

Procurement, Contract & Risk Management

Klamath Falls: 541.885.1133 (office) 541.885.1215 (fax) 3201 Campus Drive Snell Hall 217

Klamath Falls, OR 97601

Wilsonville: 503.821.1277 (office) 503.533.5190 (fax) 27500 SW Parkway Ave. Wilsonville, OR 97070

REQUEST FOR QUOTES (RFQ) # 2013-03 March 18, 2013

Project Name:	Residence Hall Interior Courtyard Lighting/Electrical Upgrade – Klamath Falls			
BID Due Date/Time:	April 12, 2013, 1:00 PM			
Mandatory Walkthrough:	April 2, 2013, 1:00 PM			
Project Coordinator:	Ken Kiest	Phone: 541-885-1225		
		Email:	Ken.Kiest@oit.edu	
Contract Coordinator:	George Marlton	Phone:	503-821-1277	
		Email:	George.Marlton@oit.edu	

SUBMIT QUOTES VIA EMAIL TO <u>PURCHASING@OIT.EDU</u> OR MAIL/HAND DELIVERY TO THE ABOVE PORTLAND ADDRESS TO GEORGE MARLTON

PLEASE NOTE: EMAIL SUBMISSIONS SHOULD HAVE "RFQ #2013-03" IN THE SUBJECT LINE

1. ANNOUNCEMENT AND SPECIAL INFORMATION

Quoters are required to read and understand and comply with all information contained within this RFQ. All quotes are binding upon Quoter for thirty (30) days from the RFQ Due Date/Time. All payments for services will be paid in accordance to OAR 580-061-0050. Quotes received after the RFQ Due Date/Time may not be considered. Travel and other expense reimbursement will only be reimbursed in accordance with the OIT Contractor's Travel Reimbursement Policy at the time the expense is incurred.

In support of OIT's sustainability mission, Quoters are encouraged to consider the following elements in responding to this RFQ. These are not a factor of award (unless otherwise specified in this document):

- Using environmentally preferable products and products that exceed EPA guidelines
- Supporting a diverse supplier pool, including Oregon small, minority, and women-owned firms
- Featuring products made or grown in Oregon

A mandatory pre-bid conference will be conducted on April 2, 2013 at 1:00 PM in the Sunset Conference Room of the College Union located at 3201 Campus Drive, Klamath Falls, OR 97601. Attendance will be documented through a sign-in sheet prepared by the Oregon Tech representative. Prime bidders who arrive more than 5 minutes after start of the time of the meeting (as stated in this solicitation and by the Oregon Tech's representative's watch) or after the discussion portion of the meeting (whichever comes first) shall not be permitted to sign in and will not be permitted to submit a bid on the project.

It will be the responsibility of potential bidders to refer daily to the OUS Procurement website (https://secure.ous.edu/bid/) to check for any available addenda, response to clarifying questions, cancellations or other information pertaining to this RFQ.

2. SCOPE

The purpose of this RFQ is to acquire the necessary labor, materials, testing, training and permits for the installation of 4 new main Residence Hall courtyard illumination lights, repair/refurbish 24 existing walkway lights that are embedded in the courtyard raised concrete planters, and repair/replace 4 electrical outlets that are attached to the courtyard raised concrete planters. The condition of the existing buried conduit and wiring for all the above identified electrical devices is questionable and the quote should list separate costs for repair or total replacement. Except for the 4 electrical outlets, all lights are to be converted to LED and energized by a separate circuit in anticipation of a future stand-alone solar power energy supply to be added later by Oregon Tech. Work is expected to start on approximately June 17th. See also Attachment A – Engineering Drawings of Courtyard.

Additional Scope Specifications:

Equipment:

- 4 main courtyard lights (owner supplied) will utilize existing poles that support current lights.
 (See Attachment B Owner Supplied LED Light spec sheet on retrofit light style that owner seeks to use).
- 24 walkway lights should utilize as many original fixtures as possible and be relit with LED bulbs.
- 4 electrical outlets to be repaired and upgraded to code compliant GFCI outlets.
- Courtyard concrete saw cutting and patching may be required and should be specified in quote.
- Oregon Tech student employees (under Oregon Tech supervision) will provide labor to remove dirt and vegetation from courtyard concrete planters to facilitate contractor access to electrical conduits and wiring. Contractor will be responsible to inform Oregon Tech about how much dirt and vegetation needs to be removed.
- Oregon Tech student employees (under Oregon Tech supervision) will provide labor to replace concrete planter dirt at completion of job.
- All work must be provided in accordance with the July 1, 2012 Oregon University System General Conditions for Public Improvement Contracts.
- This project is not subject to prevailing wage.

3. OUOTE

Quotes should be short and concise with the following information:

- A. Description of items/services to be provided;
- B. Price including all labor, materials, testing, training and permits;
- C. Warranty information; and
- D. Estimated completion time upon order submission.

4. EVALUATION

The quote received by 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.

Oregon Tech reserves the right to select the most convenient contract form to authorize services. Such contract forms may include Construction Purchase Order, Public Improvement Contract or a Supplement to the OUS Contractor Retainer Program.

OREGON INSTITUTE OF TECHNOLOGY CERTIFICATIONS RFO #2013-03

Each Quoter must read, complete and submit a copy of this Oregon Institute of Technology 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 305.385(6) the undersigned hereby certifies that to the best of the undersigned's knowledge, the Entity is not in violation of any Oregon Tax Laws. For purposes of this certification, "Oregon Tax Laws" means a state tax imposed by ORS 401.792 to 401.816 and ORS chapters 118, 314, 316, 317, 318, 320, 321 and 323; the elderly rental assistance program under ORS 310.630 to 310.706; and local taxes administered by the Department of Revenue under ORS 305.620. If a Contract is executed, this information will be reported to the Internal Revenue Service. Information not matching IRS records could subject Contractor to 31% backup withholding.

