



Procurement Division
Public Services Building
2051 Kaen Road
Oregon City, OR 97045
(503) 742-5444 (Office)

REQUEST FOR QUOTES (RFQ) #2018-26

Issue Date: March 5, 2018

Project Name:	Parrott Creek Fire Suppression System Remodel		
Quote Due Date/Time:	March 27, 2018, 2:00 PM		
Non-Mandatory Walkthrough:	March 14, 2018; 8:00am		
Procurement Analyst:	Ryan Rice	Phone:	503-742-5446
		Email:	rrice@clackamas.us

**SUBMIT QUOTES VIA EMAIL TO PROCUREMENT@CLACKAMAS.US
OR MAIL/HAND DELIVERY TO THE ABOVE ADDRESS**

**PLEASE NOTE: EMAIL SUBMISSIONS SHOULD HAVE
“2018-26 PARROTT CREEK FIRE SUPPRESSION” IN THE SUBJECT LINE**

1. ANNOUNCEMENT AND SPECIAL INFORMATION

Quoters are required to read, understand, and comply with all information contained within this Request for Quotes (“RFQ”). All quotes are binding upon Quoter for sixty (60) days from the Quote Due Date/Time. Quotes received after the Quote Due Date/Time may not be considered. If authorized in the RFQ and resulting contract, travel and other expense reimbursement will only be reimbursed in accordance with the Clackamas County Travel Reimbursement Policy in effect at the time the expense is incurred. The Policy may be found at www.clackamas.us/bids/terms.html.

It will be the responsibility of potential Quoters to refer daily to the Bids and Contract Information Page (www.clackamas.us/bids/index.html) to check for any available addenda, response to clarifying questions, cancellations or other information pertaining to this RFQ.

All questions regarding this RFQ are to be directed to the Procurement Analyst named above. Quoters may not communicate with County employees or representatives about the RFQ during the procurement process until the Procurement office has notified Quoters of the selected Quoter. Communication in violation of this restriction may result in rejection of a Quoter.

2. SCOPE

The purpose of this RFQ is to contract with a qualified firm for the remodel of the fire suppression system of the Parrott Creek Ranch Shelter Care and Residential Dorm. Work will consist of dismantling, modification, and re-installation of existing fire sprinkler/suppression system as well as any and all peripherals needed to deliver a complete system per project specifications of two (2) separate buildings.

Major Project Components:

- Supplying, fabricating, delivery, and installing all required materials to complete the project.
- Repair or replace existing system according to current code and plans.
- Update non-compliant fire sprinkler system of the Shelter Care building to a minimum 13D system.
- Update the Residential dorm to a 13R system.
- If quote exceeds \$50,000.00, Performance and Payments bond will be a required part of the contract.
- All work will be subject to field observations at all times by the owner.

Engineers Estimate: \$100,000.00

Key Dates:

Commencement Date: Upon issuance of Notice to Proceed ("NTP")

Substantial Completion: September 1, 2018

Final Completion: September 30, 2018

The following items are included and incorporated within this RFQ:

- PROJECT SPECIFICATIONS- FIRE SUPPRESSION SYSTEM REMODEL WORK, PARROTT CREEK RANCH SHELTER CARE AND RESIDENTIAL DORM
- PARROTT CREEK RANCH COMPLEX: KEY PLAN- RESIDENTIAL CARE DORM AND SHELTER CARE DORM

Pre-Quote Walkthrough

Attendance at a Non-Mandatory Pre-Quote Walkthrough will be conducted at 22518 S. Parrott Creek Road, Oregon City, Oregon 97045 on March 14, 2018 at 8:00AM. Attendance will be documented through a sign-in sheet.

Prevailing Wage

Prevailing Wage Rates requirements apply to this project because the maximum compensation for all owner-contracted work is more than \$50,000. The selected contractor and all subcontractors shall comply with the provision of ORS 279C.800 through 279C.870, relative to the Prevailing Wage Rates and the required public works bond.

PREVAILING WAGE RATES for Public Works Contracts in Oregon, January 1, 2018, which can be downloaded at the following web address:

http://www.oregon.gov/boli/WHD/PWR/Pages/pwr_state.aspx.

The Work will take place in Clackamas County, Oregon.

