KCDA PURCHASING COOPERATIVE
18639- 80TH Ave S. ◆ P.O. Box 5550 ◆ Kent, WA 98064-5550 ◆ Phone 425-251-8115 ◆ Fax 253-395-5402 ◆ www.kcda.org

INVITATION FOR BID

Portable &Modular Building Systems and Related Services
Bid #19-255

Due March 14, 2019 On or before 2:00 p.m., PST

Notice is hereby given that sealed bids will be received by King County Directors Association of Kent, Washington for Portable and Modular Building Systems and Related Services.

Total estimated value of this contract, based on historical data, is approximately $35 Million sales revenue.

Each response is to be submitted in a separate envelope and marked with the appropriate IFB name, number, day and time of opening. All bids must be at KCDA's office on or before the time shown above or they will not be accepted nor considered. Responses sent via email, faxed, uploaded electronically through Public Purchase, or "postage due" will NOT be accepted. Responses sent via Federal Express, Express Mail or other overnight delivery services must be sent to: KCDA, 18639 80th Ave S, Kent WA 98064-5550 and clearly marked with the IFB number and description, Attn: Purchasing.

ATTN: Purchasing IFB# 19-255 Portable & Modular Building Systems and Related Services
KCDA
18639 – 80th Ave S
Kent, WA 98064-5550

The vendor has full responsibility to ensure the proposal arrives to the purchasing office by the due date and time. KCDA assumes no responsibility for delays caused by the U.S. Post Office or any other delivery service. Postmarking by the due date will not substitute for actual receipt of response by the date due. Proposals arriving after the deadline may be returned unopened to the vendor, or may simply be declared non-responsive and not subject to evaluation, at the sole determination of KCDA. **All questions pertaining to this bid shall be entered in the "Questions" section of Public Purchase. No emails or phone inquiries will be accepted.**

Electronic copies of this IFB are available via KCDA's website @ www.kdca.org. Click on Contracts & Bids/Vendor Bids, or contact Joy Kuhlmann @ (425) 251-8115 X 133 if you have trouble opening the document.

Joy Kuhlmann, KCDA Procurement Lead
jkuhlmann@kcda.org
(425)251-8115 X 133

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KING COUNTY DIRECTORS ASSOCIATION
INVITATION FOR BIDS

NOTE: THERE ARE NO FEES ASSOCIATED WITH KCDA BIDS WHEN USING PUBLIC PURCHASE

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I. INTRODUCTION

A. KCDA MEMBERSHIP

KCDA is a purchasing cooperative owned by 294 public school districts in the state of Washington and is located in Kent, Washington. KCDA's membership is made up of, but not restricted to public school districts, private schools, municipalities, political subdivisions and other public agencies located in but not limited to Washington, Oregon, Idaho, Alaska, and Montana. Representing over 1 million students and over 5,000 ship to locations, KCDA purchases approximately $100 million worth of products, equipment and services on behalf of the membership.

A complete list of all school districts and other public agencies that are members of the KCDA Purchasing Cooperative is available on our web site www.kcda.org.

Restrictions of merchandise or services to any locale of KCDA membership must be clearly noted in a bid response.

B. INTERPRETATION OF BID DOCUMENTS

Any person contemplating submitting a bid for the proposed contract that is in doubt as to the true meaning of any part of the bid documents, or finds discrepancies in or omissions from the bid documents, shall submit to KCDA a written request for an interpretation or correction thereof. Such request shall be submitted and received not later than 10 days prior to the date specified for receipt of bid responses. Any interpretation or correction of the bid documents will be made in writing by addendum duly issued to all bidders. KCDA will not be responsible for any other explanation or interpretation of the bid documents.

C. EXCEPTIONS

Any exceptions to the terms and provisions of this invitation for bids shall be made by signed and dated attachment to the bid response. Do not add to, delete from, or amend in any manner the bid form.

Exceptions pertaining to payment or delivery terms must be noted within Attachment B. All noted exceptions are subject to approval and acceptance by KCDA.

D. CONTRACT DEFAULT
Your bid is subject to all terms and conditions as herein established in this bid request form and include price, quality and delivery. Subsequent failure to provide items bid in accordance to the purchase order and bid delivery schedule will constitute contract default, and, after due written notification, allows the Purchasing Department to declare the contract void and to purchase the merchandise on the open market. Any additional costs to procure and distribute replacement product will be charged to the bidder.

E. BIDDER RESPONSIBILITY
All bidders shall thoroughly examine and be familiar with the bid documents including all exhibits and attachments. The failure or omission of a bidder to receive or examine any form, instruments, addendum, or other document shall in no way relieve any bidder from obligations with respect to your bid or to the contract. The submission of a bid shall be taken as prima facie evidence of compliance with this section.

F. BIDDER FINANCIAL RESPONSIBILITY
KCDA has the right to request financial information from any bidder to evaluate the bidder's ability to meet the terms and conditions of any and all contracts that may be established by acceptance of the offer contained in the bid. Additional confirmation from the bidder's supplier(s) that the delivery terms of the contract will be met may be required. KCDA reserves the right to reject any or all bids and/or bidders unable to prove they are financially able to provide the quantity of merchandise they have offered in response to this bid invitation.

G. MINORITY AND WOMEN OWNED BUSINESSES
KCDA encourages all minority and women owned businesses to participate in the bid process. Washington State law does not allow KCDA to provide any financial advantage for minority and women owned businesses who participate, however, KCDA believes that a diverse range of suppliers benefits all.

II. GENERAL PROVISIONS

A. BID OPENING
All bids submitted for supplies and/or services will be opened at the time, date and place, and in the manner herein specified, and all bidders are invited to be present at the opening of such bids. A final recap will be available from KCDA after bid awards are made. Under no circumstances will a bid be considered if filed after the hour specified in the invitation for bids. To be considered for award, a bid response must be submitted according to the instructions and prior to the date and time indicated within. The times listed in any referenced schedule are Pacific Standard Time.

KCDA will not accept bids that are sent via fax or email.

The KCDA address is:
King County Director’s Association
Purchasing Department
18639 80th Ave S
Kent, WA 98032

B. MODIFICATIONS/WITHDRAWL OF BID

Bids may be modified or withdrawn by written notice received prior to the exact hour and date specified for receipt of bids. Bids may also be modified or withdrawn in person by an authorized representative, who must sign a receipt for this action. Returned and/or unsubmitted bids shall become the responsibility of the bidder. Bids that are not resubmitted on or before the exact time of the opening shall not be considered for award.

C. QUALITY STANDARDS

Whenever an item in this invitation for bid is described using a manufacturer's name, brand or catalog number, it shall be construed solely for the purpose of indicating the standards of quality. Brands of equal quality shall be considered, except where otherwise stated, provided the bidder specifies the brand, model and number on which their bid is submitted and submits samples, specifications and other information necessary to properly evaluate the bid. Any bid containing a brand which is not of equal quality at the sole discretion of KCDA, shall not be considered. KCDA will accept bids on new product only. Merchandise that has been refurbished or has been in storage for a long period of time is unacceptable.

D. REJECTION OF ANY OR ALL RESPONSES

KCDA reserves the right to accept or reject any or all bids and to waive informalities or irregularities in any bid or in the bidding process.

E. BINDING CONTRACT

It is understood that the offer represented by a bidder and an award made by the KCDA Board of Directors to the successful bidder, forms a binding contract. KCDA, under certain circumstances, will allow the assignment of contracts; however, no assignment can occur to another entity without written agreement from KCDA.

F. ESTIMATED QUANTITIES

Quantities, if shown on the bid forms, are estimated requirements of the members for whom KCDA acts as purchasing department based on historical ordering information. Such quantities represent the total quantity the cooperative anticipates purchasing over the life of the contract period. KCDA reserves the right to order more or less than the quantities stated in the bid. Any minimum order requirements or ordering restrictions should be so indicated as part of the bid response and will be subject to bid evaluation. Quantities ordered are based on actual requirements and the successful bidder will fulfill that requirement regardless of the manufacturer's policies regarding order completion.

G. CONTRACT PERIOD

Following an award, a contract would be issued as an annual contract from the date of KCDA Board acceptance, or as noted under Special Provisions. After the initial period, there is a possibility of three (3) renewals for the duration of one (1) year each. Pricing is firm for the first/initial period.

H. ORDERING SCHEDULE

Based upon accepted minimum order requirements set by the successful bidder, KCDA or KCDA members may submit orders once a contract has been established by the KCDA Board of Directors. KCDA reserves the right to place orders anytime, for any amount, during the contract period based upon any accepted minimum quantities and time restrictions set forth by the successful bidder attached to their bid response. Quantities and delivery dates listed in this bid are presented as a guide to the bidder, but will not be binding or limiting to the KCDA and its members.

I. EXTENDED CONTRACT PERIOD

By mutual written agreement of KCDA Board of Directors and the successful bidder, the initial contract period may be extended for additional periods, not to exceed extensions of 3 years total beyond the initial contract. Such extensions shall be at the awarded price in effect at the time and under the same terms and conditions as the original contract unless otherwise allowed under terms of the contract. Requests for extension shall be submitted to KCDA a minimum of 30 days prior to expiration of the existing contract term.

J. REQUESTED SAMPLES

It is the bidder's responsibility to provide samples as requested for bid responses to be considered. Submit the samples to King County Directors' Association, 18639 80th Ave. S., Kent, Washington, 98032. All requested samples must be labeled with the bid number, KCDA's item number (as applicable) and bidder's name, and be submitted no later than seven (7) working days after request. Where items are being offered as an alternate to a specified product, KCDA requests samples be submitted ten (10) working days prior to bid opening and also labeled with bid number, KCDA's item number and marked "Alternate for Bid". DO NOT ENCLOSE YOUR BID WITH THE SAMPLES.

K. DISPOSAL OF SAMPLES

Bid samples not picked up within 30 days after the bid award date shall become the property of the King County Directors' Association and shall be disposed of by distribution to the member school districts or by donation as deemed appropriate by KCDA.

L. KCDA NON DISCRIMINATION STATEMENT

Bidders who desire to provide KCDA with equipment, supplies and/or professional services must comply with the following Non Discrimination requirements. During the performance of this contract, the Bidder agrees as follows:

Bidder will comply with all Local, State and Federal Laws prohibiting discrimination with regard to race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap.

The Bidder will not discriminate against any employees or applicant for employment because of race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap.

The Bidder will, in all solicitations or advertisements for employees placed by or on behalf of the Bidder, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap.

Any Bidder who is in violation of these requirements, or an applicable nondiscrimination program shall be barred forthwith from receiving bid awards or any purchase orders from KCDA.

M. INDEMNIFICATION

The Vendor agrees to defend, indemnify and hold harmless KCDA and the member agency, and their respective officers, officials, employees and volunteers from any and all claims, injuries, damages, losses or suits including attorney fees arising out of or resulting from the acts, errors or omissions in performance of this Agreement, except for injuries and damages caused by the sole negligence of KCDA

or the member agency. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Vendor, KCDA or the member agency and their respective officers, officials, employees, and volunteers, the Vendor's liability , including the duty and cost to defend, hereunder shall be only to the extent of the Vendor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Vendor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purpose of this indemnification. Use of this contract certifies that the waiver of immunity specified by this provision was mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of the Agreement.

N. PATENT INDEMNIFICATION

By accepting this order, Bidder agrees to save and hold harmless KCDA, its successors, assigns, customers and the users of its products from any liability, loss, damage, judgments, or awards, including costs and expenses arising out of any actions, claims, or proceedings for infringement of (a) any United States Letters Patent purporting to cover the material to be delivered to Buyer under this order, or its normal intended use and (b) any trademarks appearing with the material on delivery to KCDA; and further, Bidder agrees to defend KCDA at Bidder's expense in all such actions, claims, or proceedings, provided that KCDA shall give Bidder prompt notice in writing of all such actions, claims, and proceedings, as well as notice of infringement and threats of suit for infringement.

O. SAFETY REQUIREMENTS

All items furnished under this bid, where applicable, must comply with all OSHA, WISHA, UL Approval, including but not limited to chapter 296-46B of the Washington Administrative Code and any other safety requirements imposed by KCDA, State or Federal agencies. Bidder further agrees to indemnify and hold KCDA harmless from all damages assessed against KCDA as a result of Bidder's failure to comply with the acts and the standards issued thereunder and for the failure of the items furnished under this order to so comply.

P. RISK OF LOSS

Regardless of F.O.B. point, Bidder agrees to handle all claims and bear all risk of loss, injury, or destruction of goods and materials ordered herein which occur prior to delivery, and such loss, injury, or destruction shall not release Bidder from any obligation hereunder.

Q. REJECTION

All goods or materials purchased herein are subject to approval by KCDA or the KCDA member. Any rejection of goods or materials resulting from non-conformity to the terms, conditions and specifications of an order, whether held by KCDA, KCDA member, or returned will be at Bidder's risk and expense.

R. SHIPMENT IDENTIFICATION

All invoices, packing lists, packages, shipping notices, instructions, correspondence and all other written documents affecting any KCDA order shall contain the applicable purchase order number. A packing list must be provided with every shipment being made to KCDA indicating all the products shipped and back ordered; also, every carton shipped pursuant to this order must be marked with the contents therein.

S. NO BID RESPONSE

If no offer is to be submitted at this time, do not return this bid. A letter should be forwarded to KCDA advising whether future bids of this type are desired. Failure of the recipient to notify KCDA of your intentions may result in removal of your name from the bidder's list.

T. BID AWARDS

Following evaluation, bids recommended for award will be awarded by the KCDA Board of Directors to the lowest responsible bidder meeting specifications. KCDA reserves the right to award items in groups for ordering efficiencies, to meet minimum requirements (if accepted), to make multiple awards, or to reject any and all bids or portions thereof, to waive any minor irregularities in the bid process, or to make no awards, if in its sole judgment the best interests of KCDA and its members will not be served.

U. Termination

Termination for Convenience: KCDA may terminate this contract, in whole or in part, at any time and for any reason by giving thirty (30) calendar days written termination notice to Vendor. Termination charges shall not apply unless both parties subsequently agree upon them. Where termination charges are applicable, both parties agree to negotiate in good faith and to limit the extent of negotiations to valid documented expenses incurred by Vendor prior to date of termination. KCDA will not be responsible for stock that the Vendor has on hand that has not been requested via a purchase order. Should the parties not agree to a satisfactory settlement, the matter may be subjected to mediation and/or legal proceedings.

V. RECIPROCITY

Where allowed by law, KCDA may review responses from bidders outside the State of Washington to see if those bidders are from states that use restrictions against companies from the State of Washington when they respond to public bids. KCDA may use this information in making bid awards when multiple bidders appear to have submitted the same pricing, terms and conditions on a particular bid item or items.

W. FORCE MAJUERE

Except for payments of sums due, neither party shall be liable to the other, nor be deemed in default under this contract, if and to the extent that such party's performance of this contract is prevented by reason of force majeure. The term "force majeure" means an occurrence that is beyond the control or responsibility of the party affected and occurs without its fault or negligence, including, but not limited to the following: acts of God; acts of the public enemy; war; riots; strikes; industry-wide labor disputes; civil disorders; fire; flood; snow; earthquakes; tornadoes or violent winds; hail storms; lockouts; injunctions-intervention-acts, or failures or refusals to act by government authority; and other similar occurrences beyond the control or responsibility of the party declaring force majeure, which such party is unable to prevent by exercising reasonable diligence. The force majeure shall be deemed to commence when the party declaring it notifies the other party of the existence of the force majeure, and shall be deemed to continue as long as the results or effects of the force majeure prevent the party from resuming performance in accordance with the contract. The party receiving the notice of force majeure may contest the declaration of a force majeure. Force majeure shall not include late deliveries of equipment or materials caused by congestion at a manufacturer's plant or elsewhere, an oversold condition of the market, inefficiencies, internal labor disputes, or similar occurrences. If either party is delayed at any time by force majeure, the delayed party shall notify the other party in writing of such delay within forty-eight (48) hours.

III. PREPARATION OF BID

A. SUBMITTAL OF BID RESPONSE
Submission of a response as designated in the bid instructions signifies that bidder will be bound to the terms and conditions of this bid unless an exception is made part of the submission and accepted by KCDA.

Bidder must submit the Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion form, included as Attachment A. Bids received without this form may be considered non-responsive.

B. SIGNATURE
Bid responses are required to include the firm name, address, telephone number, contact name and authorized signature, signed in longhand by the person duly authorized to sign bid documents identified in the solicitation. Every attempt will be made to answer all questions. Where a response or addendum cannot be obtained prior to the bid opening, it is understood that the Bidder will assume the more stringent of requirements.

C. QUESTIONS/ADDENDUMS
All questions must be submitted in writing to the KCDA Purchasing Agent.

D. F.O.B. SHIPMENTS
Prices must be quoted in the UNIT SPECIFIED, PACKAGING INCLUDED and except for cash discount percentages, quoted NET, F.O.B. THE DELIVERY POINT specified in this bid, including the unloading of the merchandise. KCDA typically redistributes products to its members unless designated or requested as a direct ship method. All merchandise shipped to KCDA must be in packaging that can be reshipped, via common carrier, without damage. Any damage incurred due to insufficient packaging will be the responsibility of the supplier.
No charges will be allowed for special handling, packing, wrapping, bags, containers, reels, etc.