SECTION II. AFFIRMATIVE ACTION

The undersigned hereby certifies that they have not discriminated against Minority, Women or Emerging Small Business Enterprises in obtaining any required subcontracts, pursuant to OAR 580-061-0030(3).

SECTION III. 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 RFO and Ouote.

Firm Name:		Date:
Signature:		Title:
Name (Type or Print):		Telephone:
Email:		OR CCB # (if applicable):
-	ship Sole Proprieto	orship Non-Profit Limited Liability Company
-		Small Business: (Mark if applicable and certification #)
Minority:	Women:	ESB:
Self-Reported Minority, W	omen, or Emerging Sn	nall Business: (Mark if applicable)
☐ Minority:	□ Women:	□ ESB:

OREGON INSTITUTE OF TECHNOLOGY INSTRUCTIONS TO QUOTERS

Quotes are subject to the applicable provisions and requirements of the Oregon Administrative Rules and Oregon Revised Statutes.

QUOTE PREPARATION

- 1. **QUOTE FORMAT**: Quotes must be must be submitted as indicated in the RFQ. Quotes may be submitted in writing to OIT office 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 OIT 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 UNIVERSITY PROCUREMENT GATEWAY WEBSITE (www.ous.edu/about/bo) 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 ADDENDUMS 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 OIT in RFQ 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 OIT.
- **5. PRODUCT IDENTIFICATION**: Quoters must clearly identify all products quoted. Brand name and model or number must be shown. OIT 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 paid by the Quoter.
- **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 Oregon Institute of Technology General Conditions for Purchase Order Construction Contracts may result in quote rejection.
- 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 Oregon Institute of Technology General Conditions for Purchase Order Construction Contracts (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 OIT prior to quote closing time. Quotes may also be withdrawn in person before quote closing time upon presentation of appropriate identification.

12. QUOTE SUBMISSION: Quotes may be submitted by returning to OIT Purchasing and Contract Services Office in the location designated in the introduction of the RFQ via e-mail, mail or in person but 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, OIT 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 OIT 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 OIT 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: OIT 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. OIT may postpone the award or execution of the contract after the announcement of the apparent successful Quoter in order to complete its investigation. OIT reserves the right to reject any quote or to reject all quotes at any time prior to OIT's execution of a contract if it is determined to be in the best interest of OIT to do so.
- **6. METHOD OF AWARD**: OIT reserves the right to make the award by item, groups of items or entire quote, whichever is in the best interest of OIT.
- 7. QUOTE REJECTION: OIT 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 appointment.

Attachment A - Engineering Drawings of Courtyard

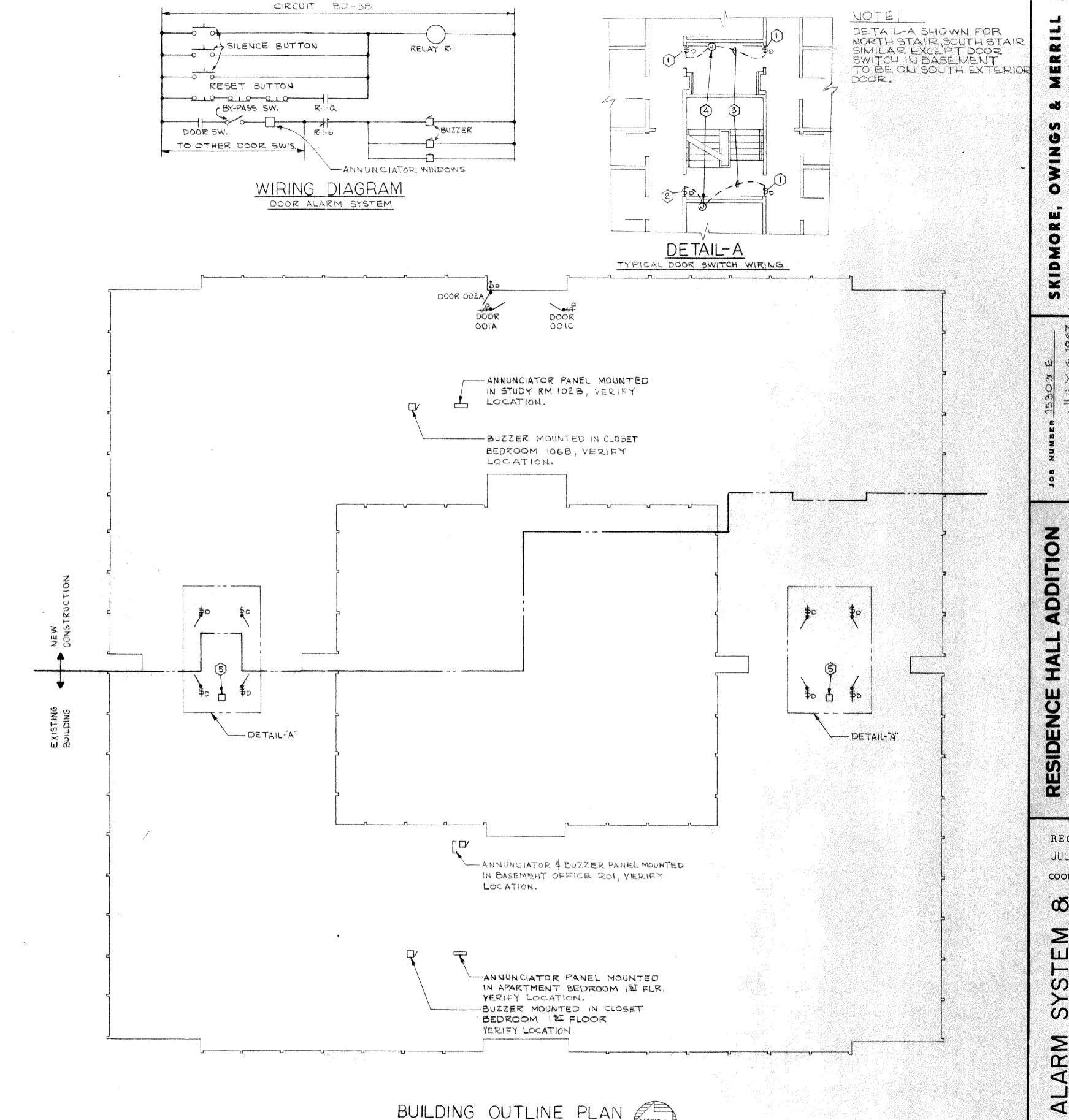
and the Market Mark and				
ELECTRIC	CHARLES TEX	No. of the second second second	at the transfer of the transfe	
the transfer with the second of the second	DIN CF W	- NA K L L L N C	SCHEDULE	
effectives and the committee property of the property of the committee of		Section of the second section of the section o	" See See See to be about the See See See See See	

