INVITATION TO BID (ITB)

Maintenance Building Tenant Improvement Project

Seneca Healthcare Foundation

247 Reynolds Road, Chester, California

INVITATION TO BID

The Seneca Healthcare Foundation ("Owner") is accepting sealed bids from qualified and properly licensed contractors for tenant improvements within the existing Maintenance Building located at 247 Reynolds Road, Chester, California.

The project includes interior tenant improvements, installation of fixtures and finishes, plumbing, electrical, HVAC, and all associated work necessary to deliver a complete and functional space in accordance with the project plans and specifications.

Contractors shall provide all labor, materials, tools, supervision, equipment, inspections, transportation, and incidentals necessary to complete the work.

The Foundation intends to award the contract to the bidder whose submission provides the best overall value to the Foundation, considering price, qualifications, experience, schedule, responsiveness, and ability to successfully complete the project.

PROJECT INFORMATION

Owner:
Seneca Healthcare Foundation
317 Main Street
Chester, CA 96020

Project Location:
Maintenance Building
247 Reynolds Road
Chester, CA 96020

Project Description:
Tenant improvements within an existing metal building to create functional office and support spaces.

View Plans Here: https://senecahospital.org/wp-content/uploads/2026/10/2026-08-05-Seneca-Plans-1.pdf

PROJECT SCHEDULE

Milestone	Date
ITB Released	Friday, October 16, 2026
Mandatory Site Visit	Tuesday, October 27, 2026
Questions Due	Friday, October 30, 2026
Addendum Issued (if needed)	Friday, November 6, 2026
Sealed Bids Due	Friday, November 27, 2026 at 2:00 PM
Notice of Intent to Award	Monday, December 14, 2026
Construction Start	TBD

The Foundation reserves the right to modify this schedule as necessary.

SCOPE OF WORK

The contractor shall furnish all labor, materials, equipment, supervision, tools, inspections, and related services necessary to complete the project.

Work generally includes, but is not limited to:

Framing and Drywall

- Interior stud framing.
- Drywall installation and finishing.
- Insulation as required.

Electrical

- New electrical circuits and devices.

- Lighting installation.
- Data and communication connection to the hospital building and rough-in as required.
- Electrical modifications required to accommodate future installation of an automatic transfer switch by others.

Plumbing

- Water and drain connections.
- Fixture installation.
- Emergency eyewash station.
- Testing and commissioning.

HVAC

- Installation and modification of heating and cooling systems (offices, restroom, storage areas).
- Ductwork and ventilation improvements.
- System balancing and startup.

Finishes

- Flooring.
- Painting.
- Ceiling systems.
- Cabinetry and millwork.
- Finish hardware and accessories.

General Requirements

- Coordination of all trades.
- Scheduling.
- Safety compliance.
- Cleanup and final turnover.
- Warranty documentation.

CONTRACTOR RESPONSIBILITIES

The Foundation intends to award this project as a **single prime contract**. The Contractor shall provide a complete turnkey solution and shall assume responsibility for all required subcontractors and specialty trades.

BID SUBMISSION REQUIREMENTS

Sealed bids shall include:

- Completed Bid Form.
- Lump Sum Base Bid.
- Schedule of Values (if requested).
- Contractor License Information.
- Proof of Insurance.
- Three references
- Proposed Project Schedule.
- List of Major Subcontractors.
- Acknowledgment of Addenda.

Bid pricing shall remain valid for a minimum of ninety (90) calendar days following bid submission.

SEALED BID DELIVERY

Sealed bids shall be clearly marked:

"Maintenance Building Tenant Improvement Project Bid"

and delivered to:

Seneca Healthcare Foundation
317 Main Street
Chester, CA 96020

Bids received after the stated deadline may be deemed non-responsive and may be rejected without consideration.

Electronic submissions will only be accepted if expressly authorized by the Foundation.

