
South Dakota Science and Technology Authority

REQUEST FOR BID

Surface Property General Services

SDSTA Contract # 2025-17 ***October 24, 2025***

The South Dakota Science and Technology Authority (SDSTA) is seeking bids for General Services related to maintaining the surface property at the Sanford Underground Research Facility (SURF). SDSTA intends to establish a multiple award Indefinite Delivery Indefinite Quantity (IDIQ) time-and-materials contract based on the labor categories and equipment costs listed on the project rate sheet, demonstrated competence, and required qualifications. Bids from small businesses are strongly encouraged. Documents included with this RFB include:

- A. This Request for Bid
- B. SDSTA Rate Sheet
- C. ESH Questionnaire
- D. Draft Contract (2025-17)

1.0 Background

SDSTA is a quasi-governmental agency established by the State of South Dakota to operate and manage the 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. Our mission is to advance world-class science and inspire learning across generations.

2.0 Scope

The scope of work for this contract will include the following: To provide all the supervision, labor, materials, tools, equipment, and transportation services required to complete the desired tasks on the surface property of the SURF. These services will be on an on-call, as-needed basis which include, but are not limited to the following tasks:

- General Construction Services
 - Services can include building repair or improvement, fence repair, installations, and other basic upkeep around the property.
- Excavation Services
 - Services can include roadway repairs, aggregate removal and delivery, digging associated with underground utilities, concrete repair, and installation.
 - Storm Water Lab repair
 - Rip Rap laydown
- Snow Removal/Haul Onsite
 - Includes various parking lots and roadways on the property.
 - Service will only be required during large storms in which SDSTA staff need additional help.

3.0 Schedule

The proposed schedule for this project is negotiable and flexible to accommodate the “as needed and on call” availability. The proposed contract duration would be three years.

4.0 Selection Process and Technical Evaluation Criteria

A Lowest Price Technically Acceptable (LPTA) selection process will be used to award this contract. The selection criteria are itemized in the attached Rate Sheet and bidders are encouraged to add any additional labor categories or equipment they deem necessary to complete tasks after visiting the SURF property.

The SDSTA will review all submitted bids for adherence to this request’s requirements and capabilities and select the firm providing the Lowest Cost – Technically Acceptable bid.

The bid in response to this RFB must contain the following:

- 4.1 Detail the capabilities to perform the duties described in the scope of work. Include past similar projects, equipment availability, and personnel.
- 4.2 Completed Attachment B, SDSTA Rate Sheet.
- 4.3 Safety practices, procedures, and safety record relating to the scope of work.
- 4.4 Completed Attachment C, ESH Questionnaire.

5.0 Submission Requirements and Due Dates

All times indicated are in Mountain Time.

Pre-Registration for Site Visit by	November 10, 2025, 12:00 pm
Mandatory Site Visit	November 13, 2025, 7:30 – 10:30 am
Questions submitted by	November 21, 2025, 4:00 pm
Questions and Answers Posted.....	November 25, 2025, 4:00 pm
RFB Responses Due by	December 09, 2025, 4:00 pm

All bidders are required to attend an onsite pre-bid conference and site visit on **November 13, 2025**, from **7:30 a.m. to 10:30 a.m.** at the **Sanford Underground Research Facility (SURF)**.

Pre-registration is required. All individuals planning to attend must submit their names via email to **David Raad** at draad@sanfordlab.org no later than **12:00 p.m. on November 10, 2025**. Confirmation, instructions and directions will be provided upon registration. **Unregistered individuals will not be permitted to enter the facility or participate in the site visit.** Failure to comply with registration requirements may result in disqualification from the bidding process.

SURF is a secure facility with Site Protocols that must be followed. All visitors must present a valid photo identification upon arrival that meets federal security standards.

Each contractor may send up to **two representatives**. Any changes to designated attendees must be confirmed in advance with David. Changes are not allowed on the same day as the visit.

Subcontractors are welcome to attend the site visit. They may participate **in addition to** the contractor's two representatives, provided they are pre-registered and approved in advance. Subcontractor attendance does not count against the contractor's representative limit.

Only those companies represented at the pre-bid conference will be eligible to submit proposals.

Questions must be sent in writing by email to David Raad at draad@sanfordlab.org. Answers will be emailed to all prospective proposers and posted to the sanfordlab.org website per the schedule above.

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.

All communications regarding this procurement between RFB release and contract award shall be directed to David Raad. Communications with other SDSTA staff regarding this procurement in advance of the contract award are not allowed.

Proposers should submit an electronic copy (.pdf format) of the bid to: David Raad draad@sanfordlab.org

In order to be eligible for contract award, the business must be registered as an entity with the South Dakota Secretary of State, the System for Award Management (SAM.gov) and E-Verify (e-verify.gov).

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