E. PRODUCT IDENTIFICATION
All bid responses must confirm the manufacturer number, brand name or grade specified in the bid invitation and such identification shall be binding on the bidder. Bidders must insert the manufacturer number, brand name, grade and any other information necessary to clearly and properly describe and identify the articles they propose to furnish. If necessary attach additional documentation for this purpose. Alternates should be noted as an "alternate item" and properly identified with brand, manufacturer number, etc. The bidder is not to alter the grade, brand, manufacturer number or description as given in the bid invitation. Questions on how to properly submit an alternate item must be directed to the named Purchasing Agent responsible for this bid.

F. QUANTITY PER UNIT OF MEASURE
Where applicable, if the quantity or volume per unit differs from that specified in the bid invitation for any particular item, it is mandatory to note such difference in the bid response. Any bid submitted not showing the quantity per unit of measure will be construed to mean the bidder will furnish the unit of measure as specified in the bid invitation and such interpretation shall be binding on the bidder. If the bidder provides a unit of measure different from the KCDA requirement, it will be construed as an alternate item. Any merchandise subsequently received in other than KCDA units must be repackaged to correct units. Repackaging is the responsibility of the bidder who has entered into the contract. Payment

will not be tendered until the merchandise has been packaged to KCDA units. If necessary, KCDA reserves the right to repackage merchandise to KCDA units and charge the bidder for all fair and reasonable associated costs. KCDA requires that upon award, the successful bidder establish a factory pack unit and ship in that unit for the duration of the contract.

G. ALTERNATE SPECFICATIONS

An alternate specification is where the bidder is offering a product or service significantly different than outlined in the bid request, and typically applies to items listed as “No Substitute”.

For alternate specifications to be considered, a request must be submitted to KCDA 15 working days prior to the bid opening. If accepted by KCDA, a clarification will be issued to all bidders on a bid addendum. Alternate specifications may be accepted if they meet the conditions above and they are deemed to be in the best interest of KCDA and the member agencies.

H. ERRORS/CORRECTIONS

Any erasures, interlineations or other correction in the bid must be initialed by the person(s) signing the bid. Corrections must be provided within the terms of the vendor response and accepted by KCDA.

I. INVOICING

It is understood that invoices issued by the manufacturer/dealer will reflect the shipping date of materials. It is also understood that actual delivery and install or training at the end user location may be delayed from the date of shipment. Subsequently, payment will be made after satisfactory delivery and acceptance by the enduser of any quantity of merchandise shipped and/or installed. Advance discussion regarding payment terms on specific projects are recommended where this may occur. Where KCDA participates in the invoicing process, KCDA reserves the right to withhold payment to a vendor on a project until such time payment from the customer has been received.

Invoices enclosed with merchandise will not be accepted. Invoices shall contain the following information: purchase order number, item number, quantity ordered, quantity shipped, unit price, extension, terms and sales tax. Payments will be made on original invoicing only.

J. CASH DISCOUNTS/INVOICE PAYMENTS

Cash discounts are encouraged and cash discount percent and terms may be entered on Attachment B. KCDA will subtract cash discount percentages when comparing bids in all cases where it is deemed probable that KCDA will be able to take advantage of the offered discounts. KCDA will accept terms for as few as 15 days. If the terms portion of the bid is left blank then terms will be assumed to be Net-30 days. Please do not enter terms as 100% as this means the merchandise bid is free.

KCDA is required, by law, to process invoice payments through the King County Treasurer. Payment warrants can be issued weekly. The first day for start of terms shall begin with acceptance of delivery or installation by the enduser or receipt of invoice, whichever is later. Invoices with discounts between 15 and 30 days will be paid within terms and net 30-day invoices will be paid on the first pay date after 30 days.

K. WASHINGTON STATE SALES TAX

Washington State sales taxes are not to be included in any items as part of the bid response, but will be added at the time of invoicing. All other taxes, including but not limited to any excise or business and

occupation tax must be included in your bid price. The only taxes KCDA will pay upon invoice are the Washington State Sales tax.

IV. PRODUCT ACCEPTANCE

A. GENERAL POLICY
The Purchasing Department shall have the right to reject any and all articles that are not in strict conformity with requirements and specifications of the bid and the approved samples submitted by the bidder. The bidder must replace all rejected articles promptly with articles of quality equal to the specifications or samples submitted and remove rejected articles at his own expense. In the event of failure on the part of the bidder to promptly replace rejected articles, the Purchasing Department reserves the right to purchase same on the open market or of declaring the contract void. Any additional costs incurred to procure and distribute replacement product will be charged to the bidder.

V. BID PROTESTS

Who may protest
Only actual or potential bidders with a direct economic interest in the outcome may file a bid protest.

What can be protested
Acceptance or rejection of a bid proposal, award or proposed award of a bid, allegedly restrictive specifications, omission of a required provision, ambiguous or indefinite evaluation factors are all factors that can be protested.

How to file a protest
Protests may be filed with either the KCDA purchasing agent who issued the bid or with the KCDA purchasing manager.
Protests should include the following information:
1) Include the name, street address, email address, telephone and fax numbers of the protestor or their representative.
2) Be signed by the protestor or its representative.
3) Identify the solicitation or bid contract number.
4) Set forth a detailed statement of the legal and factual grounds of protest, including copies of relevant documents.
5)Set forth all information establishing that the protester is an interested party for the purpose of filing a protest.
6) Set forth all information establishing the timeliness of the protest.
7) Specifically request a ruling by the KCDA purchasing manager.
8) State the form of relief requested.
Appeals of protest ruling must be made in the following order: 1) KCDA Purchasing Manager, 2) KCDA Executive Director 3) KCDA Board of Directors.

When to protest
Protests alleging improprieties in a solicitation must be filed before the bid opening time and date if the improprieties were apparent prior to that time. A solicitation defect that was not apparent before that time must be protested not later than 10 days after the defect became apparent.

Where to file a protest

Protests must be sent to:
KCDA Purchasing Cooperative
PO Box 5550
Kent, WA 98064-5550

After a protest is filed
Upon receipt of a protest, KCDA will acknowledge receipt of the protest in writing either by mail, fax or email. The only time an acknowledgement is not sent will be if the protest is summarily dismissed. Protestors may be contacted for a meeting to review the protest. Within 10 days KCDA will make a decision as to the merits of the protest and notify the protestor of the decision and any remedies in the matter.

VI. PRODUCT TOXICITY REPORTS

A. HAZARDOUS CHEMICAL COMMUNICATION
In order to comply with WAC 296 62 054, Hazard Communication, all bidders offering products on this bid that contain any toxic chemicals that may be harmful to the end user, must submit a Material Safety Data Sheet (MSDS) on the State of Washington form as provided by law with the bid. Please list any web site address where an MSDS can be obtained.

Any hazardous material tax must be included in the price of the product bid. KCDA will not be held responsible for any additional taxes (other than Washington State Sales Tax) and will not pay them if noted as a separate line item on invoices.

King County Director's Association

KCDA IFB#19-255 BID DOCUMENT CHECKLIST

(This checklist may/or may not include all document information, but is to be a guide to ensure required documents are included in a bid response. It is Bidder's responsibility to follow all requirements in this solicitation.)

☐	Attachment A – Certification regarding Debarment
☐	Attachment B – Manufacturing terms
☐	Attachment D – Price List
☐	Attachment E – Company Profile
☐	Attachment F – Responsible Bidder
☐	Attachment G – Certification of Wage Compliance
☐	Attachment H – Subcontractor/Self Performance
☐	Attachment for Deviations
☐	Attachment for Bidder Signature Page
☐	Manufacture Authorization Letters
☐	Addendums (if issued)
☐	

KCDA PURCHASING COOPERATIVE
18639- 80TH Ave S. ◆ P.O. Box 5550 ◆ Kent, WA 98064-5550 ◆ Phone 425-251-8115 ◆ Fax 253-395-5402 ◆ www.kcda.org

INVITATION FOR BIDS
#19-255 Portable & Modular Building Systems and Related Services
Bid Due March 14, 2019 On or before 2:00 PM

Attachment A

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

In submitting the proposal to provide products and/or services as outlined in the bid specifications, we hereby certify that we have not been suspended or in any way excluded from Federal procurement actions by any Federal agency. We fully understand that, if information contrary to this certification subsequently becomes available, such evidence may be grounds for non-award or nullification of a bid contract.

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, Participant's Responsibilities.

Signed: _____

Title: _____

Firm: _____

Address: _____

City, State, Zip: _____

Date: _____

Email _____

KCDA PURCHASING COOPERATIVE
18639- 80TH Ave S. • P.O. Box 5550 • Kent, WA 98064-5550 • Phone 425-251-8115 • Fax 253-395-5402 • www.kcda.org

ATTACHMENT B
Bid#19-255 Portable & Modulars
Terms By Manufacturer
Bid Due Date: March 14, 2019 On or Before 2:00 PM PST

Bidder Name:		Address:
Phone:	Fax:	City, State, Zip:
STANDARD BIDDER LEAD TIME FOB DESTINATION: _____		

TERMS BY MANUFACTURER: Please provide the minimum order required per manufacturer and lead times.

SPECIFIC DISCOUNTS: Please provide quoted discounts from the manufacturer's current list prices. It is the bidders responsibility to submit updated price lists during the contract year, when the contract allows, otherwise discounts will be taken from the most current on file. The manufacturer must already be present in this bid to be considered. Discounts must include shipping/ freight charges. A current price list and catalog must be provided at the time of bidding. NOTE: DISCOUNTS MAY BE USED IN DETERMINING AWARDS.

Manufacturer	Minimum Order	Lead Time	Discount Amount	Discount Detail	FOB - Freight FACTORY - Cost will be extra DESTINATION - Cost is included in discount
Ex: ABC Company Inc	$1,000	4-6 Weeks	25%	2016 List Price Sheet	Destination

Authorized Agents Signature _____ Date _____ Bid Number _____ Name of Firm _____

ATTACHMENT D - PRICE LIST
IFB#19-255

19-255
Price List for Modular Buildings/Portable Classrooms

A. 1. ESTIMATED DELIVERY TIME AFTER RECEIPT OF ORDER: **DAYS**

NOTE: for 28 x 32, 28 x 64 and 42 x 64, quote price per building, not shipping section.

B. CHARGE FOR DELIVERY OUTSIDE ABOVE DELIVERY AREA: **PRICE/MILE**

1.	28'x32' Single	
2.	28'x64' Double	
3.	42'x64' Double	
4.	70'x64' Multi-Unit Classroom Complex	

DELIVERY CHARGES ARE FOB FACTORY

C. BUILDING PRICING: *(required)* **PRICE/BLDG**

Please note: The buildings listed are a representation of the classrooms used by KCDA members. You are required to bid the following items as detailed in the floor plans and specifications provided in the bid.

Buildings listed are to be priced fully installed on a compliant pressure treated wood pony wall foundation system with all required tie-downs and skirting included (ramp is not part of base bid).

1.	28'x32' Single Modular Classroom without restroom	
2.	28'x64' Double Modular Classroom without restroom	
3.	28'x64' Double Modular Classroom with restrooms and kitchen	
4.	42'x64' Double Modular Classroom without restroom	
5.	42'x64' Double Modular Classroom with restrooms and kitchen	
9.	70'x64' Multi-Unit Classroom Complex	

You may also add any other sized buildings that you would like to bid on. This may be done as a separate attachment as Optional or Value Added Pricing. Include ramps in Optins pricing.

D. RELOCATION PRICING: *(required)* **PRICE/EACH**

Includes dismantle, set-up and freight (within 25 miles). Does not include decks and ramps, engineering, utilities or permits, assumes base bid site conditions

1.	28'X32'	
2.	28'X64'	
3.	42'X64'	

E. CUSTOMER SELECTED OPTION PRICING: See Attached Pricing Guidelines **PRICE/EACH**

1.	14'x64' Multi-Unit Complex, Left Hand Unit Section	
2.	14'x64' Multi-Unit Complex, Center Section	
3.	14'x64' Multi-Unit Complex, Right Hand Unit Section	
4.	Accessible ADA Restroom for 28'x32' Single Classroom	
5.	Accessible ADA Restroom for 28'x64' Double Classroom	
6.	Accessible ADA Restroom for 42'x64' Double Classroom	
7.	4'x4' Vinyl Window with Mini-blind	
8.	6'x4' Vinyl Window with Mini-blind	
9.	J-box Raceway, stub up and down	

Delete Exterior GYP Sheathing under Exterior Siding:

10.	28'x32' Single Classroom - (Deduct)	
11.	28'x64' Double Classroom - (Deduct)	
12.	42'x64' Double Classroom - (Deduct)	

19-255
Price List for Modular Buildings/Portable Classrooms

5/8" Vinyl Wrap Sheet rock vs. 5/8" Interior Sheet rock and 1/2" Tack board:	
13. 28'x32' Single Classroom - (Deduct)	
14. 28'x64' Double Classroom - (Deduct)	
15. 42'x64' Double Classroom - (Deduct)	
16. 2'x4'x7' Plastic Laminate Teacher's Cabinet	
17. 8' Student Coat Rack with 12" Shelf	
18. 8'x4' White Board with Chalk Tray	
19. Duplex Receptacle	
20. Meterbase	
21. 5' Base Cabinet with Sink	
22. Interior Hollow Core Door with Passage	
23. ADA Hi-Lo Drinking Fountain	
24. Schlage "D Series" locksets at interior doors in lieu of "A Series"	
25. Controlled Duples Receptacle	
Deduct for 6" Overhang to:	
25. 28'x32' Single Classroom	
26. 28'x64' Double Classroom	
27. 42'x64' Double Classroom	
Add 18" Overhang to:	
28. 28'x32' Single Classroom	
29. 28'x64' Double Classroom	
30. 42'x64' Double Classroom	
Add 5/16" Hardipanel Cedarmill Siding in lieu of Duratemp T1-11. Provide OSB or plywood sheathing where required for structure	
31. 28'x32' Single Classroom	
32. 28'x64' Double Classroom	
33. 42'x64' Double Classroom	
Add HardieSoffit Vented Cedarmill in lieu of open soffit	
34. 28'x32' Single Classroom	
35. 28'x64' Double Classroom	
36. 42'x64' Double Classroom	
Add 1/2" Hardiebacker cement board over 1-1/8" APA rated Sturd-I-Floor T&G - glued and nailed decking in lieu of 23/32" APA rated T&G	
37. 28'x32' Single Classroom	
38. 28'x64' Double Classroom	
39. 42'x64' Double Classroom	
	PRICE/EACH
Add for 50 pound Roof Load to:	
40. 28'x32' Single Classroom	
41. 28'x64' Double Classroom	
42. 42'x64' Double Classroom	
Add 28 oz Nylon Carpet with Base, Installed to:	
43. 28'x32' Single Classroom	
44. 28'x64' Double Classroom	
45. 42'x64' Double Classroom	
Blocking between base pads of foundation:	
46. 28'x32' Single Classroom	
47. 28'x64' Double Classroom	
48. 42'x64' Double Classroom	

19-255
Price List for Modular Buildings/Portable Classrooms

49. Add Backfill Kicker Detail to 28'x64' & 42'x64' Classrooms:	
50. Add 4-Foot Wide Steps to Landing:	
51. Add 5-Foot Wide Steps to Landing	
52. Add 5'x5' Landing with Steps to Alternate Entrance:	
53. Add Expanded Steel Vents to Foundation, Price Each	
54. Add Five Foot Base Cabinet with Sink & Hot Water Heater- (Price if added without Accessible ADA Restroom Option)	

Options for Daycare and Special Configuration

55. Add Upper Cabinets to Kitchen	
56. Additional Tamper Proof AC Receptacles for Daycare Unit:	
57. Add ADA Dishwasher Option: Equator SB-72	
58. Add 15.6 Cubic Foot Refrigerator	
59. Add for 30" Free Standing Residential Range & Hood	
60. Add for Washington State Engineered Electrical Submittal	

Fully Engineered Aluminum Porch Cover:

61. Single Classroom 6'x6'	
62. Free Standing Single 6'x6'	
63. Double Classroom 6'x12'	
64. Free Standing Double 6'x12'	
65. Double Classroom 6'x16'	
66. Free Standing Double 6'x16'	
67. Cover Over Ramp 6'x28'	
68. Free Standing Cover Over Ramp 6'x28'	
69. Cover Over Ramp 6'x30'	
70. Free Standing Cover Over Ramp 6'x30'	
71. Cover Over Ramp 6'x38'	
72. Free Standing Cover Over Ramp 6'x38'	

PRICE/EACH

Aluminum Ramps and Landings, Welcome Ramp Systems, EZ-Access Titan, or APPROVED

Standard 28' offset ramp w/flush end transition:

73. 5'x5' Landing w/28' Ramp Single	
74. 15'x5' Landing w/28' Ramp Double	

Standard 30' offset ramp w/flush end transition:

75. 5'x5' Landing w/30' Ramp Single	
76. 15'x5' Landing w/30' Ramp Double	

Additional Landing Option:

77. 5'x5' Landing with one Rail, Handrail	
78. 5'x5' Landing with one Rail, Guardrail	

Switchback Landing Option:

79. 5'x10' Switchback Landing with Returns, Handrail	
80. 5'x10' Switchback Landing with Returns, Guardrail	

Landing/Stair to Alternate Entrance Options:

81. Add 5'x5' Landing w/ 4-Rise 3-Steps with Handrail	
82. Add 5'x5' Landing w/ 5-Rise 4-Steps with Guardrail	

Additional Ramp Per Lf.

