

REQUEST FOR QUOTES (RFQ)

Lincoln County Public Works is requesting quotes (RFQ) through its Small Works Roster Process. Quotes are being requested for a project to replace the roof on the “Crew Headquarters/Truck Parking Shed” located at 27236 SR 25 N, Davenport, Washington, 99122.

The existing building is wood pole construction with steel roof and siding. The building measures approximately 44.5' x 216.5'. The existing metal roof measures approximately 47' x 216.5' with Mansard front face. Assessment of the roof determined that the roof must be replaced to stop the increasing water intrusion problem.

Quotes may be submitted electronically, by postal mail or hand delivered to the address below.

Quotes must be named “Quote – Roofing Project”.

Submittal Deadline

All quotes must be received by Lincoln County Public Works no later than 4:00 p.m. June 11th, 2015. Any Quotes received after the time stated above will not be considered.

Submit to:

Mail or Hand Deliver to:
ATTN: Phil Nollmeyer
RE: Crew Headquarters/Truck Parking Shed Roof Quote
Lincoln County Dept. of Public Works
27234 SR25 N
Davenport, WA 99122

Email To:
Phil Nollmeyer
pnollmeyer@co.lincoln.wa.us

Faxed Quotes will NOT be accepted.

CONTRACTORS SUBMITTING QUOTES MUST SHOW THE FOLLOWING:

- Certificate of Registration as per Chapter 18. 27 RCW
- Current State Unified Business Identification Number (UBI #)
- Proof of Industrial Insurance coverage for contractor submitting quote and employer, Employment Security # and a State Excise Tax Registration #.
- Not be disqualified from quoting as provided by statues governing unregistered and unlicensed contractors and/or failing to pay prevailing wages

Contractors submitting quotes and all subcontractors must verify responsibility criteria for subcontractors in all tiers.

Lincoln County Department of Public Works reserves the right to accept or reject portions of quotes, to waive informalities or irregularities in the quotes or in the quoting, if the best interests of Lincoln County will be served, or to accept the quote, which in their opinion best serves the interest of Lincoln County.

Scope of Work

This RFQ solicits quotes for warranted replacement of the existing metal roof system. The general scope of work as follows:

- Remove existing metal roofing material
- Repair any found structural damage
- Replace, re-install, or install insulation where necessary
- Sheet with OSB/plywood/approved sheathing material
- Install attic ventilation as necessary
- Replace all wall caps and flashings where necessary
- Install 29 gauge (minimum) metal roofing/trim/screws - color match to existing building
- Site cleanup

Additional Requirements

- Provide unimpeded county crew and equipment access to building during work hours
- Maintain work place safety
- Station materials and equipment in a safe, neat and orderly manner
- Repair damaged or deficient structural members matching existing dimension/thickness
- Refasten or replace damaged or deficient ceiling and building insulation
- Deliver salvaged steel roofing to Lincoln County Transfer Station (at No Charge)
- Clean up, remove and haul away all debris
- Replacement Warranty information
- All work must be completed and invoiced by August 30, 2015

To be eligible for consideration, the proposing company must be capable of supplying the services as noted

Proposals are encouraged to be submitted on the Contractors standard project quote form, providing detailed line item descriptions of work and prices. Lump Sum Prices to be included on this RFQ form.

Inquiries and Site visits

All inquiries relating to this request shall be addressed to:

ATTN: Phil Nollmeyer

Lincoln County Dept. of Public Works

27234 SR25 N

Davenport, WA 99122

Telephone: 509-725-7041

Cell Phone: 509-721-0528

Email: pnollmeyer@co.lincoln.wa.us

Required Site Visit

Contractors intending to respond to this RFQ are required to call and arrange to examine the site prior to submitting a quote. Site visits will be arranged during normal business hours only by contacting the representative listed above. Business hours are 6:00 a.m. to 4:30 p.m. Monday through Thursday.

Clarification and Interpretation of RFQ

In the event that any interested contractor finds any part of the listed scope of work, requirements, terms, or conditions to be discrepant, incomplete, or otherwise questionable, it shall be the responsibility of the concerned party to notify the contact listed above immediately upon receipt of this RFQ. All questions must be received a minimum of five days before the

proposal deadline. Any interpretation of a written request that would require a change made to the RFQ will be provided in writing to each proposing company and if necessary, shall become part of the request for any contract awarded. It shall be the responsibility of each respondent to verify that every written answer or interpretation has been received prior to submitting quotes.

Price Proposal Guarantee

Proponents must guarantee that quotes will remain valid for a period of 45 days from the submission date to allow for evaluation of all proposals.

Related Costs

Lincoln County is not responsible for any costs incurred by any contractor pursuant to the Request for Proposal. The contractor shall be responsible for all costs incurred in connection with the preparation and submission of its proposal.

