REQUEST FOR QUOTATION

**RFQ#20-068**

Jefferson County Purchasing Department

195 Arsenal Street Watertown New York 13601

P: 315-785-3077 / F: 315-785-7591 / EMAIL: purchasing@co.jefferson.ny.us

**Date Issued: 11/02/20 Date Due: 11/12/20 @ 4:00pm**

Purchasing Contact If Additional Information Is Required: **Amanda McCracken / amccracken@co.jefferson.ny.us**

COMPANY NAME:

NAME OF PERSON SUBMITTING QUOTATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE (REQUIRED):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CHECK HERE IF NO QUOTE: \_\_\_\_\_\_\_\_\_\_\_\_

√ The successful vendor will be required to provide proof of insurance coverage before a purchase order is issued.

The insurance required for this purchase is attached to this request for quotation.

|  |
| --- |
| DESCRIPTION |
| **Jefferson County is soliciting quotations for Overhead Door Inspections & Repairs (see attached).****This Quotation is subject to NYS Prevailing Wage Rates on****PRC #2020011148****The contract term will be from Date of Award through 9/30/2021 with the option to extend the contract for two additional years through 9/30/2023.** |

1. PLEASE USE THIS FORM TO SUBMIT YOUR RESPONSE BUT YOU MAY ATTACH ADDITIONAL FORMS IF NECESSARY.
2. ALL QUOTES MUST BE SUBMITTED BASED ON FOB DELIVERED, SIGNED, AND RETURNED BY THE DATE DUE.
3. **PLEASE FAX QUOTES BETWEEN 9:00AM AND 4:00PM, FAXES SENT AT ANY OTHER TIME WILL NOT BE RECEIVED.**
4. If you are quoting on an alternate or substitution that meets our requirements, please furnish complete details or description with your quotation.
5. UNLESS OTHERWISE NOTED THE COUNTY RESERVES THE RIGHT TO AWARD EACH ITEM LISTED TO A SINGLE VENDOR OR TO MULTIPLE VENDORS AT OUR DISCRETION.
6. Jefferson County reserves the right to reject any or all quotes. All quotations must remain valid for thirty (30) days unless otherwise noted. Any quotation not accepted within thirty (30) days from the due date will be considered withdrawn.
7. The County may cancel any contract that may result from the award of this purchase in whole or part by providing the successful vendor with a 30 day notice of intent to cancel in writing.
8. Upon agreement of both parties in writing the County may add or delete like items from the subsequent contract awarded during the term of the contract.
9. This purchase will be made in accordance with the Jefferson County Purchase Order Terms & Conditions which may be found in the Purchasing section of the County Website (http://co.jefferson.ny.us).

ALL CONTRACTS WHICH MAY RESULT FROM THIS QUOTATION SHALL BE SUBJECT TO THE PROVISIONS OF NEW YORK STATE GENERAL MUNICIPAL LAW 103.

A CONTRACTUAL OBLIGATION BETWEEN JEFFERSON COUNTY AND A SUCCESSFUL CONTRACTOR SHALL EXIST ONLY UPON RECEIPT OF A VALID PURCHASE ORDER NUMBER ISSUED BY AN AUTHORIZED JEFFERSON COUNTY PURCHASING DEPARTMENT REPRESENTATIVE.

**REQUEST FOR QUOTE**

**INSTRUCTIONS TO BIDDERS & GENERAL REQUIREMENTS**

1. By submitting a quotation, a Bidder agrees to be bound by the requirements set forth in the following general conditions. Whenever reference is made to “Contractor”, “Bidder”, or “Vendor”, this shall include the party with whom the County enters into an agreement, as well as any subcontractors whom the Bidder may engage.
2. The County does not assume responsibility for errors or misinterpretations resulting from the use of documents that were not directly issued by the Jefferson County Purchasing Department. Verbal explanations or instructions regarding this quotation provided by anyone other than an employee of the Purchasing Department shall be considered informal and will not be binding on the County.

 Prior to submission of a quotation it is the responsibility of each Bidder to become fully familiar with the requirements of this solicitation. It shall be the responsibility of each Bidder to identify any apparent discrepancy in the specifications or question of interpretation thereof. Failure to do so constitutes acceptance as written.

1. Taxes. No charge will be allowed for federal, state, sales, and excise taxes from which the County is exempt.
2. Deviations. Deviations to the specifications must be fully explained, and if judged to be in the best interest of the County, may be accepted at the sole discretion of the County.