83. Handrail	
84. Guardrail	
85. Upgrade from handrail to guardrail for overheight, per LF	

Note: Owner/client to provide toe at ramp end

Stair Options:
3-Step, 4-Riser Stair

19-255
Price List for Modular Buildings/Portable Classrooms

86. With Handrail	
87. With Guardrail	
4-Step, 5-Riser Stair	
88. With Handrail	
89. With Guardrail	

Installation for Aluminum Ramps and Landings	
90. Standard 5'x5' Landing with 28' or 30' Ramp	
91. Standard 5'x15' Landing with 28' or 30' Ramp	
92. Install Steps to Landing	
93. Additional Components: Landings, Ramp Sections, Each	

94. Wood ramp system single classroom	
95. Wood ramp system double classroom	

Other Options
Attach a separate list as necessary.

Lease Pricing *State leasing rates or calculations and provide a summary of lease process. Attach a separate document as needed.*	24mo	36 mo	48 mo	60 mo
1. 28'x32' Single Modular Classroom without restroom				
2. 28'x64' Double Modular Classroom without restroom				
3. 28'x64' Double Modular Classroom with restrooms and kitchen				
4. 42'x64' Double Modular Classroom without restroom				
5. 42'x64' Double Modular Classroom with restrooms and kitchen				
9. 70'x64' Multi-Unit Classroom Complex				

Performance Bond
Provide rates or how performance bond is calculated.

F. ADDITIONAL PRICING:
Any additions that are specific to a project/building installation may be covered by R.S. Means.
Please indicate your method of R.S. Means costing below:
R. S. Means +/- _____%

G. PRICING GUIDELINES:
NOTE: if option is included in the price of the base building write *incl* in pricing area. If option is not available to the building you are bidding, write *n/a* in the pricing area. Otherwise, all items must be bid. If there are additional options you would like to add, please enclose under separate cover
Pricing is not to include taxes
Pricing **MUST** include KCDA service fee of 2%
Pricing is based on site being flat, level and truck accessible, ground compaction to 2000psf
All utility connections by customer (i.e. water, sewer, electrical)
All plumbing connections from bottom of floor joist to service connection by customer
All permits to local permitting agency by customer
Concrete flat work for building access to be paid by customer after building installation
Perfomance bond not included in base price but must be added at bonded rate for project - advise how costed above.
All appliances by customer unless noted on specification; may be offered and priced in Options.

*****Add separate pricing for additional states - or - provide multiplier to WA pricing for additional states' pricing*****

KCDA PURCHASING COOPERATIVE
18639- 80TH Ave S. ◆ P.O. Box 5550 ◆ Kent, WA 98064-5550 ◆ Phone 425-251-8115 ◆ Fax 253-395-5402 ◆ www.kcda.org

Attachment E - Company Profile

KCDA IFB # 19-255 Portable & Modular Systems and Related Services
Bid Due March 14, 2019 by 2:00 PM

NAME OF BIDDER_____

COMPANY CONTACT INFORMATION

Company Name: _____ Website: _____

Company Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____ Title: _____

Contact Phone: _____ Contact Email: _____

State of WA Department of
Licensing Contractor's Registration No. _____

State of WA UBI Number _____
State of WA Department of
Employment Security No. _____

Washington State Excise Tax Registration No. _____

Federal Tax ID Number _____

BACKGROUND

Note: *Generally, in high level contracts, KCDA will not accept an offer from a business that is less than five (5) years old or which fails to demonstrate and/or establish a proven record of business. If the bidder has recently purchased an established business or has proof of prior success in either this business or a closely related business, provide written documentation and verification in response to the questions below. KCDA reserves the right to accept or reject newly formed companies based on information provided in this response and from its own investigation of the company.*

This business is a ☐ public company ☐ privately owned company.

In what year was this business started under its present name? _____

Under what other or former name(s) has your business operated? _____
_____

Is this business a corporation? ☐ No ☐ Yes. If yes, please complete the following:

Date of incorporation:_____ State of incorporation: _____

Name of President: _____

Name(s) of Vice President(s): _____

Name of Secretary: _____

Name of Treasurer: _____

Is this business a partnership? ☐ No ☐ Yes. If yes, please complete the following:

Date of organization:_____ State founded: _____

Type of partnership, if applicable:_____

Name(s) of general partner(s): _____

Is this organization individually owned? ☐ No ☐ Yes. If yes, please complete the following:

Date of organization:_____ State founded:_____

Name of owner: _____

This organization is a form other than those identified above. ☐ No ☐ Yes.

IF THE ANSWER IS YES, describe the company's format, year and state of origin, and names and titles of the principals.

COMPANY HEADQUARTER LOCATION

Company Address: _____

City: _____ State: _____ Zip: _____

Main Phone Number: _____ How long at this address? _____

COMPANY BRANCH LOCATIONS

Branch Address: _____

City: _____ State: _____ Zip: _____

Branch Address: _____

City: _____ State: _____ Zip: _____

Branch Address: _____

City: _____ State: _____ Zip: _____

Branch Address: _____

City: _____ State: _____ Zip: _____

If more branch locations, insert information here or add another sheet with above information.

SALES HISTORY

Provide your company's annual sales for 2011, 2012 and 2013 YTD in the United States by the various public segments:

	2011	2012	2013 YTD
K-12 (public & private), Educational Service Agencies	$	$	$
Higher Education Institutions	$	$	$
Counties, Cities, Townships, Villages	$	$	$
States	$	$	$
Other Public Sector & Non-profits	$	$	$
Private Sector	$	$	$
TOTAL	**$**	**$**	**$**

WORK FORCE

1. **Key Contacts and Providers:** Provide a list of the individuals, titles, and contact information for the individuals who will provide the following services:

Function	Name	Title	Phone	Email
Contract Manager				
Sales Manager				
Customer & Support Manager				
Function	**Name**	**Title**	**Phone**	**Email**
Distributors, Dealers, Installers, Sales Reps				
Consultants & Trainers				
Technical, Maintenance & Support Services				
Quotes, Invoicing & Payments				
Warranty & After the Sale				
Financial Manager				

2. **Sales Force:** Provide total number and location of salespersons employed by your company in the states of Washington, Oregon, Idaho, Montana and Alaska by completing the following: ***(To insert more rows, hit the tab key from the last field in the State column.)***

Number of Sales Reps	City	State

3. **Service/Support and Distribution Centers:** Provide the type (service/support or distribution) and location of centers that support the states of Washington, Oregon, Idaho, Montana and Alaska completing the following: ***(To insert more rows, hit the tab key from the last field in the State column.)***

Center Type	City	State

4. **In-house Resources:** Describe the business's current in-house workforce, equipment and facilities available to perform under this solicitation.

5. **Sales Training:** Explain how your company will education your sales staff on the AEPA contract inluding timing, methods, etc.

_____
_____
_____

ENVIRONMENTAL INITIATIVES

1. Describe how your products and/or services support environmental goals.

_____
_____
_____
_____

2. Describe the company's "green" objectives (i.e. LEED, reducing footprint, etc.).

_____
_____
_____

COOPERATIVE CONTRACTS

1. Does your company currently have contracts with other cooperatives (local, regional, state, national)?
   _____ YES _____ NO

   If YES, identify which cooperatives and the respective expiration date(s).

   _____

   If YES and your company is awarded a KCDA Contract, which contract will you lead with in marketing and sales representative presentations (sales calls)?

   _____

INDEPENDENT SUBCONTRACTORS, DISTRIBUTORS, INSTALLERS, ETC.

If the Bidder is not the sole manufacturer/provider of all goods and services provided under this contract, the following must be answered:

1. **Selection Criteria for Independent Providers:** Describe the criteria and process by which the business selects, certifies and approves subcontractors, distributors, installers and other independent services.
2. **Current Subcontractors, Distributors, Installers, Etc.:** Provide a list of current subcontractors, distributors, installers and other independent service providers who are contracted to perform the type of work outlined in this bid in the in the states of Washington, Oregon, Idaho, Montana and Alaska. Include, if applicable, contractor license information and the state(s) wherein they are eligible to provide services on behalf of this business.

DISCLOSURES

1. **Letter of Line of Credit or Annual Financial Report (REQUIRED):** Attach a letter from the business's chief financial institution indicating the current line of credit available in its name and evidence of financial stability for the past three calendar years (2014, 2015 and 2016). This letter should state the line of credit as a range (ie., "credit in the low six figures" or "a credit line exceeding five figures"). If company is a publicly traded company a complete Annual Financial Report is required in place of Line of Credit Letter.
2. **Legal:** Does this business have actions currently filed against it? ☐ No ☐ Yes.

   IF YES, AN ATTACHMENT IS REQUIRED: List and explain current actions such as Federal Debarment (on US General Services Administration's "Excluded Parties List"), appearance on any state or federal delinquent taxpayer list, or claims filed against the retainage and/or payment bond for projects.

REFERENCES

Provide contact information of your company's five largest public agency customers:

Agency	Name	Title	Phone Number	Email
1.				
2.				
3.				
4.				
5.				

Signature_____

Must be same signature that appears on the Bid Affidavit Signature and Acceptance Form

Attachment F - RESPONSIBLE BIDDER FORM
(Contractor's Qualifications)
Bid# 19-255 Portable & Modular Systems and Related Services
Bid Due March 14, 2019 by 2:00 PM

The information provided in this form is part of the KCDA's inquiry concerning bidder responsibility. Please print clearly or type. If you need more space, use plain paper.

Company Name _____

Address_____

Payment Address_____

Contact Telephone No. ( ) _____

Contact Person for this Bid: _____

Contact Address:_____

State of WA Department of
Licensing Contractor's Registration No. _____

State of WA UBI Number _____

State of WA Department of
Employment Security No. _____

Washington State Excise Tax Registration No. _____

Federal Tax ID Number _____

DUNS Number_____

**Please provide a current copy of Certificates of Insurance.

Number of years the Contractor has been engaged in the business under the present company name, as indicated above _____

References: KCDA may conduct reference checks during considerations for award. In the Event that information obtained from the reference checks reveals concern about the bidder's past performance on projects identified as meeting the bidder qualification requirements or their ability to successfully perform the work, KCDA may determine that the bidder is not a responsible bidder. In conducting reference checks, KCDA may include itself or other government agencies and businesses as a reference if the bidder has performed the work, even if the bidder did not identify these sources as a reference.

List any major projects of similar nature which have been completed by or supervised by the Contractor within the last 5 years and the gross dollar amount of each project.

Name of project	Amount	Owner	Phone #
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Certification of Compliance with Wage Payment Statutes

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date (12/19/2018), the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

_____
Bidder's Business Name

_____
Signature of Authorized Official*

_____
Printed Name

_____
Title

_____ _____ _____
Date City State

Check One:
Sole Proprietorship ☐ Partnership ☐ Joint Venture ☐ Corporation ☐

State of Incorporation, or if not a corporation, State where business entity was formed:

_____

If a co-partnership, give firm name under which business is transacted:

_____

** If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*

ATTACHMENT H - Subcontractor/Self Performance Form

Portable & Modular Building Systems and Related Services
IFB #19-255
Due March 14, 2019 no later than 2:00 PM PST

Will you be self-performing 100% of the HVAC, Plumbing and Electrical work? Yes____ No____

If not, what percentage will be performed by sub-contractors?

HVAC ____%

Plumbing ____%

Electrical ____%

List the sub-contractors you believe you'll be using during the term of this contract for the trades listed below. This is required as projects could be awarded valued at $1,000,000 or more. List by state and county. **Actual subcontractors to be used will be confirmed to the KCDA member in advance of any awarded project.** This is to give KCDA customers the opportunity to review which sub-contractors you may utilize for projects which exceed $1,000,000 or more.

HVAC	Plumbing	Electrical
Washington Counties		
Oregon Counties		
Idaho Counties		
Montana Counties		
Alaska Counties		

Name of Contractor: _____

KCDA PURCHASING COOPERATIVE
18639 – 80th Ave. S. ◆ P.O. Box 5550 ◆ Kent, WA 98064-5550 ◆ Phone 425-251-8115 ◆ Fax 253-395-5402 ◆ www.kcda.org

INVITATION FOR BID

PORTABLES & MODULAR BUILDING SYSTEMS and RELATED SERVICES
IFB #19-255
Due March 14, 2019 no later than 2:00 PM PST

ATTACHMENT C – Special Provisions

THESE INSTRUCTIONS SUPERCEDE AND TAKE PRECEDENCE OVER ANY OPPOSING LANGUAGE IN THE STANDARD TERMS AND CONDITIONS

I. SPECIAL PROVISIONS and SCOPE OF WORK

A. SOLICITATION OBJECTIVES

KCDA is seeking manufacturers, providers, or dealers/distributors to provide current and emerging modulars, portables, multiplex buildings and related services to KCDA membership in, but not limited to, the Pacific Northwest. Award(s) will be issued to the lowest, most responsive, responsible vendor(s) based on manufacturing source. All bidders must have current Washington State contractor's license in order to be considered responsive.

Total approximate value of spend for this contract is between $30-40 Million. However KCDA does not guarantee any minimum or maximum value or number of orders and provides estimate based on historical annual data.

1. It is KCDA's intent to establish an annual multi-state contract with the potential of up to three (3) one-year extensions if mutually agreed between KCDA and the awarded vendor(s). Bidders must be a manufacturer or a manufacturer's sales representative authorized to provide KCDA portables, modular, or multiplex buildings, in Washington, with the preferred ability to service surrounding member states (ex: Oregon, Idaho, Montana, Alaska).

2. Contracts established by KCDA are available for use by all public schools, colleges, universities, cities, counties and other government agencies throughout the nation. Participation in KCDA is not required of any governmental agency; however, participation does provide the legally required competition for contracts for commonly purchased products and services, thereby saving the entity the time and expense of a required competitive process. As allowed by specific state statutes, members can issue purchase orders for any amount without the necessity to prepare their own IFB-RFP or gather necessary quotations.

3. Bidders must be an authorized manufacturer, sales representative or service dealer having a local sales, service and install presence in Washington State. The Bidder must also include a list identifying the states within which they are authorized to sell, service and install. If a portion of a state is serviced, bidder must specifically list the portion which is serviced. Bidder can list by county, region or territory. Bidder must provide the list as a separate document when submitting a response. The bidder may propose different pricing and rates for different installation areas as

necessary to accommodate applicable wage rates and costs. Bidders must have a local sales presence that either reside or can be contacted within the additional states named to enable KCDA members to have onsite consultation, needs assessment, installation, integration and training.

4. It is the intent of KCDA to award a contract, whereas KCDA member agencies:

May obtain quotes through a competitively solicited, evaluated and awarded contract, meeting WA State procurement regulations, from awarded vendor(s) in order to purchase or lease, and have installation provided for portables, modulars, and/or multiplex buildings, based on the member's needs.

5. The types of services and products may include, but are not limited to:

Modular/Portable Design, manufacture, installation, site amenities for project, ramps, and casework.

6. By conducting this solicitation, KCDA intends to provide savings and to offer its members a choice of portables, modulars, and multiplex buildings, at discounted pricing that meets competitive procurement guidelines, with contract(s) awarded to lowest, responsive, responsible bidder by manufacturer.

KCDA's purpose is to:

- Cooperatively serve our members and associate members through a continuous effort to explore and solve present and future purchasing needs.
- Provide government agencies opportunities for greater efficiency and economy in acquiring goods and services.
- Equalize purchasing power for smaller agencies that are unable to command the best contracts for themselves.
- Maintain credibility and confidence in business procedures by maintaining open competition for purchases and complying with purchasing laws and ethical business practices.
- Provide competitive price solicitations which meet the procurement laws of our members.
- Secure multi-state volume purchasing contracts which are measurable, cost effective and continuously exceed our members' expectations.
- Provide quick and efficient delivery of goods and services by contracting with "high performance and quality" vendors who understand our members' needs.

