



March 24, 2026

CALL FOR BIDS

Western Wyoming Community College District, State of Wyoming, Rock Springs, will accept sealed bids for the Maintenance Parking Lot Reconstruction Project.

Bid forms must be used – included at the end of this document and available from Administrative Services.

A **mandatory** prospective contractor meeting will be held 2:00 p.m., April 9, 2026, at Western Wyoming Community College, 2500 College Drive, Room 1560.

Bids must be received no later than **1:00 p.m., Tuesday, April 21, 2026.**

Administration will present their recommendation to the Board of Trustees at their regular meeting in May 2026.

We appreciate your bid.

Sincerely,

Sidse Reyman

Western Wyoming Community College
Fixed Assets and Procurement Coordinator

**Instructions to Bidders for
Maintenance Parking Lot (South Lot) Reconstruction Project:**

1. The Western Wyoming Community College District, State of Wyoming, Rock Springs, Wyoming, will accept sealed bids for the Maintenance Parking Lot Reconstruction Project, depending on the response and prices. Sealed bids will be received by the College until 1:00p.m., Tuesday, April 21, 2026.
2. **A MANDATORY prospective contractor meeting will be held at Western Wyoming Community College 2500 College Drive, in the Physical Resources office, room number 1560, on April 9th 2:00pm.**
3. The attached bid form must be used. It is the bidder's responsibility to see that all bids are received on time. Bids may be mailed or delivered to Business Office, Western Wyoming Community College, 2500 College Drive E-460, Rock Springs, Wyoming 82901 or emailed to procurement@westernwyoming.edu.
The face of the envelope or email subject line must be labeled, "Maintenance Parking Lot Reconstruction Project" so that mail/emails will not be opened until the bid due date and time.
4. Bidders are expected to examine the specifications, schedule of delivery, and all instructions; failure to do so will be at the bidder's risk. Bidders are reminded that the Board of Trustees must apply the in-state bid differential as provided by Wyoming Statutes 16-6-101 to 16-6-107, and that they are subject to all provisions of Wyoming law. Specifically, "preference is hereby given to materials, supplies, agricultural products, equipment, machinery and provisions produced, manufactured, supplied or grown in Wyoming, quality being equal to articles offered by the competitors outside of the state" (WS 16-6-106).
5. Wyoming Law, "requiring that Wyoming labor be used except other laborers may be used when Wyoming laborers are not available for the employment from within the state or are not qualified to perform the work involved. A person required to employ Wyoming laborers may employ other than Wyoming laborers if: (i) That person informs the nearest state workforce center of his employment needs at least eleven (11) days before work is commenced; and (ii) The state workforce center certifies that the person's need for laborers cannot be filled from those Wyoming laborers listed with the Wyoming department of workforce services. The department shall respond to a person's request for certification within ten (10) days of the date the information is filed (Wyoming Preference Act of 1971; WS 16-6-203).

6. A Bid Bond is required in the amount of five percent (5%) of base bid, including alternates, made payable to Western Wyoming Community College. Checks shall be either a certified or cashier's check. Western Wyoming Community College may retain bid bond of bidders to whom award is being considered until either (a) contract has been executed, or (b) specified time has elapsed so that bid is not binding, or (c) bid has been rejected. If bidder refuses to enter into contract or fails to furnish all required attachments properly executed, the amount of bid security shall be forfeited to WWCC as liquidated damages, not as penalty.
 7. A contract will be awarded to the responsible bidder, whose bid, conforming to the Call for Bids, will be the most advantageous to Western Wyoming Community College District, price and other factors considered.
 8. The bid price shall be exclusive of any Federal and/or State Taxes from which Western Wyoming Community College is exempt; the Exemption Certificate of Registry number will be furnished when required.
 9. Brochures and/or specifications shall be submitted which specify the type, style, etc., of the equipment bid. The bidder must explain all variation(s) to the bid specifications by including the spec sheet(s) with notes with the bid form.
 10. These bids will be opened Tuesday, April 21, 2026, at 1:00 p.m. by the Administration of Western Wyoming Community College District, publicly read and recorded. The Administration will present a recommendation to the Board of Trustees at their regular meeting in May 2026.
 11. Bid price is to be calculated as FOB Western Wyoming Community College, Rock Springs, Wyoming, to include all delivery/shipping/freight costs to 2500 College Drive, Rock Springs, WY 82901.
 12. All bids shall be valid for sixty (60) days from the date bids are opened.
 13. The Western Wyoming Community College District reserves the right to accept the bid that will be the most satisfactory to the College. The College also reserves the right to reject any or all bids, and to waive informalities in bids received.
 14. As a prerequisite to executing the contract, the Contractor shall furnish a Performance and Payment Bond in an amount equal to 100% of the value of the work.
 15. As a prerequisite to executing the contract, the Contractor shall furnish a Certificate of Insurance indicating the Contractor has a broad form comprehensive general liability insurance policy and a comprehensive automobile liability insurance policy to protect him
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from claims, which may arise out of or result from the Contractor's operations under the contract. The limits shall be \$1,000,000 for bodily injury and property damage for both "each occurrence" and "aggregate" and the College shall be listed as an additional insured.

