

REQUEST FOR PROPOSAL (RFP)
FOR THE CONSTRUCTION OF THE
APEX ELITE LINE ACADEMY

3765 23rd Street | Baker City, Oregon 97814

PROJECT INFORMATION

Project Name	Apex Elite Line Academy - Full Build-Out
Project Number	BC01
Issue Date	Monday, May 19, 2025
Question Deadline	Friday, May 30, 2025
Proposal Due	Friday, June 6, 2025, by 5:00 PM PDT
Bid Opening (private)	Friday, June 6 th at 5:15 PM PDT
Projected Notice to Proceed	Friday, June 13, 2025
Contractor On Site Start Date	Monday, June 23, 2025
Desired Completion Date	Friday, October 31, 2025

CONTACT INFORMATION

Owner Representative	LandWise LLC
Contact	Angie Sullivan
Phone	541.429.4063 office 509.316.8140 cell
Email	angie@landwise.pro
Owner	Oregon Trail Electric Cooperative

SECTION 1 INTRODUCTION

1.1 OVERVIEW

Oregon Trail Electric Cooperative (OTEC) is soliciting proposals from qualified contractors to provide the materials, equipment, labor, and expertise for the complete construction of the Apex Elite Line Academy. The project includes all site preparation, underground utilities, concrete foundation, concrete building slab, building erection, MEP rough-in and finish work, and final finishes required for occupancy.

The owner is providing the Pre-Engineered Metal Building which is sourced from R&M Steel Buildings from Caldwell, Idaho. The anticipated delivery date is July 13, 2025. The exterior man doors are included in the building package. The overhead doors, storefronts and windows are NOT included in the building package and will be responsibility of the general contractor.

The owner is also providing the exterior faux stone - Versetta Stone LedgeStone in the color Northern Ash and all the appropriate fixtures. These will be delivered to the site in July 2025.

The owner is obtaining the appropriate permits for the building.

The facility is located at the Elkhorn View Industrial Park in Baker City, Oregon.

Email proposals to:

angie@landwise.pro

Subject line should read: "Apex Elite Line Academy Proposal"

Delivery Service or Drop Off address for hard copy proposals:

LandWise, LLC

Attn: Apex Elite Line Academy

1000 SW Dorion Ave, Suite 101

Pendleton, OR 97801

Mailing address:

LandWise, LLC

Attn: Apex Elite Line Academy

PO Box 146

Pendleton, OR 97801

1.2 INVITATION TO BID

Sealed bids for the **APEX ELITE LINE ACADEMY** will be received by LandWise c/o Angie Sullivan. LandWise is serving as Owner Representative for Oregon Trail Electric Cooperative (OTEC), located at 1000 SW Dorion Avenue Suite 101, Pendleton, OR 97801 until **5:00 p.m. PDT on the 6th day of June, 2025**, plainly marked **"APEX ELITE LINE ACADEMY"**. Proposals will be privately opened and reviewed by the bid team.

PROJECT SUMMARY: This project includes a vertical construction of a PEMB (12,250 SF), interior build out including but not limited to framing, finish carpentry, windows and doors, HVAC, electrical, and plumbing as well as full site work including but not limited to grading, underground utilities, rock, concrete foundation, and asphalt paving.

TIMELINE: This project is expected to have a notice proceed issued on or about June 13th 2025 with site work to commence in a timely fashion. The owner will be hosting a public open house event on September 17th. The building will need to be roughed in with site work completed and building roughed in. The academy has an opening planned for **December 2025** therefore this building needs be 100% completed by **October 31, 2025**.

- A copy of the bid document may be obtained for via electronic transmission by calling LandWise at (541) 429-4063, by email request at angie@landwise.pro, OTEC's RFP website or at the Hermiston Plancenter.
- **For questions** regarding the Specifications and Drawings, contact Angie Sullivan, Owner Representative, at 509.316.8140. Deadline for questions is **Friday, May 30th at 1:00 pm**. Submit all questions via email at angie@landwise.pro.
- The Oregon Standard Specifications for Construction (ODOT/APWA) latest revision, excluding Section 00745.95, and the City of Baker City Standard Specifications will apply to all construction work not noted in the Special Specifications. It is the Contractor's responsibility to obtain the latest revisions made to these specifications (latest revisions to City Standard Specifications 2024.)
- Registered planholders will receive Notice of Addenda via email. Addenda will also be posted on the Hermiston Plancenter site under the project details, OTEC's website and LandWise's website.
- This project is **not** a prevailing wage project.
- The Contractor, its subcontractors, if any, and all employers working under this Contract are subject employers under the Workers' Compensation law and shall comply with ORS Chapter 656, which requires them to provide workers' compensation coverage for all their subject workers.
- The Owner reserves the right to accept that proposal which is in the best interest of the Oregon Trail Electric Cooperative and to postpone the award of the Contract for a period not to exceed thirty (30) calendar days.