II. TIMELINE

January 9, 2019 & January 16, 2019	Advertised as Bid 19-255 in DJC Seattle, Oregon
March 1, 2019	Final day for bid questions
March 14, 2019	Bids due no later than 2:00 P.M. PST
May 9, 2019	Award recommendation
May 16, 2019	Board Approval
June 1, 2019	Contract Start Date

III. VENDOR RESPONSIBILITIES

- Designate and assign a dedicated senior-level contract manager (one authorized to make decisions) to the KCDA contract. This employee will have a complete copy and must have working knowledge of the contract.
- Train and educate sales staff on what the KCDA contract is including pricing, who can order from the contract, terms/conditions of the contract and the respective ordering procedures for each state. It is expected that the awarded vendor will lead with the KCDA contract.
- Develop a marketing plan to support the KCDA contract in collaboration with respective KCDA member agencies. Plan should include, but not be limited to, a website presence, electronic mailings, sales flyers, brochures, mailings, catalogs, etc.
- Create a KCDA-specific sell sheet with a space to add a KCDA logo and contact information for use by KCDA and the awarded vendor's local sales representatives to market within each state.
- Have ongoing communication with the Contract and Procurement Specialist at KCDA and the KCDA member agencies.
- Attend two (2) "touch base" meetings at KCDA per year. One of those meetings may be participating in the KCDA Vendor Fair.
- Participate in national and local conference trade shows to promote the KCDA contract.

IV. SUBMISSION OF BIDS

Bidders are requested to submit pricing for Washington state per the drawings and specifications provided in this solicitation (See Exhibits A-B). KCDA requests pricing for its members in Oregon, Idaho, Montana and Alaska as well. Bidder is requested to submit either 1) separate price pages for each state being bid or 2) provide a pricing matrix that shows a price factor to be applied to the Washington state pricing in order to calculate the pricing for other states. Pricing must be provided in hard copy and must be available in excel on flash drive or CD. **Online submission of bid through Public Purchase is NOT accepted.**

- Submit sealed bids in 3-ring binders with an inside pocket and a set of dividers. Submit one (1) bound and signed copy of the bid plus one (1) electronic copy on CD or flash drive.
- KCDA reserves the right to reject any or all bids and to accept any proposal deemed most advantageous to KCDA members and to waive any informality in the bid process.
- Bids shall be submitted as stated in this solicitation. Deviations to any terms, conditions and/or specifications shall be conspicuously noted in writing by the bidder and shall be included with the bid. No cross outs or delineations shall be made to the existing document. Exceptions and deviations will be considered in award evaluation. KCDA reserves the right to reject any deviations or exceptions stipulated in a bidder response, and may subsequently disqualify such bid if such terms are unacceptable to KCDA. Language to the effect that the bidder does not consider this solicitation to be part of a contractual obligation may result in the bid being disqualified.
- Withdrawals of bids will not be allowed for a period of 60 days following the opening. Withdrawal of bids prior to the opening date will be permitted.
- Addendums if required, will be issued by KCDA through Public Purchase. Addendums will also be posted on the KCDA website (www.kcda.org) under Bid Information. Addendums will not be mailed or e-mailed. It is bidder's responsibility to check for issuance of any Addendums prior to submitting a bid. **All Addendums must be signed and returned with the bid document or the bid will be considered non-responsive.** All documents with signatures shall have original ink signatures. Electronic copies shall be scanned with original signatures.

A. BID FORMS

The IFB #19-255 is published in one PDF document on the KCDA Website – www.kcda.org. It is also published on the Public Purchase Website www.publicpurchase.com, with all required documents and forms posted separately. * Any form requiring signature must be signed by bidding company's authorized executive officer and submitted with hard copy of the bid response.

- ***Attachment A*** contains the Debarment Statement **(*signature required*)**
- ***Attachment B*** includes Terms by Manufacturer **(*signature required*)**
- ***Attachment C*** contains Special Provisions that take precedence
- ***Attachment D*** denotes price lists and service fees **(*signature required*)**
- ***Attachment E - Company Profile* (*signature required*)**
- ***Attachment F - Responsible Bidder form*** lists bidders qualifications
- ***Attachment G - Certification of Compliance with Wage*** Payment Statutes **(*signature required*)**
- ***Attachment H – Subcontractor/Self Performance Form*** required for projects over $1M
- ***Deviations*** confirms compliance or deviations in bid document **(*signature required*)**
- ***Bidder Signature Page*** confirms and authorizes binding contract upon award of contract **(*signature required*)**
- ***Exhibits drawings/specs***

B. BID PREPARATION

1. Vendors must secure copies of the relevant laws and rules to use in the preparation of this IFB from the proper agency or department of the individual state. Some states have strict public works laws, eight-hour labor laws, prevailing wage rate requirements, offshore items statement rules, time limits on liquidated damages, and other laws, ordinances, codes and regulations that may apply to the IFB. They will be considered included, as required by state law. Products considered for award shall be in full compliance to all applicable federal, state and local standards, codes and regulations.

a) In some states, an installer of factory-built buildings may be required to hold a Master Installer license, a Commercial General Contractor license, or another license. Vendors must follow the requirements, if any, for the state in which a sale is made.

b) It is a requirement that vendors/manufacturers must be able to alter, repair and relocate factory built buildings according to state and local laws and regulations. The bid will be considered non-responsive if this is not a provided service. Bidders shall document compliance to said standards and provide certificates of insurance upon request.

c) Bidders are required to submit a Bid for each building/specification included herein and related products and services that are commonly purchased by government entities and school districts. Vendors are encouraged to offer any product or service they currently perform in their normal course of business.

(1) Bid Forms requiring signatures shall be submitted with original ink signatures, by the person authorized to sign the bid. Failure to properly sign the bid documents or to make other notations as indicated will result in the response being deemed non-responsive.

(2) Corrections and/or modifications received after the opening time will not be accepted, except as authorized by applicable rule, regulation or statute and KCDA.

(3) In case of an error in extension of prices in the bid, unit prices shall govern.

(4) Periods of time, stated as a number of days, shall be in calendar days, not business days.

(5) It is the responsibility of all Bidders to examine the entire IFB package, to seek clarification of any item or requirement that may not be clear, and to check all responses for accuracy before submitting a bid. Negligence in preparing a bid confers no right of withdrawal after due time and date.

(6) The Bidders' ability to follow the bid preparation instructions set forth in this solicitation will also be considered to be an indicator of the Bidders' ability to follow instructions should they receive an award as a result of this solicitation. Any contract between the KCDA and a Bidder requires the delivery of information and data. The quality of organization and writing reflected in the bid will be considered to be an indication of the quality of organization and writing which would be prevalent if a contract was awarded. As a result, the bid will be evaluated as a sample of data submission.

2. BID FORMAT REQUIREMENTS

Bidders shall provide bids in a three ring binder using standard size paper, clearly identified with the company name and the name of the IFB being responded to on the outside front cover and vertical spine. Clearly identified tabs must be used to separate the bid into sections, as identified below. Responses should be direct, concise, complete and unambiguous. Bidders failing to organize bids in the manner requested risk being considered non-responsive if bids are not easily read and understood. Awards will be made more efficiently and timely by following the required format

Tab 1 - **Company Profile/Information**

- Responses should include a brief introduction informing KCDA of the qualifications and experience of the Bidder, along with a brief company history.
- Reference requirements: Include completed Attachment F – Responsible Bidder Form.

Tab 2 **- Response Forms**

- Attachment A - Debarment Statement
- Attachment B – Terms by Manufacturer
- Attachment E - Company Profile form
- Attachment G - Certification of Compliance with Wage Payment Statues
- Attachment H - Subcontractor/Self Performance
- Deviations
- Bidder Signature Page

Tab 3 - **Pricing Pages**

- Attachment D - Price Sheets
  - Attachment D - Value-Add Options tab: List of products or services which are not listed on the price sheet, which Bidder can provide and may be considered as a value add for KCDA member agencies.

Tab 4 - **Product Line Brochures and Literature**

Tab 5 - **Marketing Plan:**

- List shows, conferences, show examples of flyers or describe how bidder will market the KCDA Portables & Modular Building Systems and Related Services.

Tab 6 – **Authorized Dealers/Vendor Partners**

- Provide letters from each manufacturer stating authorization to deal.

- List all dealers/vendor partners authorized to utilize this contract through the vendor.
- Manufacturing Plants: Provide an Excel spreadsheet of where buildings are manufactured and states (Washington, Oregon, Idaho, Montana, Alaska) supplied by each factory. If more than one manufacturer will be used to fulfill orders, bidder must note each source and how manufacturing source will be determined per order. Before any additional manufacturing source(s) can be used following an assignment of contract, KCDA must first be notified in writing and approve such addition

Tab 7- **Addendums**

V. AUTHORIZED DEALERS/VENDOR PARTNERS

The bidder must secure from the manufacturer, if the bidder is not the manufacturer, a written guarantee executed by the manufacturer that the bidder is an authorized dealer of that manufacturer. This can be submitted as a Manufacturers Guarantee/Manufacturers Certificate, or a statement on the manufacturer's letterhead with corporate acknowledgement. Failure to provide will result in award disqualification for that manufacturer.

Bidder may propose a network of authorized dealers/vendor partners through whom the bidder intends to perform the contract. Member agencies may be directed to bidders network of authorized dealers/vendor partners for portable and modular systems and related services, however the awarded vendor shall be responsible for the actual job performance of each and every authorized dealer/vendor partner. This includes, but is not limited to proper ordering process and reporting, or submittal of 2% service fee. Unresolved problems with the authorized dealer/vendor partner may be referred to the awarded vendor for resolution. Bidders are to identify and list each of the authorized dealers/vendor partners they intend to involve in contract performance.

Awarded vendor must be capable of replacing authorized dealers/vendor partners found unsuitable to participate in performance on the KCDA contract, and establish new authorized dealers/vendor partners in a timely manner.

During the contract period, the awarded vendor or purchasing agent may remove an authorized dealer/vendor partner from the list of those designated to this contract at any time without further explanation or process. The awarded vendor may propose authorized dealer/vendor partner additions for consideration at any time throughout the contract provided;

- The request is in writing on awarded vendor's letterhead.
- It is filed with the Purchasing Agent a minimum of 30 calendar days before the effective date of the proposed change;
- It clearly identifies the authorized dealers/vendor partners involved in the change; it is accompanied by documentation acceptable to the Purchasing Agent sufficient to warrant the change.

VI. PRICING REQUIREMENTS

A. PRICE SHEETS

The bidder shall submit pricing on the Pricing Pages included or on Attachment D in this IFB. **Reference Exhibit B for additional pricing information**. Vendor bid pricing shall include a 2% administrative fee on all line items and charges. The administrative fee must be part of the bid price. If you are bidding a catalog price less a discount, make sure the administrative fee is included in the

net price to the member agency. Pricing must include the 2% KCDA service fee so the service fee is invisible to KCDA members.

1. Fixed prices shall be firm until each anniversary date of contract, unless there is an occurrence of one or more economic price adjustment contingencies outlined in the bid. If price adjustment contingencies occur, or not less than ninety (90) days prior to each contract anniversary date, Contractor may submit a fully documented request for price adjustment to KCDA. The documentation must substantiate that any requested price increase was clearly unpredictable at the time of bid submittal and results from an increased cost to Contractor that was out of Contractor's control.

2. KCDA will review requests for fixed price adjustments to determine if the new prices or another option is in KCDA member agencies' best interests. If accepted, new fixed prices shall apply to the contract upon approval from KCDA. Price changes shall be a factor in contract renewal. No annual adjustment for costs, other than verified costs directly related to building or energy code adjustments, will exceed the February-to-February percentage change of the Seattle-Tacoma-Bremerton area Consumer Price Index (CPI-U).

The awarded vendor agrees that the cost for any item bid on this contract may vary by state due to specific requirements or other jurisdictional impacts. If the overall cost is discounted or lowered for any member agency, however, the cost will be similarly lowered or discounted at the same time for all member agencies for the same scope, size and value. (If a KCDA member agency proposes to purchase a large volume of one product at one time and the awarded vendor agrees to provide an additional discount, that same volume discount would be available to any KCDA member agency.)

It is understood and agreed upon between Bidder and KCDA that the Bidder's pricing does not include the cost for any site specific conditions or requirements. Site specific requirements shall be addressed on a case by case basis at the time the order is placed. Any additional cost(s) are to be priced by methods designated under "Options", or by RS Means, as indicated in bidder's response to this solicitation.

3. Warranty: Describe the warranties that apply to the products offered in the IFB response and when warranty date will commence. Identify any website links that cover warranty information. The manufacturer has the primary responsibility to honor a manufacturer' warranty. Awarded vendor agrees to assist the member agency reach a solution in a dispute with the manufacturer over a warranty's terms. Any extended manufacturer's warranty will be passed on to the member agencies. List any pricing applicable to warranties in Attachment D of the IFB response.

4. Risk of Loss or Damage: Awarded vendor shall retain title and control of all goods until they are delivered and received. All risk of transportation and all related charges shall be the responsibility of the awarded vendor. The awarded vendor shall file all claims for visible or concealed damage. The member agency will notify the awarded vendor and/or freight company promptly of any damaged goods and shall assist the freight company/awarded vendor in arranging for inspection. No F.O.B. vessel, car or other vehicle terms will be accepted.

5. Taxes: Member agencies, will be responsible for payment of all taxes related to acquisition of the portables & modular systems and related services, such as sales tax, property tax, etc. Awarded vendor must separately list all such taxes on member proposal and subsequent invoice.

VII. PUBLIC WORKS LANGUAGE

Vendor agrees that, in performance of the services required under this agreement, Vendor shall abide by all federal, state, local and Washington law and regulations that may apply to construction and public works. It is the responsibility of the Vendor to determine applicability and requirements of any such laws and to abide by them.

A. Public Works:

State of Washington statute requires workers be paid prevailing wages when employed on public works projects and on public building service maintenance contracts. (RCW 39.04.010, RCW 39.12.010 and 020) It is the contractor's responsibility to be acquainted with and comply with State regulations regarding payment of prevailing wages on public works projects. Prevailing Wages are established by the Washington State Department of Labor and Industries and can be obtained on the web at http://www.lni.wa.gov/TradesLicensing/PrevWage/WageRates/default.asp or by contacting Labor and Industries at 360-902-5335. A copy may also be requested from KCDA. KCDA serves all counties in Washington State. The County in which the project is located will be identified once a member initiates a request for the service, and the effective wage rate to be applied to a specific project is to be based on the date of this bid during the original contract term, and if contract extensions are granted, the prevailing wage rate in affect at the time of the latest extension.

***Application*:** The Public Works Act regulates wages paid to workers, laborers and mechanics performing public work. It does not apply to work that is clerical, executive administrative or professional in nature. It does not apply to work of a secretary, engineer or administrator, unless they are performing construction work, alteration work, repair work, etc. Prevailing wage application depends on the work that is performed, regardless of the worker's job title. (RCW 39.12.020 and WAC 296-128-510 through 530)

***Definition*:** Public Works is all work, construction, alteration, repair or improvement that is executed at the cost of the state or any other local public agency. This includes, but is not limited to, demolition, remodeling, renovation, road construction, building construction, ferry construction and utilities construction. (RCW 39.04.010)

Public Building Service Maintenance Contracts: Prevailing wages are also required on all public building service maintenance (janitorial) contracts. (RCW 39.12.020)

Contractors bidding a Public Works project exceeding $1,000,000.00 must declare who their HVAC, Plumbing and Electrical subcontractors will be and submit this information with bid documents in order for the bid to be responsive (RCW 39.30.060). Such projects also have special considerations pertaining to use of apprentices (39.04.320).

***Reciprocity*:** In accordance with RCW 39.04.380 any bidding process for public works in which a bid is received from a nonresident contractor from a state that provides a percentage bidding preference, a comparable percentage disadvantage must be applied to the bid of that nonresident contractor. This does not apply to public works procured pursuant to RCW 39.04.155, 39.04.280 or other procurement exempt from competitive bidding.

B. Prevailing Wage:

Definition: Prevailing Wage is the hourly wage, usual benefits and overtime, paid in the largest city in each county, to the majority of workers, laborers and mechanics. The rate is established by the

Department of Labor and Industries for each trade and occupation employed in the performance of public work. If Federal funds are used, bidders must comply with provisions of Davis-Bacon Act.

Basic procedures: A Statement of Intent to Pay Prevailing Wages and Affidavit of Wages Paid must be filed and approved for the contractor and all subcontractors. No payments can be made until all contractors/subs have submitted an approved intent form. KCDA cannot release retainage until all Contractors have an approved Affidavit of Wages Paid form certified by the Industrial Statistician. (RCW 39.12.030, 040, 042) Once the work is successfully completed, KCDA will release 95% of the project cost and withhold 5% retainage for 45 days as dictated by law. The final 5% will be paid when the following is completed: Receipt of approved Affidavit of Wages Paid Forms, Releases from Washington State Department of Labor & Industries, Employment Security Department and the Department of Revenue, and acceptance of project completion to the satisfaction of the KCDA ordering member. **The cost of filing required Intents and Affidavits is the responsibility of the Contractor, and may not be added as a line item charged to the member agency**. **All Intents and Affidavits must name the agency for whom work is being performed as the contract award agency, not KCDA.**

Federally Funded Projects*:* In addition to the Federal Requirements of Section III General Terms and Conditions, Davis-Bacon prevailing wage requirements apply to public works construction contracts of $2000 or more when a project includes any federal funding of any amount. When there is a difference between applicable state and federal prevailing wages for a particular classification of labor, contractors and subcontractors are required to pay the higher of the two prevailing wages. Applicable federal prevailing wage determinations can be found at http://www.wdol.gov/. Contractors/Subcontractors must be knowledgeable and adhere to all federal prevailing wage requirements, including but not limited to paying workers weekly and providing certified weekly payrolls for the contractor and subcontractors of any tier as required in the Davis-Bacon Act and applicable U.S. Department of Labor regulations. Falsification of any prevailing wage payroll records may subject the contractor or subcontractor to civil or criminal prosecution under section 1001 of Title 18 and section 231 of Title 31 of the United States Code. Contractor shall inform all subcontractors of the Davis-Bacon requirements and the prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses. Contractor must coordinate all requirements related to federal funded projects with the KCDA member Agency.

C. Responsible Bidder

Before award, the bidder must meet the following state responsibility criteria and, if applicable, supplemental responsibility criteria to be considered a responsible bidder. The bidder is required to submit documentation demonstrating compliance with the criteria.

1. Low Responsible Bidder

   State Responsibility Criteria: The Bidder must meet the following state responsibility criteria:

a) At the time of bid submittal, have a current certification of registration in compliance with chapter 18.27 RCW.

b) Have a current Washington State Unified Business Identifier (UBI) number.

c) Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3).

2. If applicable:

a) Have Industrial Insurance (workers' compensation) coverage for the Bidder's employees working in Washington State, as required in Title 51 RCW;

b) Have a Washington State Employment Security Department number, as required in Title 50 RCW; and

c) Have a Washington State Department of Revenue state excise tax registration number, as required in Title 82 RCW.

3. Have an electrical contractor license, if required, by RCW 19.28.

4. Have an elevator contractor license, if required, by RCW 70.87.

5. New bidder requirement: Certify that within the three-year period immediately preceding the bid solicitation date:

a) The bidder is not a "willfull" violator, as defined in RCW 49.48.082, or any provision of chapter 49-46, 49.48 or 49.52 RCW.

(1) As determined by a final and binding citation and notice of assessment issued by the department of labor and industries or through a civil judgement entered by a court of limited or general jurisdiction.

b) At the time of bid submittal, provide signed sworn statement in accordance with RCW

(1) 9A.72.085 verifying under penalty or perjury that the bidder is in compliance with the new responsible bidder criteria requirement.

6. Supplemental Bidder Responsibility Criteria. If supplemental criteria apply to this project, the criteria are:

a) The Bidder may make a written request to modify any or all of the supplemental criteria. Modification of supplemental criteria shall be at KCDA's discretion. Any modifications to the supplemental criteria shall be made by addenda prior to bid opening.

D. Subcontractor Responsibility

The contractor shall include the language of this section in each of its first tier subcontracts, and shall require each of its subcontractors to include the same language of this section in each of their subcontracts, adjusting only as necessary the terms used for the contracting parties. The requirements of this section apply to all subcontractors regardless of tier.

1. At the time of subcontract execution, the Contractor shall verify that each of its first tier subcontractors meets the following bidder responsibility criteria with chapter 18.27 RCW.

2. Have a current Washington State Unified Business Identifier (UBI) number.

3. Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3).

4. If applicable:

   a) Have Industrial Insurance (workers' compensation) coverage for the Bidder's employees working in Washington State, as required in Title 51 RCW;

   b) Have a Washington State Employment Security Department number, as required in Title 50 RCW; and

   c) Have a Washington State Department of Revenue state excise tax registration number, as required in Title 82 RCW

   d) Have an electrical contractor license, if required by Chapter 19.28 RCW;

   e) Have an elevator contractor license, if required by Chapter 70.87 RCW;

E. Bonds- Payment & Performance

The prime Contractor shall provide a Performance and Payment Bond at 100% of the contract price to the KCDA member with a copy to KCDA before work begins. The only exception is for contracts of one hundred fifty thousand ($150,000) dollars or less. In this instance, at the option of the Contractor, the member may in lieu of the bond retain ten percent of the contract amount for a period of thirty days after date of final acceptance, or until receipt of all necessary releases from the Department of Revenue and the Department of Labor and Industries and settlement of any liens filed under Chapter 60.28 RCW, whichever is later. The bond shall be issued by a surety company authorized to do business in the State of Washington and shall be on standard forms used for public projects (RCW 39.08.010) and as directed by the KCDA member.

- Performance and Payment bonds for KCDA members outside Washington must be provided by companies licensed to provide bonds for public entities in the member's state.

F. Licenses

The prime contractor shall possess and maintain in current status all federal, state, and local licenses, bonds, and permits required for the performance and delivery of any and all products and services offered in its response to the bid solicitation. Before submitting a bid, Bidders must hold a current, valid contractor's license as required in Washington. The contractor's license must be in the name of the legal entity submitting and signing the bid. A Bidder may not substitute a contractor's license held by a subcontractor or joint venture. Bidders submitting bids in Washington State without a valid contractor's license in the name of the Bidder are in violation of RCW 18.27.020.

It is the responsibility of the prime contractor to ensure any subcontractors performing under this contract hold and maintain appropriate licenses.

- KCDA reserves the right to request copies of licenses at any time during the contract. Copies of licenses, upon request, must be submitted to the member prior to performing the work. The Contractor agrees to keep and ensure subcontractors keep any required license, permit or bond current and in compliance with Washington rules, regulations and statutes, as well as in states

outside Washington in which contractor performs work under this contract. For work performed for any Washington State school district, public agency or municipality, the Contractor must comply with the bidder responsibility requirements of RCW 39.04.350 prior to the KCDA member awarding a contract. The contractor must verify the responsibility of all subcontractors used in accordance with RCW 39.06.020.

1. Permits: The acquisition of all permits as well as any drawings needed to obtain those permits is the responsibility of the successful Contractor/Bidder.

2. Certificate of Insurance: A certificate of insurance demonstrating current coverage of the types and amounts of insurance required by KCDA and the KCDA member must be provided to the KCDA member prior to performance of any work. In addition, the Commercial General Liability policies must be endorsed to name KCDA and the KCDA member as additional insureds. Such policies must be further endorsed to provide that the insurance is primary as respects KCDA and the KCDA member, and that any other insurance maintained by KCDA and the KCDA member shall be excess and not contributing insurance with the Contractor's insurance. These endorsements must be provided along with the certificate of insurance. The KCDA member must both approve the certificate of insurance and endorsements.

G. Acceptable Pricing Method:

KCDA is unable to accept Alternative Costing Method quotations except in certain limited instances, (i.e. sole source) in which KCDA and Vendor may mutually determine the Alternative Costing Method is acceptable. This will be the exception rather than the rule. RS Means or line item bid pricing is acceptable.

H. Progress Payments:

The Contractor shall be paid, upon submission of a proper Payment Request, the prices stipulated herein for work performed (less deductions, if any), in accordance with all payment and retainage instructions herein. Submitted Payment Requests must contain the following minimum information:

- Contract Number
- Bid item ID, bid quantity, unit, unit price and description as appropriate
- Sales Tax as applicable

1. The Payment Request will be reviewed by the Member before payment is made. If the Member is in disagreement with the Payment Request, KCDA will issue a notice requesting a revised Payment Request.

2. KCDA, at its discretion, reserves the right to withhold payment on a given project, pending receipt of payment from the customer.

3. In accordance with RCW 51.12.050, KCDA reserves the right to deduct from the payment any outstanding industrial insurance premiums owed by the Contractor or Subcontractors.

I. Payment Retainage:

In accordance with RCW 60.28 contract retainage [*not to exceed five percent of the moneys earned by the contractor toward completion of a public improvement contract*] shall be withheld and reserved in one of two ways:

1. As a trust fund for the protection and payment of 1) the claims of any person arising under the contract, and 2) the state with respect to taxes imposed pursuant to Titles 50, 51 and 82 RCW which may be due from such contractor. Upon completion of a contract, the member agency shall notify the Department of Revenue, the Employment Security Department, and the Department of Labor and Industries of the completion of contracts over one hundred fifty thousand dollars. KCDA will issue payment on the retainage amount forty-five days after notice from the KCDA Member Agency that the contract has been accepted as complete or upon receipt of all necessary releases, whichever is later.

2. Option of providing retainage bond for the full amount of the retainage (5% of the contract amount with a performance bond). This bond is separate from the performance bond under RCW 39.08.10. Providing a retainage bond means no retainage is withheld. If you choose to provide a retainage bond a copy of the bond must be submitted.

J. Operating Leases

1. KCDA members may obtain contracted equipment through an operating lease at rate(s) established in the contract, if available. KCDA will review any price structure, however, the lease agreement and subsequent purchase order is solely between the member and vendor.

Cancellation of lease agreements can only occur by the member agency in the case where the vendor partner fails to maintain the leased equipment, or if the member is no longer able to finance the remaining term of the lease. Such cancellation shall be permitted, without penalty to the member agency with a thirty-day written notification to the vendor partner.

2. For each leased unit, respondents are to identify a single percentage to be applied to the manufacturer's list price operating lease rates for up to 12 months, 36 months, 48 months, and 60 month terms. These percentages must be held firm and fixed during the term of the contract, except as may otherwise allowed elsewhere in this solicitation.

3. With a member agencies minimum 30-day written notice prior to the end of the operating lease agreement, the vendor partner shall remove any leased units at the removal rates to the member agency as outlined in the bid response/pricing pages. Should the member agency be asked to sign an operating lease agreement by the vendor partner, any conflicts between the provisions of the vendor's lease agreement and the terms and conditions of this contract shall be resolved in favor of what is most beneficial to the member agency.

4. All operating lease totals must include the 2% service fee to be paid to KCDA. This fee must be paid to KCDA at the beginning of lease period. Alternate process for fee calculation and payment may be proposed and is subject to approval by KCDA.

K. FUNDING OUT CLAUSE

Any acquisition agreement with a KCDA member agency that exceeds one (1) year shall include a standard "funding out" clause. Such an acquisition is a commitment of the entity's current revenue only, provided the agreement contains either or both of the following provisions:

1. Retains to the entity the continuing right to terminate the contract at the expiration of each budget period during the term of the agreement.

2. Conditioned on a best efforts attempt by the entity to obtain appropriate funds for payment of the acquisition.

VIII. EQUIPMENT & RELATED PRODUCTS

A. EQUIPMENT

All branded portable, modular, multiplex buildings and components, spare parts, and ancillary equipment supplied under this contract must conform to manufacturer specifications and shall be of recent manufacture and in current standard production. The awarded vendor is responsible for ensuring that these items are operable and installed in accordance with manufacturer's specifications.

B. INSTALLATION/REMOVAL

1. The installation and/or removal of contract Portables & Modular Building Systems shall be performed in a professional manner. The member's premises and equipment shall be left in a clean condition. The awarded vendor may be required to repair all damage and/or provide full compensation for damage to the member agencies premises and equipment that occurred during installation/removal.

2. Personnel in charge of the installation must be available to coordinate installation with member agency's internal staff. Qualified service support and technical personnel will be required to provide all necessary maintenance and repair. Installation dates and installation schedule must be approved by member agency.

3. Installation crews may be working around students, teachers and general staff. Installation may require off hour and weekend work in order to accommodate and complete the project in the timeline required by the member agency. The member agency will try to accommodate access for installation during school/business hours; however, any plan that displaces staff, students or personnel will most likely create disruption to the ordinary daily schedule. After hours and weekend installations are preferred and will be so identified in the proposal to the member agency.

4. Project Manager for the awarded vendor shall verify proper installation at multiple and various times throughout the duration of the installation.

5. Upon successful completion of installation, test system functionality for all possible scenarios and document all outcomes.

C. INSPECTION/TESTING/ACCEPTANCE

Inspections, tests, measurements, or other acts or functions performed by the member agency shall in no manner be construed as relieving the awarded vendor from full compliance with contract requirements. At a minimum, an installed piece must demonstrate the capability of providing the functions and services specified in the manufacturer's published literature.

IX. SPECIAL PROVISIONS

KCDA is seeking a source for factory-built modular/portable/multiplex buildings for education and other public uses. Many factory-built buildings on school campuses are used for portable classrooms. Because portable classrooms can become long-term units, KCDA desires quality factory built buildings with a long life cycle. Vendors proposing units for the public through KCDA must offer quality construction that meets or exceeds the journeyman proficiency required by state statute. **Specifications and drawings are provided in Exhibits A and B of this bid solicitation.**

Washington State purchase volume for factory built modular/portable/multiplex buildings is as follows: 2015 = $33,577,100; 2016 = $40,094,970; 2017 = $26,705,600; 2018 = $25,213,000. This information serves to give vendors an overview of KCDA historical sales data. Washington State has been the largest KCDA sales volume state due to the territory coverage of prior contracts. However, sales opportunities in neighboring members' states will be available through award of this contract. The successful vendor's discount and pricing schedule shall apply regardless of the volume of business under the contract.

Requirements
5.1 The modular design must permit the buyer to adapt the building to meet the need of the

buyer. A variety of floor systems must permit standard as well as more permanent installation.
5.2 Buildings and subassemblies must be manufactured pursuant to state law governing at the installation location.
5.3 Options for primarily steel constructed buildings can be provided under “Options” pricing.
5.4 Contractor shall have the ability to assist Agency buyers with design and selection of a factory-built building to properly meet the buyer’s needs.
5.5 Each unit shall have a permanent serial number affixed during the first stage of manufacturing with location indicated in the drawing package. Each complete section shall have a state Insignia of approval indicating the unit serial number and plan approval number located as indicated in drawing package.
5.6 Factory-built buildings for public use shall comply with ADA requirements.
5.7 Construction shall meet or exceed the most recent standards set in the Minimum Property Standards and the International Code Council’s International Building Code (IBC). Plumbing will meet the minimum standards of the latest edition of the International Association of Plumbing and Mechanical Officials Uniform Plumbing Code. Electrical lines, outlets, and components shall meet or exceed requirements of the National Electrical Code (NFPA 70) local permitting agency.
5.8 Mechanical refrigeration must meet the standards of the International Mechanical Code of the International Code Council. Copies of these codes are on file with the state agencies.
5.9 Contractor shall bid the floor plans and building styles (i.e., exterior design, roof type, ceiling type, etc.) per the bid document/specifications. Contractor may allow for additional floor plans complying with bid documents/specifications in “Options” pricing
5.10 Contractor may bid a variety of floor coverings. Various grades of carpet may be bid, but must have a minimum 28 oz commercial grade carpet with 10-year wear warranty by the carpet manufacturer. Floor coverings shall be priced by the square yard under “Options” pricing.
5.11 Contractor may bid a variety of window sizes, styles and types under “Options” pricing. Only high quality window hardware that meet or exceed the strictest state and local IBC requirements. Window options shall be individually priced.
5.12 Contractor may bid a variety of exterior and interior wall types and coverings under “Options” pricing. Exterior options may include Hardie siding, baked on enamel, or 20-year exterior paint.
5.13 Bidder must use fully licensed subcontractors and professionals for all site work, including foundations, installation and set-up.
5.14 Millwork and specialty items include cabinets, marker boards, tack boards, and similar items. Bids must indicate the type of joinery available, the grades of wood, and interior trim for cabinet finishes.
5.15 Plumbing options may include accessible (ADA) restrooms, stainless steel sinks, hot water heaters, and drinking fountains.
5.16 Electrical options should provide for additional electrical power, energy efficient LED lamps, intercom system wiring and equipment, energy efficient exterior light, and additional power outlets. Any low voltage cabling will be a minimum of category 6.
5.17 Interior partitioning options for rooms shall be priced by the linear foot.
5.18 HVAC units shall be energy efficient. Contractor may bid a heating only option in electric and/or natural gas.

