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**REQUEST FOR BID**  
***CARPET & UPHOLSTERY CLEANING***  
**South Dakota Science and Technology Authority**  
**SDSTA Contract # 2025-18**  
***September 5, 2025***

The South Dakota Science and Technology Authority (SDSTA) is seeking bids for Carpet and Upholstery Cleaning Services at the Sanford Underground Research Facility (SURF). Quotes from small businesses are strongly encouraged. Documents included in this Request for Bid include:

- A. This Request for Bid
- B. Insurance Requirements
- C. Environment, Safety and Health Requirements
- D. Contractor's ESH Qualification Questionnaire
- E. Scope of Work
- F. Bid Form
- G. Draft Contract 2025-11

## **1.0 Background**

SDSTA is a quasi-governmental agency established by the State of South Dakota to operate and manage SURF at the former Homestake Gold mine in Lead, SD. This facility has been rehabilitated and developed to support a variety of scientific experiments, including physics, biology, geology, and others.

## **2.0 Scope**

SDSTA is seeking quotes to provide carpet and upholstery cleaning services for a period of three years, which includes all the supervision, labor, materials, tools, equipment and transportation services required to complete the desired task itemized on the Bid Form for the surface property of the SURF.

## **3.0 SDSTA Additional Requirements**

- 3.1 Bidders are required to attend the pre-bid site visit and must register by stated deadline.

## **4.0 Schedule**

The schedule for the bidding process is:

Register for Required Site Visit	September 11, 2025 (by 2:00 pm MDT)
Site Visit	September 16, 2025 (7:30 am MDT)
Questions Submitted	September 22, 2025 (by 2:00 pm MDT)
Questions and Answers Posted	September 25, 2025 (by 4:00 pm MDT)
Quotes Due	October 2, 2025 (by 4:00 pm MDT)

## 5.0 Bid Requirements

- 5.1 Proposers should submit an electronic copy (.pdf format) of the bid to Shelly Nisly at [mnisly@sanfordlab.org](mailto:mnisly@sanfordlab.org).
- 5.2 Questions must be sent in writing by email Shelly Nisly at [mnisly@sanfordlab.org](mailto:mnisly@sanfordlab.org). Answers will be emailed to all prospective proposers and posted to the sanfordlab.org website.
- 5.3 Prospective proposers must register for the site visit with Shelly Nisly at [mnisly@sanfordlab.org](mailto:mnisly@sanfordlab.org).
- 5.4 The bid period may be extended at the discretion of the SDSTA based on the quantity and/or complexity of questions. Any notices of extension of time to respond will be distributed to all prospective proposers.
- 5.5 All communications regarding this procurement between RFB release and contract award shall be directed to Shelly Nisly. Communications with other SDSTA staff regarding this procurement in advance of the contract award are not allowed.

## 6.0 Selection Process

The SDSTA will review all submitted bids for adherence to this request's requirements and capabilities and select the firm providing the (select type, ie Best Value, Lowest Cost, Lowest Cost – Technically Acceptable, etc.) bid.

### Revision History

Rev	Date	Section	Paragraph	Summary of Change	Authorized by
01	5/17/2022	NA	NA	Initial issue	CCR 573
02	12/1/2022	NA	NA	Change document number from OC to COM	CCR 655