1. Each bidder affirms that all figures provided are correct to the best of their knowledge and understands that Jefferson County will not be responsible for any errors or omissions on the part of the bidder regarding estimates, calculations, or preparation of the quotation. In case of errors between unit and extension of prices, the unit price will govern.
2. Award. The County has endeavored to incorporate within these specifications all the elements which it reasonably anticipates will be required to obtain responses from qualified Bidders. By submission of a quotation you agree to provide goods or services consistent with these specifications unless otherwise stated. The contract will be awarded to the lowest responsive and responsible Bidder meeting the specifications or providing acceptable deviation.

 The County reserves the right to reject in whole or part, any or all quotations deemed not to be in the best interest of the County at the sole discretion of the County. If two or more Bidders submit identical pricing, the decision of the County to award a contract to one of such Bidders shall be final.

The County intends to issue a formal Purchase Order to purchase the goods and/or services described in this solicitation. It is understood that the successful Contractor is an independent Contractor and shall not be considered an agent of the County, nor shall any of the Contractor’s agents or employees be considered subagents for the County.

1. Insurance. CONTRACTOR shall maintain or cause to be maintained, in full force and effect during the term of this Agreement, at its expense, Workers' Compensation Insurance, Employer's Liability Insurance, Disability Insurance, Commercial General Liability Insurance, Motor Vehicle Liability Insurance and other insurance with stated minimum coverages, all as listed below. Such policies are to be in the broadest form available on usual commercial terms, shall be written by insurers licensed to do business in the State of New York and which have an A.M. Best Rating of A(-) or better as determined in the most recent A.M. Best publication, and who have been fully informed as to the nature of the SERVICES to be performed, and shall cover risks and liability to CONTRACTOR resulting from this Agreement. Commercial General Liability shall include personal injury liability.

**The COUNTY, its officers, employees and agents shall be named as additional insureds on a primary and non-contributory basis on CONTRACTOR’S Commercial General Liability policy. In addition, a waiver of subrogation shall apply in favor of the COUNTY, its officers, employees and agents on CONTRACTOR’S Commercial General Liability policy**. It is further understood that any obligations imposed upon the insured (including, without limitation, the liability to pay premiums) shall be the sole obligation of CONTRACTOR and not those of the COUNTY.

Notwithstanding anything to the contrary in this Agreement, CONTRACTOR irrevocably waives all claims against the COUNTY for all losses, damages, claims or expenses resulting from risks commercially insurable under this insurance described in this Section. The provision of insurance by CONTRACTOR shall not in any way limit CONTRACTOR's liability under this Agreement.

MINIMUM Limits of coverage

Type of Coverage

 Workers' Compensation Statutory

 and NYS Disability

 Business Automobile Liability $1,000,000 Combined Single Limit

 (Combined Bodily Injury and

 Property Damage arising out of

 the ownership, operation, use,

 loading or unloading of all

 owned, leased, hired and

 non-owned vehicles)

$1,000,000 Each Occurrence $2,000,000 General Aggregate Limit

Commercial General Liability, (including Broad form contractual Liability, combined bodily injury and property damage)

$2,000,000 Products-Completed Operations $1,000,000 Advertising/Personal Injury

$5,000 Premises Medical Payment

Each policy of insurance required herein shall be specifically endorsed to provide that in the event of cancellation, non-renewal, or material change on the part of the insurer, prior written notice shall be provided to COUNTY in accordance with the terms of the CONTRACTOR'S policy. The inclusion of such endorsement shall be confirmed on the certificates of insurance required herein.

At the time of execution of this Agreement, and upon each policy renewal, CONTRACTOR shall submit to COUNTY certificates of insurance evidencing CONTRACTOR's compliance with the requirements of this Section, including certificates of insurance from any approved subcontractors. The CONTRACTOR shall furnish the appropriate ACORD Form Certificate of Insurance to COUNTY to evidence all coverage set forth above except Workers' Compensation and Disability Insurance. **A copy of the additional insured and waiver of subrogation endorsement forms must be submitted with the insurance certificates.**

Workers' Compensation coverage must be evidenced by Form C105.2 or New York State Insurance Fund Form U26.3. Disability Insurance coverage must be evidenced by Form DB120.

