

**Invitation for Bids (“IFB”)
For General Contractor
(Stucco and other Miscellaneous Work)**

This IFB is Being Issued by:

North Davis Preparatory Academy

Elementary School Building
1765 W. Hill Field Road
Layton, UT 84041
Ph: 801-547-1809

Date of IFB Issue: May 9, 2022

Deadline to Submit Bids: May 23, 2022 by 5:00 p.m.

I – KEY DATES

- A. Date of IFB Issue: May 9, 2022.
- B. Posting of IFB: Posted on North Davis Preparatory Academy’s website (https://northdavisprep.org/request_for_proposals) from May 9, 2022 to May 23, 2022.
- C. Deadline to Submit Bids: May 23, 2022 by 5:00 p.m.
- D. Opening of Bids: May 24, 2022 at 9:00 a.m. at the front office of North Davis Preparatory Academy located at 1765 W. Hill Field Road in Layton, Utah.
- E. Anticipated Contract Award Date: June 1, 2022.
- F. Commencement of Construction: June 2022.
- G. Completion of Construction: No later than August 1, 2022, unless another completion date is agreed upon by North Davis Preparatory Academy.

II – GENERAL INFORMATION

- A. Background of North Davis Preparatory Academy. North Davis Preparatory Academy (“NDPA” or the “School”) is a Utah nonprofit 501(c)(3) corporation and public charter school located in Layton, Utah. NDPA began operations in 2004 and has nearly 1,000 students in grades K-9. NDPA has an elementary school building and junior high school building. The services and work requested in this IFB are for the elementary school building.
- B. Purpose of IFB. **The School’s elementary building needs new stucco on the exterior of the building. It also needs some stucco work on the interior roof of its four entryway awnings and on the awnings’ columns. The School also needs to remove and replace the capstone rocks on the base of its marquee and to paint the building’s exterior window covers/louvers. The purpose of this IFB is to solicit bids from general contractors to complete all of this work, which is described in more detail below:**
 - 1. **Putting a new coat of stucco on the building’s upper level. This work includes performing the following three steps on the building’s upper level:**
 - a. **Putting a cement base coat (green coat) on the existing stucco;**
 - b. **Putting new stucco on the cement base coat; and**
 - c. **Painting the new stucco a color to be determined by the School.**
 - 2. **Putting a new coat of stucco on the building’s main level. This includes performing the following three steps on the building’s main level:**
 - a. **Putting a cement base coat (green coat) on the existing stucco;**
 - b. **Putting new stucco on the cement base coat; and**
 - c. **Painting the new stucco a color to be determined by the School.**
 - 3. **Stuccoing under each of the four entryway awnings. This includes performing the following four steps on each entryway awning:**
 - a. **Anchoring cement board/fiber board onto the B Decking;**

- b. Putting a cement base coat (green coat) on the cement board/fiber board;**
 - c. Putting stucco on the cement board/fiber board; and**
 - d. Painting the new stucco a color to be determined by the School.**
 - 4. Putting new stucco (no cement base coat needed) on each of the entryway awning columns (there are a total of eight columns).**
 - 5. Repairing the rock base of the School's marquee by removing and replacing the capstone rocks on the base of the marquee (no requirement to remove rocks underneath the capstones).**
 - 6. Painting each window cover/louwer on the exterior of the building (there are a total of 22 window covers/louwers). The color of the paint should match existing color of the window covers/louwers.**
- C. Change in Scope of Project. The School reserves the right to reduce or increase the scope of this project if the School, in its sole discretion, determines that it would be prudent for them to do so.
- D. Questions. Questions about this project or this IFB in general should be directed to Ammon Campbell in writing at acampbell@northdavisprep.org. All questions about this IFB must be submitted by May 18, 2022 at 11:59 p.m. Any questions submitted after this deadline may not be answered. By May 19, 2022 at 5:00 p.m., the School will post on its website (https://northdavisprep.org/request_for_proposals) answers to all substantive questions submitted before the deadline. The names of bidders or potential bidders who submit questions as described above will not be identified.
- E. Site Visits. Those interested in bidding may contact the School to schedule a site visit.
- F. Award of Contract. The contract will be awarded to the responsible bidder who meets all objective criteria set forth in this IFB and submits the lowest bid.
- G. Contract Documents. The successful bidder selected by the School pursuant to this IFB will be required to enter into a written contract consistent with the acceptable services, terms, and conditions outlined in the successful bid and the requirements set forth in this IFB.

