



Request for Quotation RFQ # 2023 WD 001

For : Design, fabrication and delivery of Rotary Well Drilling Rig as part of the new Well Drilling program at Klamath Community College in Klamath Falls, Oregon.

DUE DATE AND TIME:

7/13/2023 to the Reception desk building 9

Issuing Office: Klamath Community College

Apprenticeship,

7390 South 6th Street Klamath Falls, OR 97603

Contact: Mark Griffith, Office 541-880-2261, Email: griffithm@klamathcc.edu

WaterWell Drilling Rig RFQ- LEGAL ADVERTISEMENT

Notice is hereby given that Klamath Community College District, hereinafter, "College," or "KCC," is requesting proposals from qualified firms to provide a Well Drilling Rig for the new Well Drillers program at Klamath Community College in Klamath Falls, Oregon.

Services will include design/build of a Rotary Water Well Drilling Rig and services in connection with Klamath Community College's Well Drilling program.

The Request for Quotation (RFQ) document may be obtained either by visiting the Klamath Community College Website: www.klamathcc.edu or by contacting Mark Griffith at (541) 880-2261 or via email griffithm@klamathcc.edu between the hours of 8:00 am and 4:00 pm, Monday through Friday. Questions pertaining to the submission process can be directed to Mark Griffith.

Emailed or electronic versions of the proposal will not be accepted. **Deadline for submitting proposals will be no later than 3:00 P.M., Pacific Standard Time, Thursday, July 13th, 2023.**

Proposals will be received at:

Klamath Community College Attn: Mark Griffith
Receptionist Desk, Building 9, Founders Hall 7390 South 6th Street
Klamath Falls, OR 97603

Each proposal submitted must contain a statement as to whether the Proposer is a resident bidder as defined in ORS 279A.120.

The Proposer shall be required to follow those requirements set forth in the competitive procurement standards of ORS 279.110, including but not limited to:



- Fees for services and overall project costs included for this proposal to fit under the proposed budget of \$950,000.
- Proposals will be evaluated based on a matrix to evaluate the best value for KCC. The matrix is provided in the quotation documents.
- All applicable requirements of Appendix 2 to 2 CFR Part 200.

Procurement of State Funded Projects

All procurement transactions, including the procurement of design-build services, shall be in accordance with State regulations adopted under Oregon State statute, ORS 279.110 and our own Board Procurement rules, Personal Services Contracting Rules CCR.250.

Minority-owned and women-owned enterprises are encouraged to submit proposals in response to this solicitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award of any contract entered into pursuant to this advertisement.

The College may reject any proposal not in compliance with all prescribed public proposal procedures and requirements, and may reject for good cause any or all proposals upon a finding of the College that it is in the public interest to do so.

Evaluation of proposals will begin immediately after submittal date of Thursday, 13th, 2023.



**Klamath Community College Apprenticeship
Center Photovoltaic Services**

REQUEST FOR QUOTATION (RFQ)

Well Drilling Rig design-build Services

Invitation

Klamath Community College, Oregon is requesting quotations from qualified firms to provide design-build services for the Well Drillers Program at Klamath Community College. Services will include all related design and build services for the Well Drilling Rig in connection with this larger project.

Project Scope

The project will consist of a new Water Well Drilling Rig as part of the larger Well Drilling program;

- Design a Well Drilling Rig that will work with specification for the project provided by attached specifications document (Doc A). Basic out line of project attached. Full Well Drilling Rig specifications are available for review.
- Coordinate with Mark Griffith and well drillers advisory committee on the manufacturing and construction time frames for this project as part of the evaluation process.
- The budget for this project is approximately \$950,000.00
- Well Drilling Rig will have expandability in the design so that the rig could have additional equipment added to the base machine now or in the future.
- We are expecting a program official launch for our Fall Term 2023. Time will be of the essence so, all good faith efforts will be made to meet the time line. KCC is aware of material and supply issues and will work with vendor to work toward completion.

Submittal of Proposals

Interested firms may submit responses to this invitation by completing the documentation requested herein and submitting three (3) copies within a sealed envelope clearly marked with the words ***RFQ Well Drilling Rig Design-Build Services*** to:

Klamath Community
College Reception Desk
Building 9
Attn: Mark Griffith
7390 South 6th Street
Klamath Falls, OR
97603

Proposals must be received no later than: Monday, May 1st, 2023???, 3:00 pm. No



quotation may be submitted after the time and date set for the proposal opening.

All proposals submitted shall contain a statement as to whether the bidder (responder) is a resident or nonresident bidder (responder), as defined in ORS 279.029.

