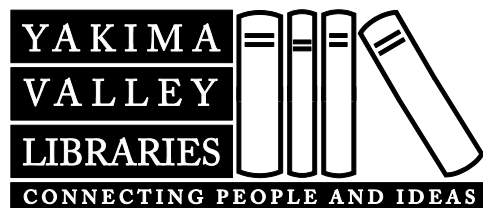


RFQ-100

Request for Quote

for

Sunnyside Library Radiant Panels & Outlet Installation



Susan Miller
Facilities Manager

Yakima Valley Libraries

Date Prepared
9/29/2020

RFQ NAME: Sunnyside Library Radiant Panels & Outlet Installation

ISSUING AGENCY: Yakima Valley Libraries
102 North 3rd Street
Yakima, WA 98901

Yakima Valley Libraries is seeking quotes from qualified vendors for a Public Works project to install 3 radiant panels & thermostats in 3 different rooms, plus install one grounded duplex outlet at the Sunnyside Library. This is a prevailing wage project and winning vendor must follow L & I prevailing wage laws.

1. RFQ SCHEDULE

Issue Request for Quote (RFQ)	09/29/2020
Pre-Quote Question Period	09/29/2020 – 10/12/2020
Walk-thru (schedule appointments)	10/06/2020
Deadline for Receipt of Quotes	10/13/2020
Evaluation of Quotes	10/16/2020
Name Apparent Successful Vendor	10/21/2020

Upon release of this RFQ, all responding Vendors' communications must be directed to the RFQ Coordinator's email address listed below:

Susan Miller, RFQ Coordinator
102 North 3rd Street
Yakima, WA 98901
Email: smiller@yvl.org

2. PRE-QUOTE QUESTION PERIOD

Respondents who wish to submit a quote are invited to forward any questions about the Scope of Work to the RFQ Coordinator. Questions will be accepted through 10/12/2020. Respondents are requested to submit their questions to the RFQ Coordinator in writing via email.

3. CONTRACT PERIOD AND PAYMENT TERMS

The contract term will conclude at the project's completion. The start date will be determined during contract negotiation. The quote price provided will be valid for a 90 day period. Once an agreement has been executed, either party may cancel this agreement with 30 days written notice.

Billing for this contract is to be done after services are complete. Invoices will be emailed to: Accounting@yvl.org or mailed to:

Yakima Valley Libraries
Attn: Accounts Payable
102 North 3rd Street
Yakima, WA 98901

Terms of payment will be Net 30 days after receipt of invoice and L&I approved Affidavit of Wages Paid.

4. ADDITIONAL SERVICES

Written approval must be obtained from YVL prior to performing any additional services not included in this RFQ.

5. PROJECT LOCATION

Sunnyside Library
621 Grant Ave.
Sunnyside, WA 98944
Yakima County

6. CERTIFICATIONS AND REQUIREMENTS

- A. All contractors, subcontractors and vendors must be licensed and bonded.
- B. Certificate of insurance; naming Yakima Valley Libraries is required.
- C. Vendor must have an active L & I Prevailing Wage Intent & Affidavit Account (PWIA).
- D. Valid Unified Business Identifier (UBI)

7. REFERENCES

Quote submitted will include 3 commercial references for comparable work / projects. The last page of this RFQ has the reference form that is to be returned with your quote.

8. APPARENT SUCCESSFUL VENDOR

An Evaluation Committee will select the Apparent Successful Vendor who most closely meets the requirements of this RFQ. Quotes received will be evaluated on the basis of price, schedule and references. After successful contract negotiations have been completed, the Apparent Successful Vendor will be awarded the job of installing our three radiant panels, thermostats & one grounded duplex outlet.

The Contract will incorporate all requirements, terms, and conditions of this RFQ and the Apparent Successful Vendor's proposal as negotiated. If Yakima Valley Libraries fails to negotiate a contract with the Apparent Successful Vendor, the Library District reserves the right to negotiate a contract with the next most qualified Vendor. The award of a contract pursuant to this RFQ is expressly conditional upon the execution of a contract document deemed acceptable by Yakima Valley Libraries.

All proposals are considered confidential in nature. However, upon submission of a Public Records Request Form, in accordance with Yakima Valley Libraries' Inspection of Public Records Request Policy and Procedure, they will be made available.

9. PREVAILING WAGE REQUIREMENTS

Prevailing Wage Laws are applicable to the maintenance services outlined in this RFQ. As such, the requirements listed below apply.

