

RFQ-119

Request for Quote

for

**Yakima Central Library
Replace 2-Commercial Garage Door Openers**



Susan Miller
Facilities Manager

Yakima Valley Libraries

06/08/2023

RFQ NAME: Yakima Central Library Replace 2-Commercial Garage Door Openers

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 in Yakima County to replace the 2 current commercial garage door operators & safety equipment with 2 new commercial garage door operators & safety equipment.

1. RFQ SCHEDULE

Issue Request for Quote (RFQ)	06-08-2023
Pre-Quote Question Period	06-08-2023 – 06-23-2023
Deadline for Receipt of Quotes	06-26-2023
Evaluation of Quotes	06-30-2023
Name Apparent Successful Vendor	07-05-2023

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 06/23/2023. 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 quoted 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

Yakima Central Library
102 North 3rd Street
Yakima, WA 98901
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 contract to remove and replace our 2 commercial garage door operators and safety equipment with new equipment.

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 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

The Vendor who bids on this project will be in charge of hiring and coordinating the schedules of any subcontractors needed to fully complete the project (i.e. electrical, installer of garage door operators, etc.). The project will involve replacing 2 existing, commercial garage door operators, the photo eyes and the safety edges.

If project is not completed in a single day, garage doors must be operational for YVL vehicles to move in and out, in the morning and at the end of each business day. Security is a high priority for our garage and vehicles. The garage doors must be able to be secured each night.

The current garage doors have a jackshaft operator on the north door and a trolley operator on the south door, both with photo eyes & safety edges. The safety edges on the garage doors are no longer operational.



New Equipment needed is listed below. Equipment will be powered by the existing 3 phase circuit:

- (North door) 1 – 1/2 HP (minimum) heavy duty commercial jackshaft operator, including new photo eye protection
- (South door) 1 – 1/2 HP (minimum) heavy duty commercial trolley operator, including new photo eye protection
- New electric safety edge for both the North & South garage doors
- 8 – 2 button transmitters (for opening the North & South doors independently)

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

12. QUOTE BREAKDOWN

Vendors need to break out the quote as follows:

North Door:

- Model & specs of Jackshaft Operator & safety equipment
- Equipment quote to include: operator, photo eye and electric safety edge

South Door:

- Model & specs of Trolley Operator & safety equipment
- Equipment quote to include: operator, photo eye and electric safety edge

Combined Cost:

- Labor for installation of all door operator equipment (prevailing wage applies)
- Misc. Fees

Electrical Fees:

- Labor for electrical work (prevailing wage applies)
- Misc. Fees, permits, etc.

Misc. Equipment:

- Cost for 8 transmitters (2 button minimum)

13. REFERENCES

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 (above): (please print)		Phone number (above):
Name of Contact (above):		Email address (above):
Type of work provided (above):		
2).		
Company & Address (above): (please print)		Phone number (above):
Name of Contact (above):		Email address (above):
3).		
Company & Address (above): (please print)		Phone number (above):
Name of Contact (above):		Email address (above):
Type of work provided (above):		