



CONTRACT DOCUMENTS

**CONTRACT FOR SERVICES
ENGINEERING, DEMOLITION AND INSTALLATION FOR
HVAC SYSTEMS AT STATIONS 64 AND 65
SHORELINE FIRE DEPARTMENT**

MAY 12, 2010

SHORELINE, WASHINGTON

FOR INFORMATION REGARDING THIS RFP DOCUMENT:

**PRIMARY CONTACTS
RON ZSIGMONDOVICS, DEPUTY FIRE CHIEF
JACK FULLER, MAINTENANCE SUPERVISOR
SHORELINE FIRE DEPARTMENT
17525 AURORA AVE NORTH, SHORLINE, WA 98133
RZSIGMONDOVICS@SHORELINEFIRE.COM
206.533.6500**

SHORELINE FIRE DEPARTMENT
REQUEST FOR PROPOSALS
CONTRACT FOR SERVICES REGARDING THE ENGINEERING, DEMOLITION
AND INSTALLATION OF A RELIABLE HVAC SYSTEM AT STATIONS 64 AND 65.

Proposals will be received by SHORELINE FIRE DEPARTMENT for Contracted services for engineering, demolition and installation, per instructions and requirements, for Heating Ventilation and Air Conditioning systems at Stations 64 and 65.

Shoreline Fire Department Utilizes eCityGov Alliance for a Small Works Roster and has distributed a Request for Information (RFI) to 5 participants on the roster under the section "Plumbing and Mechanical Construction & Repair". All those responding to the RFI will be invited to attend a pre-proposal tour. This RFI will be incorporated into a Request for Proposals (RFP). All proposals will be subject to contract negotiation and made available for review and public inspection at Shoreline Fire Department Headquarters, 17525 Aurora Ave North, Shoreline, WA 98133

Proposals for the specified engineering, demolition and installation will be received at Shoreline Fire Department Headquarters, 17525 Aurora Ave North, Shoreline, WA 98133, no later than 4:30 PM on June 10, 2010. All proposals must be received by the District Administrative Assistant / Reception (Monday thru Friday – 0730/1630 hours). Proposals received after the date and time indicated will not be accepted and will not receive consideration.

On June 14, 2010, at 1300 hours, proposals will be publicly opened and proposal prices will be available to the public. The successful proposer will be notified within 30 days of the proposal opening. Phone (206) 533-6500 for questions.

Shoreline Fire Department reserves the right to negotiate or reject any and all proposals or waive any informality in the proposal, and select whichever proposal the Shoreline Fire Department determines to be from the lowest responsible proposer.

RFP 5/10/10, Publication email: eCityGov Alliance - Plumbing & Mechanical Construction & Repair, Shoreline Fire Website – www.shorelinefire.com

PROPOSAL INSTRUCTIONS
&
REQUIREMENTS

ENGINEERING, DEMOLITION, AND
INSTALLATION OF A RELIABLE HVAC SYSTEM
AT EACH: STATION 64 AND 65

FOR

SHORELINE FIRE DEPARTMENT
17525 – AURORA AVE. N.
SHORELINE, WA 98133

FIRE CHIEF

MARK BUNJE

PROJECT MANAGERS

RON ZSIGMONDOVICS, DEPUTY CHIEF
JACK FULLER, MAINTENANCE SUPERVISOR

Request for Proposals Schedule

Request for Information (ecitygov alliance email, web)	5/12/10
Commissioners meeting – update on process	5/20/10 5:00 PM
Mandatory Pre-Proposal Tours (1 st come, 1 st serve, sign-up for individual tours) Tours will start at 145 NE 155 th Shoreline Station 65 Then move to 719 N 185 th Shoreline Station 64	5/20 at 7:30 to 9:15 5/20 at 9:30 to 11:15 5/20 at 12:00 to 1:45 5/20 at 2:00 to 3:45 5/20 at 4:00 to 5:45
Proposals Due	6/10/10 by 1630 hours
Proposal Review	6/14/10 1300 hours
Contractor discussions/ negotiations	6/15,16/10
Commissioners Approval Request	6/17/10 1700 hours
Contact all Proposers with Final Determination	6/18/10

