

Request for Bid

Project Information

Date	November 19, 2025
Project Name	Food Bank of Northern Nevada Rural Food Hub
Project Location	111 West Front Street Elko NV 89801

Owner

Food Bank of Northern Nevada, Inc
550 Italy Drive Sparks NV 89437
775-331-3663

Design Team Lead/Contact

Catherine Wines, Architect
R6 Studio
421 Railroad Street Suite 208
Elko NV 89801
775-738-7829

Mandatory Pre-Bid Meeting

There will be a MANDATORY pre-bid meeting at **10:00 am on Tuesday, December 9, 2025**, at the project site located at 111 West Front Street in Elko Nevada. Park in the main entrance parking lot.

Questions and Clarifications

All questions or request for clarification pertaining to this bid process shall be submitted in writing by email to Catherine Wines at catherine@r6studio.com per the Project Timeline (below). An addendum addressing each question and answer will be distributed and posted soon after the question period closes or as answers are available, prior to the due date for the bid. It is the Bidders responsibility to check the website (<https://r6studio.com/projects>) to make sure they have all of the Addendums for the project.

Contract Form and Performance Bond

The successful contracting firm shall enter into a 'Standard AIA A105-2017 Standard Shortform Agreement Between Owner and Contractor' construction contract with the Food Bank of Northern Nevada, Inc. for this project. The successful contracting form will also be required to submit a Performance Bond for no less than one hundred per cent (100%) of the estimated Contract Cost of the work that shall hold good for a period of one (1) year after completion and acceptance of the work done. A Sample Performance Bond is included in Exhibit E.

Bid Exhibits

Exhibit A: Project Description
Exhibit B: Plan Sheets, Specifications, and other related construction documents & information
Exhibit C: Bid Form
Exhibit D: Subcontractor List
Exhibit E: Sample Performance Bond

Project Timeline

Activity	Date/Time
Request For Bid Issued	11/19/2025
Question and Answer Period Begins	11/19/2025
Mandatory Pre-bid Meeting	Tue., 12/9/2025 at 10:00 am (PST)
Question and Answer Period Ends	1/2/2026
Final Answers Distributed by Addendum	1/9/2026
Bids Due	Wed., 1/14/2026 at 2:00 pm (PST)
Subcontractor List Due	Friday, 1/16/2026 at 2:00 pm (PST)
Review and Final Selection, Notice of Award	1/23/2026
Pre-Construction Meeting	1/29/2026
Selected Contractor Submittal of Contract Documents	2/2/2026
Issuance of Construction 'Notice to Proceed'	≈2/3/2026

Bidding and Award

Bids shall be submitted on the provided Bid Form (Exhibit C) only, and all of the blank spaces shall be completed; Total Base Bid numbers shall be stated both in writing and in figures, the signature shall be in longhand; and the completed form shall be without interlineation, alteration, or erasure. In the event of a discrepancy on the Bid Form, the words shall prevail over the numbers. Only bids on the form provided will be accepted. In the event that there is a mathematical error, the owner reserves the right to make any mathematical corrections. The Food Bank of Northern Nevada, Inc. reserves the right to reject any or all bids and to waive irregularities or informalities in any bid for any reason whatsoever.

This project is utilizing funding from the American Rescue Plan Act (ARPA) of 2021 and is being overseen by the Nevada Department of Agriculture. The Food Bank of Northern Nevada, Inc. will be solely responsible for interaction and coordination with the Nevada Department of Agriculture regarding this project. The following should be noted:

- Davis-Bacon Prevailing Wage Rate Requirements **DO NOT** apply to this project.
- Buy American Provisions **DO NOT** apply to this project.
- The National Environmental Policy Act (NEPA) **DOES NOT** apply to this project.

Bids shall be submitted to Catherine Wines, R6 Studio, 421 Railroad Street, Suite 208 Elko NV by 2:00 pm (PST) on January 14, 2026. Bids received after this time shall not be accepted. Bids may be withdrawn in a written request received from a Contractor prior to the time fixed for opening of the bids.

