

REQUEST FOR PROPOSAL

Services requested: **Re-Roof in 2026**

Property Location: Training Rules & Safety Building (“**TRS Building**”) – 100 Western Way, Missoula, MT

Washington Companies, LLC (“**Owner**”) is requesting proposals to install a new membrane roof on the TRS building in 2026.

Prospective Contractors (“**Contractor**”, “**Company**”, “**your**” or “**you**”) are hereby invited to submit a proposal to provide these services in accordance with this request for proposal (“**RFP**”).

1. RFP SCHEDULE

Issue Date	August 11, 2025
Pre-proposal Site Visit	August 28, 2025
Proposal Submissions Due	September 23, 2025
Notification of Award	October 30, 2025

Proposals will not be evaluated unless all documents requested are submitted in a complete package. The information requested is the minimum required in order to qualify for consideration. Your statement of qualification should include company history, company principals, safety program and appropriate licenses. The selected contractor will be required to enter into an agreement based on the specifications outlined in this RFP.

The properties are managed by the Washington Corporations’ Facilities Department.
Dewey Allsop is Owner’s Representative.

2. SCOPE OF WORK

See the scope of work (“SOW”) for details.

The SOW includes the following documents:

1. SOW (16 pages)

If there is a contradiction between this RFP and the SOW, this RFP controls.

3. PRE-PROPOSAL SITE VISITS

Before submitting a proposal, Contractors are encouraged to thoroughly examine the property and fully understand the conditions that in any way could affect their proposal. Failure to do so, will in no way, relieve the Contractor from satisfactory performance under the proposal submitted. **A pre-proposal site visit is scheduled for Thursday, August 28, 2025 at 9:00 MDT meeting at the TRS Building.**

4. CONTACTS

All questions concerning this RFP and all correspondence must be submitted in writing by contacting:

Dewey Allsop (dewey.truco@gmail.com)

cc: maintenancebids@washcorp.com and Brian Brush, bbrush@washcorp.com



5. QUALITY CONTROL & SUBCONTRACTING

Work performed under this proposal shall be performed in accordance with a contract between you and Owner. If the contract allows, subject to approval in writing by Owner's representative, you may subcontract any work to be performed under this contract. However, your election to subcontract any work does not relieve you from any responsibility or liability under this contract. Work must be successfully completed in accordance with all applicable state and federal regulations and laws.

6. INSURANCE REQUIREMENTS

Contractor and all subcontractors shall procure and maintain the following types and limits of insurance for the duration of this Agreement:

<u>Type of Insurance</u>	<u>Limits of Liability</u>
Worker's Compensation	Statutory
Employer's Liability	\$1,000,000
Commercial General Liability – Personal Injury/Property Damage	\$1,000,000 combined single limit per occurrence; \$2,000,000 aggregate
Automobile Liability – Bodily Injury And Property Damage -Hired car, owned and non-owned autos	\$1,000,000 combined single limit per occurrence

Washington Corporations shall be an additional insured on Contractor's commercial general liability and automobile liability policies.

A signed Certificate or Certificates of Insurance shall be furnished to WC before any work is performed or furnished by Contractor. Contractor shall provide notice to WC in accordance with the insurance policy of any change, modification, cancellation or termination of any insurance policy.

7. PROPOSALS

7.1. Proposals are due by **11:59 P.M. Tuesday, September 23, 2025**

PROPOSALS must be submitted online at: <https://maintenancebid.washcorp.com>.

7.2. Proposal detail shall include the following costs:

- Cost of Materials (in total)
- Cost of Labor (in total)
- Total Cost of Project
- Provide Time and Material rate for additional work not specified
- Other (any other fees)*

*Contractor shall include costs of all equipment, fuels, materials, insurances, fees and transportation costs associated with all aspects of the work.

7.3. **Required Documents** (*Current contractors only need to submit the proposal & required Submittals found in the SOW*)

- Proposal (All costs including but not limited to taxes and insurance)
- Statement of qualification & certifications
- Licenses – Business, etc.



- Sample invoice
- References - 3 to 5 independent references required
- Certificate of insurance evidencing current coverage as noted in this RFP

All contractors submitting a proposal may be subject to a background check.

8. CONTRACTOR QUALIFICATIONS

- 8.1. Contractor certifies that it has completed within the past three (3) years a minimum of three (3) projects of similar nature and scope of work.
- 8.2. Contractor maintains a permanent place of business with a minimum of five (5) years in the business.

9. OWNER RESERVATIONS

- 9.1. Owner reserves the right to reject any or all proposals, to waive or not waive informalities or irregularities in proposals or proposal procedures, and to accept or further negotiate cost, terms, or conditions of any proposal determined by Owner to be in the best interests of Owner even though not the lowest bid.
- 9.2. Owner reserves the right to negotiate any and all elements of any proposal.

****End of RFP****