MAT. NO.	17'-0'' 17'-0'' 20'-0''	WID TH	AREA 77	WATTAGE 3200	CURRENT 16	PANEL SM CIRCUIT
***************************************	17' -0'' 17' -0''		and anticipat minuto, e manimization de probación de des	,32.00	16	1
Sangadash kaniya keningi daga mahda ingi 649 meyek ng	1/71 - Q11	and the second of the second s	hout, head	And the state of t		ž.
		A A A		3200	16	
	ont not		- 23 - 123.	3200	l 6	
	integration in the state of the		120	5060	24	4
		61.6	66	2780	1.4	
6	111-014	61.691	66	2 17 8 0	I. A	6
-	\$9 ~ Q 3.1	5 1-0%	2.5	1050	5	7
S (101-011	5/-01	50	2100	· · · · · · · · · · · · · · · · · · ·	7
9	101-011	51-011	2.5	1050		E.
10	£10	4:-0**	20	840	All the control of th	A Co
11	10"-0"	51-0	50	2100	ettittätäytytein ytyneinistään europuun avan avan avan avan ja europuun ja europuun ja europuun ja europuun ja	garanteen processes an angeron ang estatività de la distribution (estation de la distribution de la distribu
12	101-011	51400	2.5	1050		1,5
13	51 -011	51-011	2.5	1050		n maran a na maran sa pang managan da kanan da k A
14	10'-0'	5	50	2100	T. T	
1,6	221,4011	3 -07	110	4620	22	
16	221-011	51-0%	110	4620	2.2	
17	101-011	51 -Q1	50	2100	1 1	10
84	5/-0″	5/-0/	2:5	1050	A fight A fight A fight and A fighter than the control of a control of a fight and a fig	1 Q
19	101-011	51-071	50	2.100	1.1	
20	101-011	5*-0**	2.5	1050	massin minima sa na masa kalamata in masa na mana na masa na m Filip	1. 2
21	67-011	41-00	20	840	4	16
22	101-011	51-011	50	2100	1.1	14
Z3	101-011	51-011	25	1050		1.4
24	51-011	51-041	235	1050		16

25 THRU 10 DEAIN PIPE HEATER EASY-HEAT EZ-CTU-10-2, 208 VOLT, 150 WATT CONNECT TO CIRCUIT 17

ALL BRANCH CIRCUIT FOR SNOW MELTING TO BE #10 THWN

- DOOR SWITCH HUBBELL 2022 WITH 2035 BOX TYPICAL FIRST, SECOND AND THIRD FLOORS.
- DOOR SWITCH HUBBELL 2022 WITH 2035 BOX TYPICAL BASEMENT, FIRST. SECOND AND THIRD FLOORS.
- ALL WIRING SHALL BE CONCEALED IN NEW CONSTRUCTION. WIRING IN EXISTING BUILDING SHALL BE INSTALLED IN WIREMOLD 2000 RACEWAY AND FITTINGS.
- JUNCTION BOX LOCATED ON EACH FLOOR RUN ALL CIRCUITS DOWN TO FERMINAL CABINET LOCATED IN CRAWL SPACE.
- TERMINAL CABINET LOCATED IN CRAWL SPACE AS DIRECTED BY