5.19 Delivery, installation, foundation, skirting, steps, ramps and other related costs must be part of your base bid proposal. Delivery is priced separately and pricing terms are FOB Factory.
5.20 Bidder offers protection options such as anti-rat floor barrier consisting of 26-gauge galvanized steel on bottom of floor joists, A coating of an environmentally acceptable agent may be sprayed on the underside of the building as a moisture barrier, rust inhibitor and for termite resistance. Provide under “Options” pricing.
5.21 For places with high winds, a hurricane resistant design for windows, shutters, foundation and footing may be bid under “Options” pricing.
5.22 All units should be available for the KCDA member to purchase. Lease options are also to be provided.
5.23 Upon request, contractor shall dismantle existing factory built building and prepare it for safe relocation to another site. All work shall be accomplished in accordance with applicable codes, rules and regulations. The work shall include, but not be limited to the following: disconnecting building from utilities, disconnecting systems connections, as required, disconnecting building from the tie-downs, separating modules, attaching plastic to cover the open sides of the modules, removing tie-downs and foundation pads/adjustable piers. Pricing to be provided under “Options” pricing.
5.24 Unless otherwise directed by the KCDA member, contractor shall dispose of tie-downs removed from the existing building and move foundation pads or adjustable piers to the new building location for re-use.
5.25 Contractor shall relocate existing factory-built building to new location in accordance w/codes, rules and regulations. The building shall be installed at the new location consistent with specification found in this solicitation.
5.26 Upon request, contractor shall provide, or cause to be provided, engineering and/or design work required to properly install and set-up the factory-built building. Properly licensed professionals shall perform such work.
5.27 Contractor shall set factory-built buildings on appropriate temporary or permanent foundation systems. All foundation systems shall be accomplished by properly licensed professionals and comply w/codes, rules and regulations. Foundations plans and specs will be required to be submitted upon request.
5.28 Contractor shall anchor factory-built buildings with tie downs in accordance w/codes, rules and regulations.
5.29 Contractor shall reconnect building modules. Interior and exterior work associated with reconnecting the modules (i.e., repairing roofing and ceiling at the connection point, reconnecting ductwork, reconnecting utilities, etc.) shall be accomplished in a professional and workmanlike manner, consistent with industry standards, that complies w/codes, rules and regulations.
5.30 Contractor shall connect, repair and perform alterations to water, waste, gas and electrical systems of all amperages to the proper on-site utility terminals provided by others per the terms outlined in “Other Work” in this IFB.
5.31 Upon request, contractor shall provide, or cause to be provided, utility development, and connection, including electric, gas, waste, and water. Utility development and connection shall be from the factory-built building’s connection(s) to the closest appropriate existing site connection(s). All such work shall be by properly licensed professionals and in compliance w/codes, rules, and regulations at the request of the customer per the terms of this IFB as detailed in the “Other Work” section.

A. STORED MATERIALS

Upon prior written agreement between Contractor and KCDA member, payment may be made for materials not incorporated in the work but delivered and suitably stored at the site or some other location, for installation at a later date. An inventory of the stored materials must be provided to the KCDA member prior to payment. Such materials must be stored and protected in a secure location, and be insured for their full value by Contractor against loss and damage. Contractor agrees to provide proof of coverage and/or addition of KCDA member as an additional insured upon KCDA member's request. Additionally, if stored offsite, the materials must also be clearly identified as property of KCDA member and be separated from other materials. KCDA member must be allowed reasonable opportunity to inspect and take inventory of stored materials, on or offsite, as necessary.

Until final acceptance by KCDA member, it shall be Contractor's responsibility to protect all materials and equipment. Contractor warrants and guarantees that title for all work, materials and equipment shall pass to KCDA member upon final acceptance. Payment for stored materials shall not constitute final acceptance of such materials.

B. SHIPPING AND DELIVERY

Improper Delivery: Unless contrary to other parts of this solicitation, if the goods or the tender of delivery fail in any respect to conform to this contract, the KCDA member may: 1) reject the whole; or 2) accept the whole; or 3) accept any commercial unit or units and reject the rest.
Safety Standards: All items supplied on this contract shall comply with the current applicable Occupational Safety and Health Standards, the National Electric Code, and the National Fire Protection
Association Standards.
Shipment under Reservation: Contractor is not authorized to ship materials under reservation and no tender of a bill of lading will operate as a tender of the materials.
Shipping Costs: Products may be shipped without additional cost. If shipping is charged, the actual cost of delivery may be added to an invoice. No COD orders will be accepted. Any shipping costs not covered in a bid response to this solicitation must be listed in the member project proposal.
Shipping Errors: Contractor agrees that shipping errors will be at the expense of the contractor. For example, if a contractor ships a product to a KCDA member that was not ordered, it is the responsibility of the contractor to pay for return mail or shipment, at the convenience of the KCDA member.
Shipping Terms: Prices that include shipping to any location in the state, delivered to the specific receiving point as identified in the purchase order to the contractor, are preferred. Contractor shall retain title and control of all goods until they are delivered and received. All risk of transportation and all related charges shall be the responsibility of the contractor. Shipping/freight costs shall be clearly listed on each state's price page. The contractor shall file all claims for visible or concealed damage.
The KCDA member will notify the contractor and/or Freight Company promptly of any damaged goods and shall assist the freight company/contractor in arranging for inspection. No F.O.B. vessel, car or other vehicle terms will be accepted.

C. SPECIFICATIONS

All specifications in this IFB are designed to enable a bidder to satisfy a requirement for a product, material, process, or service. A specification may be expressed as a standard, a part of a standard, or independent of a standard. No specification is intended to unnecessarily limit competition by eliminating items capable of satisfactorily meeting the actual needs of the procurement. Any contractor believing a specification is unnecessarily restrictive, and submits a bid, must indicate such in its initial response. The fact that a manufacturer or supplier chooses not to produce or supply

equipment, supplies, or services to meet these specifications will not be considered sufficient cause to adjudge these specifications as restrictive. Bidders shall bid equipment, supplies and/or services, as stated in these specifications. Deviations from these specifications may provide sufficient grounds for rejection of the entire bid.

D. DESIGN

The classrooms requested shall be per specifications provided in THE bid for single, double sized and multi-unit classrooms with and without restroom facilities conforming to KCDA minimum requirements. Single classrooms are to have a minimum of 890 square feet of area, (unless a state law requires a different minimum), while the double classrooms are to have a minimum of 1,790 square feet of area (unless a state law requires a different minimum). Classrooms bid with restroom facilities are to be figured at one restroom per classroom.

E. SUBSTITUTIONS

The standards contained in these specifications are minimums. Any substitutions at time of project completion must, without exception, be manufactured of the same basic materials, meet or exceed all specification requirements of structural, functional, dimensional and appearance without deviation. The KCDA member reserves the right to reject any and all substitutions.

F. EIGHT HOUR LAW AND PAYMENT FOR LABOR

The Bidder agrees that all labor rates will be in compliance with all state and federal laws. Any work necessary to be performed after regular working hours, or Sunday or legal holidays that are not a result of KCDA member action, shall be performed without additional expense to the KCDA member.

G. ACCIDENT PREVENTION

Precaution shall be exercised at all times by the Bidder for the protection of persons, employees and property. The safety provisions of applicable laws and local buildings and construction codes shall be observed. The operations of the Bidder for the protection of persons, and for guarding against hazards of machinery and equipment, shall meet the requirements of state law and all safety regulations as set out in effect at the time of call for bids.

The Bidder will be solely and completely responsible for conditions of the job site, including safety of all persons and property during performance of the work. This requirement will apply continuously and not be limited to normal working hours. KCDA member may, at any time, conduct construction observations of the Bidder's safety measures, in, on or near the construction site. It shall be the Bidder's responsibility to comply with current "Safety and Health Regulations for Construction" of the Federal Register by the
U.S. Department of Labor. The Bidder shall be responsible for providing all such safety measures and shall consult with the state or federal safety inspector for interpretation whenever in doubt as to whether safe conditions do or do not exist or whether he is or is not in compliance with state or federal regulations.

H. HAZARDOUS CHEMICALS

The Bidder shall submit to KCDA member a list of all hazardous chemicals to be brought by the Bidder or its subcontractors onto Agency or its member property.

I. SEPARATE CONTRACTS

KCDA members reserve the right to award separate contracts in connection with other work on the sites. The Bidder shall afford separate contractors reasonable opportunity for the introduction and storage of their materials and equipment and the executions of their work, and shall coordinate its

work with theirs as necessary. Should the Bidder wrongfully cause damage to the work or property of any separate contractor, the Bidder shall, upon due notice, promptly attempt to settle with such other contractor, by agreement or otherwise, to resolve the dispute.

J. USE OF PREMISES

The Bidder shall confine its equipment, storage of materials and operation of work to the limits indicated by law, ordinances, permits or direction of Agency or its member, and shall not unreasonably encumber the premises with its materials. The Bidder shall comply with KCDA member instructions regarding signs, advertisements, fires and smoking. The Bidder shall be solely responsible for materials and equipment stored on the site. The type and extent of security provided shall be at the Bidder's discretion.

K. CONFINE OPERATIONS WITHIN RIGHTS OF WAY AND EASEMENTS

Property lines, limits of easements, and limits of construction permits are indicated on the plans and it shall be the Bidder's responsibility to confine its construction activities within these limits, unless it makes arrangements for use of private property. Before using any private property adjoining the work, the Bidder shall file for written permission of the property owner, and upon vacating the premises; the Bidder shall furnish Agency and its member with a release from all damages, properly executed by the property owner.

L. CONSTRUCTION SCHEDULE

After a purchase order is issued for a project, the Bidder, if requested by KCDA member, shall immediately prepare and submit to the KCDA member for approval a progress schedule that will insure the completion of the project within the time specified. Adequate equipment and forces shall be made available by the Bidder to start work immediately upon order of the KCDA member and carry out the schedule to completions of the contract within the time specified. If permitting is delayed by the KCDA member, the Contractor and KCDA member must mutually determine if the project deadline will be changed.

M. NOTICE TO PROCEED AND PROSECUTION OF THE WORK

Written notice to proceed shall be given after the contract has been executed and the performance bond and all required insurances have been filed with and approved by the KCDA member. The Bidder shall not commence work under the contract until such written notice has been given by the KCDA member.

N. TIME TO COMPLETE AND LIQUIDATED DAMAGES

The individual projects shall be completed within the time limits stated by the KCDA member. If the Bidder is delayed at any time in the progress of the work by labor disputes, fire, unusual delay in transportation, adverse weather conditions not reasonably anticipatable, unavoidable casualties, or any causes beyond the Bidder's control, the completion date shall be extended by change order for such reasonable time as agreeable by KCDA or its member, and the Bidder.

If the Bidder shall fail to complete the work within the time specified, it shall pay the KCDA member as liquidated damages, an agreed amount per day for each calendar day that the work remains uncompleted beyond the specified completion date or time period, unless there shall have been an extension of time granted by the KCDA member where the project is being performed. In the event of an extension of time, the Bidder shall pay the KCDA member as liquidated damages agreed upon per day for each calendar day that the work remains uncompleted beyond the date or time period fixed by the extension of time. The dollar amount of liquidated damages will be determined in writing between the member (buyer) and the vendor prior to start of project. The bidder agrees to

inform the buyer, in writing, of this requirement. The Bidder does hereby authorize KCDA or its member to deduct such liquidated damages from the amount due, or to become due, the Bidder. The Bidder further agrees that any such deduction shall not in any degree release it from further obligations and liabilities in respect to the fulfillment of the entire contract.

In states where liquidated damages are not required, KCDA members may waive this part of the contract.

O. FORFEITURE OF CONTRACT

Should the Bidder at any time refuse or neglect to supply a sufficiency of skilled workmen or of material of the proper quantity or quality, or fail in any respect to prosecute the work with promptness and diligence, or fail in the performance of any of the agreements herein contained, KCDA or its member may, at its option, after giving ten (10) calendar days written notice to the Bidder, provide such sufficiency of labor and materials and deduct the cost thereof from any monies due or thereafter to become due under this contract.

In the event of such refusal, neglect, or failure, the KCDA member may, by written notice to the Bidder and its surety or his representative, or if the Bidder abandons the work undertaken under the contract, the KCDA member may, at its option with such written notice to the surety and without any written notice to the Bidder, transfer the employment of said work from the Bidder to the surety. Upon receipt of such notice, the surety shall enter upon the premises and take possession of all materials, tools, and appliances thereon for the purpose of completing the work included under this contract, and employ by contract or otherwise, any person or persons to finish the work and provide the material therefore, without termination of the continuing full force and effect of the contract. In case of such transfer of employment to the surety, the surety shall be paid in its own name on estimates covering the work subsequently performed under the terms of the contract and according to the terms hereof, without any right of the Bidder to make any claim for the same or any part thereof. In lieu of the foregoing, if the KCDA member so elects, it may terminate the employment of the Bidder for said work and enter upon the premises and take possession of all materials, tools and equipment thereon for the purposes of competing the work included under the contract, and employ by contract or otherwise, any person or persons to finish the work and provide the materials therefore. In case of the discontinuance of employment by the KCDA member as aforesaid, the Bidder shall not be entitled to receive any further balance of the amount to be paid under this contract until the work shall have been fully finished. At this time, if the unpaid balance of the amount to be paid under this contract exceeds the expense incurred by the KCDA member in finishing the work, and all damages sustained or which may be sustained by the KCDA member by reason of such refusal, neglect, failure or discontinuance of employment, such excess shall be paid by the KCDA member to the Bidder. If such expense and damages shall exceed the unpaid balance, the Bidder and his surety and each thereof shall be jointly and severally liable therefore to the KCDA member and shall pay the difference to the KCDA member. Notwithstanding the foregoing, the KCDA member, in the event of the Bidder's breech of the contract, reserves the right to terminate the Bidder and exercise any and all remedies at law or in equity.

P. CLEANUP AND DAMAGE REPAIR

From time to time or as ordered by the KCDA member and immediately after completion of the work, the Bidder shall at its own expense, clean up and remove all refuse and unused materials of any kind resulting from the work. The Bidder shall repair or have repaired any damage caused by it or its operations. Upon failure to do either the required clean up or repair within twenty-four (24) hours after request by the KCDA member, the work may be done by KCDA's member and the cost thereof be charged to the Bidder and deducted from its compensation. Upon completion of the

work, the Bidder shall remove all its equipment and put the area of the work in a neat and clean condition and do all other cleaning required to complete the work in a workmanlike manner, ready for use and satisfactory to KCDA's member.

Q. LAWS, ORDINANCES, CODES AND REGULATIONS

The bidder shall comply with all Federal, State and local laws, ordinances, codes and regulations which in any manner might affect those engaged or employed in the work, the materials, equipment or procedures used in the work, or which in any other way would affect the conduct of the work. Unless otherwise required by law or regulation, no local building code or enforcement Agency, or their adopted building codes, may require that any unit which has been certified by the state be subjected to local inspection to determine compliance with any standard covering any aspect of the unit, or that any inspection fee can be charged. Only local codes that deal with zoning requirements, building setback, maximum area and fire separation requirements, site development and property line requirements and requirements of on-site utility terminals are permitted, or as established by state law. The Bidder shall indemnify and save harmless KCDA or its member against any claims arising from the violation of any such laws, ordinances and regulations. The Bidder shall also satisfy all authorities having jurisdiction and, where necessary, obtain such permits as may be required. Time delays or additional costs caused by compliance with any law or regulation shall not be cause for time extension or extra payment by KCDA or its member. Any aspect of the manufacture, installation, or relocation of a factory-built unit not covered by a building code or standard, the minimum standard for good and workmanlike construction shall be established usage, procedures and acceptable industry practices prevailing in the United States.

Factory-built buildings that are manufactured out-of-state may not enter some states until an engineer who is registered in that state has certified the detailed plans for the building. Such certification shall be prior to construction. Factory-built buildings shall be installed in accordance with state rules, with plans approved pursuant to state law. The contractor agrees to prepare any necessary application form, pay all administrative and review fees, and provide all necessary documentation as identified by state law or rule. A copy of the application and forms shall be made available to the member, upon request.

The contractor or manufacturer shall not charge the member any costs incurred in the inspection of factory-built buildings or dealer facilities, or for technical services by a state office or authorized local enforcement agency. No installation will be made until approved by an appropriate zoning department of the county, municipality or other political subdivision where the installation is to occur. No installation will be made without an approved foundation plan.

R. PROJECT SHOP DRAWINGS, SPECIFICATIONS AND SUBMITTALS

Prior to construction of a unit or subassembly, plans shall be approved by the member agency in accordance with relevant state law, if any. Shop drawings, which are herein defined as drawings, illustrations, computations, charts, brochures, and manufacturer's details, are required to be furnished by the Bidder to show details of the project as may be requested. Prior to furnishing shop drawings, the Bidder shall verify all details and coordinate with manufacturers and subcontractors to ensure correctness and conformance to the plans and specifications. If shop drawings differ from approved contract requirements, the Bidder shall so advise the member with written notice stating the reason for the difference.

Shop drawings shall be transmitted to the member by the Contractor only and not by manufacturers or subcontractors. Format and procedure for transmittal shall be established by the member agency. The Bidder shall submit shop drawings in orderly sequence and with such promptness as

necessary to allow for reasonable checking time and subsequent completion of the work as provided by the contract. KCDA member shall review and return shop drawings with reasonable promptness. Three (3) copies of each shop drawing shall be provided by the Bidder. One (1) set shall be returned to the Bidder; either approved, marked for changes, or marked for rejection and re-submittal. The Bidder shall make any corrections required by the KCDA member and shall re-submit three (3) copies each, until approved.