**REQUIRED EXTENDED REPORTING COVERAGE FOR CLAIMS BASED POLICIES**

In the event that CONTRACTOR'S Commercial General Liability Policy is a “claims made” policy, and coverage thereunder is cancelled or otherwise not renewed, and such policy is not replaced with another “claims made” Commercial General Liability Policy which provides continuing, uninterrupted coverage, CONTRACTOR shall be required to purchase extended reporting products-completed operations coverage for a minimum of three (3) years after completion of all work required of CONTRACTOR under this Agreement.

**REQUIRED MINIMUM RETROACTIVE DATE FOR CLAIMS BASED POLICIES**

In the event that CONTRACTOR'S Commercial General Liability Policy is a “claims made” policy, the retroactive date for products-completed operations coverage under such policy must be at least one (1) year prior to the commencement date of this Agreement and must be shown on the appropriate ACORD Form Certificate of Insurance furnished to COUNTY.

1. Contract Term and Renewal Option. The initial contract term shall be from **Date of Award through September 30, 2021.** If mutually agreed between the County and the Vendor, the contract may be renewed under the same terms and conditions for an additional **two (2) years**. Notice of intent to renew will be provided to the contractor generally within ninety (90) days prior to the expiration date of the current contract. This notice shall not be deemed to commit the County to renew the contract for the renewal period until such time as the County takes official action (generally by issuing a formal Purchase Order) to commit to such renewal. The County may issue new bids for a replacement contract at any time during the term of the initial contract if deemed necessary by the County to do so.

9. Contract Cancellation. Unless otherwise noted, the County of Jefferson retains the right to cancel any contract without cause provided the Vendor is given at least thirty (30) days notice of intent to cancel. This provision should not be understood as waiving the County’s right to terminate the contract for cause or stop work immediately for unsatisfactory work, but is supplementary to that provision.

10. The Successful Bidder agrees to comply with any and all applicable laws, codes, and regulations in connection with the services identified in this solicitation as well as the non-discrimination and employment practices as required by applicable State and Federal laws and regulations regarding employment discrimination. The bidder assures the County that in accordance with applicable law: it does not and agrees that it will not discriminate in any manner on the basis of age, color, creed, national origin, race, religious beliefs, sexual preference or handicap.

11. MATERIAL SAFETY DATA SHEETS

Material safety data sheets, video tapes of training, and any printed safety data shall be delivered to the Jefferson County Safety Officer prior to executing an agreement with the County and shall become the property of Jefferson County. Employers who produce, use or store hazardous chemical at a workplace in such a way that the employees or other employers may be exposed (i.e.: employees of a construction contractor working on site) shall additionally ensure that the hazard communication program developed and implemented include the following:

REFERENCE: OSHA 1910.1220

1. The methods the employer will use to provide the other employers of any precautionary measures that need to be taken.
2. The methods the employer will use to inform the other employers of any precautionary measures that need to be taken.
3. All material safety data sheets shall maintained at the work site.

12. Equivalency. In submitting a proposal, the Bidder is agreeing to provide goods and services consistent with the specifications. Where a brand name or equivalent specification is used in this solicitation, the use of any brand name noted is for the purpose of describing the standard of quality, performance and characteristics desired and is not intended to limit or restrict competition.

 A Contract, if awarded, will be on the basis of materials and equipment as described in the Drawings, or the Specifications, and “or equal” items submitted by the Bidder and accepted by the County. The Bidder may offer “or equal” items that meet the same performance or reliability standards as specified herein. If the Bidder offers an “or equal” item, the Bidder must include with the bid package, documentation establishing equality of construction, operation and utility. Said “or equal” items shall be accepted or rejected based upon the County’s evaluation of the submitted documentation. All costs associated with the review of any “or equal” items prior to recommendation to award, shall be at the Bidder’s expense.

If a submitted “or equal” item is rejected, the Bidders shall be afforded an opportunity to meet with the County to offer additional qualifying opinions and information prior to the County rejecting the bid. The Bidder shall not have the opportunity to submit any alternative materials or equipment after the bids are opened.

 The decision to accept or reject an “or equal” item rests solely with the County. If a substitute “or equal” item is not accepted by the County, the bid will be deemed non-responsive and the County shall reject this bid. The next lowest responsive bid shall then be reviewed for recommendation of award.