BUILDING OUTLINE PLAN NORTH



S CU

RECEIVED

JUL 7 1967

COOPER & ROSE

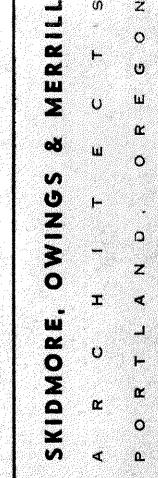
SYSTEM

ARM

R

 \circ

MIS



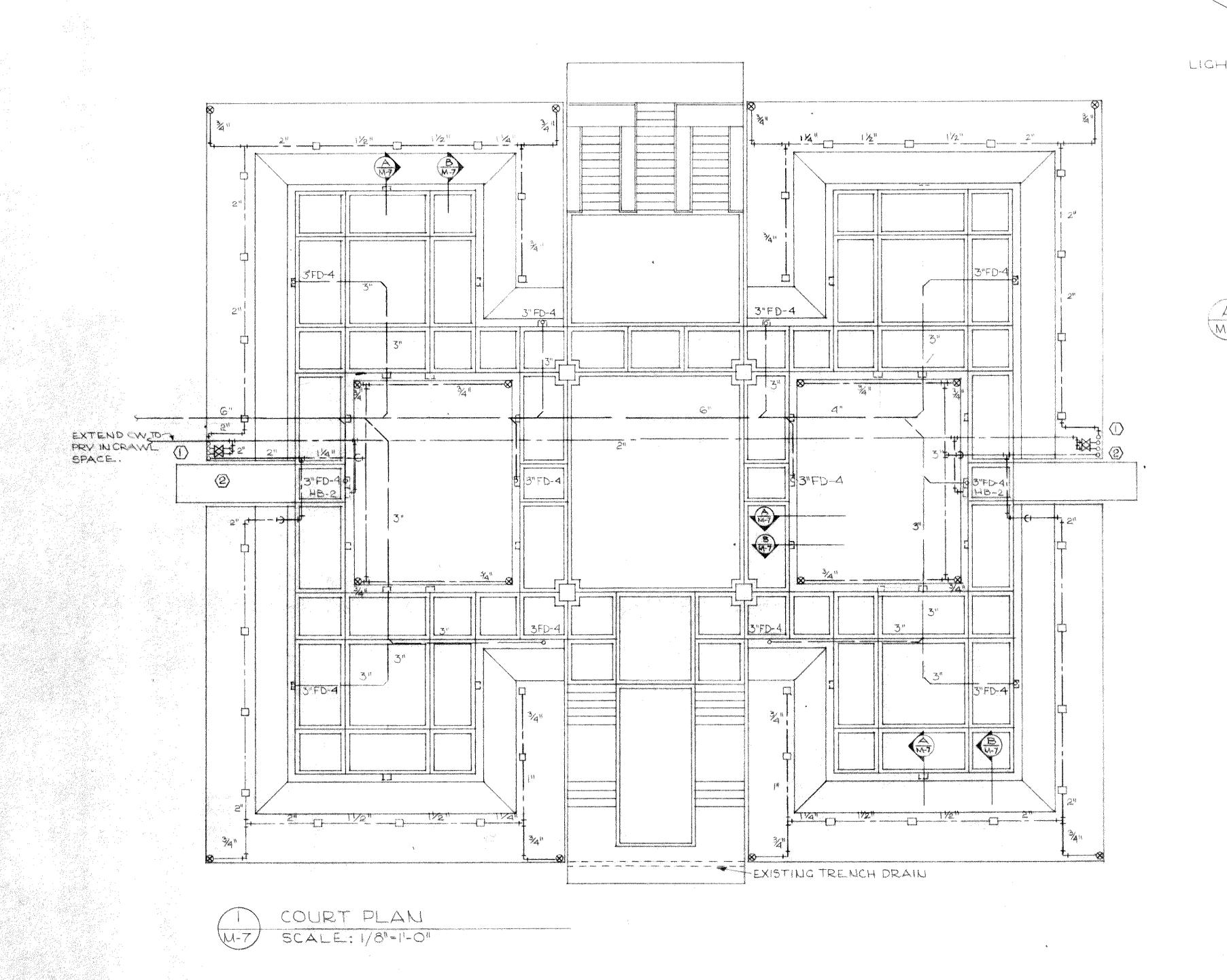
IDDITION INSTITUTE OREGON

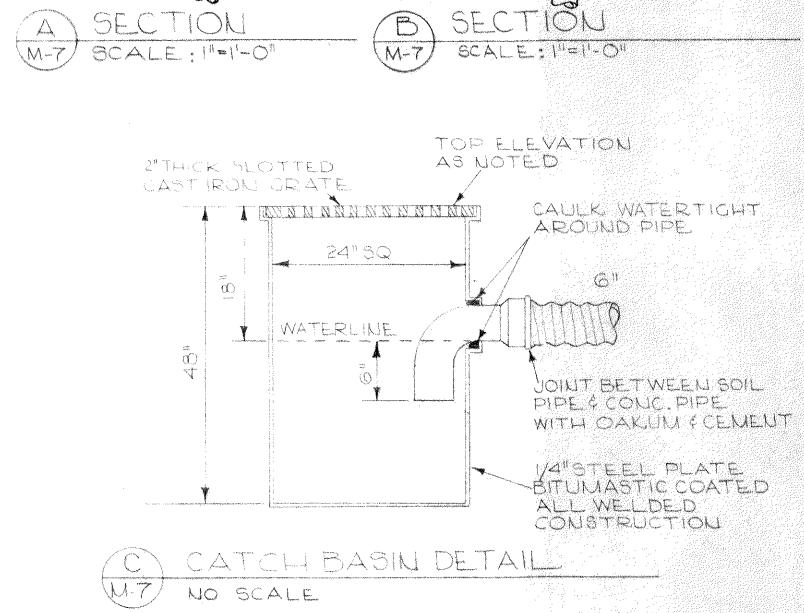
RECEIVED JUL 7 1967 COOPER & ROSE

ග්

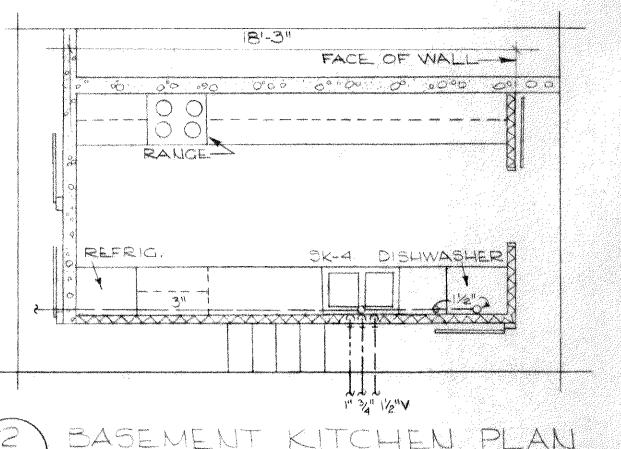
COURT DETAIL