Procedures for Evaluating Proposals and Awarding Contract

In comparing the responses to this RFQ and making award, Lincoln County may consider such factors as quality and thoroughness of a proposal, the record of experience, the references of the respondents, and the integrity, performance, and assurances in the proposal in addition to that of the proposal price.

- Proposals will be examined for compliance with all requirements set forth herein.
- Proposals that do not comply shall be rejected without further evaluation.
- Proposals will be subjected to a technical analysis and evaluation.
- Oral presentations and written questions for further clarifications may be required of some or all contractors to assure a full understanding of, and responsiveness to the RFQ requirements. Every effort shall be afforded to assure fair and equal treatment with respect to the opportunity for discussion and/or revision of their respective proposals.

Contract and Prevailing Wages Required

The successful respondent will be required to sign a contract prior to proceeding. Labor shall be paid as per current Washington State prevailing wage rates.

Required Documents for Award

The following documents must be executed within 10 days after Notice of Acceptance and prior to Notice to Proceed. The successful Contractor will be required to expedite the completion of these requirements so that Notice to Proceed with the work can be made in a timely manner.

- A. Contract (in triplicate).
- B. Contract Performance Bond
- C. Proof of Insurance (Workmen's Compensation, General Liability etc.)
- D. Statement of Intent to Pay Prevailing Wages

Payment

Payment for services rendered under a contract shall be made by Lincoln County Department of Public Works within thirty (30) days of completion/delivery or as invoiced by contractor and as accepted by Lincoln County. Applications for payment shall be supported by such substantiating data as the Public Works Director may reasonably require including invoices from subcontractors and material suppliers. Full or partial payments to the Contractor will be made on the basis of a duly certified and approved estimate of the work satisfactorily completed in the opinion of the Public Works Director. The making of any payment to the Contractor under Contract shall not relieve the Contractor of his/her obligation to complete the Contract in its entirety and to deliver to Lincoln County such completed work, finished product or structure as is specified in the

Contract, and until the Contract is fully performed by the Contractor and the work, product or structure produced thereby is accepted by Lincoln County,

The County of Lincoln hereby notifies all parties submitting quotes that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit quotes in response to this invitation and will not be discriminated for or against on the grounds of race, color, sex or national origin, in consideration for an award.

QUOTE FOR ROOFING REPLACEMENT PROJECT

This certifies that the undersigned has examined the location and information as included on this RFQ.

And that the general description of work, specifications and contract governing the work embraced in the project, work elements and tasks, and the method by which payment will be made for said work, is understood. The undersigned hereby proposes to undertake and complete the work embraced in this project, in accordance with the said description, specifications and contract, and the following schedule of rates and prices:

Show unit prices in figures only. (Figures written to the right of the decimal in the dollars column will be interpreted as cents.)

NOTE: Contractors are encouraged to submit their standard itemized project quote form or other format as an attachment to this RFQ that reflects the complete proposal, list of roofing components, scope of work, services and materials to be delivered.

Complete Roof Replacement	\$.
Additional Supplies (if any)	\$.
Sales Tax	\$.
Total price as specified:	\$.
Warranty Info (Number of Years)		

Project to be completed by Date: _____

Or Project Completion Number of Days from Notice to Proceed: _____

NON-COLLUSION DECLARATION

I, by signing the proposal, hereby declare, under penalty of perjury under the laws of the United States that the following statements are true and correct:

1. That the undersigned person(s), firm, association or corporation has (have) not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this proposal is submitted.
2. That by signing the signature page of this proposal, I am deemed to have signed and have agreed to the provisions of this declaration.

Proposal – Signature Page

NOTE: If the proponent is a Corporation, this proposal must be executed by its duly authorized official(s).

ADDITIONAL ASSURANCE AND CERTIFICATIONS

The proponent hereby certifies that he/she will comply with all assurances and certifications issued by Lincoln County, and conform to all applicable state and federal laws.

The proponent hereby acknowledges that he/she has read and understands the RFQ documents herein and hereby agrees to furnish the specified goods and services contained herein at the prices quoted. It is further acknowledged that the documents referred to shall constitute and incorporate a contract between Lincoln County and the undersigned as intent to offer services and products herein.

The respondent is hereby advised that by signature of this proposal he/she is deemed to have acknowledged all requirements and signed all certificates contained herein.

The proponent further certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal or State department or agency.

Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

DATED this _____ day of _____ 2015

BID PROPOSAL MUST BE SIGNED →

Signature of Authorized Official(s)

Please Print Name of Authorized Official(s)

Firm

Address

City, State, Zip Code,

Telephone

State of Washington Contractor's License No. _____

Federal ID No. _____