13. Jefferson County may access contract pricing available through New York State contracts, GSA Schedule 70, Schedule 84, and Schedule 1122 contracts, and may “piggyback” on some contracts let by other municipal governments. If your products or services are offered through one of these sources you may offer the pricing of the alternate contract already in place.

 If at any time during the term of this contract the successful vendor also has a NYS, GSA, or other contract legally available to the County through General Municipal Law, the County reserves the right to purchase from any or all of the contracts and the vendor agrees to supply goods or services in accordance with that contract if requested to do so.

14. New York State Wage Rates**.** This RFQ is subject to the prevailing wage rate provisions of the NYS Labor Law, the successful bidder is responsible for complying with all current labor rates and regulations throughout the duration of any contract resulting from this RFQ and will conduct his business in strict compliance with County Law, New York State Labor Laws, Federal OSHA Laws, and all other laws that apply.

 The current schedule(s) of the prevailing rates and hourly supplements for this project may be accessed at the New York State Department of Labor website @ www.labor.state.ny.us. The County has applied for and received a PRC number for this project. Copies of the schedule can be accessed by entering the assigned PRC# **2020011148** at the proper location on the website or rates can be obtained by contacting the Department of Labor.

 If you do not have internet access you may contact the Jefferson County Purchasing Department at (315) 785-3077 to request a copy of the prevailing rate schedule for this project.

 The County will only pay, and the bidder agrees to only charge prevailing wage rates to those employees of any organization that are required by New York State law to receive said rates in the course of performing work for the County as part of this contract. The County reserves the right to withhold payment to the successful bidder pending receipt of certified payrolls in accordance with New York State Department of Labor regulations. The County Department will provide the name and address of the individual to whom the certified payrolls must be forwarded before invoices will be approved and paid. The Contractor agrees to verify all rates with the New York State Department of Labor prior to submitting a proposal and prior to doing any work for the County as well as to establish which of those workers involved in any part of the contract for the County are required by law to receive said rates.

 Vendors currently on the NYS Labor Department Debarred list will not be considered for award of this contract. By submitting a quote for consideration, the bidder is indicating to the County that they are currently in good standing with the NYS Department of Labor at the time of the bid.

15**.** Sexual Harassment. By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of section two hundred one-g of the labor law. Where competitive bidding is not required, state departments and agencies may, at their discretion, require the above certification.

A model policy and training has been created by the NYS Department of Labor and can be found here: <https://www.ny.gov/programs/combating-sexual-harassment-workplace>

16. FOIL. All material submitted in response to this Bid becomes the property of the County and will be considered public records after the award of the contract. Proposals shall not be shared with any competing offerors during the selection phase of this procurement; however, after award of the contract to the successful offeror, proposals received in response to this Request for Proposal may be subject to disclosure under a provision of the Freedom of Information Act. Information in proposals that is clearly identified as proprietary will not be disclosed at any time. Blanket statements that all contents of the proposal are confidential and proprietary will not be honored by the County. The New York State Freedom of Information Law (FOIL), as set forth in Public Officers Law, Article 6, mandates public access to certain government records. Generally, proposals submitted in response to this Bid may constitute government records subject to FOIL. Proposals may contain, among other things, certain technical, financial, or other data and information that constitute trade secrets, if publicly disclosed, could cause substantial injury to the commercial enterprise’s competitive position. To protect this information from disclosure under FOIL, Proposers should specifically identify the pages of the proposal that contain such information by properly marking the top of the applicable pages as “CONFIDENTIAL” and inserting the following statement in the front of its proposal:

 The information or data on pages\_\_\_\_\_\_\_\_\_\_ of this proposal, identified on the top thereof as “CONFIDENTIAL”, contain financial, technical, or other information which constitute government records subject to FOIL. Proposals may contain, among other things, certain technical, financial, or other data and information that constitute trade secrets, if publicly disclosed, could cause substantial injury to the commercial enterprise’s competitive position. We request that the County use such information only for the evaluation of this proposal but we understand that the Authority must comply with the provisions of the New York State Freedom of Information Law (FOIL) and public disclosure of the information contained in this proposal whether or not marked as “CONFIDENTIAL”, and to make no claim for any damages as a result of any such disclosure by the County pursuant to FOIL.

 In the event the County receives a FOIL request for disclosure of information marked as “CONFIDENTIAL”, the Proposer shall be notified of the request and may expeditiously submit a detailed statement and explanation indicating the reasons the Proposer has for believing that the information requested is exempt from disclosure under the law. This detailed statement and explanation shall be used by the County in making its determination as to whether disclosure is required under the law.

