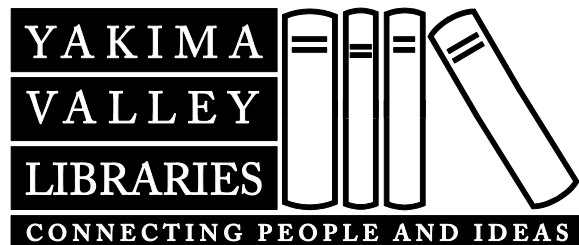


RFQ-120-A

Request for Quote

for

Painting Interior of Terrace Heights Library



Chad Althaus
RFQ Coordinator

Yakima Valley Libraries

09-11-2023

RFQ NAME: Paint Interior of Terrace Heights Library

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 repaint the interior of the Terrace Heights Library.

1. RFQ SCHEDULE

Issue Request for Quote (RFQ)	09-11-2023
Pre-Quote Question Period	09-11-2023 – 10-02-2023
Deadline for Receipt of Quotes	10-03-2023
Walk-thru Date	Schedule Appointments
Evaluation of Quotes	10-06-2023
Name Apparent Successful Vendor	10-09-2023

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

Chad Althaus, RFQ Coordinator
102 North 3rd Street
Yakima, WA 98901
Email: susan&chad@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 10-02-2023. 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 but our goal is to have the painting project completed by the first week of November 2023. 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

**Terrace Heights Library
4011 Commonwealth Rd.
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 project of repainting the interior of the Terrace Heights Library, per the Scope of Work.

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 repainting the interior walls and the wood wrapped windows, baseboards, crown molding & doors at the Terrace Heights Library. In conjunction with painting, the library will have a carpet vendor replace the carpet. I am allotting up to 1 work week (5 consecutive days) for the painting process. The library will be closed to the public for the duration of the projects.

There are multiple types of wall surfaces in the library. Walls have: fake paneling; old chalkboards; plaster surfaces; etc. Describe in your quote how you will prepare the different surfaces to be painted.

There are also 3-wooden doors & door frames (interior side), wood base molding & crown molding that are to be painted. Window covering will be removed by Yakima Valley Libraries (YVL) prior to the start of the

painting project. A new style of window covering will replace the current blinds. Holes from old window coverings are to be filled and painted.

Carpet is to be replaced after the painting project is completed, so there is no concern if paint happens to get on the carpet.

Furnishings & bookcases will be placed in the middle of the room, leaving the walls fully accessible to the painters

Primer level to be equal to or better than Sherwin Williams Multi-Purpose Interior Oil-Based Primer.

Paint level to be equal to or better than Sherwin Williams ProMar 2000 Zero VOC Interior Latex. Walls will have a satin finish; the trim & doors will have a semi-gloss finish. Walls & trim will all be painted the same color (TBD).

Scope of Work Detail:

- Remove outlet & light covers and any wall grates before painting starts, replace when complete
- Tarp bookshelves & furnishings to protect them during the whole painting project
- Scuff up surfaces as needed prior to priming step
- Patch & sand cracks
- Fill & sand holes
- Clean walls
- Prime- fake paneling, chalkboards, etc. *as needed*
- Paint surfaces with selected paints
- Remove all debris associated with the painting project
- Extra Stock: Furnish 1 full gallon of each paint (satin & semi-gloss) used, in a properly sealed & labeled, new 1 gallon containers.

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.

Alternate #1: Provide a separate quote for painting the ceiling. The ceiling would be painted with the same satin sheen and color as the walls. If Alternate #1 is selected, the ceiling would be painted during the same timeframe as the interior walls. Painters will need to work around furnishings in the middle of the room. 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 (above): <i>(please print)</i>		Phone number (above):
Name of Contact (above):		Email address (above):
Type of work provided (above):		
2).		
Company & Address (above): <i>(please print)</i>		Phone number (above):
Name of Contact (above):		Email address (above):
3).		
Company & Address (above): <i>(please print)</i>		Phone number (above):
Name of Contact (above):		Email address (above):
Type of work provided (above):		