

**RFQ-124**

**Request for Quote**

**for**

**Selah, West Valley & Yakima Central  
Library Parking Lots Striping**



Susan Miller  
*Facilities Manager*

**Yakima Valley Libraries**

**Date: 6/21/2024**

**RFQ NAME:** Selah, West Valley & Yakima Central Library Parking Lot Striping

**ISSUING AGENCY:** Yakima Valley Libraries  
102 North 3<sup>rd</sup> Street  
Yakima, WA 98901

Yakima Valley Libraries is seeking quotes from qualified vendors for a Public Works project to re-stripe the parking lots at our Selah Library, West Valley Library & Yakima Central Library. The re-striping project will be completed annually in the spring/summer for a period of three (3) years (2024, 2025 & 2026). This is a prevailing wage project in Yakima County.

**1. RFQ SCHEDULE**

Issue Request for Quote (RFQ)	6/21/2024
Pre-Quote Question Period	6/21/2024 – 7/1/2024
Deadline for Receipt of Quotes	7/2/2024
Evaluation of Quotes	7/8/2024
Name Apparent Successful Vendor	7/10/2024

Upon release of this RFQ, all responding Vendors’ communications must be directed to the RFQ Coordinators listed below:

Susan Miller & Chad Althaus, RFQ Coordinators  
102 North 3<sup>rd</sup> Street  
Yakima, WA 98901  
[susan&chad@yvl.org](mailto: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 Coordinators. Questions will be accepted through 7/1/2024. Respondents are requested to submit all questions to the RFQ Coordinators email at: [susan&chad@yvl.org](mailto:susan&chad@yvl.org).

**3. CONTRACT PERIOD AND PAYMENT TERMS**

The contract term will cover a period of three (3) years, annually in spring/summer of 2024, 2025 & 2026; this contract may be renewed for up to four (4) years beyond the initial term, before new price quotations or bids are solicited.

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

Yakima Valley Libraries  
Attn: Accounts Payable  
102 North 3<sup>rd</sup> 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 LOCATIONS

**1. Selah Library**  
106 S. 2<sup>nd</sup> St.  
Selah, WA 98942

**2. West Valley Library**  
223 S. 72<sup>nd</sup> Ave.  
Yakima, WA 98908

**3. Yakima Central Library**  
102 N. 3<sup>rd</sup> St.  
Yakima, WA 98901

#### 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), provide signed W-9 form

#### 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, and references. After successful contract negotiations have been completed, the Apparent Successful Vendor will be awarded a contract to re-stripe the parking lots at the Selah Library, West Valley Library & Yakima Central Library as stated in 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, 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 is 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:  
  
<https://www.lni.wa.gov/licensing-permits/public-works-projects/prevailing-wage-rates/>
- c. Upon prior approval of YVL for projects under \$2,500, provided that there will be a single billing for all services performed, vendor may submit a Combined Intent and Affidavit Form. Payment shall not be released until the L&I approved form, current W-9, copy of business license, and contractor registration # (when applicable) has been provided to YVL.
- 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

Yakima Valley Libraries has 3 libraries with parking lots that need to be restriped. This project is for a 3 year agreement with painting to be done annually during the months of June, July or August 2024, 2025 and 2026.

- ❖ Sweep or blow off area where paint will be applied
- ❖ Painting is to be done during closed library hours
- ❖ Parking lots are to be coned off or barricades put up to keep traffic out during the painting process until parking lots are safe to drive on
- ❖ The vendor will provide product information on the paint(s) they will be using
- ❖ The vendor will provide an estimate on how long the parking lot will be closed to vehicles
- ❖ The vendor is to provide all parts, equipment, miscellaneous supplies & permits needed to complete this project

**1. Selah Library:**

- Paint - 23 parking stalls total (White); 1 Handicap emblem (Blue background & White); 1 Hash area (White)

**2. West Valley Library:**

- Paint - 45 parking stalls total (White); 2 Handicap emblems (Blue background & White, 1 has Van); 2 Hash areas (White); 2 - 15 minute parking stalls (White); 2 Senior parking stalls (White); 1 Enter Only (White); 1 Exit Only (White); 2 Directional Arrows (White); Yellow curb edge (approx. 37 ft.)

**3. Yakima Central Library:**

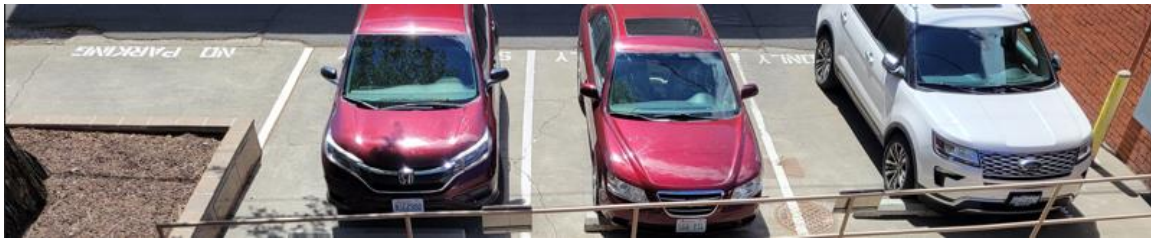
- Paint - 6 parking stalls total - (3 - SW corner & 3 - North alley)(White); 1 Hash area (North alley) (Yellow); Wording: (3 - Staff Only, 3 - Staff Parking Only, 1 - No Parking) (White)



**Selah Parking Lot**



**West Valley Parking Lot**



**SW corner staff parking of YCL**



**North alley staff parking area of YCL  
Yakima Central Library**

<b>VENDOR NAME:</b>		<b>UBI #:</b>
<b>LIST REFERENCES below:</b>		<b>Date:</b>
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):		