MERANING

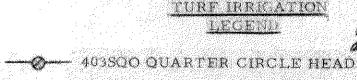




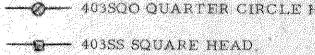
6" WIDE AT DRAIN, LOCATION

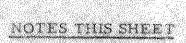






ELEV 43681-21

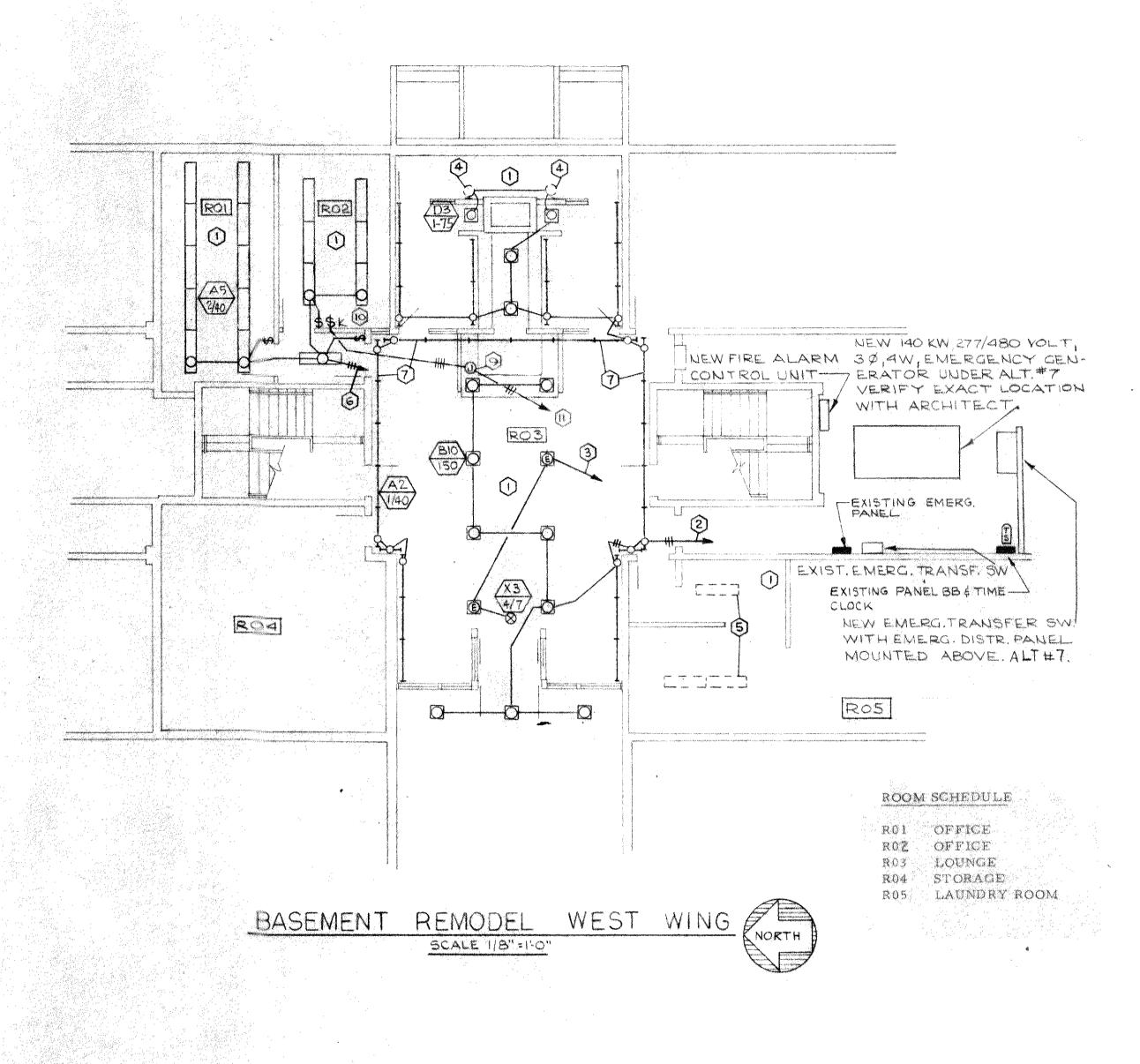




VACUUM BREAKER ON WALL 6-INCHES ABOVE

PROVIDE ONE CUBIC FOOT OF PEA GRAVEL AROUND STOP AND WASTE VALVES.