**INSTRUCTIONS AND REQUIREMENTS OF PROPOSERS
OF ENGINEERING, DEMOLITION AND INSTALLATION OF RELIABLE HVAC
SYSTEM FOR STATIONS 64 AND 65**

**SHORELINE FIRE DEPARTMENT
17525 AURORA AVE. N.
SHORELINE, WA 98133**

Proposal Instructions and Requirements

MANDATORY PRE-PROPOSAL MEETING

There will be a series of 5 mandatory pre-proposal meetings open only to individual Proposers that are currently on the roster with eCityGov Alliance, have responded to Shorelines Request for Information and Request for Proposal and are qualified in the field of HVAC engineering, demolition and installation systems. Pre-proposal meetings have been established as indicated above and it is the proposers responsibility to set their individual appointment by calling 206-533-6500.

In order to be eligible to submit a proposal, only qualified Proposers who attend one of the 5 mandatory RFI/RFP meetings will be provided with the station tours, proposal instructions and requirements.

1. Proposals shall be for the purchase of engineering, demolition, and installation of a reliable HVAC system at Stations 64 and 65 per the final accepted contract specifications (HVAC).
2. These specifications shall become part of the final contract. Proposers shall carefully review the following requirements and completely answer all inquiries as to whether proposer can comply with each, or will offer an exception. Proposers shall complete the responses to the requirements and the proposal form, giving accurate information.
3. The proposal amount shall include all fees, including license/permit fees, taxes, including sales taxes, excise taxes, bonds, etc, and the cost of shipping, if applicable (FOB to Shoreline).
4. Proposers must furnish all information requested. In addition, the successful proposer shall supply at least three (3) complete sets of their finalized Proposals.

SECTION A - EXCEPTIONS TO REQUIREMENTS

A.1 **Proposer Complies as Written: Yes___ No___**
Each proposer shall indicate compliance with these requirements by checking the proposal compliance question within each section of the requirements. Checking "YES" to that section will mean full compliance with all portions of that paragraph, checking "NO" will mean an exception or clarification of any sort is being taken to all or part of that paragraph. Proposers must Underline in Red Ink any portion of the section which will not be provided as specified. Where it is specifically stated "**NO EXCEPTIONS**", none will be tolerated and may be cause for immediate rejection of proposal.

A.2 **Proposer Complies as Written: Yes___ No___**
Exceptions will be referenced to the paragraph, page number and item number of these requirements where the item appears, and information about the exception shall be provided with the proposal. Any exceptions taken may be considered during the proposal evaluation process. Shoreline Fire will be the sole judge as to the acceptability of any of the items listed as exceptions, and the decision of Shoreline Fire will be final.
NO EXCEPTIONS

A.3 **Proposer Complies as Written: Yes___ No___**
Proposals with no exceptions may be given preference over those with exceptions regardless of cost differential.

A.4 **Proposer Complies as Written: Yes___ No___**
Proposals taking total exception to these requirements will not be accepted.

SECTION B - INSTRUCTIONS/REQUIREMENTS

B.1 **Proposer Complies as Written: Yes___ No___**
Shoreline Fire Department accepts for consideration proposals for the engineering, demolition, and installation of a reliable HVAC system at Stations 64 and 65 per the accepted proposal. Proposers will comply with all requests in written format and within timelines as specified in order to be considered.

B.2 **Proposer Complies as Written: Yes___ No___**
Shoreline Fire Department reserves the right to accept or reject any or all proposals, and to accept the proposal deemed to be in the best interest of the District and Citizens of the greater Shoreline community. Shoreline Fire Department, hereinafter referred to as Shoreline Fire, is not bound to accept the lowest proposal submitted. The proposer most closely meeting the Department's requirements, facility needs, budget capabilities, and demonstrating the qualities desired by Shoreline Fire will be chosen as the successful proposer.

B.3 Proposer Complies as Written: Yes___ No___

It is the intent of these requirements to secure competitive proposals to provide for the design, construction and delivery of HVAC. These requirements do not detail an HVAC system, but provide administrative guidelines and the general criteria of the desired system/s. Note: Shoreline will not accept proposals designed to be proprietary or restrictive.

B.4 Proposer Complies as Written: Yes___ No___

In evaluating the proposals to determine which proposal is the most advantageous, these major items will be considered: System capability, price proposal, qualifications and experience, project plan and schedule, quality/content of training, warranty and onsite support, dealer's location and track record for performance, location of post delivery service and parts, completeness of the proposal and information supplied.

B.5 Proposer Complies as Written: Yes___ No___

As Shoreline Stations are occupied 24/7/365, provide both Commercial and Residential use, systems proposed shall closely meet industry standards of professionalism for engineering, demolition, work-place safety, installation and lifespan. All items of the proposal will conform to the character use of the fire service for which it is intended.

Proposer Complies as Written: Yes___ No___

B.6

Perform all work; furnish and install all materials and equipment in full accordance with the latest applicable rules, regulations, requirements and specifications of the following:

Local Law and Ordinances	National Electrical Contractors Assoc.
State and Federal Laws	Insulated Cable Engineers Assoc.
National Electrical Code	WISHA
National Fire Code	Local Building Codes
Underwriter's Laboratories	All Applicable Requirements not listed
National Electrical Safety Code	
American National Standards Institute	

Proposer Complies as Written: Yes___ No___

B.7

Proposer is to obtain all permits and pay all fees required by any governmental agency having jurisdiction over the work. The proposer shall schedule and comply with all inspections required by these agencies. Upon completion of the work, furnish satisfactory evidence to the District that the work is acceptable in the regulatory authorities having jurisdiction.

SECTION C - CONTRACTOR'S QUALIFICATION STATEMENT

The undersigned certifies that the information provided herein is true and sufficiently complete so as not to be misleading.

1. How many years has your organization been in business as a HVAC Systems designer/installer? _____

2. How many years has your organization been in business under its present business name? _____

Under what other or former names has your organization operated?

3. If your organization is a corporation, answer the following:

Date of incorporation: _____

State of incorporation: _____

President's Name: _____

Vice President's Name: _____

Secretary's Name: _____

Treasurer's Name: _____

4. If your organization is a partnership, answer the following:

Date of organization: _____

Type of partnership: _____

Name(s) of general partner(s): _____

5. If your organization is individually owned, answer the following:

Date of organization: _____

Name of owner: _____

6. If the form of your organization is other than those listed above, describe it and its principals: _____

7. Provide Contractor Registration Number: _____

(provide copy of Certificate of Registration)

8. Provide State UBI Number _____, Copy of Proof of Industrial Insurance.

SECTION D – EXPERIENCE

D.1 **Proposer Complies as Written: Yes___ No___**

1. List the categories of work that your organization normally performs with its own forces.
2. Claims and suits. (If the answer to any of the questions below is yes, please attach details.)
 - a. Has your organization ever failed to complete any work awarded to it?
 - b. Are there any liens, judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?
 - c. Has your organization filed any lawsuits or requested arbitration with regard to construction contracts within the last five years?
3. Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract?

D.2 **Proposer Complies as Written: Yes___ No___**

Proposer shall submit a list of 5 HVAC systems installed within the last five years, within the State of Washington which are currently in normal use.

Proposer Complies as Written: Yes___ No___

D.3 Proposer shall list all current licenses held which relate to this project.

SECTION E - REFERENCES

Proposer Complies as Written: Yes___ No___

List up to three names of municipalities (i.e., cities, counties and other municipalities) for whom you have most recently contracted work with:

Municipality _____	Contact _____	Phone _____
Municipality _____	Contact _____	Phone _____
Municipality _____	Contact _____	Phone _____

INSURANCE:

Name of Company: _____

Insurance Agent: _____

SURETY:

Name of Bonding Company: _____

Bonding Agent: _____

Failure to complete all parts of this Proposal, including all of its attachments, may render this Proposal non-responsive.

E.1 **Proposer Complies as Written: Yes___ No___**
Each proposer shall provide satisfactory evidence of its ability to design and construct the system and supply service, parts and technical assistance for the proposed project.

E.2 **Proposer Complies as Written: Yes___ No___**
Shoreline Fire seeks proposals from qualified proposers offering complete service and facilities, within a reasonable distance from the City of Shoreline. Proposer will provide the mileage distance.

SECTION F - WRITTEN SPECIFICATIONS

F.1 **Proposer Complies as Written: Yes___ No___**
Each proposal will be accompanied by a detailed description of the work and equipment it proposes to furnish, as well as a timeline plan from start to conclusion. It is the intent of these requirements to provide for the delivery of complete and soundly engineered and installed HVAC system/s. Minor details of construction and materials, where not otherwise specified, are left to the discretion of the proposer, who will be solely responsible for the design and construction of all features.

F.2 **Proposer Complies as Written: Yes___ No___**
Shoreline Fire would like to have equipment that has been carefully selected because of its quality, reliability, and availability of replacement locally and is not proprietary. Design and equipment must be compatible with existing equipment unless deemed to produce a sub-standard finalize system.

F.3 **Proposer Complies as Written: Yes___ No___**
Shoreline Fire shall be the sole judge as to the acceptability of proposed equipment and systems. Supporting technical information, literature, samples & other support information shall be provided with proposal.

SECTION G - SPECIAL CONDITIONS

No proposal will be considered unless the proposer can meet the special conditions stated herein.

G.1 **Proposer Complies as Written: Yes___ No___**
Proposer shall be a fully licensed, bonded and insured dealer for the State of Washington. **NO EXCEPTIONS.** Proposer shall include proof of such licenses & certificates with their proposals. Proposals received from proposers not holding the above within the State of Washington will be immediately rejected without further explanation. Subcontractors will also be licensed for the tasks they are performing.

G.2 **Proposer Complies as Written: Yes___ No___**
Proposals will not be considered from proposers who are involved in any litigation or legal action regarding their business practices, failure to perform, etc. at the time of the proposal award. Proposers shall state with proposal if currently involved in any litigation regarding product or company performance.

G.3 **Proposer Complies as Written: Yes___ No___**
Proposer shall be responsible to completely fill out this detailed analysis section (Proposal Instruction and Requirements). Proposals submitted not completely filled out will be immediately rejected as "Non-Responsive", as Shoreline Fire will not be able to fully analyze and compare the proposals submitted. **NO EXCEPTIONS.**

SECTION H - PRICE-PAYMENT-DELIVERY

H.1 **Proposer Complies as Written: Yes___ No___**
All proposed prices shall be FOB Shoreline Fire Stations 64 and/or 65 respectively (based on each system/s needs). All prices quoted shall be valid for a period of not less than 90 days after proposal review.

H.2 **Proposer Complies as Written: Yes___ No___**
All finalized proposals shall be submitted with the requested inserts herein.
The form shall be completely filled out with all information requested or the proposer will be rejected as unresponsive. **NO EXCEPTIONS.**

H.3 **Proposer Complies as Written: Yes___ No___**
As an attachment to the total price on specified proposal form, attachment shall include all equipment, components and labor costs (prevailing wages apply).

H.4 **Proposer Complies as Written: Yes___ No___**
Proposers shall state the maximum job completion date based on number of actual calendar days from date of the signed agreement by Shoreline Fire.

H.5 **Proposer Complies as Written: Yes___ No___**
Before final acceptance, the system(s) will be tested in the presence of an authorized representative(s) of the purchaser. The purchaser reserves the right to perform actual performance tests to evaluate the system(s), prior to acceptance and payment. Testing will be done with the assistance of the proposer.

H.6 **Proposer Complies as Written: Yes___ No___**
In the event the system(s) fail to meet the test requirements on first trials, second trials may be made within ten days of the date of the first trials. Installation of the system(s) will not constitute acceptance of the system(s) until testing and acceptance is completed.

H.7 **Proposer Complies as Written: Yes___ No___**
Final acceptance and payment (retainage of 5%) shall occur after the completed system(s) have been evaluated and tested with the purchaser's full satisfaction, permits are finalized and Prevailing Wage Requirements (Intent and Affidavit) have been met by contractor and subcontractors and a certificate of payment of taxes from the Department of Revenue has been forwarded to the District.

H.8 **Proposer Complies as Written: Yes___ No___**
In the event the system fails to meet the 2nd acceptance test, the purchaser has thirty (30) days to notify the proposer in writing of corrections required. Failure to make such changes as the purchaser may consider necessary to conform to any clause of the requirements, within thirty days of notification, shall be cause for rejection of the system.

H.9 **Proposer Complies as Written: Yes___ No___**
The District shall not be liable for any costs incurred by proposers in responding to the RFI or RFP.

SECTION I - CONTRACT AWARD

I.1 **Proposer Complies as Written: Yes___ No___**
The purchaser reserves the right to reject any or all proposals deemed by Shoreline Fire to be unresponsive. Contract may be awarded to the proposal most closely meeting Shoreline Fire's attached requirements and needs, based upon the criteria of Shoreline Fire.

SECTION J - WARRANTIES

J.1 **Proposer Complies as Written: Yes___ No___**
Complete details of the manufacturer's warranties shall be provided with the proposal. All standard warranties shall be transferred to Shoreline Fire with the assistance of the proposer.

SECTION K - MATERIAL AND WORKMANSHIP

K.1 **Proposer Complies as Written: Yes___ No___**
All equipment furnished shall be guaranteed to be new and of current manufacture and to meet all requirements of the proposal. All materials used shall be of the highest quality available. Second rate or poor quality components are not desired by Shoreline Fire. Shoreline Fire will be the sole judge of quality materials and workmanship, judged by inspection and comparison evaluation.

K.2 **Proposer Complies as Written: Yes___ No___**
Workmanship shall be of high quality and accomplished in a professional manner so as to ensure functional equipment/system(s) with an aesthetic appearance (during and after construction). Proposer acknowledges that Shoreline Fire

Department utilizes its facilities 24/7/365 and cannot be detracted, through construction, from its main function in emergency response.

Proposer Complies as Written: Yes ___ No ___

- K.3** Proposer shall warrant against defective workmanship and contract installations for a period of two years from final acceptance through the issuance of a Maintenance Bond. Proposer shall state cost of such bond on price sheet. Requested bonds will only be acceptable if the proposer is listed as the principal. All equipment warranties included with this proposal shall be provided by the respective proposer and be included with proposal.

SECTION L - TECHNICAL INFORMATION / ASSISTANCE

L.1 **Proposer Complies as Written: Yes ___ No ___**

The successful proposal will designate a competent individual acceptable to the purchaser, to perform as a primary single contact representing the proposer. The designated person will provide a single point interface between the purchaser and any and all others on all matters concerning the successful delivery and completion of the system(s).

L.2 **Proposer Complies as Written: Yes ___ No ___**

For questions regarding these requirements or the proposal process, proposers may contact Project Manager, Ron Zsigmondovics Rzsigmondovics@Shorelinefire.com or Jack Fuller JFuller@Shorelinefire.com at (206) 533-6500 during normal office hours, Monday through Friday.

L.3 **Proposer Complies as Written: Yes ___ No ___**

Contact with any elected official of Shoreline Fire regarding these requirements or proposal process for the duration of the process is prohibited. Any proposer violating this standard may have their proposal rejected immediately without further explanation. **NO EXCEPTIONS.**

SECTION M - INVESTMENT

M.1 **Proposer Complies as Written: Yes___ No___**

The successful proposer shall within fifteen day after notification of award, be required to execute and deliver to the purchaser a Performance Bond in the amount of 100% of the contract price, in form and from a surety company reasonably acceptable to purchaser. The bond shall show the proposer as the "principal" and provide for a 100% guarantee that the proposer will deliver the equipment and installation per the requirements and specifications.

M.2 **Proposer Complies as Written: Yes___ No___**

FORCE MAJEURE

The Contractor shall not be charged with liquidated damages or any excess cost when delay in delivery of goods is due to:

1. Any preference, priority of allocation order duly issued by the Government;
2. Unforeseeable cause beyond the control and without the fault, or negligence of the Seller, including but not restricted to, acts of God, or of the public enemy, acts of the Buyer, acts of another Contractor in the performance of a contract with the Buyer, fire, flood, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; and
3. Any delays of subcontractors occasioned by any of the causes specified in the two immediately preceding clauses.

Provided that the proposer shall, within seven (7) days from the beginning of such delay, notify the purchaser, in writing, of the causes of the delay whereupon the purchaser shall ascertain the facts and extent of the delay and notify the proposer within a reasonable time of its decision in the matter.

M.3 **Proposer Complies as Written: Yes___ No___**

LATE PENALTY

Per the agreed upon time-line plan, delivery of completed project shall be considered delivered after final acceptance at each facility of the purchaser and identified corrections are completed. There shall be a \$100.00 per day penalty, per system, charged commencing one (1) day after expected delivery date as stated by the proposer. Special considerations shall be allowed as indicated above.

M.5

INSURANCE

The successful proposer is fully responsible for assuring that proper insurance coverage is maintained for all work related to this project. Whether alternates/sub-contractors etc. The Proposer shall assume full responsibility and expense to obtain all necessary insurance as required. Insurance shall list the District as an "Additional Insured". Commercial General Liability including: hazards of premises/operations; independent contractors; employees as additional insured's; products completed operations; contractual liability coverage; broad form property damage coverage; and personal injury and advertising injury liability coverage. Policy limits will be for no less than \$1 million annual aggregate, \$1 million completed operations aggregate and \$1 million each occurrence.

Shorelines HVAC Assumptions

Over a period of years, Shoreline Fire Department has experienced a number of catastrophic failures (Compressors) of its HVAC systems at Stations 64 and 65. Both systems were engineered by the same firm and both stations were built by the same contractor in 2000. An independent Contractor was hired to evaluate the current system and has made the following recommendations:

- Utilize the Current Refrigeration Design software to generate a manufacturers recommended design.
- The HVAC systems have elevated and oversized liquid lines and do not have accessories or devices to protect against refrigerant flooding of the compressors. Install appropriately sized copper lines
- Convert the systems to have a "pump down" cycle
- Install compressor crankcase heaters
- Add appropriate number and size solenoid valves and coils
- Add applicable low-pressure switches
- Add appropriately sized sight-glass just before the indoor coil
- Add appropriate fan speed controllers
- Add appropriate suction line accumulators (if available in correct size, use accumulators on floor in Station 64 Mechanical Room).

Detailed Analysis and Component Cost Breakdown – STATION 64

First insert - proposer to describe in detail what they believe to be the existing problems associated with the currently installed system.

Second insert – proposer to describe in detail their recommended solution to establish a sustainable HVAC system that meets the 24/7/365 Commercial/Residential needs of the department and industry lifespan expectations.

Third insert – describe/list in detail all costs (materials and labor) associated with the project. (prevailing wages apply). Contractor to stack old copper piping in owner designated area for owner to surplus.

Detailed Component Cost Breakdown – STATION 65

First insert - proposer to describe in detail what they believe to be the existing problems associated with the currently installed system.

Second insert – proposer to describe in detail their recommended solution to establish a sustainable HVAC system that meets the 24/7/365 Commercial/Residential needs of the department and industry lifespan expectations.

Third insert – describe/list in detail all costs (materials and labor) associated with the project. (prevailing wages apply). Contractor to stack old copper piping in owner designated area for owner to surplus.

Contractor to Provide:

- Full proposal to assure that a new system has sustainability per industry standard (does not necessarily have to follow the assumptions described above).
- Provide for recovery, reclamation, welding, evacuation, nitrogen, labor, taxes, shipping, fees, permits, insurance, prevailing wage affidavits, any other costs associated with a completed/professional job
- Identification of intended route for piping and other job access to include routing of all penetrations.
- Repair and make inaccessible by environmental and/or animal/insect any and all penetrations from the outside to the inside of a structure
- After installation, provide technical expertise on operations, maintenance and system training and appropriate software.

Owner to Provide:

- Acceptance of intended route for piping and other complete finished product access
- All contractor-identified suspended ceiling tiles removed prior to startup and replaced at end of job
- Man lift rental
- Repair and painting of all Contractor identified, Owner pre-authorized, penetrations in sheet-rock

Shoreline Fire Department will be requiring proposals to be packaged in the following manner:

Stations 64 and 65, priced separately within each insert, then packaged together in a full proposed price (to include all costs – permits, equipment, installation, shipping, taxes, etc.)

Summary of Work

Design, fabricate, deliver, install, test, make fully operational and provide training and documentation for the System(s) located at Stations 64 and 65 in Shoreline. The Proposer has the responsibility to determine and design a system that works collaboratively within the scope and needs of the department.

System Specifications Developed by Proposer

EVALUATION AND AWARD PROCEDURES

To be eligible for contract award, the Proposer must have been in business a minimum of 5 years and have completed recent projects of this size and scope and be able to demonstrate such by providing five references of current customers, who can verify the quality of this type of work.

The award of the contract shall be made to the proposer whose proposal is evaluated and determined to best comply with the all needs and sections of this RFI/RFP to design, fabricate, deliver, install, test, make fully operational, provide training and documentation and longevity.

The District reserves the right to award the contract to the Proposer who will best serve the interest of the District. The District reserves the right, based upon its deliberations and in its opinion, to accept or reject any or all proposals. The District also reserves the right to waive minor irregularities or variations to the proposals.

REQUIRMENTS ANALYSIS CERTIFICATION FORM

I have read, and fully understand, these requirements and documents attached herefore; I hereby certify that all of the answers, provided to the questions in this proposal, are true and accurate.

Proposer: _____

Address: _____

Phone _____

Officer of Proposing Company. _____

Signature of Officer: _____

Date _____

RETAINAGE OF FUNDS

Per Labor and Industry requirements, Owner will Retain 5% of Final Payment until L&I certifies that the Contractor has paid their Industrial Insurance Premium.

HB 1199 – Retainage of Funds on Public Works Projects (2009) requires notification at the completion of contract work to the Department of Revenue, Employment Security Department and the Industrial Insurance Division of the Department of Labor & Industries.

- ❖ L&I has just released their notification requirements, as follows:
 - For public improvement contracts over \$35,000 and completed after September 30, 2009, public agencies must not pay any retained funds to the contractor until the Department of Labor & Industries (L&I) has approved the *release*, or payment. Look at <http://mrsc.org/subjects/pubworks/LNINewReq102009.pdf> and <http://mrsc.org/subjects/pubworks/LNIRequestRelease.pdf> which is a sample form to be submitted to L&I.