3. Sample Contract

Submission of a Quote in response to this RFQ indicates Quoter's willingness to enter into a contract containing substantially the same terms of the Public Improvement contract, with Clackamas County General Conditions dated Nov. 1, 2017, which can be found at:

<http://www.clackamas.us/bids/terms.html>.

No action or response to the sample contract is required under this RFQ.

4. Quote

Quotes should be short and concise with the following information:

- A. Not-to-exceed price to complete the project presented on company letterhead;
- B. Estimated time to complete the project;
- C. Clackamas County Certifications Form; and
- D. Any additional information that Clackamas County should take into consideration for the project or qualifications.

5. Evaluation

The quote received from the lowest responsive responsible Quoter will be awarded a contract. The "lowest responsive responsible Quoter" is the lowest Quoter who has substantially complied with all requirements of the Request for Quote and who can be expected to deliver promptly and perform reliably in the determination of Clackamas County.

CLACKAMAS COUNTY CERTIFICATIONS
RFQ #2018-26

Each Quoter must read, complete and submit a copy of this Clackamas County Certification with their Quote. Failure to do so may result in rejection of Quote. By signature on this Certification the undersigned certifies that they are authorized to act on behalf of the Quoter and that under penalty of perjury the undersigned will comply with the following:

SECTION I. OREGON TAX LAWS

As required in ORS 279B.110(2)(3), the undersigned hereby certifies that, to the best of the undersigned's knowledge, the Quoter is not in violation of any Oregon Tax Laws. For purposes of this certification, "Oregon Tax Laws" means a state tax imposed by ORS 320.005 to 320.150 and 403.200 to 403.250 and ORS chapters 118, 314, 316, 317, 318, 321, 323, and elderly rental assistance program under ORS 310.630 to 310.706, and local taxes administered by the Department of Revenue under ORS 305.620, all as applicable. If a contract is executed, this information will be reported to the Internal Revenue Service. Information not matching IRS records could subject Quoter to 28% backup withholding.

SECTION II. NON-DISCRIMINATION

The undersigned hereby certifies that the Quoter has not and will not discriminate in its employment practices with regard to race, creed, age, religious affiliation, sex, disability, sexual orientation, national origin, or any other protected class. Nor has Quoter or will Quoter discriminate against a subcontractor in the awarding of a subcontract because the subcontractor is a disadvantaged business enterprise, a minority-owned business, a woman-owned business, a business that a service-disabled veteran owns or an emergency small business that is certified under ORS 200.055.

SECTION III. CONFLICT OF INTEREST

The undersigned hereby certifies that no elected official, officer, agency or employee of Clackamas County is personally interested, directly or indirectly, in any resulting contract from this RFQ, or the compensation to be paid under such contract, and that no representation, statements (oral or in writing), of the County, its Commissioners, officers, agents, or employees had induced Quoter to submit this Quote. In addition, the undersigned hereby certifies that this proposal is made without connection with any person, firm, or corporation submitting a quote for the same material, and is in all respects fair and without collusion or fraud.

SECTION IV. COMPLIANCE WITH SOLICITATION

The undersigned further agrees and certifies that they:

1. Have read, understand and agree to be bound by and comply with all requirements, instructions, specifications, terms and conditions of the RFQ (including any attachments); and
2. Are an authorized representative of the Quoter, that the information provided is true and accurate, and that providing incorrect or incomplete information may be cause for rejection of the Quote or contract termination; and
3. Will furnish the designated item(s) and/or service(s) in accordance with the RFQ and Quote; and
4. Will use recyclable products to the maximum extent economically feasible in the performance of the contract work set forth in this RFQ.

Firm Name: _____ Date: _____

Signature: _____ Title: _____

Name: _____ Telephone: _____

Email: _____ OR CCB # (if applicable): _____

Business Designation (check one):

☐ Corporation ☐ Partnership ☐ Sole Proprietorship ☐ Non-Profit ☐ Limited Liability Company

☐ Resident Quoter, as defined in ORS 279A.120

☐ Non-Resident Quote. Resident State: _____

Oregon Business Registry Number: _____

CLACKAMAS COUNTY INSTRUCTIONS TO QUOTERS

Quotes are subject to the applicable provisions and requirements of the Clackamas County Local Contract Review Board Rule C-047-0270 (Intermediate Procurements) and Oregon Revised Statutes.