"When submitting a quote for consideration, unless otherwise noted, all bidders understand that Jefferson County may reject all submissions that are marked "confidential" either substantially or in their entirety (other than narrowly defined data considered a 'trade secret'. All submissions are considered non public information until the evaluation is complete and a Contract or Purchase Order is issued. At that point all submissions become public record."

**OVERHEAD DOOR INSPECTION AND REPAIRS**

**RFQ #20-068**

**DETAILED SPECIFICATIONS**

**SCOPE**

The purpose of this solicitation is to award a single contract to a qualified vendor to establish a price basis for maintenance and for the inspection and repair of all County and College owned overhead doors. Both manual and power-operated doors are included. All services will be performed on an as-needed basis throughout the contract term. If an overhead door requires replacement, a separate quotation will be solicited for the specific replacement required.

**VENDOR REQUIREMENTS**

The Successful Vendor should:

Provide service for all overhead doors included in this bid.

Provide service for all door models listed and carry a sufficient inventory of spare parts to ensure eighty-five (85)

percent availability.

Acknowledge receipt of the service call within **three (3) hours** of the call being placed. Every effort will be made by the County to schedule the work within normal business hours (8:00 A.M. TO 5:00 P.M., Monday through Friday).

Invoice based on hourly rates, plus quarter hours in excess of one hour. Travel Time will not be allowed.

Provide all Labor, Tools, and parts required to service the overhead doors listed in this bid upon request of the County.

Obtain approval from the appropriate department contact as listed below before servicing overhead doors when estimated charges for parts exceed fifty (50) dollars.

**DEPARTMENT CONTACTS**

Jefferson County Building & Grounds Department, 195 Arsenal Street, Watertown, NY 13601, (315)785-5137

Contact person: Spike Decker, Buildings and Grounds Superintendent

Jefferson County Highway Department, 21897 County Road 190, Watertown, NY 13601, (315)786-3600

Contact person: Jim Lawrence, Highway Superintendent

Jefferson County Recycling Department, 27138 NYS Route 12, Watertown, NY 13601, (315)786-6900

Contact person: Ralf Bauer, Working Foreman, or Kyle Rutigliano, Working Foreman

Watertown International Airport, 22529 Airport Drive, Dexter, NY 13634, (315)786-6002

Contact person: Grant Sussey, Airport Manager

Jefferson Community College, 1220 Coffeen Street, Watertown, NY 13601, (315)786-2405

Contact Person: Bruce Alexander, Director of Administrative Services

**OVERHEAD DOOR LOCATIONS**

**JEFFERSON COUNTY BUILDINGS DEPARTMENT:**

LOCATION NUMBER SIZES

Public Safety Building 5 2 - 122”w x 109-1/2”h

753 Waterman Drive, Watertown NY 13601 2 - 122”w x 121-1/2”h

 1 - Roll-away 102-1’/2”w x 106”h

 All doors are metal and with openers

County Office Building 1 1 - 8’w x 7’10”h; metal without an opener

175 Arsenal Street, Watertown NY 13601

Human Services Building 6 3 - 90”w x 114”h; metal rollup without

250 Arsenal Street, Watertown NY 13601 Openers

 3 - 20’w x 12’h; metal with openers

Jefferson County Buildings Maintenance Shop 4 3 - 10’w x 8’h; metal with openers

21897 County Road 190, Watertown NY 13601 1 - 8’w x 7’h; metal without an opener

Jefferson County Adult Home 12 5 - 8’w x 8’h; metal without openers

1240 Coffeen Street, Watertown NY 13601 1 - 8’w x 8’h; wood without an opener

 6 - 8’w x 7’h; wood without openers

Jefferson County Public Health 3 1 - 8’w x 8’h; metal with opener

531 Meade Street, Watertown NY 13601 1 - 8’w x 8’h; metal without an opener

 1 - 8’w x 9’h; metal without an opener

Jefferson County Dog Control 2 1 - 10’w x 8’h; metal with opener

21897 County Road 190, Watertown NY 13601

**JEFFERSON COUNTY HIGHWAY DEPARTMENT**:

LOCATION NUMBER SIZES

Jefferson County Highway - New Garage 8 2 - 8’w x 8’h; metal with openers

21993 County Route 51, Watertown NY 13601 2 - 16’w x 16’h; metal with openers

 1 - 14’w x 16’h; metal with opener

 1 - 16’w x 14’h; metal with opener

 1 - 20’w x 14’h; metal with opener

 1 - 18’w x 14’h; metal with opener

Jefferson County Highway – Old Garage 20 4 - 10’w x 10’h; metal without openers

21897 County Road 190, Watertown NY 13601 4 - 12’w x 12’h; metal (2 with openers & 2

 Without openers)