A. Contractor Responsibilities:

- a. Pay the prevailing rates of pay to laborers, workers, and mechanics as published on the Labor and Industries website as of the bid due date of this RFQ. Your quote to include the applicable categories and prevailing wage rates for the work to be performed per your quote. Prevailing Wage Rates for Yakima County apply.
- b. Annual updates to prevailing rates of pay are required for building service maintenance contracts and will be adjusted annually per the prevailing wage rates available at the following URL:

<http://www.lni.wa.gov/TradesLicensing/PrevWage/WageRates/default.asp>
- c. Upon prior approval from YVL for projects under \$2,500; provided that there will be a single billing for all services performed the vendor may complete the online Combined Intent and Affidavit Form. Payment shall not be released until L&I approves the prevailing wage forms and YVL has been provided with the vendor's current W-9 and contractor registration # (when applicable).
- d. Ensure all subcontractors file their Intent and Affidavit forms, if applicable.
- e. Keep accurate work and pay records and submit a certified copy upon request.
- f. Notify Awarding Agency when a subcontractor is going to be starting work and to provide an Intent form before they commence work on the project.
- g. For a contract in excess of \$10,000, a contractor shall post in a location readily visible to workers at the job site a copy of the Statement of Intent to Pay Prevailing Wages form approved by the industrial statistician of the Department of Labor and Industries; and the address and telephone number of the industrial statistician of L&I where a complaint or inquiry concerning prevailing wages may be made.
- h. As provided by Prevailing Wage Laws, for contracts over \$35,000, retainage in the amount of 5% will be withheld.

10. LIST OF EQUIPMENT SUPPLIED BY YAKIMA VALLEY LIBRARIES

- A. 3 – TPI Radiant Ceiling Panels (CP123) 24” long x 24” wide, 275 W, 120/240 V
- B. 3 – TPI Line Voltage Thermostats, single pole, heat only (ET9STS)

11. SCOPE OF WORK

There are 2 parts to the Scope of Work:

- **Part 1** – Installation of 3 radiant ceiling panels located in 3 separate office drop ceilings. Electrician will install 1 - Radiant Ceiling Panel 120/240V and hardwire in each of the 3 rooms. Electrician is to tie into the ceiling electrical junction boxes that also feeds the light fixtures. RFQ Coordinator will determine location for each panel.

Next – Installation of 3 thermostats, one for each radiant panel. Electrician will install 1 Line Voltage Single Pole, Heat Only Thermostat in each room. Wiring for thermostats is to run inside interior walls – not surface mounted. RFQ Coordinator will determine location for each thermostat. Vendor must patch any holes created from installation and paint to match all patch work done.

- **Part 2** – Installation of 1 grounded duplex outlet at approximately 63 inches from the ground. Wiring is to run inside the wall – not surface mounted. The electrician is to tie into an existing circuit supplying power to a duplex outlet located under the work counter on the shared common wall of the new outlet. Patch walls and paint to match as needed.

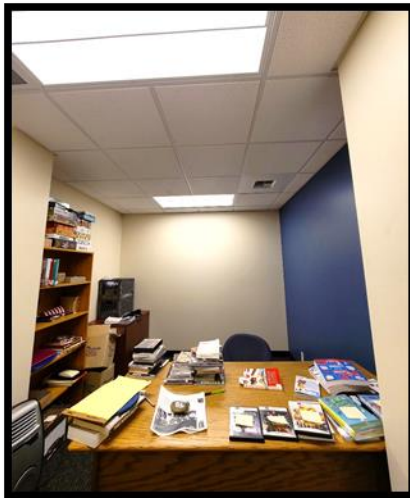
Yakima Valley Libraries (YVL) will provide:

- 3 – TPI Radiant Ceiling Panels (CP123) 24” long x 24” wide, 275 W, 120/240 V
- 3 – TPI Line Voltage Thermostats, single pole, heat only (ET9STS)

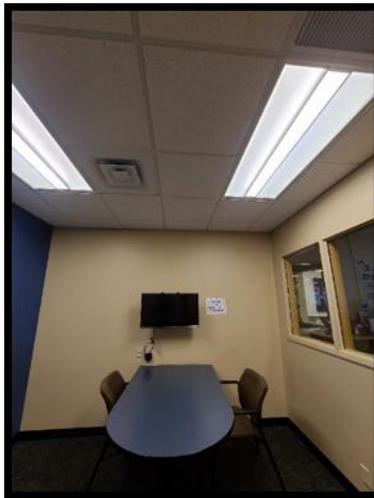
The vendor is to provide all other parts, equipment, miscellaneous supplies & permits needed to complete this project.

Part 1: Radiant panels & thermostats are to be installed in all 3 of these rooms. Ceiling tiles are 24” x 24”. Locations of radiant panels & thermostats are to be determined by RFQ Coordinator.