Each proposal shall show compliance with Equal Opportunity requirements and provide Worker's Compensation Insurance for its employees as per ORS 656.029. All subject employers working under the contract are either employers that will comply with ORS 656.017 or employers that are exempt under ORS 656.126. Klamath Community College is an Equal Opportunity Employer.

KCC will not be liable in any manner for expenses incurred by the vendor(s) in response to this quotation.

The Klamath Community College Board may waive any or all informalities and irregularities, may reject any proposal not in compliance with all prescribed public procurement procedures and requirements, and may reject for good cause any or all proposals upon a finding of the College that it is in the public interest to do so.

The basis of selection will be an initial screening of proposals by the selection committee and a panel interview, if necessary. The selection committee may at their discretion invite the recommended finalist(s) for interviews. Interview requirements will be distributed to the finalist(s) selected for interview. The selection committee will forward a recommendation to the Vice-President CFO of Administrative Services

The Request for Quotation (RFQ) document may be obtained either by visiting the Klamath Community College Website: www.klamathcc.edu or by contacting Mark Griffith at (541) 880-2261 between the hours of 8:00 am and 4:00 pm, Monday through Friday. Questions pertaining to the submission process can be directed to Mike Homfeldt.

Klamath Community College may, for good cause, reject any or all proposals upon a finding it is in the public interest to do so and to rescind the award of any contract at any time before the execution of said contract by all parties with no liability against the College.

1. SELECTION PROCESS

- 1.1 Proposers must submit three (3) copies of the proposal, with one (1) copy clearly marked as the original to Klamath Community College Architectural Services Selection Panel, 7390 South 6th Street, Klamath Falls, OR 97603.
- 1.2 Quotations must be received no later than Monday, May 1st 3:00 pm. Emailed, facsimile or any type of electronic response to the Request for Quotation will not be accepted. Quotations received after the due date and time will be returned unopened. It is the responsibility of the vender to ensure that their document is received at the correct location and on time.



- 1.3 The vendor will be selected on the basis of several factors, including, but not limited to: experience, qualifications and references. Proposals submitted in response to this RFQ will be reviewed and evaluated by a selection committee. The award recommendation will be submitted to the VP CFO of Administrative Services. The College is open to negotiating the terms and conditions related to the scope of work and related fees and costs. The College will proceed to negotiate a contract with the top-ranking firm.
- 1.4 By signing and returning the proposal the vendor acknowledges they have read and understand the terms and conditions contained in the solicitation document and accept and agree to be bound by the terms and conditions of the solicitation document.
- 1.5 Contractors shall use recyclable products to the maximum extent economically feasible in the performance of the contract work set forth in this document.
- 1.6 Any addenda issued for the RFQ will be mailed to all known proposers on the College's list of responding firms.

2. WRITTEN QUESTIONS, COMMENTS AND ADDENDA

- 2.1 Protests, questions, and comments pertaining to the solicitation will be directed to Mark Griffith at (griffithm@klamathcc.edu). All protests, questions/comments must be submitted in writing. No oral questions will be accepted. Questions will be answered by addenda to the RFQ. Proposers are asked to submit questions, if any, as early as possible during the quotation process. Questions will be accepted until **July 13, 2023**
- 2.2 If in the College's opinion, additional information or interpretation is necessary; such information will be supplied in the form of addenda. Addenda shall have the same binding effect as though contained in the main body of the Request for Quotation. Final Addenda, if needed, will be issued July 13, 2023.

3. PROPOSAL COSTS/CONTRACT AWARD

- 3.1 All costs of the quotation process are solely the responsibility of the vendor. The College reserves the right to reject any or all proposals, or to modify or cancel this solicitation. Award of a contract is subject to Board approval.
- 3.2 Contract terms and conditions are negotiable after contractor selection.

4. PROPOSAL SUBMITTAL REQUIREMENTS/EVALUATION CRITERIA.

- 4.1 **Instructions.** An original and three (3) copies of your proposal should be submitted on 8 ½ by 11 inch paper. Proposals should include a response to each of the following categories and the signed certifications (Attachment A; B;



C). Proposals shall be limited to 15 one-sided pages, not including the cover page, the cover letter, or staff resumes which shall be limited to one page per staff member. **(5 points)**

