

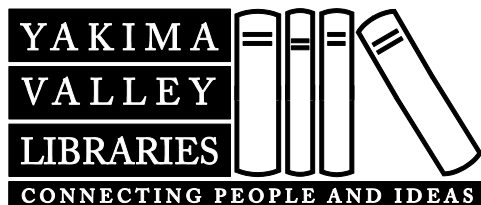
RFQ-087

Request for Quote

for

Network Cabling

at the Yakima Central Library



Melissa Vickers  
*Information Technology Manager*

**Yakima Valley Libraries**

Date: 6/3/2019

RFQ NAME: Network Cabling at Yakima Central Library

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 run, terminate, test, and certify Cat5e and Cat 6 cables and relocate Cat5e cables at the Yakima Central Library.

## 1. RFQ SCHEDULE

Issue Request for Quote (RFQ)	6/3/2019
Pre-Quote Question Period	6/3/2019 – 6/21/2019
Walk-thru Date to Review Site	6/12/2019 @ 10am
Deadline for Receipt of Quotes	6/20/2019
Evaluation of Quotes	6/21/2019 – 6/27/2019
Name Apparent Successful Vendor	7/5/2016

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

Melissa Vickers, RFQ Coordinator  
102 North 3<sup>rd</sup> Street  
Yakima, WA 98901  
(509) 575-3426, [mvickers@yvl.org](mailto: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 6/21/2019. 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 project completion. The start date will be determined during contract negotiation with project completion by July 31, 2019. 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 after services are complete. Invoices will be 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 LOCATION

Yakima Central Library  
102 North 3<sup>rd</sup> 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 as Additional Insured.

#### 7. REFERENCES

Quote submitted will include 3 commercial references for comparable work / projects. References should include the name of the contact person, phone number, and email.

#### 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 and selected for the best value for Yakima Valley Libraries. The criteria for evaluation is weighted heaviest on the basis of price, but also references and other criteria that best suit Yakima Valley Libraries. After successful contract negotiations have been completed, the Apparent Successful Vendor will be awarded a contract to run, terminate, test, and certify Cat5e and Cat 6 cables and relocate Cat5e cables at the Yakima Central Library.

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 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. Equipment Supplied by YVL

- A. Network Racks (Yak Rack and IT Storage Rack)
- B. Cable and existing network jacks/boxes for 72 Cat5e runs

## 11. SCOPE OF WORK

This project is to include:

- Cabling

- Re-terminate 72 Cat5e connections with vendor supplied patch panel moving cables from upstairs to new location in the basement called the “Yak Rack” (run will be shorter)
- 6 new Cat 5e cable runs from Southwest area to Yak Rack
- Disconnect Leviton network/power pole in the basement. YVL will keep for future project
- Cable Staff upstairs to IT Storage area network rack in the basement, 28 new Cat6 cable runs using one new vendor supplied patch panels Cat6 48 port
- Holes
  - New 1.5 Inch hole in floor with conduit meeting code. 3 new Cat5e cable runs (concealed with Panduit) from area in south part of the building to “Yak Rack”
  - 1 Hole in wall to IT storage 3”
  - 1 Hole in floor by central rear-entry door 3”.

Vendor must patch any holes created from cable installation and paint to match all patch work done. All cable is to be properly bundled together and supported. Velcro is to be used to tie cables together. No plastic zip ties are to be used. Terminations must be tested, certified, and labeled at both the patch panel and wall plate.

Vendor will work with YVL representative on location for cable run, cable concealment, and on the labeling process for both the patch panel and wall plate. Cabling runs in the Southwest area will need to be concealed within 7 inches of the ceiling. Cable concealment is required using paintable, open-slot wire duct and must be anchored into the wall. All colors of materials are to be determined by YVL designated representative. Remove all debris from site each day, leaving all work spaces in a clean and orderly manner.

The vendor is to provide and quote all labor, materials, equipment, miscellaneous supplies, permits, and filing fees needed to complete this project with labor as a separate line item.