III – GENERAL BID INFORMATION

- A. Bids must be submitted by email in compliance with Section V of this IFB. Bids received by regular mail, hand delivery, telephone, fax, or any other unapproved form are not acceptable and may not be considered.**
- B. The content of a bid must address the requirements stated in Section V of this IFB.**
- C. As stated above, bids will be opened publicly in the front office of the School on May 24, 2022 at 9:00 a.m.** Bids will be opened so as to avoid disclosure of contents to competing bidders during the process of negotiation. Only the names of bidders who submitted bids will be identified at the opening of bids.

- D. The School may, for the purpose of assuring full understanding of and responsiveness to the IFB's requirements, enter into discussions or conduct interviews with, or attend presentations by, bidders who submit bids.
- E. Bidders acknowledge that the School's issuance of this IFB does not obligate the School to accept any of the bids submitted in response to this IFB, nor does it guarantee that the School will in fact accept any of the said bids. To the extent permitted by law, the School and its Board reserves the right to accept or reject any or all bids and/or to waive any or all formalities in any bid or in the bid process deemed to be in the best interest of the School. No agreement exists on the part of the School and any bidder until a written contract is approved and executed by the School.
- F. This IFB does not obligate the School to pay for any costs of any kind whatsoever that may be incurred by a bidder or any third parties in connection with a bid. All submitted bids, responses, and supporting documentation shall become property of the School. Further, the School shall not be liable to any bidder, person, or entity for any losses, expenses, costs, claims or damages of any kind arising out of, by reason of, or attributable to, the bidder responding to the IFB.

IV – SERVICE REQUIREMENTS

Expectations for the School

- A. The School owns the building on which the work will take place. The School will allow the winning bidder to have adequate access to the School's building and property to complete the work described in this IFB. In addition, School officials or representatives will be reasonably available to consult with and advise the winning bidder throughout the project.
- B. The School will pay for this project with existing funds.

Expectations for Bidders

- A. Bidders must hold current licensure to engage in the work described in this IFB.
- B. Bidders that utilize subcontractors must ensure the subcontractors have current licensure to engage in the work described in this IFB. Subcontractors must sign an approved lien release form and have adequate insurance before bidders disburse payments to them.
- C. Bidders must have adequate financing to fund their business and work obligations during the term of the contract.
- D. Bidders must have sufficient general liability and workers comp insurance as well as auto insurance on all vehicles used in their business.
- E. Bidders must have previously performed construction work for other public schools in Utah and completed projects similar in scope to the one described in this IFB.
- F. Bidders must have knowledge of and comply with any applicable construction reporting requirements for public schools in Utah.

- G. Bidders must comply with and follow instructions in this IFB.
- H. The winning bidder must act as a general contractor for the School on this project.
- I. The winning bidder must enter into a written contract with the School within a reasonable deadline required by the School. In addition, the winning bidder must, upon request, agree to include a reasonable liquidated damages provision in the contract which requires an amount for each day the project goes beyond the scheduled completion date.
- J. The winning bidder must meet all applicable legal requirements of charter school or school construction in the State of Utah and will comply with all applicable building codes, statutes, and rules governing charter school or school construction.
- K. The winning bidder must obtain all necessary and appropriate approvals, permits, and authorizations to commence work at the School's property as indicated herein, including any and all approvals from Layton City.
- L. The winning bidder must be able to begin the work described in this IFB in June 2022 and complete the work by no later than August 1, 2022, unless another completion date is agreed upon by North Davis Preparatory Academy.

Expectations Regarding Bid Pricing

- A. Bidders must include a total anticipated guaranteed maximum price to be charged by the bidder to complete the project.
- B. Bidders must complete the pricing form attached to this IFB. Bidders may attach additional pricing forms or spreadsheets if they desire.