The Bid Submittal must include:

- **The Completed Bid Form (Exhibit C).**
- **Signed copies of all Addendums.**
- **A Certificate of Liability Insurance and proof of Bonding Capacity.**

The Contractor's Total Bid Amount, to be used in the selection of the Contractor, will be based on the Base Bid, Force Account, and the Alternative Bid Items that are selected to be part of the Construction Contract by the Food Bank of Northern Nevada, Inc. The selection of the Alternative Bid Items will be at the sole discretion of the Food Bank of Northern Nevada, Inc.

The Force Account amount listed on the Bid Form shall be used for changes in the work at the Owner's discretion. Any remaining Force Account balance at the completion of the project shall be returned to the Owner.

Construction Schedule

The physical work is to be commenced upon issuance of a "Notice to Proceed" to the Selected Contractor. **Work shall be completed on or before October 31, 2026.** The Selected Contractor shall submit a construction schedule indicating overall proposed construction with sufficient logic and detail to support it that shows the project being completed by the indicated date.

No increase in cost or extension in performance time will be considered for failure to know the conditions to be encountered as to the character, quality, and quantity of the work to be performed, and the materials to be furnished, and to the requirements of the specifications.

The Prime Contractor shall be responsible for any and all traffic control, etc. throughout the project. Work hours shall be in accordance with any City of Elko Building Department requirements.

The Contractor agrees that the Owner may retain from the monies due the Contractor One Thousand Dollars (\$1,000) per day as a direct result of the Contractor's delay for not completing the project in the required time allowance plus approved time extensions.

Insurance, Indemnification, and Licensing Requirements:

All proposers shall comply with Nevada State licensing, bonding, and insurance requirements prior to contract award and throughout the duration of the project. A Certificate of Liability Insurance and Proof of Bonding Capacity must be submitted as part of the proposal and maintained continuously throughout the duration of the project.

Insurance Requirements

The selected contractor shall maintain the following insurance coverages, at its sole expense, from project commencement through final completion and acceptance:

- General Liability Insurance: Minimum \$2,000,000 per occurrence and \$4,000,000 aggregate.
- Workers Compensation: In compliance with Nevada State Law for statutory limits.
- Automobile Liability: Minimum of \$1,000,000 per occurrence covering all owned, non-owned, and hired vehicles
- Professional Liability/Errors and Omissions Insurance: Minimum of \$2,000,000 per claim for design related activities
- Builders Risk will be purchased by the owner – covering all materials and labor incorporated into the project at full replacement cost value

Certificates of insurance evidencing all these coverages, along with endorsements, shall be submitted to the owner prior to mobilization. All insurance policies shall be issued by carriers licensed in the State of Nevada and rated A- or better by AM Best.

Indemnification

The contractor(s) shall indemnify, defend, and hold harmless Food Bank of Northern Nevada, its affiliates, its employees, and its volunteers, and the additional named insureds from and against any and all claims, damages, losses, and expenses arising out of or resulting from the performance of the Work, except to the extent caused by the sole negligence of the indemnitees.

Contractor Licensing

The selected firm must hold an active Nevada State Contractors License in good standing, issued by the Nevada Contractors Board, with classification(s) appropriate to cover the entire scope of work described by the Request for Bid. The firm's bid limit must be sufficient to cover the total estimated project cost plus 50 percent (50%) to ensure adequate bonding capacity and financial strength. Subcontractors shall also maintain active Nevada licenses applicable to their trade classifications.

SAM.GOV Registration

General Contractor, Subcontractor, and Materials and Service Providers

The owner will not enter into a Contract with a Bidder/Contractor who is not registered and active on SAM.GOV. The Bidder/Contractor must provide a DUNS Number and CAGE Code. All Contractors, Subcontractors, materials and service suppliers must be registered in the U.S. Government System for Award Management (SAM) and remain active throughout the Project.

Exhibit A

Project Description

This construction project includes architectural, civil, modest structural, plumbing, mechanical, and electrical construction for a remodel of an existing, commercial building at 111 W. Front Street in Elko, Nevada. The existing building is a pre-manufactured steel frame building that is in good condition based on inspection by the architect and professional engineer. No structural modification to the existing structure will take place under this permit. The finished building will be owned and operated by the Food Bank of Northern Nevada which is a 501c3 non-profit organization with headquarters in the Reno area. Primary use of this building is for food distribution and food access, supporting community members and individuals seeking food assistance or other support services. Extra measures will be taken in construction oversight to ensure safety, security, and comfort for all occupants and users.