QUOTE PREPARATION

1. **QUOTE FORMAT:** Quotes must be submitted as indicated in the RFQ. Quotes may be submitted in writing to Clackamas County via e-mail, mail or in person.
2. **CONFORMANCE TO RFQ REQUIREMENTS:** Quotes must conform to the requirements of the RFQ. Unless otherwise specified, all items quoted are to be new, unused and not remanufactured in any way. Any requested attachments must be submitted with the quote and in the required format. Quote prices must be for the unit indicated on the quote. Failure to comply with all requirements may result in quote rejection.
3. **ADDENDA:** Only documents issued as addenda by Clackamas County serve to change the RFQ in any way. No other directions received by the Quoter, written or verbal, serve to change the RFQ document. NOTE: IF YOU HAVE RECEIVED A COPY OF THE RFQ, YOU SHOULD CONSULT THE CLACKAMAS COUNTY BIDS AND CONTRACT INFORMATION WEBSITE (www.clackamas.us/bids/index.html) TO ENSURE THAT YOU HAVE NOT MISSED ANY ADDENDA OR ANNOUNCEMENTS. QUOTERS ARE NOT REQUIRED TO RETURN ADDENDUMS WITH THEIR QUOTE. HOWEVER, QUOTERS ARE RESPONSIBLE TO MAKE THEMSELVES AWARE OF, OBTAIN AND INCORPORATE ANY CHANGES MADE IN ANY ADDENDA ISSUED, AND TO INCORPORATE ANY CHANGES MADE BY ADDENDUM INTO THEIR FINAL QUOTE. FAILURE TO DO SO MAY, IN EFFECT, MAKE THE QUOTER'S QUOTE NON-RESPONSIVE, WHICH MAY CAUSE THE QUOTE TO BE REJECTED.
4. **USE of BRAND or TRADE NAMES:** Any brand or trade names used by Clackamas County in the specifications are for the purpose of describing and establishing the standard of quality, performance and characteristics desired and are not intended to limit or restrict competition. Quoters may submit quotes for substantially equivalent products to those designated unless the RFQ provides that a specific brand is necessary because of compatibility requirements, etc. All such brand substitutions shall be subject to approval by Clackamas County.
5. **PRODUCT IDENTIFICATION:** Quoters must clearly identify all products quoted. Brand name and model or number must be shown. Clackamas County reserves the right to reject any quote when the product information submitted with the quote is incomplete.
6. **FOB DESTINATION:** Unless specifically allowed in the RFQ, ***QUOTE PRICE MUST BE F.O.B. DESTINATION with all transportation and handling charges included in the Quote.***
7. **DELIVERY:** Delivery time must be shown in number of calendar days after receipt of purchase order.
8. **EXCEPTIONS:** Any deviation from quote specifications, or the form of sample contract referenced in this RFQ, may result in quote rejection at County's sole discretion.
9. **SIGNATURE ON QUOTE:** Quotes must be signed by an authorized representative of the Quoter. Signature on a quote certifies that the quote is made without connection with any person, firm or corporation making a quote for the same goods and/or services and is in all respects fair and without collusion or fraud. Signature on a quote also certifies that the Quoter has read and fully understands all quote specifications, and the sample contract referenced in this RFQ (including insurance requirements). No consideration will be given to any claim resulting from quoting without comprehending all requirements of the RFQ.
10. **QUOTE MODIFICATION:** Quotes, once submitted, may be modified in writing before the time and date set for quote closing. Any modifications should be signed by an authorized representative, and state that the new document supersedes or modifies the prior quote. Quoters may not modify quotes after quote closing time.
11. **QUOTE WITHDRAWALS:** Quotes may be withdrawn by request in writing signed by an authorized representative and received by Clackamas County prior to the Quote Due Date/Time. Quotes may also be withdrawn in person before the Quote Due Date/Time upon presentation of appropriate identification.

- 12. QUOTE SUBMISSION:** Quotes may be submitted by returning to Clackamas County Procurement Division in the location designated in the introduction of the RFQ via email, mail or in person; however, no oral or telephone quotes will be accepted. Envelopes, or e-mails containing Quotes should contain the RFQ Number and RFQ Title.

