

STATE OF IDAHO
DEPARTMENT OF LANDS



REPLACE FRONT EXTERIOR DOOR & ALTER INTERIOR DOOR
REQUEST FOR QUOTE NO. 21-0211
DUE BEFORE 3:00:00 P.M. PACIFIC TIME (P.T.) on DECEMBER 30, 2020

**REQUEST FOR QUOTE
AND
INSTRUCTIONS**

Quotes will be received by the Idaho Department of Lands for the following:

REPLACE FRONT EXTERIOR DOOR & ALTER INTERIOR DOOR
DELIVERY LOCATION: Idaho Department of Lands
Kootenai Valley Forest Protection District
6327 Main
Bonners Ferry, ID 83805

INSTRUCTIONS

All price quotes must be entered on the attached Schedule A. The signed Schedule A shall be Electronically Submitted to the Email listed below. IDL shall award the Purchase Order to the qualified Supplier submitting the lowest responsible and responsive quote. **TOTAL PRICE(a “Not-To-Exceed” Amount)** will be the basis for award. IDL reserves the right to award both lines included in the Schedule A or line one only. IDL has budgeted a specific amount for the completion of this project within the current year. Although the expectation is both lines will come in under budget, IDL wanted the option to replace the exterior front door of the office building only if all quotes received exceed IDL’s estimates.

IDL reserves the right to enter negotiations in accordance with IDL Procurement Policy #13.

SITE VISIT

A site visit will be held at 10:30 AM P.T. on Friday, December 18, 2020 6327 Main Bonners Ferry, ID 83805. While attendance is not mandatory, interested vendors are encouraged to attend and participate.

- Please note that all individuals attending this site visit will be required to follow Covid-19 Business Protocols. This includes maintaining six feet of physical distance from other individuals and if a six-foot distance cannot be maintained, cloth face coverings must be worn. Cloth face coverings are required at all times when inside buildings.

QUOTE DEADLINE AND ELECTRONIC DELIVERY REQUIREMENTS

Quotes must be received **before 3:00:00 P.M. P.T. on December 30, 2020**. IDL is not responsible for delayed delivery of electronically submitted quotes. The date and time of electronically received quotes, to the IDL email address listed below, will be used to determine if electronically submitted quotes were received by the due date and time specified. If you are not able electronically transmit your quote by email you must call 208-666-8613 and your quote will be recorded over the phone. **Late Quotes will not be accepted. Fax Quotes will not be accepted. Mailed Quotes will not be accepted.**

Quote Email Address:

mrsande@idl.idaho.gov

QUESTIONS

Questions pertaining to this RFQ must be submitted in writing by email to mrsande@idl.idaho.gov The deadline for receiving questions is 1:00:00 P.M., on 12/20/2020. Responses to all questions received will be posted as an addendum on the IDL website at www.idl.idaho.gov . Verbal questions will not be accepted.

SCHEDULE A

**STATE OF IDAHO
DEPARTMENT OF LANDS
REQUEST FOR QUOTE
THIS IS NOT AN ORDER**

Requisition Number: 21-0211

Date: _____

INSTRUCTIONS:

- Responders shall use this form in submitting prices.
- All permits will be the responsibility of the Contractor; any permit fees will be paid for by the Contractor and should be included in the Contractor's price.

Project Location: Idaho Department of Lands
Kootenai Valley Forest Protection District
6327 Main
Bonners Ferry, ID 83805

QUAN.	UNIT	ARTICLES	TOTAL PRICE
1	LS	REPLACE EXTERIOR FRONT DOOR Per specifications in the following scope of work The fully burdened price shall be based on the following information: - Materials, Labor and Overhead for replacement of Exterior Front Door. - Contractor is responsible for all measurements - Contractor is responsible for all cleanup at the site and disposal of garbage	\$ _____
1	LS	INTERIOR DOOR ALTERATION Per specifications in the following scope of work The fully burdened price shall be based on the following information: - Materials, Labor and Overhead to rehang existing door to swing in opposite direction. - Contractor is responsible for all measurements - Contractor is responsible for all cleanup at the site and disposal of garbage	\$ _____