The existing building was formerly owned by a public utility company with a B and S-1 occupancy classification. The building has a current, legal, certificate of occupancy that is legitimate and valid. No time lapse or occupancy change will occur with this project remodel, that would trigger a full code update of the existing site or building. The portion of the building that will be altered must comply with the Americans with Disabilities Act of 1990 and the ADA Amendments act of 2010 requirements and laws and the 2018 International Building Code and all other laws, codes, regulations, and parameters, governing this jurisdiction set forth by the State of Nevada, the County of Elko, and the City of Elko and any other governing agency with jurisdiction over the project and any state or federal laws and requirements that entity has adopted.

Existing site and building conditions correspond with a good faith assessment by the design team. Any discrepancies of what is represented in the drawing set, at the building site in Elko, Nevada should be brought to the attention of the architect during bidding and prior to commencing work. The building and site are both currently built-out. There will be small modifications and upgrades to the site as represented in the civil drawings in this package. Specific addition of a loading dock, walk-in cooler, and walk-in freezer from a specific manufacturer are included in this plan set. The walk-ins will be provided by the owner. Installation will be provided by the manufacturer or their subsidiaries. Installation needs to be coordinated by the contractor.

The construction of this project will be partially funded through the American Rescue Plan Act (ARPA) of 2021 which is being administered through the State of Nevada Department of Agriculture. Based on ARPA funding requirements, Federal prevailing wage rates are NOT required for this project. In addition, Federal Buy American provisions and Federal requirements of the National Environmental Policy Act (NEPA) are NOT required for this project.

Exhibit B

Plan Sheets, Specifications, and other related construction documents & information

- **Plans and specifications are available for download at no cost at: <https://r6studio.com/projects>.**
- Any applicable project Addendums will also be available at this site (<https://r6studio.com/projects>). **Bidders must submit a signed copy of all project Addendums with their Bid.** Failure to acknowledge receipt of the Addendums may result in disqualification of the bidder. It is the Bidders responsibility to check the website (<https://r6studio.com/projects>) to make sure they have all of the Addendums for the project.
- This project is utilizing funding from the American Rescue Plan Act (ARPA) of 2021 and is being overseen by the Nevada Department of Agriculture. The Food Bank of Northern Nevada, Inc. will be solely responsible for interaction and coordination with the Nevada Department of Agriculture regarding this project. The following should be noted:
 - Davis-Bacon Prevailing Wage Rate Requirements **DO NOT** apply to this project.
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Exhibit C

Bid Form

BID FORM

Catherine Wines, Architect
R6 Studio
421 Railroad Street Suite 208
Elko NV 89801
Phone: 775-738-7829

Having carefully examined all of the Plans, Bid Specifications, and latest Addenda for **the Food Bank of Northern Nevada Rural Food Hub in Elko, Nevada**; as well as the premises and the conditions affecting the work, the undersigned proposes to furnish the completed project for the stipulated sum of:

BASE BID	\$
FORCE ACCOUNT	\$ 50,000
TOTAL BASE BID AMOUNT (including Force Account)	\$
TOTAL BASE BID (including Force Account): All labor and materials for the Food Bank of Northern Nevada Rural Food Hub as drawn and specified, the sum of _____ Dollars.	
Alternative Bid Item #1: ROOF REPLACEMENT (Full roof replacement as specified on Plan Sheet a2.3 to include demolition of existing roof)	\$
Alternative Bid Item #2: FIRE SPRINKLER SYSTEM (Full fire sprinkler system with a fire riser being installed in Water Closet 120 near the new back flow preventor)	\$
Alternative Bid Item #3: PARKING LOT CHIP SEAL (Chip seal and stripe the side parking area and fenced yard) *** The front portion of the parking lot is to be sealed and re-stripped as part of the Base Bid.	\$
Alternative Bid Item #4: REPLACE FRONT WINDOWS (Removement of two narrow windows and the wall between and replacement with one larger window at four locations at the front of the building as per the Building Elevation Sheet)	\$

