**Date: 08/23/2021**

**\*Request for Quote\***

**Overview:**

The purpose of this Request for Quote (RFQ) is to invite qualified vendors to submit a response and statement of qualifications for annual tile floor cleaning at two of our fire stations. This service must include stripping and re-waxing and scuff and spot removal.

Please submit an electronic copy of your RFQ to the primary contact below **no later than** **4:00pm on September 30, 2021**:

**Contact Information**:

|  |  |  |
| --- | --- | --- |
| Primary Contact: Administrative AssistantLinda Patraca Phone: 360-273-5582Fax: 360-273-7684linda.patraca@westthurstonfire.org |  | Billing: Administrative Headquarters10828 Littlerock Rd SW, Olympia, WA 98512Phone: 360-352-1614payables@westthurstonfire.org  |

**Timeline:**

|  |  |
| --- | --- |
| RFQ Released | 08/23/2021 |
| RFQ Onsite Visit & Walk Through (*If applicable)* | 8/24/2020-9/24/2021 |
| RFQ Due | 09/30/2021 |
| Finalist Notification | TBD |

**Project Synopsis:**

**Location:** Grand Mound Fire Station (Station 1-1)

**Address:** 18720 Sargent Rd SW, Rochester, WA 98579

**Floor Size Info:** estimated 1,000 sq. ft.

**Location:** Rochester Fire Station (Station 1-3)

**Address:** 18346 Albany St. SW, Rochester, WA 98579

**Floor Size Info:** estimated 400 sq. ft.

**Project Specifics:**

* Must detail what is included in standard covered cleaning services.
* Detail of what is not covered in the standard covered cleaning services.

**Pricing**

* Prices shall include all fees associated with your proposed solution(s). All prices offered in the proposal shall be firm and will not increase for 60 days from the effective date of the proposed contract or quote.
* West Thurston Regional Fire Authority reserves the right to accept or reject any price adjustments within 60 days of request.
* Any price revisions shall be based on industry price changes and supported by documentation and adequate detail. Price revisions shall not be implemented without prior consent from the Administrative Services Director
* Include all fees associated with your proposed solution(s) including but not limited to service fees, product, permits (if applicable), etc.
* All vendors are required to pay prevailing wages.
* Note as of July 01, 2019, all bidders must have received training on the requirements related to Public Works and prevailing wage, please review RCW 39.04.050.
* All vendors must obtain and provide a surety bond as per RCW 39.08.010.