 7 - 16’w x 12’h; metal (4 with openers & 3

 Without openers)

 4 - 18’w x 14’h; metal with openers

 1 - 12’w x 11’h; metal with opener

Jefferson County Highway – Addition on 4 1-8’w x 10’h; metal with opener

Maintenance Shop 1-16’w x 10’h; metal with opener

21897 County Route 190, Watertown, NY 13601 2-10’w x 10’h; metal with opener

Highway Dept. Continued:

Jefferson County Highway – Plow Building 3 1 - 9’w x 10’h; metal without an opener

21897 County Road 190, Watertown NY 13601 1 - 16’w x 12’h; metal with opener

 1 - 19’w x 12’h; metal with opener

Jefferson County Highway – Red Tin Bldg (1st one) 2 2 - 12’w x 12’h; metal without openers

21897 County Road 190, Watertown NY 13601

Jefferson County Highway – Red Tin Bldg (2nd one) 2 2 - 12’w x 11’h; metal without openers

21897 County Road 190, Watertown NY 13601

Jefferson County Highway – Red Tin Bldg (3rd one) 2 2 - 12’w x 11’h; metal without openers

21897 County Road 190, Watertown NY 13601

Jefferson County Highway – Quonset Hut #1 1 & 1 - 16’w x 13’h; wood without an opener

174 Main Street, Glen Park NY 13601 1 needs to be installed 1 - 14’w x 13’h; metal slider without an

 Opener. It is chained shut & needs to be

 Installed.

