
REQUEST FOR BID
Floor Mat Rental & Laundry Service
South Dakota Science and Technology Authority
SDSTA Contract # 2025-01
10/15/2025

The South Dakota Science and Technology Authority (SDSTA) is seeking bids for rental, laundering of floor mats at various surface locations 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. EXHIBIT A: Insurance Requirements
- C. EXHIBIT B: Environment, Safety and Health Requirements
- D. Draft Contract

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

The general scope of work for this contract will include the following:

- A. On a BI-WEEKLY basis, please provide the cost to deliver, pick up, exchange & launder the following floor mats at various locations on the SURF property:
 - a. 38 each 3'x5' Floor Mat
 - b. 52 each 3'x5' Utility Floor Mat
 - c. 24 each 3'x10' Floor Mat
 - d. 4 each 4'x8' Floor Mat
 - e. 4 each 4'x8' Floor Mat with Logo
 - f. 1 each 4'x6' Floor Mat with Logo
- B. On an EVERY FOUR WEEKS basis, please provide a cost to deliver, pick up, exchange & launder the following floor mats at various locations on the SURF property:
 - a. 2 each 3'x5' Utility Floor Mat (Green)
 - b. 5 each 3'x10' Floor Mat (Green)
- C. ONE-TIME Charges
 - a. Logo for 38 each 3'x5' Floor Mat
 - b. Logo for 52 each 3'x5' Utility Floor Mat
 - c. Logo for 24 each 3'x10' Floor Mat
 - d. Logo for 4 each 4'x8' Floor Mat
 - e. Logo for 4 each 4'x8' Floor Mat

- f. Logo for 1 each 4'x6' Floor Mat
- g. Logo for 2 each 3'x5' Utility Floor Mat (Green)
- h. Logo for 5 each 3'x10' Floor Mat (Green)

3.0 SDSTA Additional Requirements

- 3.1 Bidders are required to attend the pre-bid site visit and must register by stated deadline.
- 3.2 In order to be eligible for contract award the firm (individual) must be registered with SAM.gov (System for Award Management) and E-Verify.gov/employers.

4.0 Schedule

The activities noted in the Scope section above should commence following the award of the contract. The schedule for completion of this project is negotiable and flexible to accommodate the contractor's availability. The proposed schedule for the project is:

Register for Site Visit by 2:00pm MT	10/27/2025
Site Visit 7:30am MT	10/29/2025
Questions Due by 2:00pm MT	11/05/2025
Questions and Answers Posted by 4:00pm MT.....	11/07/2025
RFB Responses Due by 4:00pm MT	11/14/2025

5.0 Bid Requirements

- 5.1 Proposers should submit an electronic copy (.pdf format) of the bid to Shelly Nisly at mnisly@sanfordlab.org
- 5.2 Include any applicable Energy and/or Environmental surcharges.
- 5.3 Please provide a quote for each year for a period of THREE years.
- 5.4 Include replacement policy for floor mats.
- 5.5 Questions must be sent in writing by email to Shelly Nisly (mnisly@sanfordlab.org). Answers will be emailed to all prospective proposers and posted to the sanfordlab.org website. Prospective proposers must coordinate with Shelly Nisly regarding attendance at the site visit in Lead, SD.
- 5.6 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.
- 5.7 All communications regarding this procurement between RFB release and contract award shall be directed to Shelly Nisly via email at mnisly@sanfordlab.org. 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.