QUOTE EVALUATION AND AWARD

- 1. PRIOR ACCEPTANCE OF DEFECTIVE PROPOSALS:** Due to limited resources, Clackamas County generally will not completely review or analyze quotes which fail to comply with the requirements of the RFQ or which clearly are not the best quotes, nor will Clackamas County generally investigate the references or qualifications of those who submit such quotes. Therefore, neither the return of a quote, nor acknowledgment that the selection is complete shall operate as a representation by Clackamas County that an unsuccessful quote was complete, sufficient, or lawful in any respect.
- 2. DELIVERY:** Significant delays in delivery may be considered in determining award if early delivery is required.
- 3. CASH DISCOUNTS:** Cash discounts will not be considered for award purposes unless stated in the RFQ.
- 4. PAYMENT:** Quotes which require payment in less than 30 days after receipt of invoice or delivery of goods, whichever is later, may be rejected.
- 5. INVESTIGATION OF REFERENCES:** Clackamas County reserves the right to investigate references and or the past performance of any Quoter with respect to its successful performance of similar services, compliance with specifications and contractual obligations, and its lawful payment of suppliers, sub-contractors, and workers. Clackamas County may postpone the award or execution of the contract after the announcement of the apparent successful Quoter in order to complete its investigation. Clackamas County reserves the right to reject any quote or to reject all quotes at any time prior to Clackamas County's execution of a contract if it is determined to be in the best interest of Clackamas County to do so.
- 6. METHOD OF AWARD:** Clackamas County reserves the right to make the award by item, groups of items or entire quote, whichever is in the best interest of Clackamas County.
- 7. QUOTE REJECTION:** Clackamas County reserves the right to reject any and all quotes.
- 8. QUOTE RESULTS:** Quoters who submit a quote will be notified of the RFQ results. Awarded quote files are public records and available for review by submitting a public records request or by appointment.



FACILITIES MANAGEMENT

CENTRAL UTILITY PLANT

1710 Red Soils Court, #200 \ Oregon City, OR 97045

**FIRE SUPPRESSION SYSTEM REMODEL WORK
PARROT CREEK RANCH SHELTER CARE AND
RESIDENTIAL DORM
22518 S PARROTT CREEK RD.
OREGON CITY, OREGON 97045**

PROJECT SPECIFICATIONS

PROJECT OVERVIEW

The scope of this Request for Quote is for the remodel of the Fire Suppression System(s). – This is a repair or replace project of the existing system(s), according to current code and plans. The Shelter Care building currently has a non-compliant fire sprinkler system originally installed in late 2009 that will need to be updated to a minimum 13D system. The larger Residential dorm has an existing sprinkler system with an unknown installation date (Permit pulled in 2001 but no inspections) and no records of materials used. This building is proposed to receive a 13R system to meet current code given occupancy size.

LICENSING

Subcontractors must be currently licensed in good standing with the Oregon Construction Contractor's Board license to bid on this project.

BOLI WAGES

This contract falls under BOLI requirements. The Subcontractor shall be required to follow the Prevailing Wage Rate Law and pay the appropriate hourly rates as found in the 'Prevailing Wage Rates for Public Works Contracts in Oregon' Effective January 1, 2017 book. The Subcontractor and their subcontractors if any, are required to have a public works bond on file with the Oregon Construction Contractors Board before starting any work unless exempt.

Copies of the certified wage reports must be submitted before final labor invoices can be paid as per the Public Contracting Code - ORS 279C.845 and ORS 279.555.

SCOPE

The contractor shall supply all materials and labor to complete their portion of the project in compliance with all local codes and regulations according to detailed requirements specified below.

This contract will cover the dismantling, modification and re-installation of the existing fire sprinkler systems and any and all peripherals needed to deliver a complete, cohesive system located in 2 (two) separate buildings at the subject property address to meet current code and floor plan. Contractor shall complete all work on or before the 30th of September, 2018.

PROJECT NO. 17-038 PARROT CREEK RANCH FIRE SUPPRESSION

GENERAL REQUIREMENTS

1. Quotations for this work are due in the Clackamas County Procurement Office on or before 2:00 PM on March 27th, 2018.
2. Quotations must be submitted as specified above, or they will not be considered.
3. ***The area is available for pre-bid inspection.*** Buildings will be open for inspection on 14th of March, 2018 from 0800 to 1100. ***This will be the only opportunity to preview the site.***
4. The Contractor shall apply and pay for all necessary permits to perform the work associated with or described in this RFQ. If the quotation should exceed \$50,000 the Contractor must obtain and pay for performance and payment bonds which shall be a required part of the Contract. Permits are through Clackamas County.
5. It is understood that work to be performed by the Contractor is based upon the specified structure in the existing location and condition and that Clackamas County assumes no responsibility and makes no guarantee or representation as to the condition thereof subsequent to the execution of the contract.
6. Work days are Monday through Friday. Work hours are 6:30am to 5:00 pm.
7. Clackamas County will provide potable water access and 120v power supply for Subcontractor's operations. Any additional requirements or needs of the Contractor shall be included in the bid proposal.

