**LEWIS-CLARK STATE COLLEGE**

**REQUEST FOR BIDS**

**Issue Date: June 22nd 2025**

**Project: Sam Glenn Complex – Medical Lab Technologist Renovation**

**Project #:** **LC 250011**

**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](mailto:rgerb@lcsc.edu)

**Architect of Record**

KNIT Studios

7520 Peak Drive, Suite 216

Las Vegas, NV 89128

(702) 341-2293

Victoria Cousino (victoriac@knitstudios.com)

**Bid Due Date:**

Bids shall be due no later than **2:00 PM. (Pacific Time), July 17, 2025.** 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:**

A pre-bid walk-through will be held on July 8, 2025, at 10:00 a.m. at the Physical Plant, then adjourn to the site.

**Project Scope:**

The project can be summarized as renovations to the Sam Glenn Complex on the main campus of Lewis-Clark State College, located at 921 4th Street, Lewiston, Idaho.   The scope of the project is to renovate rooms 121, 122, and 123 into a Medical Lab Technologist laboratory. The work includes removal of an existing dividing wall, casework, suspended ceiling assembly, and flooring. The work also includes new partition walls, casework, flooring, suspended ceiling assembly, and all associated mechanical, electrical, plumbing, fire sprinkler, and fire alarm system work.

**Schedule:**

The work shall be substantially complete by January 9, 2026.

**Plans and Specifications:**

Plans (including sheet specifications) are available from the LC State contact above, through the KNIT Studios contact listed above, or through regional plan centers.

**Requirements:**

See Exhibit A

**STATE POLICY** (By reference):

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. 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 Architect/Engineer’s contact listed above.
4. Bid addenda will be issued by LC State or the Architect/Engineer. Bidders shall acknowledge receipt of all addenda on the bid proposal form. Failure to acknowledge receipt of all addenda will cause a bid to be deemed non-responsive.
5. Bid proposal form shall be signed by a signatory of the contractor having authority to bind the contractor to contracts and shall be notarized by a notary duly assigned in the State of Idaho.
6. A bid bond is not required.
7. A performance and payment 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 and payment bond within 7 days of notification of intent to award the contract. No work may commence until proof of performance and payment 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. Public Works License numbers shall be entered on the bid form.
9. Prevailing Wage / Davis-Bacon Wages are not a requirement of this project.
10. A building permit is required for this project and shall be included within the contractor’s bid. Building permits are issued by the Idaho Division of Occupational & Professional Licenses (DOPL), and can be calculated on their website: https://dbs.idaho.gov/building-fees-calculator/
11. The DOPL plan review fee has been paid by the Owner/Agency. This cost shall not be included within the contractor’s bid.
12. A Contractor’s Affidavit Concerning Alcohol and Drug-Free Workplace must be submitted with the bid.
13. The contractor shall be responsible for providing all project closeout documents as required by the Idaho Division of Public Works including (but not limited to): Release of Claims, State of Idaho Tax Release, Operations & Maintenance manual (O&M), all product manufacturer’s warranties, contractor’s one-year workmanship warranty, and Substantial Completion Certificate. The forms may be found at the DPW website: https://dpw.idaho.gov/docs-forms-guides/
14. 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.
15. 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.
16. The bidder will be required to purchase and maintain property insurance written on a Builder’s Risk “all risk” policy (the “Builder’s Risk Policy” in excess of $300,000 (Three Hundred Thousand dollars) to cover the owner’s property, the project, and General Contractor’s equipment, materials, and supplies.
17. 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 Fixed Price Construction Contract with the low bidder as the form of contract.
18. 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 **160 consecutive calendar days** thereafter.
19. All work is to be Substantially Complete by **January 9, 2026.** 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.

**Exhibit A – Requirements/Specifications**

**“LCSC Student Union Patio Improvements”**

1. All work shall conform with the plans and specifications (sheet specifications) provided to the prospective bidders. The plans include the following pages:

G0-00 – COVER SHEET

G0-01 – CODE ANALYSIS AND DRAWING INDEX

G0-10 – SPECIFICATIONS

G0-20 – INFORMATION SHEET

LS1-10 – CODE AND EXITING PLAN

AE2-10 - OVERALL FLOOR PLAN LEVEL 1

AD2-10 – DEMOLITION FLOOR PLAN LEVEL 1 & RCP

A2-10 – FLOOR PLAN LEVEL 1 & RCP

A2-40 – PARTITION SCHEDULE & DETAILS

A2-41 – TYPICAL NON-LOAD-BEARING PARTITION FRAMING DETAILS

A3-30 – CEILING DETAILS

A10-20 – FINISH PLAN

A10-30 – INTERIOR ELEVATIONS

A11-10 – DOOR AND FRAME ABBREBIATIONS AND DOOR SCHEDULE

A12-10 – CASEWORK DETAILS

M0-01 – MECHANICAL TITLE SHEET

M0-02 – MECHANICAL GENERAL NOTES

M0-03 – MECHANICAL SPECIFICATIONS

M0-04 – PLUMBING SPECIFICATIONS

MD1-01 – LEVEL 1 MECHANICAL DEMO PLAN

M1-01 – LEVEL 1 MECHANICAL HVAC PLAN

PD1-01 – LEVEL 1 PLUMBING DEMO PLAN

P1-01 – LEVEL 1 PLUMBING PLAN

EG0-01 – ELECTRCIAL NOTES & SYMBOLS

EG0-02 – ELECTRICAL SPECIFICATIONS

EG5-01 – ELECTRICAL DETAILS

EG5-02 - ELECTRICAL DETAILS

EG6-01 – ELECTRICAL SCHEDULES

EG7-01 – ELECTRICAL DIAGRAMS

ED1-01 – LEVEL 1 ELECTRICAL DEMOLITION PLANS

E1-01 – LEVEL 1 ELECTRICAL PLANS

FD1-01 – LEVEL 1 FIRE PROTECTION DEMO PLAN

F1-01 – LEVEL 1 FIRE PROTECTION PLAN

**BID PROPOSAL FORM**

**Bid Proposal for:**

**Project: Sam Glenn Complex – Medical Lab Technologist Renovation Project #:** **LC 250011**

**Lewis-Clark State College**

**Physical Plant**

**538 11th Avenue**

**Lewiston, ID 83501**

Sealed bids to be clearly marked as “Sam Glenn Complex – Medical Lab Technologist Renovation”

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.)*

**ALTERNATE #1 (ADDITIVE), CUSTOM STUDENT WORK BENCH CASEWORK**: Bidder agrees to perform all of the alternate #1 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.)*

**ALTERNATE #2 (ADDITIVE), UPPER AND LOWER CABINETS IN THE MICRO EQUIPMETN ROOM**: Bidder agrees to perform all of the alternate #1 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.)*

**NAMING OF SUB-CONTRACTORS:**

**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.

**Fire Sprinkler**

(Name)

(Address)

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

**Fire Alarm**

(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 , 2025

Respectfully Submitted,

By: (Company)

(Street or PO Address)

(City, State, and Zip Code)

(Signature)

(Title)

(Telephone Number and Email)

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

(Idaho Public Works Contractors License No.)

Affix Notary Seal Here:

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

(Signature of Notary)

**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