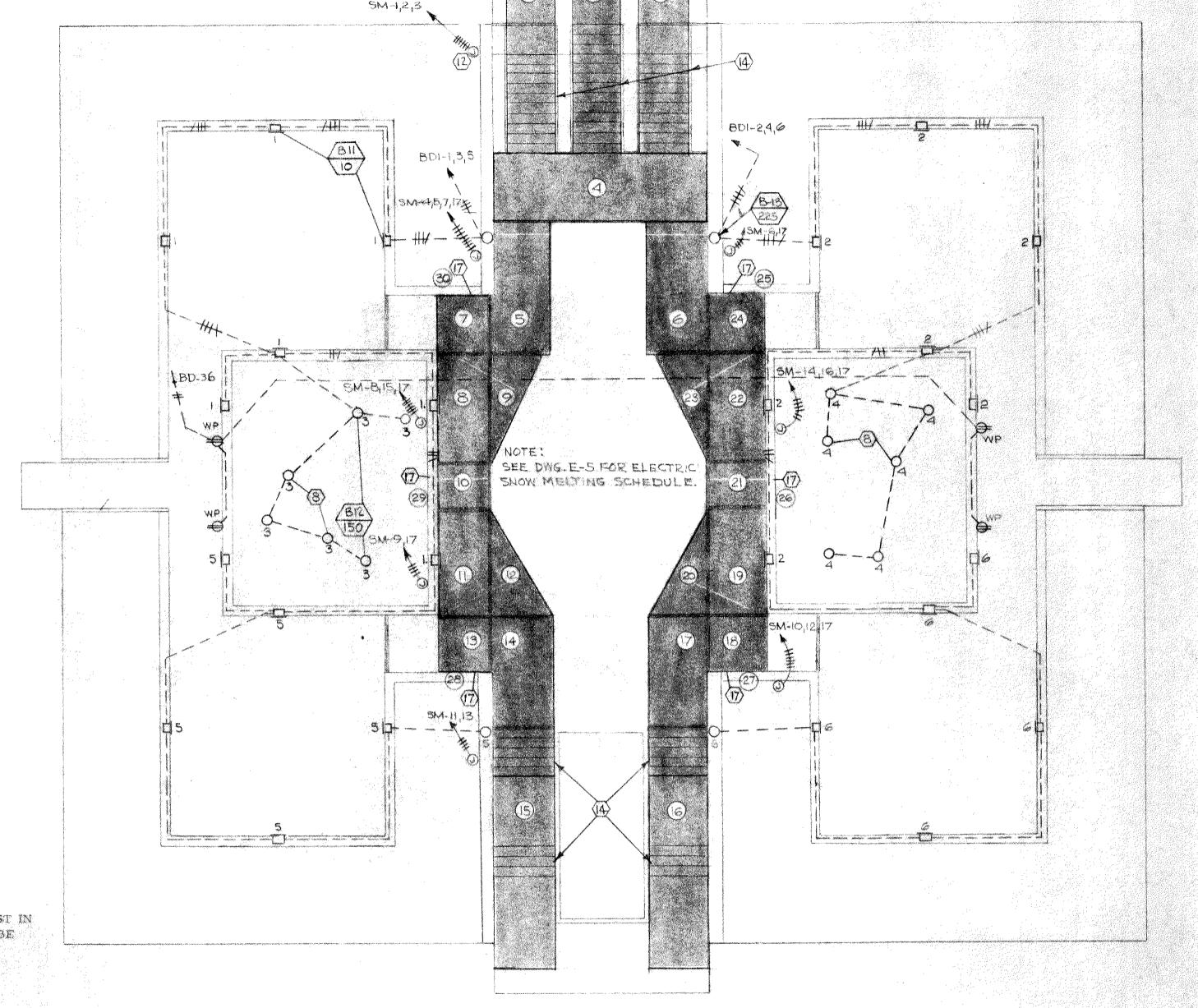
 \mathbf{m}

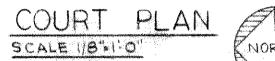


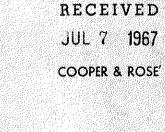
NOTES THIS SHEET

- (1) RELOCATE EXISTING ELECTRICAL DEVICES WHERE CONFLICTIONS OCCUR FOR THE INSTALLATION OF NEW PARTITIONS, DEVICES SHALL BE RELOCATED AS DIRECTED BY ARCHITECT.
- 2) EXTEND TO EXISTING TIME CLOCK AND PANEL "BB".
- (3) CONNECT TO EXISTING EMERGENCY GIRCUIT.
- RELOCATE EXISTING FIXTURE. MOUNT UP 7'-6" ABOVE FLOOR.
- RELOCATE EXISTING FLUORESCENT FIXTURES TO ACCOMMODATE NEW PARTITION LAYOUT.
- (6) ROUTE TO EXISTING PANEL "BB".
- STRIP FLUORESCENT FIXTURE MOUNTED IN VALANCE OR COVE, SEE ARCH. DETAIL 10/A 14.
- (8) VERIFY LOCATION OF ALL PLANTER LIGHTS WITH ARCHITECT BEFORE INSTALLATION.
- OUTLET FOR SLIDE DOOR OVER COUNTER. CONNECT TWO LIMIT SWITCHES, MOTOR AND STARTER VERIFY LOCATION OF ALL EQUIP.
 - THREE POSITION MOMENTARY CONTACT KEYED SWITCH CENTER POSITION OFF, "UP-RAISE", "DOWN-LOWER" FOR SLIDING DOOR CONTROL. FURNISH ENGRAVED STAINLESS STEEL NAMEPLATE, SWITCH HUBBELL OR EQUAL.
- TO EXISTING PANEL BA OR PANEL BB, ADD 20A 3P BREAKER TO FEED SLIDING DOOR.

