



March 20, 2026

Deadline for bid submissions: 4:30 pm. MST, Wednesday, April 10, 2026

SUBJECT: Request for Proposal: Painting of Dorm rooms

Dawson Community College is seeking proposals from qualified contractors to provide painting services for dormitory apartments located at 300 College Drive. The purpose of this RFP is to ensure high-quality work is completed in a timely and cost-effective manner.

I. General Information

Dawson Community College currently operates four (4) residential buildings with an estimated forty-five (45) apartment-style units. Each unit consists of an Entryway, Kitchen, living area, vanity, bathroom, storage room, and two (2) bedrooms. This proposal is for painting and does not include maintenance of the facilities due to damage, ageing, etc.

II. Timeline

Work may begin upon award of contracts, estimated May 18, 2026, and all work must be completed by August 12, 2026. However, work is expected to proceed throughout the timeline, and regular completion of units is expected to be completed such that some units are available before August 1, 2026.

III. Requested Services

It is the intent of this solicitation that the services to be provided by the painting firm are to facilitate the painting of approximately six (6) dormitories depending on cost, each at 800 sq ft. each. The selected firm will be expected to provide.

- A. General and detailed painting of dorm units. This is to include, but not be limited to, prepping and painting walls, ceilings, trim, doors, and other surfaces as required. Touch-up paint on repaired areas and ensure consistent color and finish throughout the units.
- B. Provide your own painting supplies, brushes, rollers, sprayers, drop cloths, ladders, and any other equipment or tools needed to complete the contract. Required paint names and codes will be provided.
- C. Work with the Campus Property Coordinator to schedule painting.
- D. Conduct a joint walk-through with the Coordinator to assess the level of painting required for each unit and again after the rooms are painted for any possible areas that need touching up.



- E. Remove and properly dispose of all painting-related debris, such as empty paint cans, tape, and coverings, in designated dumpsters.
- F. Ensure all floors, fixtures, and furnishings are protected during painting and cleaned of any paint drips or residue.
- G. Submit progress reports or invoices to the Coordinator.

III. Proposal Requirements: Vendors must include the following in their proposals:

- A. Related experience, background, years in business, or similar.
- B. Work plan: staffing, schedule, etc., needed to complete the painting within the timeline.
- C. Proof of insurance and bonding.
- D. References from at least three recent clients.
- E. Detailed pricing structure (hourly rates, per-unit cost, etc.).

IV. Evaluation Criteria

- A. Relevant painting experience and qualifications
- B. Quality and thoroughness of the painting proposal
- C. Cost-effectiveness
- D. References and past performance on painting projects
- E. Ability to meet scheduling requirements

V. Submission of Proposals

For consideration, submit a proposal via email to dmalone@dawson.edu or in person or via USPS to:

Dawson Community College
ATTN: Denny Malone
300 College Drive
Glendive, MT 59330

Proposals must be received in the mail room at 300 College Dr., no later than 4:30 pm MST, April 10, 2026.

Dawson Community College reserves the right to accept or reject any proposal submitted and to request additional information. The professional painting services purchased will be from the firm which, in the opinion of Dawson Community College, best meets the needs of the College.

Thank you for your consideration and time.