Action	Due Date
<i>Request for Quote Responses Due Before:</i>	<i>3:00:00 P.M. P.T. , 12/30/2020</i>
<i>Completion Required by:</i>	<i>2/15/2021</i>

Delivery requested <u>per specifications</u> <u>EMAIL QUOTE TO:</u> mrsande@idl.idaho.gov	We have stated hereon the prices at which we will furnish and at destination <u>named above</u> , the articles or services as specified. Delivery will be made as specified above. Firm _____ Street _____ City _____ State _____ Zip Code _____ Phone _____ Fax _____ E-Mail _____ Taxpayer ID# _____ Signed by _____ Printed Name _____ Title _____
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IDL CONTRACT No. 21-0211

SCOPE OF WORK

PROJECT NAME: REPLACE EXTERIOR FRONT DOOR

LOCATION: Kootenai Valley Forest Protection District, 6327 Main, Bonners Ferry, ID 83805

CONTRACTING OFFICER REPRESENTATIVE: Tom Fleer

PROJECT OVERVIEW:

The Kootenai Valley Forest Protection District, requires replacement of the exterior front door.

PROJECT REQUIREMENTS FOR EXTERIOR FRONT DOOR REPLACEMENT:

1. Contractor will ensure they meet any and all State trade licensing requirements. All work to be completed will meet all applicable State and Federal laws.
2. Contractor and or sub-contractors will furnish all materials, labor and equipment necessary for work described below.
3. Contractor will remove and replace existing exterior front door and all seals and stripping applicable to weatherproof.
 - a. Replacement must meet minimum requirements: All Weather, Commercial Grade, ADA compliant with window.
 - b. Contractor will be required to paint door to match existing door. Paint to be furnished by IDL.
 - c. Contractor must replace all seals and weather strips to ensure tight weather resistant seal.
 - d. Contractor is responsible for verifying the accuracy of all measurements
4. Work Coordination: All work performed must be coordinated through the designated Idaho Department of Lands Contracting Officer Representative.
5. Contractor shall be responsible for all permits and permit fees.
6. The Contractor shall remove any materials not utilized in the work upon completion of the job, resulting in the premises being left in a clean and tidy condition.

SAFETY:

Contractor shall comply with all applicable local, state, and federal safety regulations including:

- Federal Occupational Safety and Health Administration (OSHA) Standards.
- The Contractor will be solely responsible for safety at the site.

PROJECT NAME: INTERIOR DOOR ADJUSTMENT – REHANG DOOR

LOCATION: Kootenai Valley Forest Protection District, 6327 Main, Bonners Ferry, ID 83805

CONTRACTING OFFICER REPRESENTATIVE: Tom Fler

PROJECT OVERVIEW:

The Kootenai Valley Forest Protection District, requires the alteration of an interior door located in the conference room.

PROJECT REQUIREMENTS FOR INTERIOR DOOR ADJUSTMENT:

1. Contractor will ensure they meet any and all State trade licensing requirements. All work to be completed will meet all applicable State and Federal laws.
2. Contractor and or sub-contractors will furnish all materials, labor and equipment necessary for work described below.
3. Contractor will adjust and rehang the existing interior conference room door to swing in opposite direction.
 - a. Adjustment must meet minimum requirements:
 - i. ADA compliant and meet state commercial fire codes.
 - ii. adjust as to not interfere with Smartboard that is on conference room wall.
 - b. Contractor is responsible for verifying the accuracy of all measurements
4. Work Coordination: All work performed must be coordinated through the designated Idaho Department of Lands Contracting Officer Representative.
5. Contractor shall be responsible for all permits and permit fees.
6. The Contractor shall remove any materials not utilized in the work upon completion of the job, resulting in the premises being left in a clean and tidy condition.

