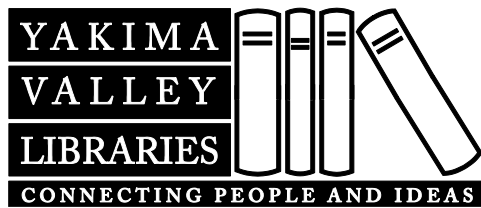


RFQ-112-B

Request for Quote

for

Re-carpeting the Selah Library



Susan Miller
Facilities Manager

Yakima Valley Libraries

1/14/2022

RFQ NAME: Re-carpeting the Selah Library

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

Yakima Valley Libraries is seeking quotes from qualified vendors for a Public Works project to replace all of the carpet plus the base molding and transition strips at the Selah Library. The floors under the carpet and vinyl are concrete.

1. RFQ SCHEDULE

Issue Request for Quote (RFQ)	01-14-2022
Pre-Quote Question Period	01-14-2022 – 01-26-2022
Walk-thru for Vendors	01-19-2022
Deadline for Receipt of Quotes	01-27-2022
Evaluation of Quotes	02-04-2022
Name Apparent Successful Vendor	02-07-2022

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 01-27-2022. 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 but our goal is to have this project completed before mid-March 2022. 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

Selah Library
106 S. Second Street
Selah, WA 98942
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, warranty and references. After successful contract negotiations have been completed, the Apparent Successful Vendor will be awarded the project of replacing the carpet and base molding at the Selah Library.

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. None

11. SCOPE OF WORK

We are requesting quotes for installation of new carpet tiles and 4" base molding at the Selah Library. In conjunction with the re-carpeting, the library walls are scheduled to be repainted. This project will be scheduled in 2 Stages. We are allotting \approx 6 days total to complete (painting & carpeting) for each stage. Painters will be scheduled at the beginning of the week, followed by the carpet installer at the end of the week. I am estimating for each stage \approx 3 days for painting and \approx 3 days for carpet & base molding installation. The library will be closed to the public for the duration of this project.

Carpet equals a total of 2 colors and base molding will be 1 color (colors TBD). Same carpet color throughout building with 1 accent colors disbursed in the Children's room. The carpet tiles we have selected is Mohawk Group – Swipe Right Tile (rated for severe foot traffic). Base Molding to be equal or better than Tarkett Baseworks Thermoset Rubber. Transition strips to be equal or better than Tarkett wheeled traffic transitions and are ADA compliant.

Scope of work detail:

Stage 1: Installing Carpet – Yellow zone (see map)

- Remove old carpet
- Prepare floor for new carpet
- Install new carpet tiles (color TBD)
- Install new transition strips between vinyl and carpet tiles
- Install new 4” base molding in all rooms that currently have carpet (color TBD)
- Dispose of old carpet off site

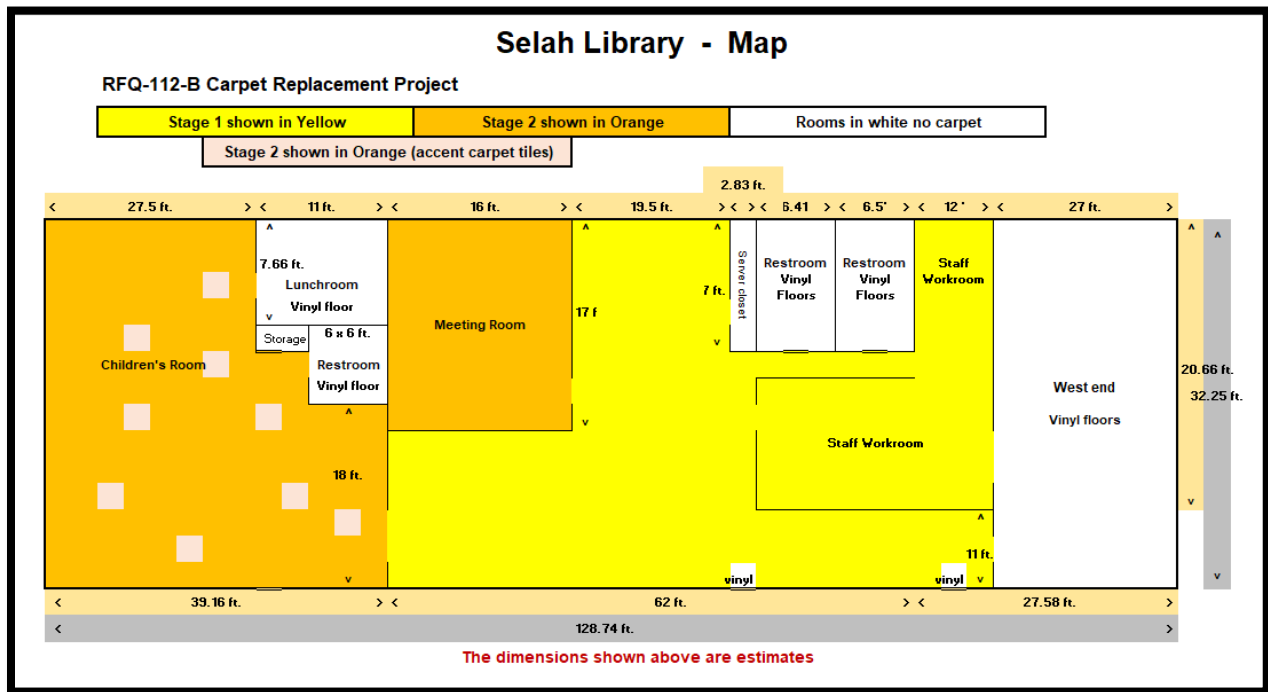
There will be approximately a 1 week break between Stage 1 & Stage 2. This will allow library staff the time to shift furnishing to the opposite side of the library.

Stage 2: Installing Carpet – Orange zone (see map)

- Remove old carpet
- Prepare floor for new carpet
- Install new carpet tiles (colors TBD)
- Install new transition strips between vinyl and carpet tiles
- Install new 4” base molding in all rooms that currently have carpet (color TBD)
- Dispose of old carpet off site
- Extra Stock: Vendor will supply a minimum of 10% of each color of carpet tile installed. Turn over to the Owner's representative at completion of the carpeting project.

If separate vendors are selected (one for painting RFQ-112-A & one for carpet RFQ-112-B), YVL will help arrange the schedule so that they are done consecutively, starting within the same week. Painting will be done first followed by carpet installation.

The vendor is to provide all parts, equipment, miscellaneous supplies & permits needed to complete this project. This is a prevailing wage project and the winning vendor must follow L & I prevailing wage laws.



VENDOR NAME:		UBI #:
LIST REFERENCES below:		Date:
List 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 <i>(above)</i> : <i>(please print)</i>		Phone number <i>(above)</i> :
Name of Contact <i>(above)</i> :		Email address <i>(above)</i> :
Type of work provided <i>(above)</i> :		
2).		
Company & Address <i>(above)</i> : <i>(please print)</i>		Phone number <i>(above)</i> :
Name of Contact <i>(above)</i> :		Email address <i>(above)</i> :
3).		
Company & Address <i>(above)</i> : <i>(please print)</i>		Phone number <i>(above)</i> :
Name of Contact <i>(above)</i> :		Email address <i>(above)</i> :
Type of work provided <i>(above)</i> :		