DETAILED REQUIREMENTS

1. The Contractor shall be responsible for supplying, fabricating, delivering and installing all required materials and labor to include incidentals to complete the scope of work detailed in these specifications and as directed by the County.
 - Primary requirements for this work can be found in this document.
 - Submit a drawing of the space with the layout of the modified system along with the proposed fixtures and fittings before commencing work. CAD space plan will be provided if requested.
 - Proposed fixtures and fittings must be comparable or better to existing components and meet current code requirements.
 - Provide the County with CAD drawings of the permitted work.
 - Provide the County with contractor's test certificate at final inspection.
2. The contractor shall furnish the County with an industry standard written warranty for defects in work performed covering parts, equipment, and labor for the work being performed. This warranty shall be furnished in addition to any standard manufacturer's warranties. The contractor shall also provide related operation manuals if any pertain, and system operational training to designated County staff.
3. Care and diligence must be used to avoid any damages to the existing facility.
 - a. Any damage incurred through the Subcontractors operations will be the sole responsibility of the Subcontractor.
 - b. Notify the County in advance if any walls or ceiling will need to be opened up or demoed to facilitate the modification or installation(s) of the system.
 - c. The County will perform any needed framing or sheetrock repair work including finishing and painting.

A limited staging area adjacent to the work area can be provided. The staging area, work site and all areas impacted or used by the Subcontractor shall be clean and clear of construction materials on a daily basis at the end of the work shift. All debris and waste shall be removed from the facility and disposed of properly at the completion of the project. Any materials paid for by the County and not incorporated into the project shall become the property of the County and remain at the project site.

4. The Subcontractor shall work with and make accommodations for any and all required inspections from the presiding jurisdiction and/or special inspections from third party inspectors. **The Subcontractor shall**

CONSTRUCTION DOCUMENTS

be responsible for scheduling all required inspections. The County shall be made aware of any corrections required, and the Subcontractor shall immediately repair or replace any substandard work. Copies of the original inspection sheet(s) shall be provided to the County.

5. Both of the proposed systems will need to be feed from an existing on-site well that contains a submersible pump within a 6" steel casing and is 111' deep. The well head has a 1½" to 1¼" galvanized steel outlet pipe that travels below grade into the farmhouse basement. A well pump flow test reported a flow rate of 27.5 gpm at a pressure of 21 psi at the well head. There are two 119 gallon free standing expansion tanks located in the basement of the farmhouse. Each tank provides approximately 40 gallons of water between pump cycles for a typical 40 to 60 psi pressure range (for a total of 80 gallons). There is also what appears to be a water softener and a chlorine injector on this system.

