder or District employee. The content of this proposal has not been disclosed to any competing or potentially competing bidder prior to the proposal due date and time. Furthermore, no action to persuade any person, partnership or corporation to submit or withhold a bid has been made.
3. **Anti-Lobbying** – In submitting this bid proposal, we hereby certify that to the best of our knowledge and belief, no appropriated Federal funds have been paid or will be paid by or on behalf of person associated with this proposal to any person for influencing or attempting to influence and officer or employee of any agency, a member of Congress, an office or employee of Congress or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
4. **National Sexual Offender Registry** – In submitting this bid proposal, you certify to the District that your company will prohibit any persons in your employ who are registered or required to register under the Idaho Sex Offender Registration Act from participation in company business with the District if such participation would require them to be present on school property. You certify further that you have cross checked such employees against the National Sex Offender Registry found at the following web link: <http://www.nsopr.gov/>

Signed: _____

Name & Title: _____

Company: _____

Address: _____

City & State: _____

Date: _____