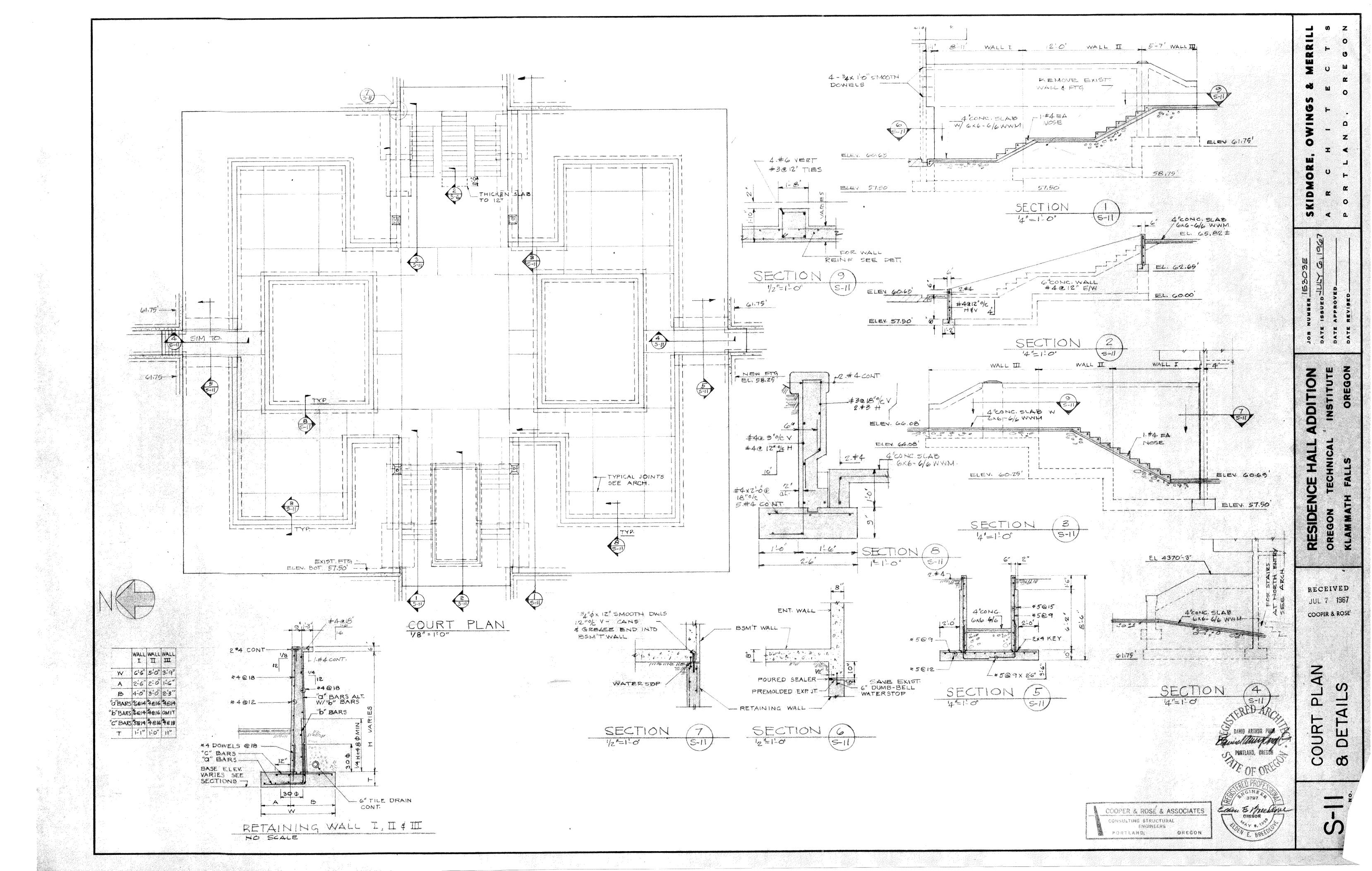
- JUNCTION BOXES FOR ELECTRIC HEATING SHALL BE CAST IN PLANTER WALL 6-INCHES BELOW GRADE, BOX SIZE TO BE 6" X 6" X 4" O-Z NO, YR060604.
- HEATING MATS SHALL BE RATED 42 WATTS PER SQ. FT., EASY HEAT SERIES D OR APPROVED EQUAL.
- (14) STEP MATS TO BE USED FOR ALL STEPS, RATED AT 42 WATTS PER SQ. FT.
- (15) PROVIDE COLD LEAD LENGTH AS REQUIRED.
- HEATING MATS TO BE INSTALLED 1-1/2 INCHES BELOW SUR-FACE OF SLAB, EXCEPT IN BRICK PAVER AREA WHICH SHALL BE 4-INCH BELOW SURFACE.
- 1 PHASE, VERIFY LOCATION OF DRAIN PIPE.

