

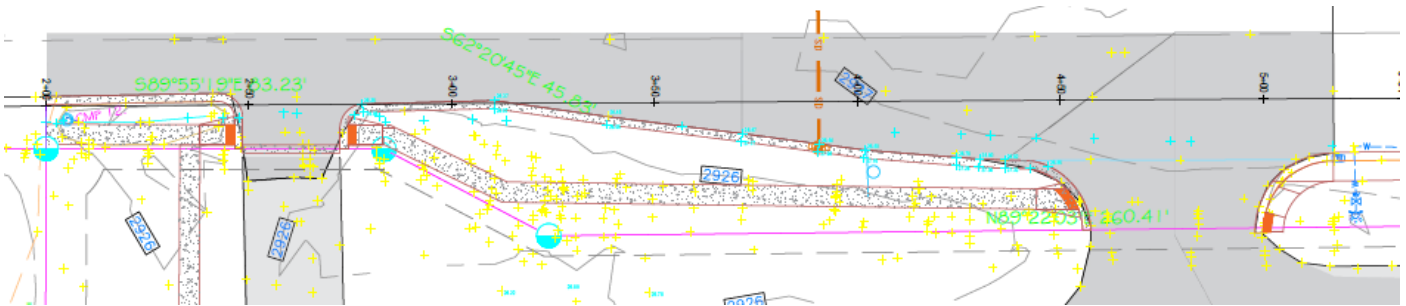
September 20, 2025

REQUEST FOR BID: Sidewalk Installation

Community Action Partnership of Northwest Montana (CAPNM) is requesting bids for 250-foot sidewalk installation at office building at 1820 US 93 S, Kalispell.

Please provide a written bid for the following Scope of Work:

- 1) Installation of 250 feet of sidewalk with three ADA ramps per City of Kalispell requirements to include but not limited to: required type/; strength of concrete, thickness of gravel base beneath the sidewalk, thickness of concrete, sidewalk width, location of construction joints and scoring to prevent cracking.



Email inquiries regarding the scope of work to Cassidy Kipp, ckipp@capnwmnt.org

All bids for services must include:

- The cost, warranty information and estimated time to complete the project.
- Bids will be scored based upon the criterion listed in Attachment A.
- Completion of Financial Calculation Summary form.

All contractors must submit proof of the following to meet qualification criteria:

- Certificate of general liability insurance with limits of at least \$1,000,000 and \$2,000,000 in aggregate.
- Certificate of auto liability insurance with split limits of \$1,000,000 per person and \$2,000,000 per accident (personal injury) and \$100,000 per accident (property damage) OR combined single limits of \$1,000,000 per occurrence.
- Proof of Workers' Compensation Insurance OR proof of Exemption from Workers' Compensation Insurance.
- Copy of required licenses, permits, or contractor's registration, if applicable.
- IRS form W-9 showing federal identification number

All proposals will be reviewed for complete information. Efforts will be made by Community Action Partnership of NW MT to utilize small businesses, women owned enterprises and minority-owned businesses in accordance with **2 CFR § 200.321**. An Offeror qualifies as a small business firm, if it meets the definition of "small business" as established by the Small Business Administration (13 CFR 121.201).

Please complete **all** the requested information and return to this office electronically to Cassidy Kipp ckipp@capnwmnt.org in paper form no later than 5:00 pm October 10, 2025. Reopened and extended to 10/23/25 at 5:00 pm to solicit competition.

No bid will be considered without the required documents. The agency has the right to accept or reject all bids.

Financial Calculation Summarization

This Sheet is intended to summarize the financial calculations for the scope of work and materials as outlined within the request.

Price will **not** be the only factor for determining vendor. We are basing our decision on the following items: (Please fill in blanks)

Base Price:

Sidewalk preparation, coordination with City and installation \$ _____

Non-profit discount: \$ _____

Fees/ other. Please describe: \$ _____

GRAND TOTAL DUE: \$ _____

In addition, we will take into consideration:

Women owned enterprise, local business and minority owned businesses.

Yes _____ No _____ If yes, please explain.

Warranty options?

Yes _____ No _____ If yes, please explain.

Work must be completed at 1820 Highway 93 S, Kalispell, on agreement date, we reserve the right to reject the offer and negotiate a sale with the next vendor if selected vendor is unable to fulfill agreement.

Company Name: _____

Address: _____

Signature of Company Representative

Date

Printed Name of Company Representative

Phone Number

Attachment A

FY 2025 CAPNM**1820 Highway 93 South Sidewalk****SELECTION PROCESS – EVALUATION SCORING SHEET**

Proposer Name:	Reviewer:
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Evaluation

Total Possible

Awarded

Evaluation of each proposal will be based on the following criteria:

1.) Did vendor submit proposal for products and services as requested?	5	
a.) Yes		
b.) No		
2.) Vendor total proposal and cost of service overall.	25	
3.) Women owned enterprise, local or minority owned business, small business	5	
4.) Adequate insurance coverage and required documents in place.	10	

45

Comments/ Notes on Scoring: