

**Grant Integrated Services Cityview Assisted Living Facility
Request for Proposals
Shower Repair**

- Opening Date:** August 8, 2013
- Proposal Deadline:** Sealed proposals must be received at Grant Integrated Services' Moses Lake office no later than **2:00 p.m., Friday, September 6, 2013**, at which time proposals will be opened and read. Unsigned sealed proposals will be rejected. Sealed proposals may be mailed to Grant Integrated Services at 840 E. Plum Street, Moses Lake, Washington, 98837. Sealed proposals may be hand delivered to the same address.
- Award of Contract:** A committee comprised of several Grant Integrated Representatives will determine whether or not to accept any proposals received by the deadline. If the committee accepts a proposal, the agreement is subject to the Board of County Commissioner's approval. Any proposal that is accepted will be made available to the public, in its entirety, upon request.
- Multiple Proposals:** Interested parties may submit multiple proposals so that Grant integrated Services can consider all options available.
- On-site Review & Meeting for Interested Parties:** Contractors who are interested in submitting proposals are invited to attend a walk-through on **August 19, 2013**. to inspect the site. Contractors may inspect, perform measurements, and ask questions at this time.
- Location:** Cityview Assisted Living Facility, 836 E. Plum Street, Moses Lake, Washington, 98837.
- Timeline:** We request completion of the project on or before October 30, 2013, but will entertain proposals with later completion dates.
- Scope of Work:** There are three existing showers that do not drain correctly. Grant Integrated Services is seeking a contractor to repair the showers while meeting ADA and WACs applicable to Assisted Living Facilities. Repair will include removal of existing shower pans and insertion of new shower pans that different than the existing shower pans so that water does not flow outside of the shower area. This will entail some removal of tiles and re-tiling. Work includes replacing or reworking shower benches to fit inside shower enclosures. Additional drains or floor sloping may be required to assure proper drainage. *Grant Integrated Services is interested in considering all possible options, designs, and proposals from qualified contractors.*
- Signature on Proposals:** Grant Integrated Services requires the signature on proposals be that of an authorized representative of the company. Each bidder, by making the bid, represents that they have read and understand the bidding documents and that these instructions to bidders are part of the specifications.
- Rejection of Proposals:** The bidder acknowledges the right of Grant Integrated Services to reject any or all proposals and to waive informality or irregularity in any proposal received and to award each item to different bidders or all items to a single bidder. In addition, the

bidder recognizes the right of Grant Integrated Services to reject a proposal if the proposal is in any way incomplete or irregular. Grant Integrated Services may also award, at its discretion, only certain items quoted on. Grant Integrated Services reserves the right to reject the proposal of a bidder who has previously failed to perform properly or complete on time contracts of a similar nature, or a bid of a bidder when investigation shows that a bidder is not in a position to perform on the contract.

- Form of Proposal:** No specific form for proposals is required, but all proposals must meet the specifications outlined in this document.
- Cost Itemization:** All proposals shall provide a line item, detailed, cost itemization. **Wages paid to employees on this project must be paid at the prevailing rate for this area.** Preferences will be given to proposals that provide greater detail in the proposed cost itemization. All costs should be included in proposals and the total cost of the proposal should be clearly indicated in each proposal.
- Experience and References:** Bidders shall provide evidence of having at least 3 (three) years experience in performing similar contracts. Bidders shall provide at least 3 (three) references of previously completed contracts, including contact names, addresses, and phone numbers.
- Insurance:** The successful bidder will be required to furnish a certificate of insurance in the following amounts:
Workers' Compensation – statutory coverage
Commercial General Liability - \$1 million/\$2 million aggregate
Property Damage Insurance
Vehicle Insurance – statutory limits
- Policies must include a waiver of subrogation where the insured waives its right to subrogate against Grant County, its employees, volunteers, directors, and officers.
- Licenses:** Bidders shall provide evidence of holding applicable state licenses to perform this work (i.e. general contractor's license).
- Errors:** If applicable, all errors in price extensions will be corrected by Grant Integrated Services and totals for award determination corrected accordingly, unless the bidder specifies that no change be made in the total submitted.
- Equal Opportunity:** Grant County is an equal opportunity employer. Parties doing business with Grant County must comply with all equal employment opportunity laws, rules, and regulations which they may be subject to.
- Non-Collusion Statement:** For proposals to be considered, bidders shall provide a non-collusion statement indicating that "neither the bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest as in any way colluded, conspired, or agreed directly or indirectly with any other bidder or firm or person to submit a collusive proposal, nor has in any way colluded, conspired, or agreed directly or indirectly with any Grant County employee to submit a collusive proposal."
- Contract:** Any proposal to Grant Integrated Services is not considered a contract. Rather, proposals are considered "proposals". Proposals do not become contract until the

Board of County Commissioners has formally approved the proposals and a separate contract is signed.

Legality:

Bidders are fully responsible for ensuring that all local, state, and federal laws, rules, and regulations they are subject to are complied should they be awarded a contract with Grant Integrated Services.

Indemnity Provision:

The Contractor agrees to defend, indemnify and hold Grant County harmless from any liability or claim for damage because of bodily injury, death, property damage, sickness, disease, or loss and expense arising from or related to the performance of the construction contract. Each contractor is acting in the capacity of an independent contractor with respect to Grant County. The contractor further agrees to protect, defend and indemnify Grant County from any claims by laborers, subcontractors, or materials for unpaid work or labor performed or materials supplied in connection with the construction contract.

The successful bidder, vendor and/or contractor must protect all property of Grant County (i.e. floors, furniture, grass, land, etc.) from injury or other damage. Any damage so caused must be repaired by contractor/vendor at its own expense. At the completion of work, contractor must remove from the premises all surplus materials and all debris created by the project. The premises must be left in a broom-clean and finished condition acceptable to Grant Integrated Services or its agents. Successful bidder will furnish adequate protection from damage for all work and to repair damage of any kind, for which the contractor and its workers are responsible, to the premises or equipment, or to the contractor's or subcontractor's own work.

Default:

Bidders providing a service and/or construction will be considered to be in default if/when they have failed to meet the completion date set forth in this document or within contracts established for procured services.

Warranty Preference:

Grant Integrated Services reserves the right to give preferences in the decision-making process to those proposals providing warranties and maintenance free options. However, this is not a requirement for submission.

Questions regarding this request for proposal may be directed to:

RFP Contact:

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