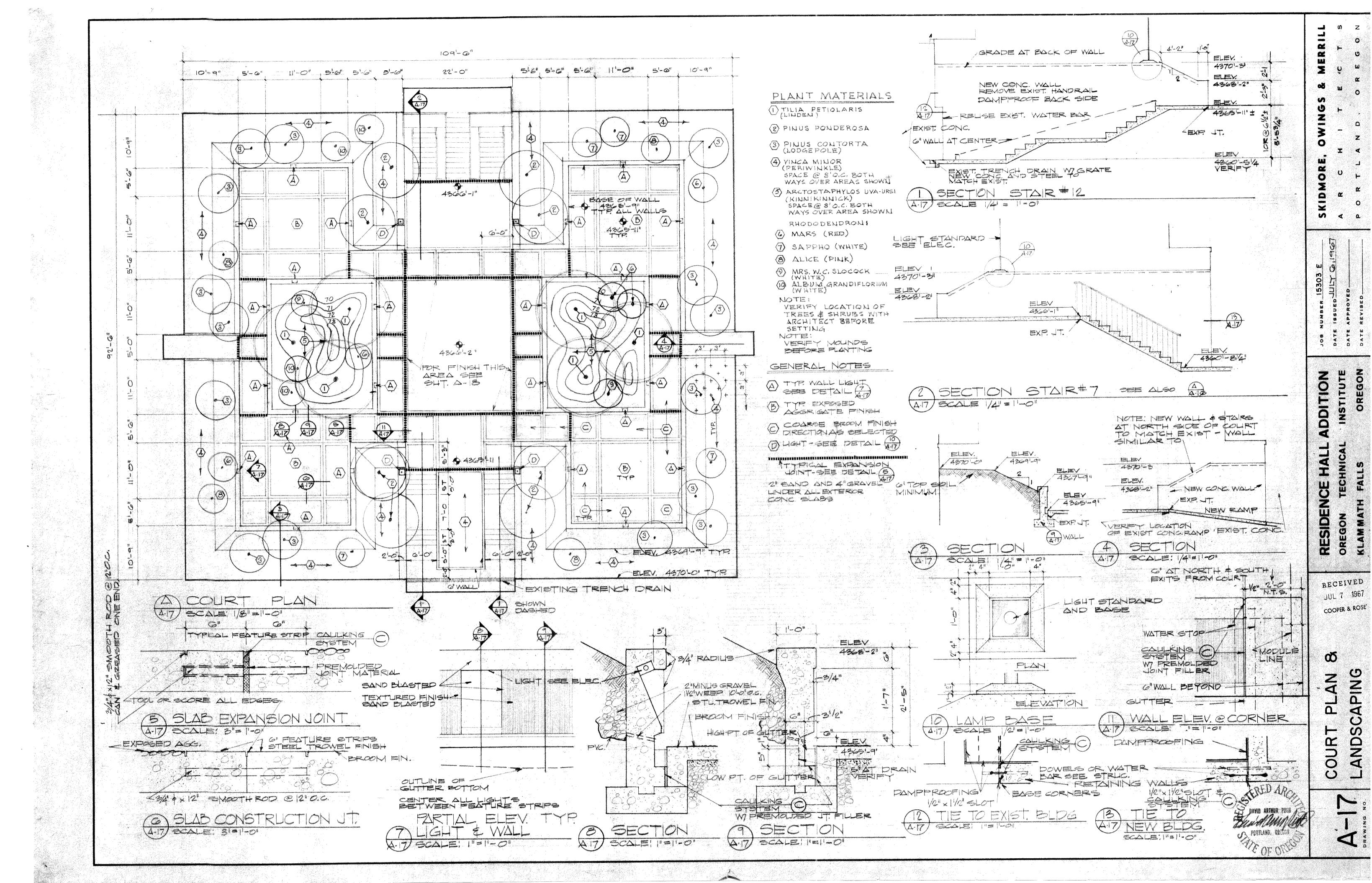












Attachment B - Owner Supplied LED Light

Created: 11/16/2012

ALED5T78

High output LED pole top area light with IES type V circular distribution. Wide and uniform 360 degree pattern ideal for large outdoor areas such as parking lots, corporate parks, and retail settings.

LED Info Driver Info

Watts: 78W Type: Constant Current 5000K (Cool) Color Temp: 120V: 0.784 Color Accuracy: 208V: 0.51A 240V: L70 Lifespan: 100000 0.45A LM79 Lumens: 277V: 0.39A 4.724 Efficacy: **52 LPW** Input Watts: 92W Efficiency: 85%

Color: Bronze

Weight: 21.8 lbs



Technical Specifications

UL Listing:

Suitable for wet locations

LEDs:

6x13W high-output, long-life LEDs

Lumen Maintenance:

100,000-hour LED lifespan based on IES LM-80 results and TM-21 calculations

IP Rating:

Ingress Protection rating of IP66 for dust and water

Drivers (3):

Constant Current, 720mA, Class 2 with 6 KV surge protection, 100-277VAC, 50/60 Hz

Input Watts:

92W

Output Lumens:

4,724

Lumens per Watt:

52 lumens per watt

Color Accuracy (CRI):

66 CRI

Correlated Color Temp. (Nominal CCT):

5100K

Cold Weather Starting:

Minimum starting temperature is -40°F / -40°C

Ambient Temperature:

Suitable for use in 40°C (104°F) ambient temperatures

Effective Projected Area:

EPA = 1.2.

Thermal Management:

Superior heat sinking with external air-flow fins

Housing:

Precision die-cast aluminum, Type V distribution

Support Arms:

Extruded aluminum

Lens:

Clear tempered glass lens

Reflector:

Semi-specular anodized aluminum, Type V distribution

Gaskets:

High-temperature silicone

Finish:

Chip and fade resistant polyester powder coat finish

Color Stability:

RAB LED performance exceeds industry standards for chromatic stability

Color Uniformity:

RAB's range of CCT (Correlated Color Temperature) follows the guidelines of the American National Standard for Specifications for the Chromaticity of Solid State Lighting (SSL) Products, ANSI C78.377-2011

Green Technology:

Mercury and UV free, and RoHS compliant



Email: sales@rabweb.com