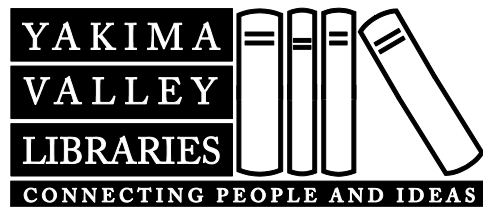


RFQ-113

Request for Quote

for

Bookmobile Purchase



Sherrie Prentice

Technical Services & Outreach Manager

Yakima Valley Libraries

March 1, 2022

RFQ NAME: Bookmobile Purchase

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

Yakima Valley Libraries is seeking quotes from qualified vendors to build a custom bookmobile on a pre-owned chassis.

1. RFQ SCHEDULE

Issue Request for Quote (RFQ)	March 1, 2022
Pre-Quote Question Period	March 1 - March 15, 2022
Deadline for Receipt of Quotes	March 17, 2022
Evaluation of Quotes	March 18-23, 2022
Name Apparent Successful Vendor	March 24, 2022

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

Sherrie Prentice, RFQ Coordinator
102 North 3rd Street
Yakima, WA 98901
Email: sprentice@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 March 15, 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. 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.

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 stipulated and agreed upon at time of contract signing.

4. ADDITIONAL SERVICES

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

5. PROJECT LOCATION

Yakima Valley Libraries
102 North 3rd Street
Yakima, WA 98901
Yakima County

6. CERTIFICATIONS AND REQUIREMENTS

A. Valid Unified Business Identifier (UBI)

7. REFERENCES

Quote submitted will include 3 commercial references for comparable work / projects.

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 contract to build a custom bookmobile on a pre-owned chassis.

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. LIST OF EQUIPMENT SUPPLIED BY YAKIMA VALLEY LIBRARIES

A. SIM cards (2)

10. SCOPE OF WORK

Yakima Valley Libraries is seeking a vendor to provide a pre-owned Class A Gas RV platform or equivalent bookmobile conversion. If not presently built, the vendor is to provide the chassis and perform customizations. The bookmobile will include:

- ACORE aluminum adjustable shelving and 2-wall hugger book carts to accommodate a minimum 2500 volumes
- Adjustable height patron workstations for 2
- Fold-down staff workstation behind driver or passenger seat
- Patron seating area
- Interior TV
- Wheel-chair lift
- Exterior canopy
- Single cell network capable of cellular redundancy.
- Battery Power System, 12.4kWh used to operate bookmobile and air conditioner while vehicle is stationary and engine is off

The vendor will provide delivery of vehicle within 9 months of signed contract, training and a 10-year warranty,

Specifications for the bookmobile are listed in Appendix A.

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

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> :
Type of work provided <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> :		