CONTRACTOR QUALIFICATIONS

Contractors submitting bids shall:

- Hold a valid California Contractor License appropriate for the work.
- Maintain required insurance coverage.
- Demonstrate experience with similar commercial tenant improvement projects.
- Be capable of staffing and completing the project within the required schedule.
- Provide references upon request.

INSURANCE REQUIREMENTS

Prior to contract execution, the successful bidder shall provide certificates evidencing:

- Commercial General Liability Insurance.
- Workers' Compensation Insurance.
- Automobile Liability Insurance (if applicable).
- Any additional insurance required by the Owner.

Seneca Healthcare Foundation shall be named as an additional insured where applicable.

OWNER'S RIGHTS

Seneca Healthcare Foundation reserves the right to:

- Reject any or all bids.
- Waive minor informalities, technical defects, or irregularities.
- Request clarification of any bid submission.
- Verify bidder qualifications, licenses, insurance, references, and financial capacity.
- Accept a bid other than the lowest bid when deemed to be in the Foundation's best interest.
- Request value engineering alternatives.
- Pursue donated materials, sponsorships, or community-supported contributions.
- Cancel, suspend, postpone, or reissue the solicitation at any time.

- Negotiate final contract terms with the selected bidder prior to contract execution.
- Make no award if determined to be in the best interest of the Foundation.

Award of any contract shall be made solely at the discretion of the Foundation.

AWARD OF CONTRACT

The Foundation intends to award the contract to the responsible bidder determined to provide the best overall value.

Factors considered may include:

- Bid Price.
- Relevant Experience.
- Contractor Qualifications.
- References.
- Project Schedule.
- Staffing and Resources.
- Ability to Successfully Complete the Work.
- Responsiveness to Bid Requirements.

The Foundation is not obligated to award the contract to the lowest bidder.

QUESTIONS AND ADDENDA

Questions regarding this Invitation to Bid shall be submitted in writing to the Foundation representative identified below.

Any revisions, clarifications, or modifications to the bid documents shall be issued through written addenda. Bidders shall acknowledge receipt of all addenda in their bid submission.

FOUNDATION CONTACT

Seneca Healthcare Foundation
317 Main Street,
Chester, CA 96020

Contact: Chelssa Outland

Phone: 530.258.6323

Email: coutland@senecahospital.org

BID FORM

Contractor Name: _____

California License No.: _____

Bid Amount (Lump Sum): _____

Acknowledgment of Addenda Received:

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

END OF INVITATION TO BID

COLLINS PINE LUMBER REQUEST FOR PRICING

Approximate Interior Framing Requirements – Each contractor is responsible for ensuring that lumber calculations are appropriate to complete the work.

Studs

Item	Quantity
2x4x8 SPF Studs	425
2x4x10 SPF Studs	75
2x6x8 SPF Studs	30
Cripple Studs Allowance	45

Plates

Item	Quantity
Pressure-Treated Bottom Plate	46 Pieces
2x4 Top Plate	92 Pieces
Double Top Plate Material	Included

Headers

Item	Quantity
Double 2x6 Headers	12
Double 2x8 Headers	8
12' Header Stock	20 Pieces

Blocking

Item	Quantity
2x12 ADA Blocking	14 Pieces
2x6 Miscellaneous Blocking	20 Pieces

Sheathing and Backing

Item	Quantity
1/2" Plywood Backing	18 Sheets
Accessory Backing Panels	26 Sheets

Hardware and Fasteners

Item	Quantity
Structural Screws	25 lbs
Framing Nails	150 lbs
Simpson Connectors	As Required
Fire Blocking Materials	As Required

Sponsorship Opportunity

The Seneca Healthcare Foundation welcomes pricing proposals for:

- Standard Material Purchase
- Contractor Pricing
- Community Partner Discount
- Full or Partial Material Donation Sponsorship

Recognition opportunities for material sponsors may be available through Foundation donor recognition programs and project communications.

END OF REQUEST FOR PROPOSALS
Seneca Healthcare Foundation
247 Reynolds Road, Chester, California