SAFETY:

Contractor shall comply with all applicable local, state, and federal safety regulations including:

- Federal Occupational Safety and Health Administration (OSHA) Standards.
- The Contractor will be solely responsible for safety at the site.

EXHIBIT 1

CONTRACTOR'S LIABILITY INSURANCE

1.1 Contractor shall obtain and maintain insurance at its own expense as required herein for the duration of this Agreement, and comply with all limits, terms and conditions stipulated. Policies shall provide, or be endorse to provide, all required coverage. Contractor shall provide certificates of insurance or certified endorsements as applicable for the insurance required. Contractor shall not commence work under this Agreement until satisfactory evidence of all required insurance is provided to the State.

1.2 All insurance, except for Workers Compensation, and Professional Liability/Errors and Omissions shall be endorsed to name the State of Idaho, the State Board of Land Commissioners, and the Idaho Department of Lands as Additional Insured.

1.3 All insurance shall be with insurers rated A-, VII, or better in the latest Bests Rating Guide, and be in good standing and authorized to transact business in Idaho. The coverage provided by such policies shall be primary. Policies may contain deductibles, but such deductibles shall not be deducted from any damages due the State.

1.4 By requiring insurance herein, the State does not represent that coverage and limits will necessarily be adequate to protect Contractor, and such coverage and limits shall not be deemed as a limitation on Contractor's liability under the indemnities granted to the State.

1.5 Contractor shall maintain insurance in amounts not less than the following:

.1 Commercial General and Umbrella Liability Insurance

Contractor shall maintain commercial general liability (CGL) with a combined single limit of not less than \$1,000,000 each occurrence. The CGL shall be written on standard ISO occurrence form (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury, advertising injury, and liability assumed under an insured contract including the tort liability of another assumed in a business contract.

.2 Automobile Insurance

The Contractor shall maintain automobile liability insurance which shall provide a minimum \$500,000 combined single limit per occurrence and shall include coverage for owned, non-owned, and hired automobiles.

.3 Worker's Compensation Insurance

The Contractor shall maintain worker's compensation insurance in amounts as required by statute in all states in which the Contractor performs work, and employer's liability insurance with a limit of \$100,000 Bodily Injury by Accident each Accident; \$100,000 Bodily Injury by Disease – each employee; and \$500,000 Bodily Injury by Disease – Policy Limit.

1.6 The Contractor shall require all subcontractors utilized in performance of this Agreement to provide certificates of insurance to the State evidencing insurance coverage with the required additional insured endorsements as set forth in the preceding paragraphs.

EXHIBIT 2

INDEMNIFICATION

a. Contractor shall indemnify, defend, and save harmless the State, its officers, agents, employees, and volunteers from and against any and all liability, claims, damages, losses, expenses, actions, settlements, attorneys' fees, and suits whatsoever caused by, arising out of, or in connection with Contractor's acts or omissions under this Agreement or Contractor's failure to comply with any state or federal statute, law, regulation, or rule.

b. Upon receipt of the State's tender of indemnity and defense, Contractor shall immediately take all reasonable actions necessary, including, but not limited to, providing a legal defense for the State, to begin fulfilling its obligation to indemnify, defend, and save harmless the State. Contractor's indemnification and defense liabilities described herein shall apply regardless of any allegations that a claim or suit is attributable in whole or in part to any act or omission of the State under this Agreement. However, if it is determined by a final judgment that the State's negligent act or omission is the sole proximate cause of a suit or claim, the State shall not be entitled to indemnification from Contractor with respect to such suit or claim, and the State, in its discretion, may reimburse Contractor for reasonable defense costs attributable to the defense provided by any Special Deputy Attorney General appointed pursuant to section c.

c. Any legal defense provided by Contractor to the State under this section must be free of any conflicts of interest, even if retention of separate legal counsel for the State is necessary. Any attorney appointed to represent the State must first qualify as and be appointed by the Attorney General of the State of Idaho as a Special Deputy Attorney General pursuant to Idaho Code Sections 67-1401(13) and 67-1409(1).