**LEWIS-CLARK STATE COLLEGE**

**REQUEST FOR INFORMAL BIDS**

**Issue Date:** **June 12, 2024**

**Project: CAMPUS-WIDE LAWN RESTORATION**

**Project #: 240008**

**Owner/Agency:**

Lewis-Clark State College (LC State)

Physical Plant

538 11th Ave

Lewiston, ID 83501

(208) 792-2247

Owner Contact: Redgy Erb / rgerb@lcsc.edu

**Bid Due Date:**

Bids shall be due no later than **3:00 PM Pacific Time (PT), June 20, 2024.** Bids shall be delivered or mailed to LC State Physical Plant, 538 11th Ave, Lewiston, Idaho 83501. Bidder is responsible to ensure bids are received by the date and time listed.

**Pre-Bid Walkthrough (Mandatory)**

Location: LC State Physical Plant, 538 11th Ave, Lewiston, Idaho, then adjourn to the site.

Date/Time: **June 17, 2024 at 10:00 AM PT.**

**Project Scope and Requirements:**

This project seeks to restore campus lawns which were damaged by a lack of irrigation water due to City of Lewiston watering restrictions that were imposed the summer of 2023. The work shall include: elimination of weed infestation by applying herbicides/pesticides, harrowing or tilling the soil, and applying hydroseed. The campus lawns are exhibiting varying degrees of weed infestation. A map has been developed by LC State Physical Plant showing the locations of the work (see attachment A).

The Attachment A map shows areas shaded in red. LC State Physical Plant has applied herbicides/pesticides to these locations. The landscape contractor shall harrow and hydroseed these areas. This area is 120,000 square feet.

The Attachment A map also shows areas shaded in green. The landscape contractor shall provide weed control, harrowing, and hydroseeding in these areas. This area is 240,000 square feet.

Acceptable herbicides include: Cheetah Pro (or other non-selective post emergent herbicides, as approved by LC State).

Acceptable hydroseed mix: Rye, Fescue, and Blue grasses. The hydroseed mix is to be spray-applied, and shall include mulch, water, fertilizer, and seed mix. The mix shall adhere to the prepared soil.

Harrowing/tiling to include: preparation of the soil to receive the hydroseed mix, depth as recommended by the contractor.

The landscape contractor shall provide all labor, tools, equipment, and materials necessary to provide a complete installation of a hydroseeded lawn in the areas shown on the Attachment A map and described above for a cumulative area of 360,000 square feet.

All work must be completed by August 30, 2024.

**Lawn Restoration Map:**

See Attachment A

**STATE POLICY** (By reference):

Informal bids shall be based on provisions of § 67-2805 of the Idaho Code along with § 44-1001 and 44- 1002 dealing with labor preference and §72-1717 dealing with an alcohol and drug-free workplace.

