

INVITATION FOR INFORMAL BIDS

Informal bids will be received by Pocatello/Chubbuck School District No. 25, located at 3115 Poleline Road, Pocatello, Idaho until 9:00 AM local time, on April 7, 2016, for:

Replacement of underground sprinkler irrigation system at Greenacres Elementary School located at 1250 E. Oak, Pocatello, Idaho.

All bids shall be in a sealed envelope addressed to the Board of Trustees, School District No. 25, 3115 Pole Line Road, Pocatello, Idaho. The following shall be written on the exterior of the envelope: **"BIDS FOR underground sprinkler irrigation system replacement at Greenacres Elementary School located at 1250 E. Oak, Pocatello, Idaho to be opened on April 7, 2016 AT 9:00 A.M."** BIDS NOT DELIVERED BY CONTRACTORS AT TIME OF BID OPENING MUST BE RECEIVED IN MAIL NO LATER THAN 4:00 PM ON April 6, 2016, THE DAY BEFORE THE BID OPENING.

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 will be held at 2:00 PM, on Thursday, March 31, 2016. *Meeting place will be the Greenacres Elementary School at 1250 East Oak, Pocatello, Idaho.*

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.

Bart J. Reed
Director of Business Operations

1.1 REQUEST FOR INFORMAL BIDS.

PROJECT NAME:

Underground sprinkler irrigation system replacement at Greenacres Elementary School located at 1250 E. Oak, 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, we 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

OBJECTIONS:

Written objections to specifications or bid procedures must be received by the clerk, secretary, or other authorized official of the District at least one (1) business day before the date and time upon which bids are scheduled to be received, per Idaho Code Section 68-2806(c).

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 6, 2016 and July 30, 2016

LIQUIDATED DAMAGES:

Contractor shall be required to pay Owner as liquidated damages the sum of \$100 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 \$15,000 performed in the past two years if contractor has not performed one for the District in past 5 years)

PROJECT DESCRIPTION:

- A. Remove all old valves, sprinkler heads, backflow preventers and valve boxes. Owner will determine if any parts are salvageable and such will become the property of the owner. Old piping can be abandoned and left underground.
- B. Areas shall be cleaned of miscellaneous debris, etc. and hauled away ready for new construction.
- C. A totally new system is to be designed and installed. All sprinkler heads are to be Rainbird brand. Sprinkler heads for large area coverage are to be 8000 series. Sprinkler heads for small area coverage are to be 5000 series. See attached plan for areas. Water source is indicated on the plan. All valves are to be Rainbird brand. All piping is to be PVC. The backflow preventer is to be Wilkins. New backflow preventer is to be 2" with 2" piping for maximum water pressure and flow. Irrigation controller is to be Hunter ICC. New Irrigation controller is to be located where existing controller is. All control wiring is to be new. Do not use old existing wire. All valves and devices are to be below ground with new underground boxes installed with the top below mower height but above sod barrier. All sprinkler heads are to be installed at proper height to allow for mowing without damage and still function properly when pressurized.
- D. Asbuilt drawings are to be provided showing exact layout and location of all valves, water lines, zones with coverages.
- E. All water lines are to be installed and backfilled smooth, ready for grass seed. New seed will be installed by the District. Any excess dirt and/or sod will be removed from the site. All trenches will be compacted. Any settlement after completion during the first year of operation must be filled in by contractor as soon as detected. Any holes in the ground are a safety hazard for children playing and must be dealt with immediately.



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: _____

INFORMAL BID RESPONSE

Project name:

**Underground sprinkler Irrigation system replacement at Greenacres Elementary School
located at 1250 E. Oak, 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 Underground Sprinkler Irrigation System Replacement at Greenacres Elementary School in accordance with this request for informal bids.

The Bidder agrees to commence work upon receipt of Contract and Notice to Proceed, and to complete the work prior to July 30, 2016.

Bidder proposes to perform the work for the sum of:

_____ Dollars (\$_____).

Dated this _____ day of _____, 2011.