Alternative Bid Item #5: REPLACE SIDE WINDOWS (Replacement of the remaining windows on the east and west sides of the building with double pane energy efficient windows)	\$
Alternative Bid Item #6: EXTERIOR SIGN (A custom shaped, interior lighted sign, for the front mansard of the building that is approximately 30'x3') *** The electricity needed for this signage is shown in the electrical drawings and is part of the Base Bid. If this Alternative Bid Item is not selected, the electrical wiring should be stubbed for future signage.	\$

FIRM NAME:	NEVADA CONTRACTOR LICENSE #:
DUNS NUMBER:	CAGE CODE:
NAME OF AUTHORIZED REPRESENTATIVE:	
ADDRESS:	
PHONE #:	EMAIL ADDRESS:
SIGNATURE:	DATE:

Exhibit D

Subcontractor List

- Bidders must submit their Subcontractor list for all subcontractors that will be utilized on this project (on the form below) within 48 hours of the Bid Submittal (January 16, 2026 at 2:00 pm (PST)). The list can be sent electronically by email to Catherine Wines at catherine@r6studio.com or hand-delivered to Catherine Wines, R6 Studio, 421 Railroad Street, Suite 208 Elko NV.

Subcontractor List

All subcontractors that will be utilized on this project shall be included on this list.

Project Name: Food Bank of Northern Nevada Rural Food Hub

Description of Work	Subcontractor	License #

Signature: _____

Authorized Firm Representative

Title: _____ **Date:** _____

Exhibit E

Sample Performance Bond

PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS: That WHEREAS, the Board of Directors, the Food Bank of Northern Nevada, Inc. in the State of Nevada has awarded to

Herein designated as “Principal”: a contract dated _____ for

a copy of which contract is attached hereto and by reference made part hereof, and hereinafter referred to as the “Contract”.

**Now, THEREFORE, we, the Principal, and _____
as Surety, are held and firmly bound unto the Board of Directors, Food Bank of Northern Nevada, Inc. in the State of Nevada in the sum of _____**

**_____ Dollars (\$ _____),
lawful money of the United States, being no less than one hundred per cent (100%) of the estimated Contract Cost of the work, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severely, firmly by these presents.**

THE CONDITION OF THIS OBLIGATION IS SUCH, that if the above bounden Principal, or its heirs, executors, administrators, successors, or assigns, shall in all things stand to and abide by and well and truly keep the faithfully perform the covenants, conditions, and agreements in the Contract and any alterations made as therein provided, on his part or its part to be kept and performed at the respects according to their true intent and meaning; and shall indemnify and save harmless the Board of Directors, Food Bank of Northern Nevada, Inc. in the State of Nevada, its officers and agents, as therein stipulated; then this obligation shall become null and void. Otherwise, it shall be and remain in full force and virtue.

As a condition precedent to the satisfactory completion of the Contract, the above obligation shall hold good for a period of one (1) year after completion and acceptance of the work done, during which time if the above-bounden Principal, his or its heirs, executors, administrators, successors, or assigns shall fail to make full, complete, and satisfactory repair and replacements or total protect the Board of Directors, Food Bank of Northern Nevada, Inc. in the State of Nevada from loss or damage made evident during said period of one (1) year from the date of acceptance of said work, and resulting from or caused by defective materials or faulty workmanship in the prosecution of the work done, the above obligation in the said sum of _____

**_____ Dollars (\$ _____)
shall remain in full force and virtue; otherwise, the above obligation shall be void.**

THE SURETY, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract, or to the work to be performed

thereunder, or to the specifications accompanying the same, shall in anyway affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract, or to the work, or to the specifications.

And the said Surety, for value received, further stipulates and agrees that should the Board of Directors, Food Bank of Northern Nevada, Inc., incur any attorney's fees or other expenses for the enforcement of the Contract or his/her bond, the same shall be paid by the Surety to the Board of Directors, Food Bank of Northern Nevada, Inc..

IN WITNESS WHEREOF, the above-bounden parties have executed this instrument under their seals this _____ day of _____ 20____, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Principal

By: _____

(Seal)

Surety

Address: _____

Phone: _____