

**WEST BONNER COUNTY SCHOOL DISTRICT #83**  
Administrative Office  
134 Main Street, Priest River, ID 83856  
(208)448-4439 • [www.sds83.org](http://www.sds83.org)



## REQUEST FOR QUOTE (RFQ)

### Priest Lake Gymnasium Roof Replacement

Date Issued: May 21, 2026

West Bonner County School District #83 (WBCSD) is accepting sealed bids for a Partial Roof Replacement project at Priest Lake Elementary located in Priest Lake, Idaho.

### Project Location

Priest Lake Elementary West Bonner County School District #83  
Priest River, Idaho

### Scope of Work

The scope of work includes, but is not limited to:

- Removal and replacement of designated roofing sections
- Installation of metal roofing
- Replacement of plywood sheathing as needed
- Installation of ice and water barrier
- Installation of custom metal eave trim
- Cleanup and disposal of all project-related debris

The selected contractor shall provide all labor, materials, equipment, supervision, permits, and transportation necessary to complete the project.

## Safety Requirements

Public safety shall be maintained at all times throughout the project. Contractors shall:

- Maintain safe work areas
- Properly store materials and equipment
- Utilize signage, caution tape, and physical barriers as needed
- Follow all applicable OSHA safety requirements
- Ensure worker and public safety throughout the duration of the project

WBCSD reserves the right to stop work if unsafe conditions or practices are observed until corrective actions are completed.

## Bid Submission

### Delivery Method:

All bids must be submitted in person to the WBCSD District Office located at 134 Main Street, Priest River, Idaho 83856 no later than 3:30 PM PST on Thursday, June 11, 2026.

## Bid Selection

Contractor selection will be based on:

- Total project cost
- Contractor qualifications and experience
- Ability to meet project requirements and timelines
- Overall best interest of West Bonner County School District #83

WBCSD reserves the right to accept or reject any or all bids and to waive any informalities if deemed in the best interest of the District.

## Board Review

Bids may be presented to the WBCSD Board of Trustees during a regularly scheduled board meeting. All interested parties are welcome to attend.

## Questions and Site Visits

For questions or to arrange a site visit, please contact:

Charity Hinshaw  
Operations Coordinator  
charityhinshaw@sds83.org  
(208) 290-2011  
(208) 448-0172

## Contractor Qualifications

Contractors submitting proposals shall demonstrate:

- Significant experience with commercial roofing systems
- Experience with metal roofing installation and repair
- Ability to complete projects in compliance with local and state building codes
- Knowledge of OSHA safety standards and practices
- Experience working directly with insurance claims and processes preferred

## Insurance Requirements

The contractor shall procure and maintain insurance coverage for the duration of the project against claims for injuries to persons or damages to property arising out of performance of the work by the contractor, employees, agents, representatives, or subcontractors.

Required minimum insurance coverage includes:

- Commercial General Liability: \$1,000,000 combined single limit per occurrence
- General Aggregate Liability: \$2,000,000
- Workers' Compensation insurance as required by the State of Idaho
- Employers' Liability coverage with limits of not less than \$1,000,000 per accident

All insurance policies shall:

- Name West Bonner County School District #83, its officials, employees, agents, and volunteers as additional insureds
- Be issued by insurers authorized to conduct business in the State of Idaho
- Remain active throughout the duration of the contract
- Provide thirty (30) days written notice prior to cancellation or reduction in coverage

Certificates of insurance and endorsements must be provided to WBCSD prior to the commencement of work.

## Permits and Compliance

The contractor shall be responsible for securing and paying for all permits, fees, certifications, inspections, and approvals required to complete the project in accordance with federal, state, and local regulations.

The selected contractor shall ensure the project remains fully compliant with all applicable building and safety codes.