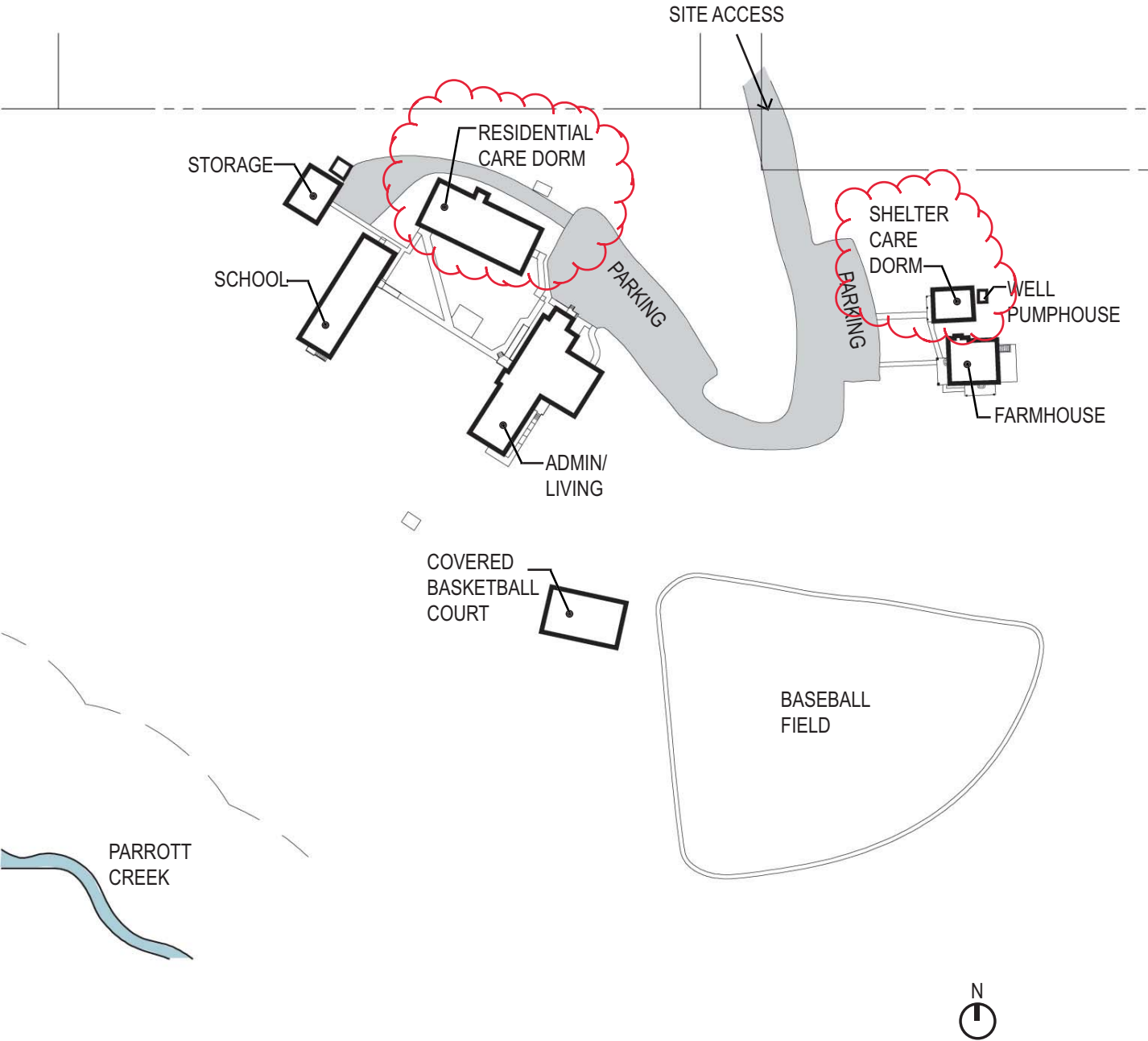
6. The new systems will need to include the supply and installation of any and all necessary water reservoirs or holding tanks and pumps. Bids shall include any plumbing work required to complete the system(s).

7. The contractor shall obtain the required permits to complete their work. The County will obtain permits for and perform any required electrical and framing work.

END DOCUMENT

PARROTT CREEK RANCH COMPLEX: KEY PLAN

NOT TO SCALE





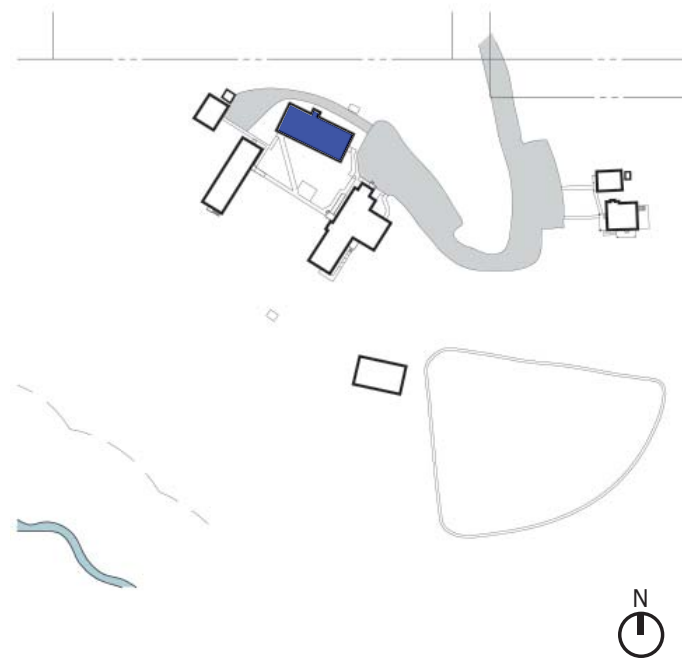
Residential Care Dorm Building

Year of Construction (est.): 1986
 Use: Residential dorm, 21 boys max.