Work on any part of the project requiring shop drawings shall not be started until the drawings have been approved by the KCDA member. No changes shall be made after the drawings have been approved unless authorized by the KCDA member. The member's review and approval of shop drawings is limited to checking for conformance with design concepts of the project. The Bidder shall be responsible for all details, quantities, dimensions, materials, coordination of work with others, and performance of the work in a safe and satisfactory manner. The approval by the KCDA member of any drawing or any method of work proposed by the Bidder shall not relieve the Bidder of any of its responsibility for any errors therein and shall not be regarded as any assumption of risk or liability by KCDA or its member or any officer or employee thereof, and the Bidder shall have no claim under the contract on account of the failure or partial failure or inefficiency of any plan or method so approved. Such approval shall be considered to mean merely that the KCDA member has no objection to the Bidder's using, upon its own full responsibility, the plans or method proposed.

S. ACCEPTANCE

Acceptance shall be defined as final approval of the project only in that it has been performed, cleaned up, and completed in accordance with plans and specifications.

- It is mutually agreed between the parties to the contract that acceptance of completion of the project shall constitute final acceptance of the work and materials included in the contract on the date of such approval.
- It is provided further that such approval shall not constitute an acceptance of any unauthorized work, that no payment made under the contract except the final payment shall be evidence of the performance of the contract, either wholly or in part, and that no payment shall constitute an acceptance of unauthorized or defective work or improper material. The acceptance of the contract work shall not prevent KCDA or its member from making claim against the Bidder under the warranty as set forth below.

T. DOCUMENTS

A copy of any certification documents will be provided by the vendor/manufacturer to the member, upon request, or as required by law. A copy of any quality assurance manual provided to the state shall be made available to KCDA or member upon request. A copy of any document to be signed by the KCDA member and the contractor that identifies responsibility for engineering and construction documents, permits, work by others, footings, foundation and site work (soil conditions, drainage), utility placement and hookups, water and sewer connections, fire alarm and sprinkler issues, delivery, etc., must be provided to KCDA member upon award of the project. The document will not contain any provisions that differ from this IFB. However, items not covered in this IFB may be considered. KCDA reserves the right to reject any or part of the document that is not in the best interest of its members. The contractor will not require the KCDA member to sign any document, other than required permits and financial papers, which has not been first approved by KCDA. The purpose of this document, if one is provided, will be to clarify the responsibility of both parties to guarantee a smooth delivery and installation of the modular building.

U. RECONSTRUCTION

Reconstruction on any factory-built building required because of damage that rendered the unit substantially unfit for the original intended use must comply with the standards and codes; drawings must be approved prior to reconstruction.

V. WARRANTY

Warranty begins on sign off by the KCDA member and not upon delivery. The manufacturer has the primary responsibility to honor a manufacturer' warranty; a distributor or dealer agrees to assist the purchaser reach a solution in a dispute with the manufacturer over a warranty's terms. Any extended manufacturer's warranty will be passed on to the KCDA Member. For example, if a product has a three-year warranty, but the product is in a turnkey system that has a one-year warranty, the product's three-year warranty must be honored by the contractor. **All extended warranties must be passed on, without exception.** If upon discovery, the contractor charges KCDA or the KCDA member for a replacement part that the contractor actually received at no cost under a warranty, the contractor will rebate the amount billed.

All materials and equipment incorporated into any work covered by the contract shall be new and, where not specified, of the most suitable grade of their respective kinds for their intended use and all workmanship shall be in accordance with best construction practices acceptable and subject to the inspection and acceptance of KCDA or its member. The Bidder expressly warrants to the KCDA member that all materials, labor and equipment furnished from all faults and defects are in conformance with requirements of the contract. If within two (2) years of the date of acceptance of the work by the KCDA member, or such longer time period as may be prescribed by law or by the terms of any special warranty set forth in the contract, any work is found to be defective or not in accordance with the contract, the Bidder shall correct it promptly after receipt of notice from the KCDA member.

If the Bidder, after notice, fails within ten (10) days to proceed to comply with the terms of this warranty, the KCDA member may have the defects corrected and the Bidder and its surety shall be liable for all expense incurred, provided, however, that in case of an emergency where, in the opinion of Agency or its member, delay would cause serious loss or damage, repairs may be made without notice being given to the Bidder and the Bidder shall pay the cost thereof. Components and subassemblies may have shorter or longer warranties provided by a manufacturer or the vendor, and if so, those warranties shall prevail, i.e.; HVAC unit or Refrigerator which would carry standard manufacturer warranties.

X. EVALUATION

It is the intent of KCDA to award a manufacturer's complete line of products based on the specifications provided when possible and advantageous. KCDA expects to award to the lowest responsive and responsible bidder per unique manufacturer specifications that meet IFB terms, conditions, and criteria specified. An award is at the sole discretion of KCDA. KCDA reserves the right to reject any or all proposals, accept the proposal(s) that are deemed most advantageous for KCDA member agencies, and waive any irregularities in the solicitation process.

Awarded vendors will be required to submit updated specifications for the manufacturers awarded.

A. CLARIFICATION and/or DISCUSSIONS

Clarification of a bid response may be necessary, and KCDA will communicate with prospective vendors for the purpose of eliminating minor errors, clerical errors, and/or irregularities. Clarification is accomplished by explanation or substantiation, either in response to an inquiry from KCDA or an inquiry initiated by a prospective vendor. Clarification does not give a prospective vendor the opportunity to revise, change or modify their bid in any way. Discussion takes place after the initial receipt of bids. KCDA reserves the right to conduct discussions with prospective vendors whose bids are determined to be reasonably inclined toward receiving a contract award. Discussion may occur when oral or written communications between KCDA and the prospective vendor are conducted for the purpose of clarifications involving information needed for determining the acceptability of a bid. KCDA will not assist the prospective vendor bringing the prospective vendor's bid to the same level of other bids received by KCDA. Further, KCDA will make no indication of pricing or other bid information received by other prospective vendors.

B. PRIMARY CONTRACTOR CONTACTS

Contractor will designate specific contact individuals by state or location (i.e. Foreman, Project Manager) who will represent the various projects for KCDA members during the agreement period. These contact persons will correspond with each ordering KCDA member for technical assistance, problems, or questions that may arise. This information may be distributed to KCDA members upon award of this bid.

C. AUDIT RIGHTS

In accordance with applicable law of KCDA or KCDA member agencies, the contractor's books and pertinent related records related to this contract may be audited at a reasonable time and place.

D. LIENS

All materials and services shall be free of all liens.

E. MOST FAVORED CUSTOMER

The Contractor agrees all prices, terms, warranties and benefits granted by the Contractor to KCDA members through this contract are comparable to or better than the equivalent terms being offered by the Contractor to any present customer meeting the same qualifications or requirement. If the Contractor, during the term of this Contract, enters into arrangements with existing or potential KCDA members within the designated state providing greater benefits or terms that are more favorable to the KCDA entity, the Contractor agrees to notify KCDA of the agreement and offer the same pricing and terms to all KCDA members from that point forward to the end of the contract period. The Contractor must agree they will not provide an equal or lower cost to any state or multi-state contract for a volume less than that through KCDA.

F. ORDER OF PRECEDENCE

In the event of a conflict in the provisions of the contract as accepted by KCDA, the following order of precedence shall prevail:

1. KCDA Specific terms and conditions – Attachment C
2. Specifications and scope of work
3. General terms and conditions
4. Attachments and exhibits
5. Documents referenced or included in the solicitation

G. PRIME CONTRACTOR

For the purpose of this IFB, a contractor will be considered a prime contractor and not a subcontractor. Any contractor paid directly by KCDA is a prime contractor; a contractor pays a subcontractor. Prime contractors using subcontractors are responsible for all actions of its subcontractors.

H. COMPETITIVE RANGE

KCDA reserves the right to establish a competitive range of acceptable responses as part of the evaluation process as defined herein. Responses below the competitive range will be determined to be unacceptable and will not receive further consideration.

I. AWARD CRITERIA

The following criteria will be used in evaluating responses to this IFB. An award is anticipated to be made to a bidder with the highest rating per manufacturer product line. Subsequently, multiple awards may be made.

Evaluation Criteria and Weight

DESCRIPTION	POINTS POSSIBLE	TOTAL
Pricing	**60**	60
Performance: • Ability, capacity and skill to perform contract (10 pts) • Previous Performance (5 pts)	**15**	15
Proper Submission: • Binder (2 pts) • Thumb drive/CD (2 pts) • Required forms/documents (4 pts) • Manufacture Authorization Letters (2 pts)	**10**	10
Bidder Criteria: • WA L&I Verified Contractor (6 pts) • WA State UBI (3 pts) • WA State Excise Tax Reg (DOR Open Account) (3 pts) • State/Federal Debarment checked (3 pts)	**15**	15
TOTAL POSSIBLE POINTS	**100**	**100**

XI. ORDER PROCESS

A. Please confirm organization's membership with KCDA (www.kcda.org). If you have any questions, please contact KCDA Customer Service at 800-422-5019 or by email customerservice@kcda.org.

B. Contractor will submit a signed and dated proposal or quote to each interested KCDA member in accordance with the pricing awarded under this contract. If pricing has been negotiated due to volume purchasing, the price must be noted as negotiated and the negotiated price must be less than the firm price quoted. Contractor must specifically state the KCDA contract number #19-255 on their proposal to each KCDA member. This proposal must identify the member's contact name, e-mail address and phone # of the person responsible for approving this purchase. This member contact information is critical, and if not provided, may be grounds for delaying the processing of the order as well as eventual payment to Contractor.

C. Members should send a copy of their PO made out to KCDA and a copy of the Vendor quote to the Contract Specialist designated on the Awarded Contracts page. Upon KCDA's verification of membership and pricing, KCDA will create and forward a KCDA Purchase Order to the designated point of contact at Contractor. The Contract Specialist will request additional information, such as scope of work and item/part number along with pricing for each line item as needed. Failure to provide adequate evaluation information may result in delay of approval by Contract Specialist.

D. A copy of the order will be kept on file at KCDA.

E. Contractor must not commence delivery, services or installation using the KCDA contract without receiving a Purchase Order from KCDA.

F. Orders processed against this contract by customers who are not KCDA members or without e-mailed approval from KCDA are in violation of contract #19-255 specifications. Vendors not following proper procedures may be removed from consideration for future awards.

G. Invoicing: Vendor will send invoice to KCDA. KCDA will compare pricing to original purchase order. If there are no questions from KCDA regarding invoicing amount and meeting state law requirements (i.e. intent to file, certificate of insurance, performance bond, change orders, Affidavit of wages Paid, No liens, No lawsuits, etc.), KCDA will contact the KCDA customer for approval. Once approval is received from the KCDA customer, KCDA will pay vendor and invoice for the 2% service fee. When the customer approves payment, KCDA will pay the vendor less 2%.

H. KCDA reserves the right to revise the ordering process above at their sole discretion, if deemed necessary for contract management or audit purposes. An implementation for change will be coordinated with Contractor as needed.

XII. CHANGE ORDERS

A Change Order refers to changes in the proposal/statement of work originally agreed to by the Member, Vendor, and KCDA, as referenced on the original authorized KCDA Purchase Order.

Whether initiated by the Member or Vendor, all parties (including KCDA) must agree to the cost adjustments to the project.

A. **Change Order Process:** When KCDA receives a Change Order signed/approved by both the Member and the Vendor, KCDA will review the proposal against the awarded Contract and revise the original KCDA PO to the Vendor by adding additional PO lines for each change order and forwarding a revised KCDA PO to the Vendor, reflecting the new totals.

B. **Revised PO Process:** The Member may email a Revised PO to KCDA, attaching a copy of the Change Order or the proposal for review. Once KCDA verifies quoted prices against the contract, KCDA will revise the original KCDA PO to the Vendor by adding additional PO lines for each change order and forwarding a revised KCDA PO to the Vendor, reflecting the new totals.

- It is imperative to clearly communicate and document all change order requests or directives and approvals; whether verbal, written, or emailed.
- No changes will be made to a KCDA PO unless authorized representatives on each side have agreed to the costs via email or signature and a signed Change Order or Revised PO are in hand.
- Vendor must create a change order quote request, and have signed/approved by the Member and Vendor.
- Vendor must submit appropriate justification per Contract Documents as a proposal to KCDA
- The approved Change Order or Revised PO, along with supporting Proposal/Documentation **must be reviewed** by KCDA for pricing and scope approval in order to update the existing PO.
- KCDA's Purchase Order must match the Vendor Payment application

CHRISTIAN DOCTRINE Any federal, state and local governing authority's/jurisdiction's statutes, codes, rules and regulations referenced and/or govern the products, services and activities relating to and are part of this solicitation, whether or not physically noted or included, shall be complied with and adhered to as required. It is the sole responsibility of the Bidder to perform and complete any necessary research and investigation required to make themselves aware of and comply with this item.

By signing and submitting Attachment - Bidder Signature Page, the bidder confirms all information provided in response to this bid is true and correct to the best of their knowledge.

BID SIGNATURE PAGE

Bid #19-255 Portable & Modular Building Systems and Related Services
Bid Due March 14, 2019 by 2:00 PM

1. This page of the bid form must be signed.
2. Use ink and print legibly.
3. Unit prices, where relevant, are mandatory and shall control.
4. Initial and date any changes, erasure or cross outs

The undersigned offers and agrees, if this bid is accepted, to furnish any or all of the items upon which prices were quoted, at the prices set forth F.O.B. delivery point specified in the Invitation for Bids, and agrees to make delivery within the terms of the contract.

Company Name _____

Address _____

City, State, Zip _____

Phone No. _____ Fax No. _____

Email: _____

State of Incorporation or formation of business entity: _____

Location of WA office if any: _____

Print name of Signatory: _____

Print title of Signatory: _____

Contractor Signature: _____

Date: _____

By signature above Bidder confirms all information provided in response to this bid is true and correct to the best of their knowledge.

KING COUNTY DIRECTORS' ASSOCIATION

EXHIBIT A

PRICING INFORMATION

KCDA IFB #19-255 – PORTABLE & MODULAR BUILDING SYSTEMS & RELATED SERVICES

PRICING SCHEDULE

- Bidders shall provide a discount and price schedule for modular buildings. Bidders shall use the Excel Price sheets provided in the bid document.

- **Pricing must include KCDA 2% administrative fee**

- Pricing is based on site being flat, level and truck accessible. Ground compaction to 2000 Psf.

- Pricing must include options for leasing terms of 24, 36, 48 and 60 mos.

- Pricing does not include taxes.

The pricing schedule is to include and consider the following:

- All utilities connections by customer (i.e. water, sewer, electrical).
- All plumbing connections from bottom of floor joist to service connection by customer.
- All permit fees to local permitting agencies are customer's responsibility. Delays in receiving permits will need to be mutually acceptable between customer and awarded vendor in regards to additional time granted to the contractor to complete the project.
- Concrete flat work for building access to be paid by customer after building installation.
- Performance Bond not included in base price but will be added at bonded rate for project. Indicate rate for bonding on pricing sheet.
- All appliances by customer unless noted on specification.

Extended Warranty
Provide KCDA prices for all extended warranty plans.

Shipping Charges
Shipping charges are FOB Factory.

Foundation Depth/Soil Conditions
Foundation depth and soil conditions are not defined as they may vary from state-to-state. Use "normal" foundation depth and soil conditions applicable in each state. Any actual need for deviation at the time of the project must be documented and priced by the applicable RS Means book.

Restroom Units, Wood & Steel Construction
Provide KCDA prices for standard wood and steel restroom units. For each unit, indicate:
Building size Type (Wood/Steel)

# of sinks & Toilet/Urinals Agency Price

Options/Upgrades/Deducts
Provide options, deducts and upgrades. Options may include materials, equipment and design. Include a description and unit price for each.

Used Buildings/Existing Inventory
Indicate if used buildings/existing inventory are bid as part of your proposal. If they are, indicate how pricing will be determined for those units. If a discount off a published price list will be used, indicate the name of the price list and the percent of discount. Attach a copy of the latest price list that would reflect the formula of discount for the used buildings.

Payment & Performance Bonds
Indicate the additional cost, if any, to provide a 100% Payment & Performance bond, when required by state law or requested by the KCDA member. Cost shall be listed as a percentage of purchase price and will be paid by the KCDA member.

Additional Charges
Indicate any additional charges that might apply under an awarded contract. Provide a description and price for each. (Various states have laws that may require specific charges or labor rates.)

OPTIONS AND VALUE ADDED PRICING

Provide a schedule of options deducts and upgrades available and offered as part of this contract. Options may include materials, equipment and design. Include a description and unit price for each.

End and Center Sections, Wood Construction
Provide KCDA prices for your standard wood construction end and center sections. Do not include interior doors or walls. List the sizes offered and the price for each.

End and Center Sections, Steel Construction
Provide KCDA prices for your standard steel construction end and center sections. Do not include interior doors or walls. List the sizes bid and the price for each.

End and Center Sections
Provide KCDA prices for end and center sections. Do not include interior doors or walls. List the sizes bid and the price for each.

Delivery Time
Indicate the number of days for delivery after receipt of a purchase order from KCDA member as detailed on price form.

Modification
Pricing for installation, alteration, repair and relocation of factory-built buildings by a licensed and bonded master installer is required. Bidders shall provide a discount and price schedule for the items outlined below. Additional pricing and/or discounts may be included.

