

**INVITATION TO BID
TRUCKEE MEADOWS WATER AUTHORITY**

**NRS 332 IN EXCESS OF \$50,000
Truckee Meadows Water Authority Janitorial Services**

TMWA PROJECT NO. 2014-017

RANGE FOR ENGINEER'S ESTIMATE: \$40,000.00 - \$50,000.00

PROJECT SCOPE: Truckee Meadows Water Authority (TMWA) is accepting sealed bids for all labor, materials, equipment, and incidentals required for the Truckee Meadows Water Authority Janitorial Services. The Site of Work is located at four TMWA facilities; namely: Corporate Offices, 1355 Capital Avenue, Glendale Water Treatment Facility, 1205 S. 21st Street, Sparks, Nevada, Chalk Bluff Water Treatment Facility, 9605 McCarran Boulevard, Reno, Nevada, and Mogul Hydro Office, 701 Cliff View Drive, Reno, Nevada. The Work consists of scheduled Janitorial Services to include nightly cleaning, window cleaning, refrigerator cleaning, floor washing and polishing, vacuuming, dusting and all other associated building cleaning for four separate locations.

MANDATORY PRE-BID CONFERENCE: A mandatory pre-bid conference will be held **May 29, 2014, 10:00 a.m.** at the TMWA Conference Room, 1355 Capital Blvd., Reno, NV 89502. Any prospective bidder arriving **after** 10:00 a.m. shall be considered **late** and shall not be permitted to attend the conference; and a bid proposal **will not** be accepted from such bidder. **TMWA will accept and entertain bids from only those Bidders in attendance. NO EXCEPTIONS MADE.**

BID DOCUMENTS: All bid documents may be downloaded from TMWA's website at http://tmwa.com/about_us/doingbusinesswithtmwa

BID SUBMITTAL: Sealed bids must be submitted to TMWA by mail to P.O. Box 30013, Reno, Nevada 89520-3013 or in person to 1355 Capital Boulevard, Reno, NV 89502, and must be **RECEIVED BY TMWA NOT LATER THAN 2:00 P.M. ON June 12, 2014.** Bids received after the date and time set for receipt will be **REJECTED.**

BID OPENING: **June 12, 2014, at 2:02 P.M.** at the TMWA Conference Room, 1355 Capital Blvd., Reno, NV 89502. TMWA reserves the right to reject any or all bids, including without limitation the right to reject any or all non-conforming, non-responsive, unbalanced, or conditional bids, and to reject the bid of any bidder if TMWA believes that it would not be in the best interest of TMWA to make an award to that bidder. TMWA also reserves the right to waive informalities. Bids will be evaluated as prescribed in Nevada Revised Statute 332.

ANTICIPATED START DATE: On or before July 1, 2014.

COMPLETION DEADLINE: Three Hundred Sixty Five Calendar (365) days following Notice to Proceed.

PLANS AND SPECIFICATIONS:

Not Applicable.

Bidders are to complete all Bid Submittal Forms, contained on pages 22-31 in the Bid Proposal Form Section of the Bid Documents. The complete Contract Documents must be submitted to comprise a responsive and responsible bid. Each bid shall be accompanied by a certified or cashier's check or bid bond in the amount of not less than five percent of the amount bid in the proposal. Addenda, if any, shall be posted on the TMWA web-site at http://www.tmwa.com/about_us/doingbusinesswithtmwa/. It is each bidder's sole responsibility to ensure that they have received all addenda prior to submission of their bid.

TERM OF CONTRACT: One year with the right to renew for up to three (3) additional one-year renewal periods for a total of four (4) years.

QUESTIONS: Questions may be submitted in writing to the Contract Administrator up to three (3) business days before Bid Opening.

Maria I. Dufur, Contract Administrator
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