

## **ADVERTISEMENT FOR BIDS**

### 1.1 PROJECT INFORMATION

- A . Notice to Bidders: Qualified bidders may submit bids for project as described in this Document. Submit bids according to the Instructions to Bidders.
  - 1. Regulatory Requirements: Applicable laws and regulations regarding bidding of state and local government funded projects shall govern submittal, opening, and award of bids.
- B . Project Identification: Metalines Community Library
  - 1. Project Location: 302 Park St, Metaline Falls, WA 99153
- C . Owner: Pend Oreille County Library District
  - 1. Owner's Representative: Mandy Walters 500-366-3654 x 502
- D . Architect: BuildingWork LLC.
  - 1. Contact: Kate Weiland, AIA
- E . Project Description:
  - 1. The Project consists of the procurement, delivery, and installation of the furniture, fixtures, and equipment as specified for the tenant improvement of the Metaline Falls Branch Library.
  - 2. Bidders may submit a bid for the procurement, delivery, and installation of Package 1 (Furniture), Package 2 (Shelving), or Both Packages. Bid is to be a single lump sum including procurement, delivery, install, and all associated taxes and fees.

### 1.2 BID SUBMITTAL AND OPENING

- A . Owner will receive sealed lump sum bids until the bid time and date at the location given below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:
  - 1. Bid Date: **Thursday, October 20, 2022**
  - 2. Bid Time: **3:00 p.m. PST.**
  - 3. Bids may be submitted digitally in PDF format to [kate@buildingwork.design](mailto:kate@buildingwork.design)
- B . Bids will be thereafter publicly opened and read aloud. Bidders will be able to virtually attend the bid opening. A video conference link will be provided for this purpose through an Addendum.

### 1.3 BIDDER QUESTIONS

- A. Bidders' Questions: Architect will provide written responses bidders' questions or substitution requests through Addenda. The deadline to receive bidder questions is Thursday October 13, 2022, at 5:00 pm.

METALINE FALLS BRANCH LIBRARY  
Furniture, Fixtures, and Equipment Bid

1.4 SUBSTITUTION REQUESTS

- A . Bidders are required to propose any substitutions to specified pieces via email by Thursday October 13, 2022 at 5:00 pm. Substitution must provide photo and dimensions of proposed product, fabric substitutions (if relevant), and warranty and wear information on all elements.
- B . No unvetted substitutions will be accepted at time of bidding

1.5 DOCUMENTS

- A . Documents have been included in this request for bids. Documents include the following:
  - 1. Main Floor plan describing and labeling each furniture and shelving piece
  - 2. Cut sheet specifications for each furniture piece
  - 3. Painted MDF wrap details for Estey Shelving

1.6 DESIRED TIME OF COMPLETION

- A . Successful bidder shall begin the Work on receipt of the Notice to Proceed. Furniture and Fixtures to be installed in the **third week of March 2023**. The owner will review a proposed procurement schedule with the prospective bidder based on current market lead times for specified furniture and the progress on the new construction library building to determine final installation date.

1.7 BIDDER'S QUALIFICATIONS

- A . Bidders are required to have successfully completed at least five projects of similar size and complexity to this project, each with a contract amount of at least \$20,000 within the last five years. If requested, the successful Bidder will be required to submit the name of the project; name address, and telephone numbers of Owner and Architect representatives for reference reviews.

1.8 NOTIFICATION

- A . This Advertisement for Bids document is issued by Pend Oreille County Library District.

END OF SECTION

FF&E BID SUBMITTAL CHECKLIST

1.1 BID INFORMATION

- A . Bidder: \_\_\_\_\_.
- B . Prime Contract: \_\_\_\_\_.
- C . Project Name: Metaline Falls Branch Library.
- D . Project Location: 302 Park ST Metaline Falls, WA 99153.
- E . Owner: Pend Oreille County Library District.
- F . Architect: BuildingWork LLC.
- G . Architect Project Number: 22001

1.2 BIDDER'S CHECKLIST

- A . In an effort to assist the Bidder in properly completing all documentation required, the following checklist is provided for the Bidder's convenience. The Bidder is solely responsible for verifying compliance with bid submittal requirements.
- B . Attach this completed checklist to the outside of the Submittal envelope.
  - 1. Used the Bid Form provided.
  - 2. Prepared the Bid Form as required by the Instructions to Bidders.
  - 3. Indicated on the Bid Form the Addenda received.
  - 4. Bid envelope shows name and address of the Bidder.
  - 5. Bid envelope shows name of Project being bid.
  - 6. Bid envelope shows name of Prime Contract being bid, if applicable.
  - 7. Bid envelope shows time and day of Bid Opening.

END OF SECTION