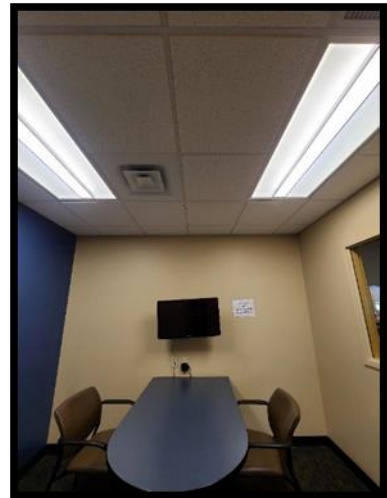
Manager’s Office



Study Room 1



Study Room 2

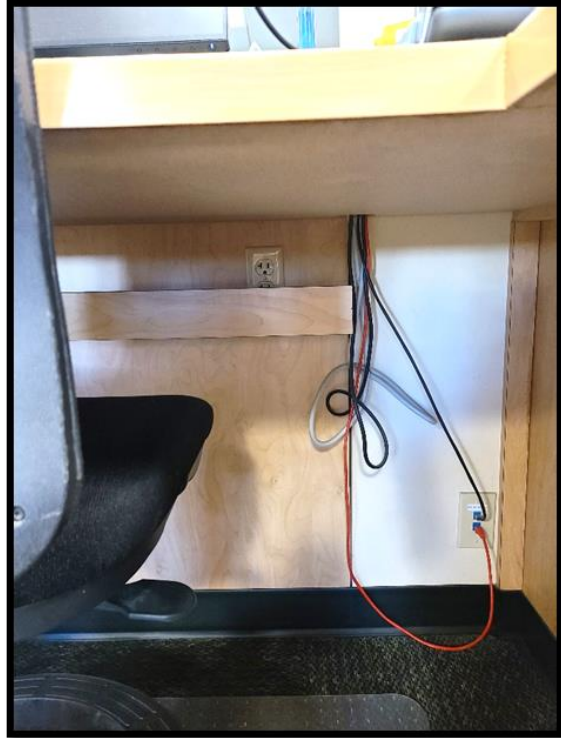


Part 2: Below is a picture (a) of the wall where you will install the new grounded duplex outlet. You will tie into the existing circuit on the opposite side of the wall, under the (b) work counter.

(a) New duplex outlet goes below clock



(b) Below the counter is the circuit to tie into



Parts provided by Yakima Valley Libraries:



Product Specifications	
BRAND	TPI
LENGTH INCHES	24
WIDTH INCHES	24
DEPTH INCHES	1
WEIGHT LBS	13
BTU HIGH	1280
VOLTAGE	240 / 120
WATTS HIGH	375
KILOWATTS	0.375
MOUNT TYPE	Drop Down T-Bar or Surface
LISTING, RATING, CERTIFICATION	UL, CSA
LIMITED WARRANTY YEARS	1
MANUFACTURER PART NUMBER	CP123
AMPS HIGH	3.1
COLOR	White Powder Coat
AMPS LOW	1.6



Product Specifications	
BRAND	TPI
WIDTH INCHES	3
DEPTH INCHES	1
HEIGHT INCHES	5
WEIGHT LBS	0.75
COLOR	White/Silver
TEMPERATURE CONTROL RANGE °F	50 to 90
VOLTAGE	277 / 120
AMPERAGE	22
ELECTRICAL CONNECTIONS	Terminal Block
PROGRAMMABLE	Mechanical
STAGES	1H
DESCRIPTION	Thermostat
LISTING, RATING, CERTIFICATION	UL, CSA
LIMITED WARRANTY YEARS	1
MANUFACTURER'S PART NUMBER	ET9STS

VENDOR NAME:		Date:	
---------------------	--	--------------	--

LIST OF REFERENCES:

The following are the names, addresses, telephone numbers and email addresses of the three (3) references for which BIDDER has performed similar work within the past three years. Public Agencies are preferred.

1).	
------------	--

Company & Address *(above)*: *(please print)*

--	--

Name of Contact <i>(above)</i> :	Phone number <i>(above)</i> :
----------------------------------	-------------------------------

--	--

Type of work provided <i>(below)</i> :	Email address <i>(above)</i> :
--	--------------------------------

--	--

2).	
------------	--

Company & Address *(above)*: *(please print)*

--	--

Name of Contact <i>(above)</i> :	Phone number <i>(above)</i> :
----------------------------------	-------------------------------

--	--

Type of work provided <i>(below)</i> :	Email address <i>(above)</i> :
--	--------------------------------

--	--

3).	
------------	--

Company & Address *(above)*: *(please print)*

--	--

Name of Contact <i>(above)</i> :	Phone number <i>(above)</i> :
----------------------------------	-------------------------------

--	--

Type of work provided <i>(below)</i> :	Email address <i>(above)</i> :
--	--------------------------------

--	--