V – BID REQUIREMENTS

- A. **Delivery of Bids.** Bids must be emailed to Ammon Campbell at acampbell@northdavisprep.org by May 23, 2022 at 5:00 p.m.
- B. **Content of Bids.** Bidders must include the following in their bids:
 - 1. ***Experience, Qualifications, and Track Record.*** Provide information demonstrating that the bidder has the experience and qualifications necessary to perform the work described in this IFB. The information may (but is not required to) include such things as:
 - a. Information on bidder's key personnel and their qualifications and experience;
 - b. Summaries, examples, and or lists of past (and current, if any) projects where bidder has performed construction work for district or charter schools in Utah, including projects similar to the project described in this IFB; and
 - c. Copy of the bidder's valid Utah general contractor license.
 - 2. ***Pricing.*** Complete and sign the pricing form provided at the end of this IFB.

- C. Selection. The responsible bidder who submits the lowest responsive bid that meets the bidder service expectations/objective criteria described in this IFB will be selected by the School to complete this project.
- D. Submission of Protected Information. Protection of disclosure of information submitted by a bidder in response to this IFB is governed by Utah's Government Records Access and management Act in Utah Code Ann. § 63G-2-101 *et seq.* and Utah Administrative Code Rules R33-7-105 and R33-7-106. A bidder that desires to request protected status of any information it submits to the School in response to this IFB must specifically identify the information that it desires to protect and the reasons that the information should be afforded protected status under the law. In making this request, the bidder shall comply with the requirements in Utah Code Ann. § 63G-2-305, Utah Code Ann. § 63G-2-309, and Utah Administrative Code Rule R33-7-105. In turn, the School will comply with Utah Code Ann. § 63G-2-309 and Utah Administrative Code Rule R33-7-106 with respect to disclosing such information. Submission of protected information in response to this IFB shall be deemed an acknowledgment and consent by the bidder that the bidder agrees with this paragraph and will indemnify, defend, and hold harmless the School, its members, directors, officers, staff, and agents from any and all liability relating to the proper disclosure of information provided by the bidder in response to this IFB, even if the bidder requested protected or other confidential status for the information.
- E. Submission of Bids with Protected Business Confidential Information. In accordance with Utah Administrative Code Rule R33-7-107, if a bidder submits a bid that contains information claimed to be business confidential or protected information, the bidder must submit two separate bids:
1. One redacted version for public release, with all protected business confidential information either blacked-out or removed, and marked as "Redacted Version;" and
 2. One non-redacted version for evaluation purposes clearly marked as "Protected Business Confidential."

Note: Bid pricing may not be classified as business confidential and will be considered public information. In addition, an entire bid may not be designated as "protected," "confidential," or "proprietary" and shall be considered non-responsive unless the bidder removes the designation. In addition, per Utah Administrative Code Rule R33-6-112, the School is required to make available to each bidder and to the public a notice that includes (a) the name of the bidder to which the contract is awarded and the bidder's bid pricing; and (b) the names and the prices of each bidder to which the contract is not awarded.

PRICING FORM

Bidders must complete and sign this pricing form. The Grand Total Amount must include the total anticipated price to be charged by the bidder to complete this project. Bidders may attach separate pricing forms or sheets.

Labor & Materials (Stucco Work on Upper Level)	Dollar Amount	Notes (if applicable)
TOTAL		

Labor & Materials (Stucco Work on Main Level)	Dollar Amount	Notes (if applicable)
TOTAL		

Labor & Materials (Stucco Work Under Awnings)	Dollar Amount	Notes (if applicable)
TOTAL		

Labor & Materials (Stucco Work on Awning Columns)	Dollar Amount	Notes (if applicable)
TOTAL		

Labor & Materials (Work on Base of Marquee)	Dollar Amount	Notes (if applicable)
TOTAL		

Labor & Materials (Painting Each Window Cover/Louver)	Dollar Amount	Notes (if applicable)
TOTAL		

All Labor and Materials TOTAL		
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Other Charges (e.g., insurances, profit and overhead, contractor fees, contingencies, misc. costs, etc.)	Dollar Amount	Notes (if applicable)
Other Charges TOTAL		
GRAND TOTAL		

Bidder Signature _____

___ Check here if bidder has attached separate pricing forms or sheets.