Acknowledge receive of addendums, if any: _____

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 and Bidder Certification Form 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

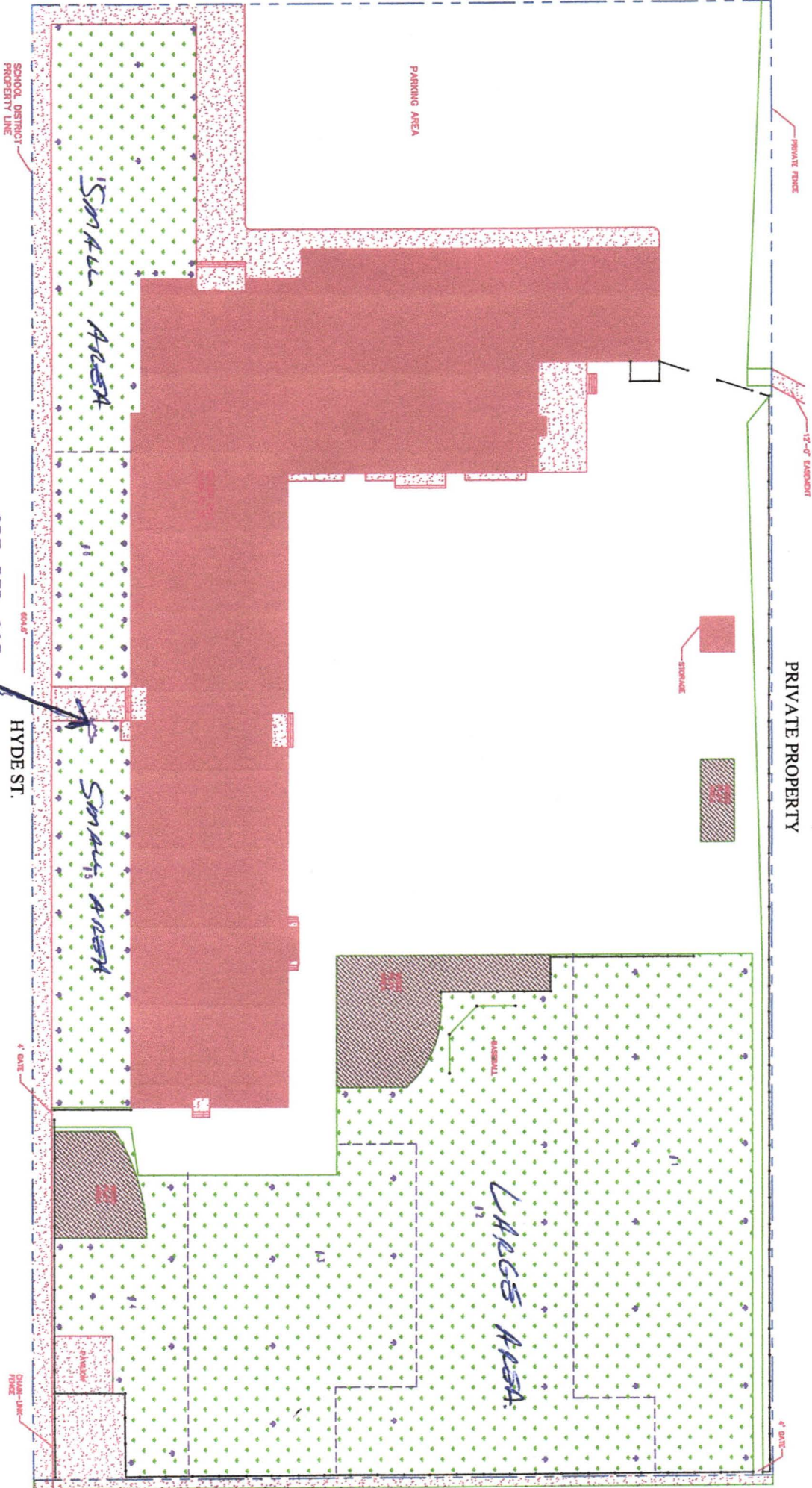
City and State

By: _____
(Signature)

Title: _____

OAK ST.

304.3'



EXISTING & QUATER SAMP 4

GRE-BFP-003-

HYDE ST.

ELM ST.