



## **STATEMENT OF QUALIFICATIONS ENGINEERING SERVICES**

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### **SUMMARY**

The Yakima Health District is requesting statements of qualification for Engineering Services for a feasibility study for adding generators to the Sundome Building, the Deccio Building, Pioneer Hall, and the Modern Living Building on the State Fair Park property located at 1301 S. Fair Avenue in Yakima, WA. The purpose for the possible addition of generators is to permit the facilities to be used as future emergency management sites.

Each interested firm shall submit a resume which includes at a minimum:

1. Cover page with respondent name, address, and phone number.
2. Summary of respondents' organization.
3. Summary of qualifications relevant to assessing development feasibility.
4. Detailed listing of representative work.
5. Exhibits of project cost estimates for two recent projects.

Resume and qualifications must be submitted by 5pm on January 22, 2018 to Ryan Ibach: Chief Operating Officer, Yakima Health District, 1210 Ahtanum Ridge Drive, Union Gap, WA 98903. Questions can be directed to (509)249-6521.

### **A. GENERAL TERMS AND CONDITIONS**

1. The purpose of the RFP is to ensure maximum, open, free competition in the solicitation of and procurement of services. This RFP is not to be construed as a purchase agreement or contract or as a commitment of any kind; nor does it obligate the Yakima Health District to award any contract or to pay for costs incurred prior to the execution of a formal contract unless YHD specifically authorizes such costs in writing.
2. YHD values diversity and encourages responses from qualified firms. It is the policy of YHD to encourage and support equal opportunity in the purchase of goods and services. YHD shall comply with all Equal Opportunity requirements in the procurement of all goods and services.
3. YHD reserves the right to accept or reject any or all proposals received, or to cancel or reissue this RFP in part or its entirety.

4. YHD reserves the right to award a contract for any services or group of services solicited via the RFP in any quantity YHD determines is in its best interest. It further reserves the right to make no award as a result of this solicitation for any services or group of services if in YHD best interest.
5. YHD reserves the right to correct any error(s) and/or make any changes to this solicitation as deemed necessary. YHD will provide notifications of such changes to all proposers recorded in the YHD office record as having received or requested an RFP.
6. YHD reserves the right to negotiate the final terms of any contract awarded as a result of this solicitation with the proposer selected and any such terms negotiated as a result of this RFP may be renegotiated and/or amended to successfully meet the needs of YHD.
7. YHD reserves the right to contact any individual or entity listed in the proposal that may have knowledge of the proposer's experience, performance and qualifications.
8. Proposers shall not offer or provide any gratuities, favors or anything of monetary value to any officer, member, employee or agent of YHD for the purpose of having an influencing effect toward their own proposal or any other proposal submitted hereunder. In addition, no employee, of YHD shall participate in the selection, award or administration of contract supported by YHD funds if a conflict of interest, real or apparent, would be involved.
9. Proposers shall not engage in any activity that is intended to restrict or eliminate competition. Violation of this provision may cause a proposal to be rejected. This does not preclude joint ventures.
10. The contents of a successful proposal may become a contractual obligation if selected for award. Failure of the proposer to accept this obligation may result in cancellation of the award. No plea of error or mistake shall be available to successful proposer as a basis for release of proposed services at stated price/cost.
11. YHD reserves the right to request clarification or, explanation for, or verify any aspect of a response to this RFP, and to require the submission of any price, technical, or other revision to the RFP that results from negotiations conducted.
12. YHD reserves the right to award to other than the lowest cost proposer.
13. YHD reserves the right to award without discussion.
14. YHD reserves the right to reject any proposal that fails to conform to the requirements of this RFP.
15. YHD reserves the right to extend, shorten, increase or decrease any contract awarded as a result of this RFP.

## **B. SCOPE OF THE ENGAGEMENT**

The purpose of the engagement is to examine the feasibility of adding generators to the above-mentioned facilities to be used as a possible Alternate Care Facility (ACF) and/or Federal

Medical Station (FMS) during an area wide emergency and/or as needed for medical surge operations.

The selected respondent will be required to analyze the following:

1. Complete a study to determine the feasibility of adding generator(s) (classified as “Optional Standby” per NEC) to the above listed facilities. Which would include the following:
  - a. Obtaining/updating existing information for each electrical distribution system at each site. Using this information to prepare drawings/ diagrams showing the proposed location of the addition of new generators and transfer switches to the existing distribution system. Evaluate the condition of the existing distribution system in each building and to make recommendations as to whether equipment appears to be in good condition or may need upgrade or replacement.
2. Determine the actual load each generator would be required to serve based on peak loads
3. Research various generator types (diesel/natural gas/propane) and suggest recommendations for which type and size of generator to use with each building.
4. Review the existing information and provide recommendations as how to connect each new generator to each building or how one generator can serve multiple buildings.
5. Come up with a preliminary estimate of electrical costs for each building including estimated costs for the installation of each generator including all components required and any costs associated with reconfiguring the existing distribution system that would be required to accommodate new generators.

### **C. FORMAT OF PROPOSAL**

1. Cover page with respondent name, address, and phone number.
2. Summary of respondents’ organization.
3. Summary of qualifications relevant to assessing development feasibility.
4. Detailed listing of representative work.
5. Proposed timeline of feasibility study.
6. Proposed methodology of feasibility study.
7. Proposed cost of feasibility study.

Proposals will not be accepted from respondents engaged in work that would conflict with its ability to perform the work identified in this RFP.

#### **D. DISCLAIMER**

YHD RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSALS OR PART THEREOF AND TO WAIVE ANY IRREGULARITIES THEREIN.

YHD ASSUMES NO LIABILITY FOR DISCLOSURE OR USE OF DATA SUBMITTED IN RESPONSE TO THIS RFP FOR ANY PURPOSE. ANY INFORMATION SUBMITTED SHALL BE SUBJECT TO THE WASHINGTON STATE OPEN RECORDS ACT, AND IT IS THE RESPONSIBILITY OF THE RESPONDENT TO TAKE ANY STEPS NECESSARY TO PROTECT ANY DOCUMENT DEEMED CONFIDENTIAL. REASONABLE EFFORTS WILL BE MADE TO MAINTAIN CONFIDENTIALITY OF DOCUMENTS MARKED “**PROPRIETARY**”. NOTWITHSTANDING THE ABOVE, YHD SHALL NOT BE HELD LIABLE FOR ANY DAMAGES IN CONNECTION WITH THE DISCLOSURE OF DOCUMENTS SUBMITTED AS PART OF A PROPOSAL.

PROPOSALS AT RISK -- THE COST ASSOCIATED WITH THE CREATION AND SUBMISSION OF A PROPOSAL IS THE SOLE RESPONSIBILITY OF THE RESPONDENT.

UNDER NO CIRCUMSTANCES SHALL A STIPEND OR REIMBURSEMENT BE PAID TO ANY RESPONDENT FOR COSTS ASSOCIATED WITH PREPARATION OF RESPONSE.

#### **MODIFICATION AND WITHDRAWL OF PROPOSALS**

Proposals submitted early may be modified or withdrawn by notice to the persons listed above receiving the proposals prior to the Submission Date. Such notice shall be in writing and signed by the consultant. Proposals may also be modified or withdrawn in person by the consultant, or an authorized representative, provided such representative can prove identity and authority. Withdrawn proposals may be resubmitted up to the time of the Submission Date, provided that they are then fully in conformance with the requirements set forth in this RFP.