Jefferson County Highway – Quonset Hut #2 2 14’ x 14’ Metal without Openers

174 Main Street, Glen Park NY 13601

Mini-Storage Facility 35 8’ x 78’8” Steel Curtain Roll Up Doors

22271 County Route 52, Watertown NY 13601 8 8’ x 3’8” Metal without Openers

**JEFFERSON COUNTY RECYCLING DEPARTMENT**:

LOCATION NUMBER SIZES

Jefferson County Recycling/Solid Waste – Bldg #1

 Residential/E-Waste Building 7 2 – 14’w x 24’h, metal with openers

27138 NYS Route 12, Watertown NY 13601 1 – 14’w x 14’h, metal with openers

 2 – 12’w x 12’h, metal with openers

 2 – 8’ w x 8’7”h, metal, NO opener

Jefferson County Recycling/Solid Waste – Bldg #2

Commercial 5 1 – 60’w x 40’h, metal with openers

27138 NYS Route 12, Watertown NY 13601 2 – 12’w x 16’h, metal with openers and passage door

 2 – 12’w x 16’h metal with openers

Jefferson County Recycling/Solid Waste – Bldg #3

Recycling Bldg 13 2 – 12’w x 12’h, metal with openers

27138 NYS Route 12, Watertown NY 13601 1 - 10’w x 12’h, metal with openers

 5 – 8’w x 9’h, metal, NO openers

 4 - 14’w x 16’h, metal with openers

 1 - 14’w x 24’h, metal with openers

Jefferson County Recycling/Solid Waste – Bldg #4

Shop 2 2 - 12’w x 12’h, metal with openers

27138 NYS Route 12, Watertown NY 13601

**WATERTOWN INTERNATIONAL AIRPORT:**

LOCATION NUMBER SIZES

Terminal Building

22525 Airport Drive, Dexter, NY 13634 3 3 - 8’w x 8’h, door with metal opener

Hangar A 3 2 – 14’w x 14’h; metal w/ openers

22556 Airport Drive, Dexter, NY 13634 1 – 110’wx28’h; metal w/ rolling opener

Hangar B 2 1 – 75’w x 24’h; bi-fold, metal w/opener

22608 Airport Drive, Dexter, NY 13634 Manufactured by Wilson Doors Inc.

 1 10’wx12’h; metal w/ opener

Hangar C 1 1 – 55’wx17’h; bi-fold, metal w/ opener

22626 Airport Drive, Dexter NY 13634 Manufactured by Erect-a-Tube

Hangar D 1 1 – 55’w x17’h; metal w/ openers

22648 Airport Drive, Dexter NY 13634 Manufactured by Erect-a-Tube

T-hangars T1 & T2

22612 Airport Drive, Dexter NY 13634 18 10 – 41’w x 14’h, bi-fold, metal door

 Manufactured by Erect-a-Tube

 8 – 44’w x 16’h, bi-fold, metal door

 Manufactured by Hifold Door

Snow Removal Equipment Storage 8 5 – 12’w x 12’h; metal w/ openers

22572 Airport Drive, Dexter, NY 13634 2 - 16’w x 16’h; metal w/ openers

1- 14’w x 16’h; metal w/ openers

Airport-Maintenance Storage Building 4 2 –14’9”w x 13’h; metal w/ openers

22670 Airport Drive, Dexter, NY 13634 2 –12’w x 13h; metal w/ openers

 2 –12’w x 13h; metal w/ openers

ARFF Building

17450 State Route 12F, Dexter, NY 13634 4 2 – 16’2”w x 14’h

 1 – 24’2”w x 14’h

 1 – 20’2”w x 14’h

Please note: Special Security measures are in effect at Watertown International Airport, which require advanced appointments as work in secure areas may require escort Airport personnel. For long term or extensive work in areas requiring security credentials, vendor is encouraged to contact Airport Administration to request a security access/ID application packet. Vendor will be responsible for $50.00 fee to complete all necessary background check and threat assessment paperwork. Processing may take up to 3 weeks to complete.

**JEFFERSON COMMUNITY COLLEGE:**

LOCATION NUMBER SIZES

JCC Maintenance Garage 3 3 – 12’w x 12’h; Metal with Openers

1220 Coffeen St., Watertown, NY 13601 Annual Safety Edge Inspection Required

JCC Storage Garage 4 2 – 12’w x 10’h; Metal without Openers

1220 Coffeen St., Watertown, NY 13601 2 – 14’w x 14’h; Metal without Openers

JCC Loading Dock 2 1 – 8’w x 8’h; Metal without Opener

1220 Coffeen St., Watertown, NY 13601 1 – 11’w x 7’h; Metal without Opener

 **TOTAL OVERHEAD DOORS 200**

**RFQ PAGE 1**

**For the Period from Date of Award through September 30, 2021**

The undersigned bidder has carefully examined the specifications for OVERHEAD DOOR INSPECTION AND REPAIR for various buildings and structures located throughout Jefferson County for the Jefferson County Buildings Department, Jefferson County Highway Department, Jefferson County Recycling/Solid Waste Department, Watertown International Airport and Jefferson Community College, and will provide all necessary labor, equipment and tools called for said specifications in the manner prescribed therein for the unit prices stated below:

**A: LABOR**

 Each of the following employee category position(s) MUST either be someone presently in the employ of bidder or be a qualified sub(s) available to bidder. Upon request, a list of qualified employees and/or subs may be required to be provided from the three lowest responsible bidders.

EMPLOYEE CATEGORY **STRAIGHT TIME** **HOURLY OVERTIME WEEKEND OR HOLIDAY RATE**

 **RATE (8:00am – 5:00pm)** **RATE (5:00pm – 8:00am)**

Overhead Door Mechanic $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Apprentice $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**B: MATERIAL AND EQUIPMENT**

 **Percent mark-up from Vendor acquisition cost**

**For Overhead and Profit**

Material & Parts Supplied to Complete Work **\_\_\_\_\_\_\_\_\_\_\_ %**

Specialized Equipment rented to Complete Work \_\_\_\_\_\_\_\_\_\_\_ **%**

Provide response time for services call made during regular working hours and emergency situations after regular working hours after notification from the County.

Regular work: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Hours Emergency work: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Hours

**\*BIDDER SHOULD BE CAPABLE OF REPAIRING ALL DOORS LISTED. PLEASE LIST ANY DOORS FOR WHICH YOU WILL NOT BE ABLE TO PROVIDE SERVICE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **\*\*THIS RFQ DOES NOT INCLUDE ENTIRE DOOR REPLACEMENT. IF REPLACEMENT IS REQUIRED A SEPARATE BID/QUOTE WILL BE ISSUED.**

 **COMPANY NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**