Dated this 19th day of May, 2025

/s/ Angela Sullivan, Owner Representative - LandWise LLC

1.3 PROJECT TIME FRAME

- **Bid Release:** May 19, 2025
- **Bid Due:** June 6, 2025 at 5:00 PM PST
- **Notice to Proceed:** June 13, 2025
- **Construction Pause:** September 12-20, 2025 (for OTEC Power Up Event on-site on Sept 17)

- **Milestone:** Building must be roughed-in and sitework substantially complete prior to September 12, 2025
- **Substantial Completion Target:** October 31, 2025
- **Final Completion:** TBD

1.4 REGULATIONS & PERMITS

Contractor is responsible for compliance with all federal, state, and local regulations.

The Owner is responsible for obtaining all building permits and inspections.

SECTION 2. CONTRACTOR REQUIREMENTS

2.1 OWNER SUPPLIED WORK ITEMS

The Owner has sourced the following items and shall not be included in the Contractor's proposal:

- Pre-Engineered Metal Building. The Contractor and the Owner Representative will coordinate the delivery and offloading. The Contractor will provide the equipment to offload trucks (three). At this time, the expected delivery will be in mid-July 2025.
- Exterior Facia Stone: The Owner has sourced the materials for the exterior stone. The Contractor is responsible for the plywood and associated materials to install the according to the manufacturer's specifications.

2.2 SCOPE OF WORK

Contractor shall furnish all labor, materials, and equipment to complete the entire build-out of the Apex Elite Line Academy, including but not limited to:

- Site preparation and grading
- Utility trenching and installation (power, water, sewer)
- Concrete foundation and slab
- Erection of the furnished prefabricated metal building. The contractor shall provide and install all overhead doors, interior doors, windows, storefront, and overhead doors. These are not included in the PEMB package.
- MEP installation (rough-in and finish)
- Interior and exterior finishes

- Coordination for construction pause and event setup in September
- Cold weather options should be included, if applicable.

2.2 QUALIFICATIONS

Minimum of 5 years' experience with commercial construction of similar scale and complexity. Must demonstrate capability to manage fast-paced schedules and milestone-critical deadlines.

2.3 INSURANCE

Minimum coverage includes:

- General Liability: \$2M per occurrence / \$2M aggregate
- Workers' Comp: Statutory limits
- Employers' Liability: \$1M
- Proof of coverage and endorsements naming LandWise, LLC and Oregon Trail Electric Cooperative as additional insured must be submitted with bid.

SECTION 3. PROPOSAL REQUIREMENTS

3.1 COMPLETE RFP SUBMITTAL INCLUDES:

1. **Cover Letter**
 - Summary of qualifications and past projects
 - Technical approach and quality control methods
 - Expectations of OTEC and/or LandWise
 - Three (3) references from projects completed in the past 36 months
 - Oregon CCB License and Expiration Date
2. **Evidence of Insurance**
3. **Conflict of Interest Disclosure**
4. **Main Proposal** including: (attached bid packet)
 - Bid Summary with Division Breakdown with lump sum bid price

- Construction schedule meeting milestone dates, inclusions and exclusions, suggested adds/deletes
- Subcontractor roster

SECTION 4. PROPOSAL EVALUATION

Project will be awarded based on bid price, schedule and builder capacity.

Bids will be evaluated on:

- Experience and qualifications
- Schedule adherence
- Competitive pricing
- Technical understanding and value-added proposals
- References

APPENDICES

EXHIBIT A – Drawings

List of Drawings

- A - Architectural
- B - PEMB
- F - Concrete Foundation
- C - Civil
- S - Structural
- M - Mechanical
- E - Electrical
- P - Plumbing