**INVITATION TO BID**

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| ACCEPTING BIDS FOR: | | | |
| Little Steps Early Learning Academy, LLC renovation | | | |
| SUBMIT BIDS BY EMAIL TO: |  | BID NO. | |
| Kimber Wright  Little Steps Early Learning Academy, LLC  [littlestepsela@intouchcc.org (email](mailto:littlestepsela@intouchcc.org%20%20%20(email) all bids here)  7024830092 |  | 1330 | |
|  | BID OPENING DATE | TIME |
|  | 1/28/2023 | 9:00am |
|  | BID CLOSING DATE | TIME |
|  | 2/25/2023 | 5:00pm |

To Whom It May Concern:

Little Steps ELA will be accepting bid proposals for the aforementioned daycare renovation.

Bids received after the bid closing date and time listed above will not be accepted.

The purpose of this project is to renovate an existing daycare building to comply with Nevada Licensing requirements. The key project tasks and components include: Repairing/replacing drywall, painting of entire exterior of the building, replace toilets and sinks, remove and replace current flooring, replace exterior gates/fencing, parking lot repairs, exterior cosmetic repairs, signage, outdoor property landscaping, All cosmetic and other plumbing, electrical, HVAC needs, replacing ceiling tiles. +/\_ 9852 sq ft.

If you are at all interested in submitting a bid, please deliver said bid to this name and address in a sealed envelope. Bids must be prepared and submitted using the bid forms provided and must be signed and authorized in ink. In your bid please also include the flowing:

* Does your business take affirmative steps to subcontract with small businesses, minority and women owned firms, and labor surplus firms?
* Is your business a small business, minority owned, women owned, or a labor surplus firm?
* Are you licensed and bonded in the state of Nevada? (Please attach license and bond (bid bond 5% of bid price, payment and performance bond 100% of bid price, payment bond certificate 100 of bid price)

All bids received by the aforementioned deadline shall be reviewed by the owner and director of Little Steps ELA. You are reminded to bid only on the items designated in the work write-up form. All additional items and tasks will be considered separately from the base bid, should the owner request additional work or delete any tasks from the original scope of work. Bidders must comply with 2 CFR 80. Little Steps ELA’s bidding process will comply with 2 CFR 200.317- 2 CFR 200.327

Little Steps ELA has the right to reject any and all bids at their discretion. If you have any questions or concerns, please contact Little Steps ELA prior to bidding. Property walkthrough may be scheduled with Kimber Wright @ 7024830092.

A bidding matrix will be used to select the awardee. If selected, you will receive a Bid Award Notice, which will advise the contractor of the date, time, and location of the project kickoff that must take place before work can start. After the kickoff, Little Steps ELA will issue a Notice to Proceed.

Thank you for your time and your consideration of this Invitation to Bid.

Sincerely,

Kimber Wright