Occupancy (assumed): R-2 (Dormitories)
 Type of Construction (assumed): Type V-B (non-rated)
 Occupant Load (est.): 49 people

Description: This single story dormitory has a footprint of approx. 2,400 SF and is rectangular in shape. The building has a concrete slab on grade foundation, concrete block walls and a 2x wood truss roof system. Concrete block is painted on the exterior. Roofing is asphalt composition. The building does not have a fire sprinkler system.

KEY PLAN



Summary of the Issues

Architectural:

The issues generally fall into three categories; accessibility, finishes and lighting.

- **ADA Accessibility:** Restroom fixture clearances do not meet current code requirements. Most doors in this facility have an automatic closer. Most of the closers appear to be worn out and require too much force to operate and do not meet current code requirements.
- **Finishes:** The existing floor, wall and ceiling finishes are generally worn and in poor condition.
- **Lighting:** Interior lighting levels and quality are very poor.

Structural:

The building is constructed using CMU walls and a wood framed roof truss system.

- **Gravity Systems:** Based on our visual investigation, the structure seems to have successfully supported the gravity loads it has been subjected to in the past.
- **Lateral (Seismic) Systems:** Based on our visual investigation, the structure seems to have successfully supported the lateral loads it has been subjected to in the past.
- **Positive attachment of exterior and interior walls to roof system** needs to be added.
- **CMU wall reinforcement** does not meet current code minimum levels.



Residential Care Dorm Building (con't)

Electrical:

Based on observations we have noted the following:

- Working clearance at the main electrical panel and sub branch panel in the fire riser room is too small and does not meet current code requirements.
- Fire alarm pull station is mounted too high to meet ADA code.
- Existing receptacles are not tamper resistant.
- Existing battery backup emergency egress lighting does not provide the code required minimum and needs to be upgraded.
- Existing exit signs are not in compliance with current code.

Mechanical:

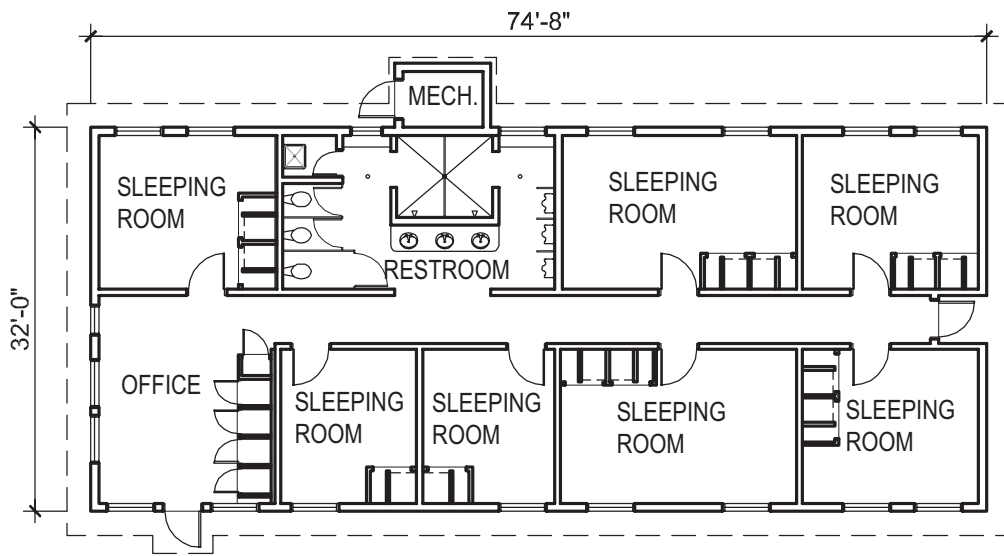
Based on observations we have noted the following:

- One existing fan coil unit with hot water coil heat is in working condition. No outside air is being introduced into the systems making the inside air very stale.
- Bathroom exhaust system should be tested and re-balanced.