- 4.2 Firm Description.** Provide a brief description of your firm's history, the type of work you have done, and your capabilities. If this is a joint venture, provide the information for each of the firms involved. List key staff and their experience and capabilities as well sub-consulting firms that will be part of your team, including engineers and cost-estimators, and your history with those sub-consulting firms on prior projects. **(5 points)**
- 4.3 Experience on similar projects.** Please include information on 3 related past projects including the engineers estimate, contractors bid amount, and actual project final cost. Provide your history of completing similar projects on time and within budget. Specifically identify at least two Oregon educational project completed in the last 10 years and include construction costs. **(20 points)**
- 4.4 Overall Project Approach.** Describe your firm's knowledge and understanding of the project and your overall approach to complete the project. Describe methods and concepts proposed for this project to meet client needs as well as budgetary considerations. **(10 points)**
- 4.5 Approach to Schedule and Availability.** Describe how you will ensure that the owner's requirements are met in terms of schedule. Describe recent, current and projected workloads of your staff and resources and the proposed amount of time each staff would spend on the project. **(10 points)**
- 4.6 Experience in Klamath Falls.** Please describe your team's experience working in Southern Oregon and Klamath Falls including experience by all sub-consulting firms, and your familiarity with the community and construction climate. **(15 points)**
- 4.7 References.** Please provide us with the names, email addresses and phone numbers of at least three project references that are knowledgeable about your work product and process. **(10 points)**
- 4.8 Project value.** Provide specific technical information to understand the systems potential value. This would include information such as the potential systems generation capacity, expandability, maintenance, and other relevant project specifics. **(25 points)**

5. ADDITIONAL REQUIREMENTS

- 5.1** Proposer agrees to comply with the legal requirements of the State of Oregon, the standard and customary professional responsibilities for Design-build services as well as any special conditions which are made part of this solicitation or which are subsequently negotiated.
- 5.2** Each proposal submitted must contain a statement as to whether the Proposer



is a resident bidder as defined in ORS 279A.120.

- 5.3 Minority-owned and women-owned enterprises are encouraged to submit proposals in response to this solicitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award of any contract entered into pursuant to this advertisement.
- 5.4 The College may reject any proposal not in compliance with all prescribed public proposal procedures and requirements, and may reject for good cause any or all proposals upon a finding of the College that it is in the public interest to do so.
- 5.5 Vender shall be licensed by the State of Oregon to do the work required under this contract. Vender shall obtain, pay for, and maintain in current status all applicable permits and licenses and all work shall comply with building codes in effect at the time the work is performed.
- 5.6 All subcontracting or assignments of contract shall be subject to the written approval of the College and proposer shall be wholly responsible for the performance of all sub-Firms and for their acts and omissions. Nothing contained in the contract documents shall be construed to create any contract between the College and any sub-Firms.

6. CANCELLATION: Klamath Community College reserves the right to cancel award of a contract at any time before execution of the contract by both parties if cancellation is deemed to be in the College's best interest. In no event shall Klamath Community College have any liability for the cancellation of the award.



(This score sheet is provided for your information only)

Klamath Community College

DESIGN-BUILD SERVICES EVALUATION SCORE SHEET

Proposer Name: _____

Reviewer: _____

Required Submissions:	Certificate of non-discrimination	Yes	No
	Certificate of Compliance	Yes	No
	Residency statement	Yes	No

Review criteria:

POINTS:

1. Conformance with RFQ requirements (5 points maximum)

Comments: _____

2. Firm description (5 points maximum)

Comments: _____

3. Experience on similar projects (20 points maximum)

Comments: _____

4. Overall project approach (10 points maximum)

Comments: _____

5. Approach to schedule/Availability (10 points maximum)

Comments: _____



6. Klamath Falls experience (15 points maximum)

Comments: _____

7. References (Pass/Fail) (10 points maximum)

Comments: _____

8. Project Value (25 points maximum)

Comments: _____

_____ **TOTAL POINTS** (100 possible)



Attachment A

Certifications

Please sign and return with your proposal

I/we have received and reviewed the RFQ and any Addenda issued by Klamath Community College and this submission is our entire proposal.

Addenda _____ to _____ noted

Firm Name _____

Authorized Signature _____

Printed Name _____

Date _____

Telephone: _____



Attachment C

Klamath Community

College REQUEST FOR

PROPOSALS

CERTIFICATE OF NON-DISCRIMINATION

Pursuant to ORS 279A.110, discrimination in subcontracting is prohibited. Any contractor who contracts with a public contracting agency shall not discriminate against minority, women or emerging small business enterprises in the awarding of contracts.

By signature of the authorize representative of the bidder/proposer/proposer, the bidder/proposer/proposer hereby certifies to Klamath Community College that this bidder/proposer/proposer has not discriminated against minority, women, or emerging small business enterprises in obtaining any subcontracts; and, further, that if awarded the contract for which this bid or proposal is submitted, shall not so discriminate.

Date: _____

Signature: _____

Printed or Typed Name: _____