**SUPPLEMENTAL CONDITIONS:**

1. Bids are to be submitted to the Owner/Agency by the date and time listed above and to the location listed above.
2. Informal Bid Proposal form is attached. The form shall be completed in its entirety. If a section does not apply, mark “NA” in that section. Incomplete bid forms will be deemed non-responsive.
3. Bidders are asked to not contact LC State departmental personnel with questions regarding the project. All questions should be directed to the LC State and Engineer’s contact listed above.
4. Bid addenda will be issued by LC State. Bidders shall acknowledge receipt of all addenda on the informal bid proposal form.
5. Informal bid proposal form shall be signed by a signatory of the contractor having authority to bind the contractor to contracts.
6. A bid bond is not required.
7. A performance bond (covering labor and materials) in the amount of one hundred percent (100%) of the contract amount will be required for work accomplished on this contract. Awarded bidder shall provide proof of performance bond within 7 days of notification of intent to award the contract. No work may commence until proof of performance bond is received.
8. An Idaho Public Works Contractors License is required at the time of submitting a bid for this project. All contractors, specialty contractors, and sub-contractors must have an Idaho Public Works Contractors license as suitable for work to be accomplished on this contract at the time of bid.
9. Prevailing Wage / Davis-Bacon Wages are not a requirement of this project.
10. A building permit is not required for this project.
11. A plan review was not required for this project.
12. A Contractor’s Affidavit Concerning Alcohol and Drug-Free Workplace must be submitted with the bid.
13. Idaho Naming Law is a requirement for bidding this project. All specialty contractors and sub-contractors shall be listed on the contractor’s informal bid proposal form.
14. The bidder will be required to maintain Contactors Liability Insurance to include Workers’ Compensation (meeting statutory requirements), Commercial General Liability ($1,000,000 per occurrence and $2,000,000 aggregate minimum) and Automobile Liability ($1,000,000) combined single limits for bodily injury and property damage). All policies, except Workers’ Compensation, shall name Lewis-Clark State College as an additional insured. Awarded bidder shall provide a Certificate of Insurance, meeting the above requirements, within 7 days of notification of intent to award the contract. No work may commence until Certificate of Insurance is received.
15. The Owner/Agency will review all submitted bids for conformance with the bidding documents, and shall award the contract for construction to the low apparent bidder.  The Owner/Agency will initiate a Professional Services Agreement with the low bidder as the form of contract. LC State reserves the right to enter into an agreement for all or any portion of the project scope and requirements set forth in this Request for Informal Bid.
16. Contract time: Bidder agrees to commence work on a date specified in writing by the Owner/Agency as the Notice to Proceed, and to substantially complete the work within **60 consecutive calendar days** thereafter.
17. All work is to be Substantially Complete by **August 30, 2024.** Bidder further agrees to pay as liquidated damages, the sum of **$500 (five hundred dollars)** for each consecutive calendar day after the established substantial completion date or adjusted date as established by change order.

**INFORMAL BID PROPOSAL FORM**

**Informal Bid Proposal for:**

**Project: LC STATE - CAMPUS-WIDE LAWN RESTORATION**

**Project #:** **240008**

**Lewis-Clark State College**

**Physical Plant**

**538 11th Avenue**

**Lewiston, ID 83501**

Sealed bids to be clearly marked “LC State - Campus-Wide Lawn Restoration, Project #240008”

The undersigned proposes to do the above work in accordance with the request for informal bids and all drawings and specifications attached thereto.

The Bidder agrees to commence work upon receipt of a contract and Notice to Proceed, and to complete the work within the calendar days indicated in the Contract Documents.

**Bidder acknowledges receipt of Addenda No through** **.**

**BASE PROPOSAL**: Bidder agrees to perform all of the base proposal Work described in the specifications and shown on the plans for the sum of:

 Dollars ($ )

*(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.)*

**Heating, Ventilating & Air Conditioning (HVAC)**

(Name)

(Address)

Idaho Public Works Contractors License No. Idaho HVAC Contractors License No.

**Electrical**

(Name)

(Address)

Idaho Public Works Contractors License No. Idaho Electrical Contractors License No.

**Plumbing**

(Name)

(Address)

Idaho Public Works Contractors License No. Idaho Plumbing Contractors License No.

FAILURE TO NAME A PROPERLY LICENSED SUBCONTRACTOR IN EACH OF THE ABOVE CATEGORIES WILL RENDER THE BID NON-RESPONSIVE AND VOID.

Should the listing of subcontractors change due to selection of alternates or other similar circumstances, attach explanation.

Dated at this day of , 2024

Respectfully Submitted,

By: (Company)

(Street or PO Address)

(City, State, and Zip Code)

(Signature)

(Title)

(Telephone Number and Email)

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(Idaho Public Works Contractors License No.)

**END OF BID FORM**

**CONTRACTOR’S AFFIDAVIT**

**CONCERNING ALCOHOL AND DRUG-FREE WORKPLACE**

STATE OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

COUNTY OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pursuant to the Idaho Code, §72-1717, I, the undersigned, being duly sworn, depose and certify that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_is in compliance with the provisions of Idaho Code title 72, chapter 17; that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ shall subcontract work only to subcontractors meeting the requirements of Idaho Code, §72-1717(1)(a).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Contractor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City and State

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Signature)

Subscribed and sworn to before me this \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_.

Commission expires:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 NOTARY PUBLIC, residing at

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FAILURE TO EXECUTE THIS AFFIDAVIT AND SUBMIT IT ALONG WITH YOUR BID SHALL MAKE YOUR BID NON-RESPONSIVE

**ATTACHMENT A**

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