16. As a prerequisite to executing the contract, the Contractor shall furnish Certificates of Good Standing provided by both: 1). The State of Wyoming Worker's Safety and, 2). Compensation and Unemployment Insurance Division indicating the Contractor has up-to-date accounts.
17. Progress payments will be allowed. Up to ninety-five percent (95%) of the contractual amount shall be paid at the completion of the project. The remaining five percent (5%) of the contractual amount shall be paid, less any contested amount upon completion of 41-day advertising as required by Wyoming law.
18. The Administration hereby reserves the right to approve as an equal, or to reject as not being an equal; any article the bidder proposes to furnish which contains major or minor variations from specification requirements, but which may comply therewith.
19. All lights, reflectors, hydraulics, etc., are to be furnished as required by all Federal Safety Standard Codes and/or the Wyoming Safety Codes, whether specifically mentioned or not in the specifications, provided effective date of such requirement is on or before the date of manufacture.
20. The equipment shall receive engineer installation, be fully assembled, serviced and ready to operate at delivery or acceptance. Proper operation shall be demonstrated at the time of delivery or acceptance.
21. Equipment operation/maintenance manuals and warranty paperwork are to be delivered with each unit.
22. For additional information concerning the attached specifications or the bidding process, please contact the Procurement Office, (307) 382-1615 or procurement@westernwyoming.edu.
23. Western Wyoming Community College is an Equal Opportunity Employer.

DESCRIPTION OF WORK/SCOPE

Maintenance Parking Lot (South Lot) Reconstruction Project

Maintenance Parking Lot (South Lot) Reconstruction Project – Access Road Rehabilitation and Improvement Project.

Project will include, but is not limited to;

- Constructing a new access roadway with curb and gutter
- Pulverizing and blending existing asphalt surface and road base, grading and compacting the reclaimed base, installing cement-treated base
- Resurfacing 15,875 square yards of 4" of hot mix asphalt,
- Painting traffic markings
- Replacing condemned concrete

Please inquire for plans and specifications by email to cdever@westernwyoming.edu

**WESTERN WYOMING COMMUNITY COLLEGE
Rock Springs, WY**

BID SHEET

Maintenance Parking Lot (South Lot) Reconstruction Project

The undersigned is familiar with the bid documents and is thoroughly familiar with all general and local conditions, which could in any way affect this work. Contractor shall be the General from start to finish on this project.

NOTE: Lineal feet and square feet estimates used in the bid specifications are for bidding purposes only. The Contractor is responsible for measuring and will verify with the College Representative prior to the start of the Project.

PROJECT

BID AMOUNT

Maintenance Parking Lot (South
Lot) Reconstruction

\$_____

CONTRACTOR:

Name of Company (Please type or print)

Address

City, State, Zip

Telephone Number

NAME OF STATE OF INCORPORATION: _____
(If Incorporated) ** **Provide Certificate of Residency if applicable**

Authorized Signature

Date _____

Title _____