

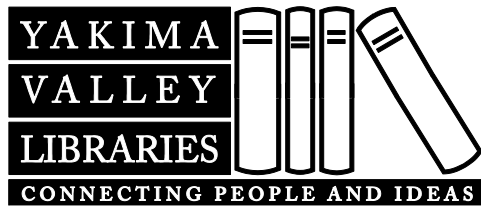
RFQ-135

Request for Quote

for

2026 Cat6 Network Cabling for Business Services

at the Yakima Central Library



Melissa Vickers

Information Technology Manager

Yakima Valley Libraries

Date: 8/28/2026

RFQ NAME: 2026 Cat6 Network Cabling for Business Services at Yakima

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

Yakima Valley Libraries is seeking quotes from qualified vendors for a Yakima County prevailing wage project to furnish all labor, materials, equipment, permits, and incidentals necessary to install, terminate, test, and label twelve (12) Category 6 network cables from the existing keystone patch panel in the library's network rack to a designated location in the Business Services office.

1. RFQ SCHEDULE

Issue Request for Quote (RFQ)	8/28/2026
Pre-Quote Question Period	8/28/2026 – 9/10/2026
Deadline for Receipt of Quotes	9/11/2026
Evaluation of Quotes	9/14/2026 – 9/18/2026
Name Apparent Successful Vendor	9/21/2026

Upon release of this RFQ, all communications from responding vendors must be directed to the RFQ Coordinator listed below. This includes questions, requests for clarification, and any requests for onsite visits.

Melissa Vickers, RFQ Coordinator
102 North 3rd Street
Yakima, WA 98901
Email: mvickers@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 September 10, 2026. 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 will be valid for 90 days. 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 may be emailed to itpurchasing@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 Valley Libraries
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. References should include the contact person's name, phone number, and email address.

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 based on price, schedule, and references. After successful contract negotiations have been completed, the Apparent Successful Vendor will be awarded a contract to furnish all labor, materials, equipment, permits, and incidentals necessary to install, terminate, test, and label twelve (12) Category 6 network cables from the existing keystone patch panel in the library's network rack to a designated location in the Business Services office.

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, the records 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 must include the

applicable categories and prevailing wage rates for the work to be performed. 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 \$5,000, if 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 start work and 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. Tripp Lite SmartRack 42U Standard-Depth Rack Enclosure Cabinet with Doors and Side Panels
- B. Keystone patch panel

11. SCOPE OF WORK

Yakima Valley Libraries (YVL) is seeking a vendor for a Yakima County prevailing wage project. The selected vendor shall furnish all labor, materials, equipment, permits, and incidentals necessary to install, terminate, test, and label twelve (12) Category 6 network cables from the existing keystone patch panel in the library's network rack to designated locations in the Business Services office. The vendor shall perform all work in accordance with applicable building codes and industry standards, while minimizing disruption to library operations by coordinating with the designated YVL representative.

Project is to include:

- Use existing wall penetrations where practical. Any new wall, floor, or ceiling penetrations must be approved by YVL in advance and installed with an appropriate sleeve. Where applicable, penetrations through fire-rated walls shall be restored using approved firestopping materials to maintain the original fire rating. Any unused openings or gaps

around installed cable sleeves shall be sealed to restore the wall's sound barrier and maintain the integrity of the wall or ceiling assembly.

- Furnish, install, and terminate twelve (12) Category 6 network cables from the existing keystone patch panel in the basement network rack to designated locations in the Business Services office.
- Furnish and install six (6) surface-mounted back boxes, one (1) at each designated location in the Business Services office. Each back box shall include two (2) Category 6 keystone jacks and one (1) compatible faceplate.
- Test all installed cables using a calibrated cable certification tester capable of certifying Category 6 performance. Provide electronic or printed certification test results to YVL upon project completion.
- Label both ends of each cable using machine-printed, permanently affixed labels in accordance with YVL's labeling convention.
- Route cables through ceilings, floors, walls, cable trays, or other approved cable concealment methods, as appropriate. All cables shall be properly supported, secured to the building structure, and installed in accordance with applicable building codes and industry standards.
- Existing cable trays and concealment may be used where available, but may not provide a complete pathway for the installation.
- Secure all mounted equipment and hardware using screws or other approved mechanical fasteners. Adhesive alone is not acceptable.
- Plastic zip ties shall not be used. Hook-and-loop (Velcro) straps or other YVL-approved cable management methods are required.
- Patch, seal, and paint all disturbed surfaces to match existing finishes using vendor-supplied materials.
- Remove all debris and excess materials from the work area daily and leave the site clean upon project completion.

Vendor must provide an itemized quote with all project costs, including separate line items for the costs of labor, materials, and fees, on their official quote.

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):		