Plumbing:

Based on observations we have noted the following:

- Three instantaneous water heaters appear to be in good working condition.
- Fixtures do not meet ADA code and need to be replaced.



Residential Care Dorm

2,416 sf



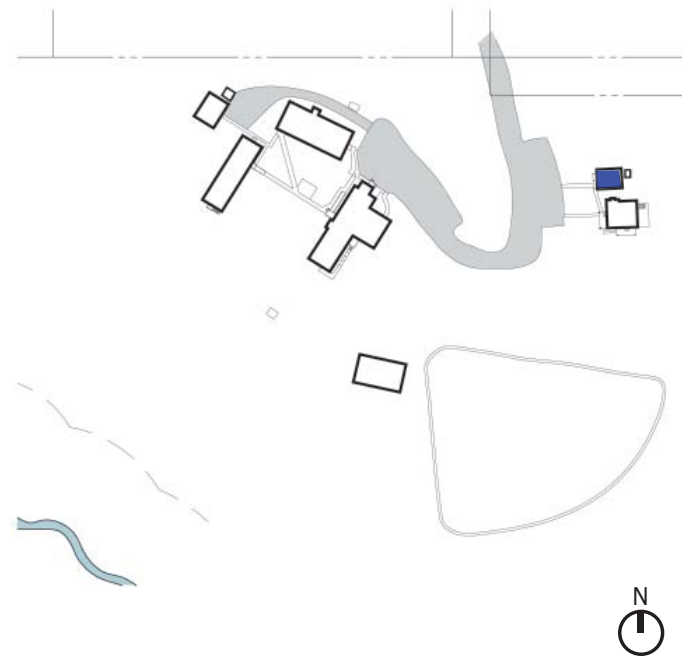


Shelter Care Dorm Building

Year of Construction (est.): various
 Use: Dormitory
 Occupancy (assumed): R-2 (Dormitories)
 Type of Construction (assumed): Type V-B (non-rated)
 Occupant Load (est.): 11 people

Description: This single story dormitory building has a footprint of approx. 550 SF and is rectangular in shape. The building appears to be a converted garage structure with a slab on grade foundation. Recent construction drawings indicate that its construction utilizes conventional wood framed residential construction. The siding and roofing are corrugated metal. A wood framed entry porch is built off the front of the structure. The building does not have a fire sprinkler system.

KEY PLAN



Summary of the Issues

Architectural:

The issues generally fall into two categories; accessibility and finishes.

- **ADA Accessibility:** Door threshold at main entry appears to be just beyond ADA requirements.
- **Finishes:** The existing floor, wall and ceiling finishes are generally in good condition.

Structural:

The building is conventionally residential wood framed construction.

- **Gravity Systems:** Based on our visual investigation, the structure seems to have successfully supported the gravity loads it has been subjected to in the past.
- **Lateral (Seismic) Systems:** Based on our visual investigation, the structure seems to have successfully supported the gravity loads it has been subjected to in the past.
- **Positive attachment of entry posts to foundations** should be installed.
- **Existing grades** should be reworked to ensure drainage away from structure to avoid water damage and decay.

Shelter Care Dorm Building (con't)

Electrical:

Based on observations we have noted the following:

- Existing battery backup emergency egress lighting meets code required minimums.
- Structure appears new and complies with current code.
- Tamper resistant receptacles are used in required locations.



Mechanical:

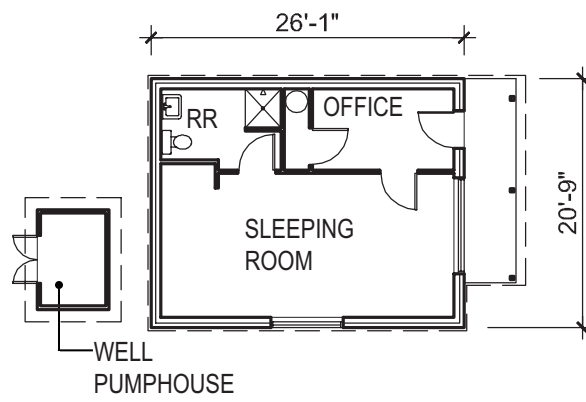
Based on observations we have noted the following:

- Structure appears new and complies with current code.

Plumbing:

Based on observations we have noted the following:

- Structure appears new and complies with current code.



Shelter Care Dorm

541 sf