Preparing existing factory-built buildings for relocation
Provide KCDA prices for dismantling existing factory-built buildings and preparing them for relocation to new sites. Work shall be in accordance with the specifications and scope of work contained in this IFB. Pricing must be complete, and include all materials and services.

Relocation of existing factory-built buildings
Provide KCDA prices for relocating existing factory-built buildings to new locations. Work shall be in accordance with the specifications and scope of work contained in this IFB. Pricing must be complete, and include all materials and services associated with the move. Include the following as a minimum: Flat rate to transport the factory-built building (price per module, if applicable). All costs above the additional flat rate cost will be priced out by RS Means.

Installation of factory-built buildings
All items listed within this bid request must include installation as part of your bid response on the price pages. If non-standard product is provided as part of your bid response, provide KCDA prices for installing these factory-built buildings. Work shall be in accordance with the specifications and scope of work contained in this IFB. Pricing must be complete, and include all materials and services. Include the following as a minimum:

- Installation and set-up charge (per module, if applicable)
- Other charges, as required

Foundations
All items listed within this bid request must include foundation as part of your bid response on the price pages. Foundation plans must be submitted with bid. If non-standard product is provided as part of your bid response, provide KCDA prices for furnishing and installing foundations for factory-built buildings. Work shall be in accordance with the specifications and scope of work contained in this IFB. Pricing must be complete, and include all materials and services. Include the following prices as a minimum:

- Temporary foundation (i.e., concrete block footings and/or adjustable piers)

Tie-downs
All items listed within this bid request must include required Tie-Downs. Include 12 tie downs plus or minus per code inspection. Show as an add or deduct in the pricing section as part of your bid response on the price pages provided in section C. If non-standard product is provided as part of your bid response, provide KCDA prices for furnishing and installing tie-downs for factory-built buildings. Work shall be in accordance with the specifications and scope of work contained in this IFB. Pricing must be complete, and include all materials and services. Include the following prices as a minimum:

- Temporary (auger and/or cross bar type)
- Permanent (bolted to metal plates in permanent foundations, attach to permanent foundation with treated sill plate by others.)

Utility development and connection
Provide KCDA prices for furnishing and installing the materials and services necessary to complete utilities connections from the factory-built building to the closest appropriate existing connections. Work shall be in accordance with the specifications and scope of work contained in this IFB. Pricing must be complete, and include all materials and services. Specify any contingencies associated with this work. Include the following prices as a minimum:
Electrical Sewer/wastewater
Natural gas or propane Water

Skirting
All items listed within this bid request must include skirting as a component of your foundation as part of your bid response on the price pages. If non-standard product is provided as part of your bid response, provide KCDA prices for furnishing and installing the materials and services necessary to provide skirting around the factory-built building. Work shall be in accordance with the specifications and scope of work contained in this IFB. Pricing must be complete, and include all materials and services. Specify types available and the cost for each. Include the following prices as a minimum:

Wood skirting Metal skirting

Ventilation and access assemblies
All items listed within this bid request must include the required ventilation as a component of your foundation as part of your bid response on the price pages. If non-standard product is provided as part of your bid response, provide KCDA prices for furnishing and installing the materials and services necessary to provide ventilation and access assemblies to crawl spaces. Work shall be in accordance with the specifications and scope of work contained in this IFB. Pricing must be complete, and include all materials and services. Specify types available and the cost for each. Include the following prices as a minimum:

On grade Sub grade

Shade structures
Provide KCDA prices for furnishing and installing the materials and services necessary to provide 10 feet wide x 5 feet deep shade structure to cover building entrance door/doors. They must be self-supporting and attached to the factory-built building. Work shall be in accordance with the specifications and scope of work contained in this IFB. Pricing must be complete, and include all materials and services including engineering. Specify types available and the cost for each. Include the following prices as a minimum:

Wood & Metal

Engineering, design and drawings
Provide KCDA prices for furnishing the engineering, design and drawing services associated with installation of the factory-built building. Work shall be in accordance with the specifications and scope of work contained in this IFB. Pricing must be complete, and include all materials and services. Specify contingencies and the cost for each.

Site work
Provide KCDA prices for furnishing and installing the materials and services necessary to provide site work associated with installation of the factory-built building. Work shall be in accordance with the specifications and scope of work contained in this IFB. Pricing must be complete, and include all materials and services. Specify contingencies and the cost for each. Include the following prices as a minimum:

Excavation (pricing per cubic yard) **In-fill** (pricing per cubic yard)

Concrete sidewalks
- 4 feet wide x 4 inches concrete, Broom finish

Asphalt sidewalks- 1 ½ inches x 4 feet wide **or**
Fire lanes – 20 feet wide, 6 inch asphalt over thick 4 inches crushed rock

Landscaping and other applicable site work services per RS Means pricing

OTHER WORK

Provide KCDA prices for furnishing and installing the materials and services necessary to provide other work associated with installation of the factory-built building. Work shall be in accordance with applicable codes, rules and regulations. Pricing must be complete and include all materials and services. Specify contingencies and the cost for each.

Rather than listing prices for all potential "other work", the current RS Means Facilities Cost Book must be used. The Division 1 sections which are eliminated are:

- 01 11 31
- 01 21 16
- 01 21 53
- 01 21 55
- 01 21 57
- 01 21 61
- 01 21 63
- 01 31 13
- 01 32 13
- 01 32 33
- 01 41 26

These sections, if needed, shall be figured into the contractor's coefficient.

For the remainder of the book, use the right hand column (total includes overhead and profit) for the work to be performed. Then apply the City Cost Index and then apply the coefficient.

Contractor will identify City Cost Index for city closest to the project.

Contract pricing shall be based upon a coefficient to be applied to an approved Unit Price Book (UPB).

Contract pricing should identify city Cost index applied to RS Means pricing.

Contractor shall provide member with an itemized project cost prior to starting any job. Project cost shall include:

- UPB Name
- UPB Date
- Date of Quote
- Line Number
- Item Number
- Item Description
- Number of Units
- Unit Price
- Total Line Cost
- Line Items
- Sub-total coefficient amount
- Grand total

- Provide city cost index

Items that cannot be found in the UPB or other approved RSMEANS cost data index are considered “non pre-priced” items. If the UPB or other approved cost data index contain an item that is basically the same in form, fit and function, it may be used to price a non pre-priced item. If such pricing is used, substantiating rationale and documentation shall be included in the line item cost sheet. If like items cannot be found in the UPB, contractor shall obtain three written quotes for a non pre-priced item and submit the quotes to the KCDA member. The KCDA member shall determine the most appropriate quote to use for adding the item to the UPB. Upon approval from member, the non pre-priced item shall become part of the UPB and available for any job.

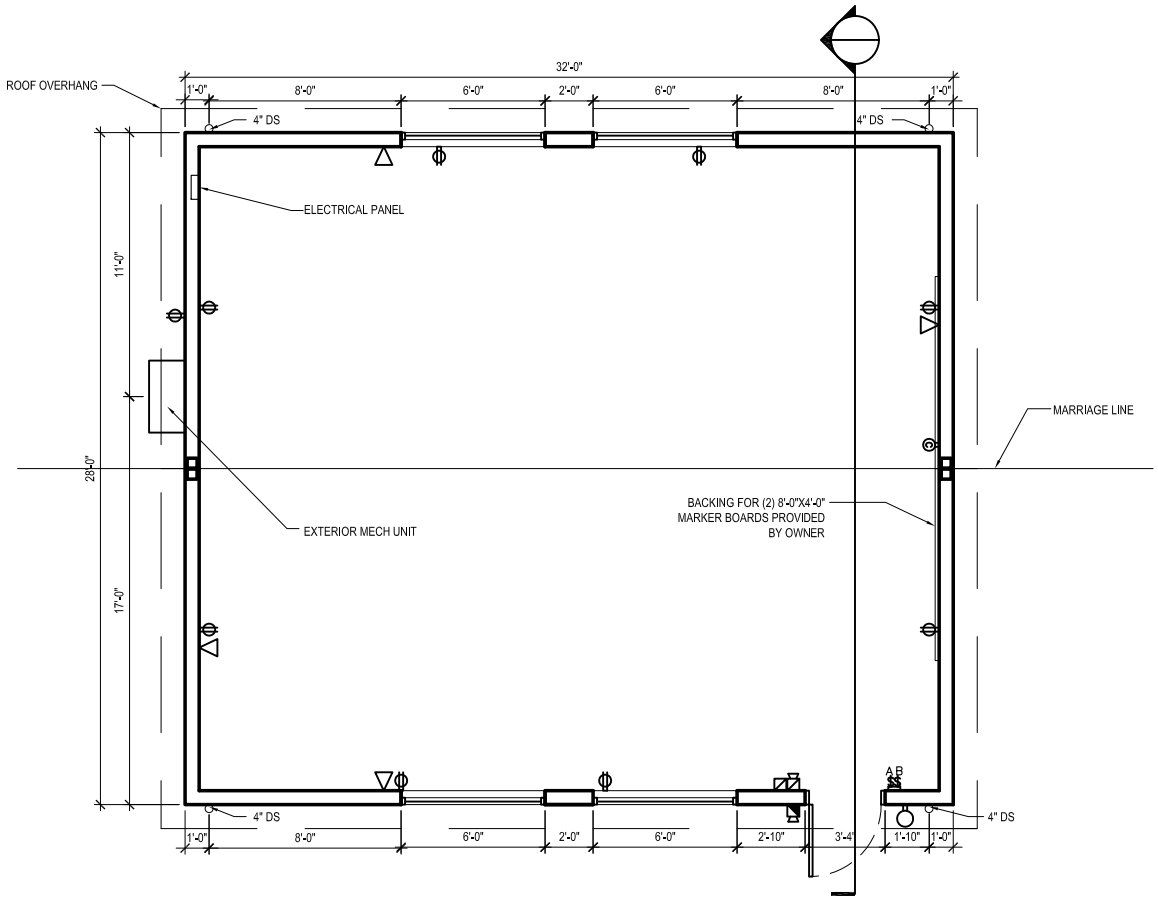
Contractor shall not provide a new item unless and until the KCDA member approves it. A coefficient to be applied to the cost of non pre-priced items shall be provided. Coefficients shall be provided for normal business hours (M-F, 7 a.m.-5-p.m.) and “other” hours (after hours, weekends, holidays, etc.). “Other” hours shall only be worked with prior approval from the member representative.

Coefficients shall include all costs associated with performing the work contained in the UPB. Such costs include, but are not limited to the direct cost of doing the work, labor, overhead, general and administrative, profit, project office expenses, mobilization and close-out costs, insurance, compliance with environmental and other applicable laws, protective clothing and equipment, traffic and work site barriers, computer systems and software, vehicles, maintenance and fuel, and all contingencies connected to performing the work. No additional payment shall be allowed for these items.
Labor, equipment and material prices shall be adjusted in accordance with the prices in each new edition of the UPB. Adjustments shall be to the UPB only. No adjustment shall be applied to cost items comprising the coefficient. No upward adjustment shall apply to job awarded prior to effective date of the adjustment, regardless of the date of commencement of work.

All prices in the UPB are for completed-in-place construction unless explicitly described otherwise. Waste or excess material quantities are incidental costs, which are included within the coefficient unless explicitly stated otherwise.

Quantities used on individual jobs shall be taken from field measurements or design plans, as appropriate, without allowance for waste.

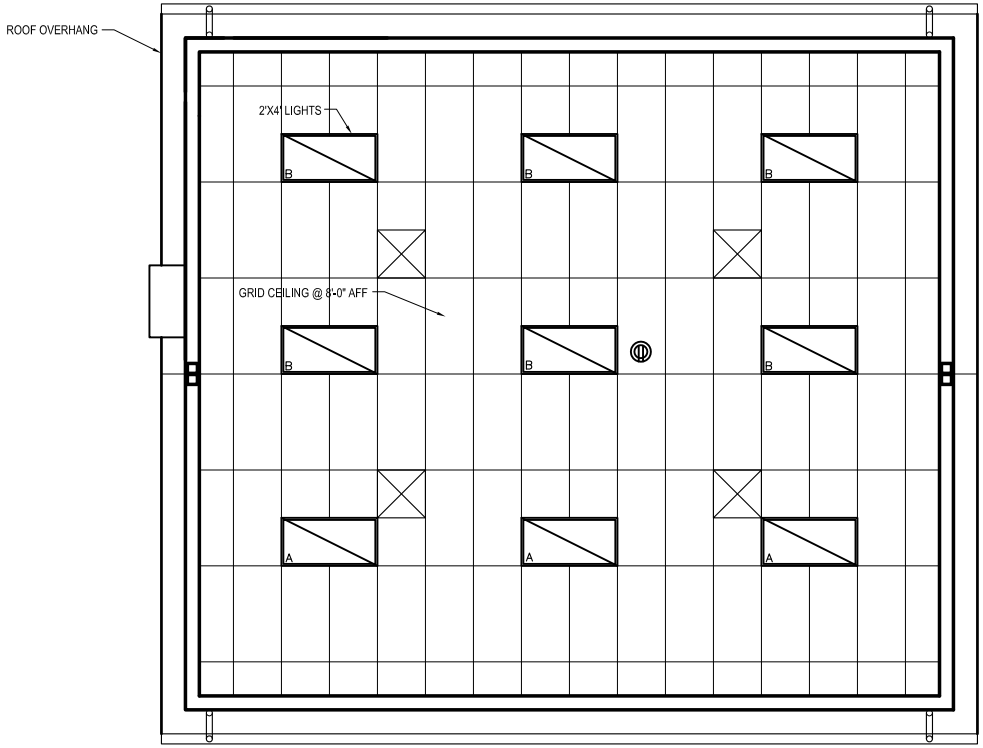
Additional Charges
Indicate any additional charges that might apply under an awarded contract. Provide a description and price for each. (Various states have laws that may require specific charges or labor rates.)



PORTABLE FLOOR PLAN
SCALE: 1/8" = 1'- 0"

SINGLE PORTABLE - 28' x 32'

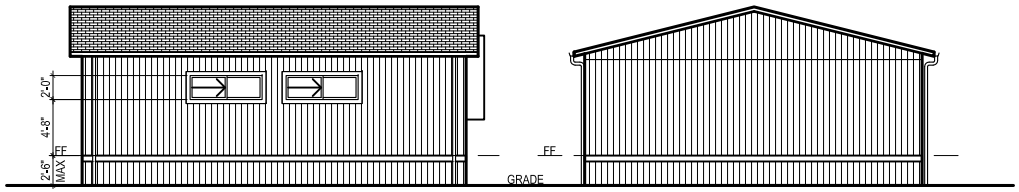
KCDA
12-17-2018



PORTABLE RCP
SCALE: 1/8" = 1'- 0"

SINGLE PORTABLE - 28' x 32'

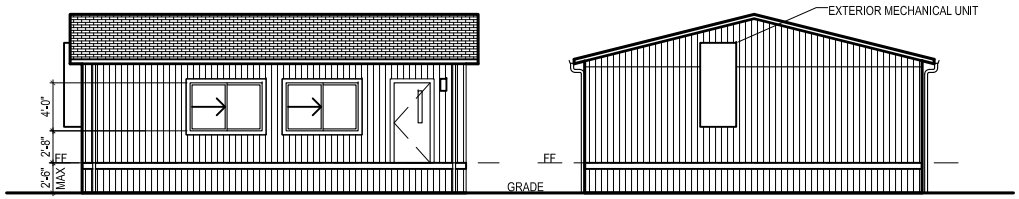
KCDA
12-17-2018



BACK ELEVATION
SCALE: 1/16" = 1'-0"

SIDE ELEVATION
SCALE: 1/16" = 1'-0"

GENERAL NOTE: FOUNDATION TO BE PROVIDED BY OTHERS

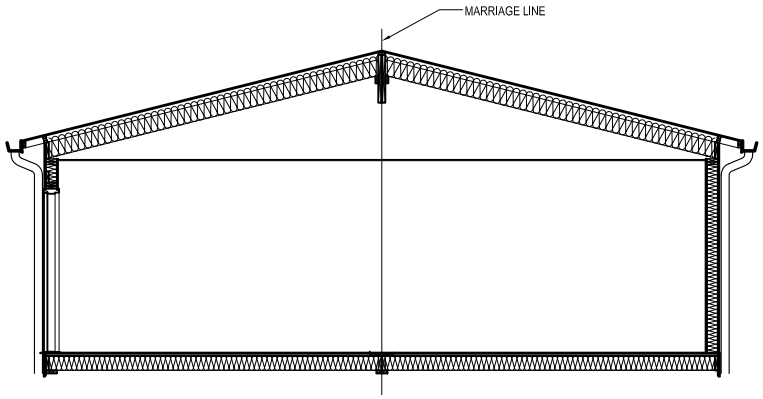


FRONT ELEVATION
SCALE: 1/16" = 1'-0"

SIDE ELEVATION
SCALE: 1/16" = 1'-0"

SINGLE PORTABLE - 28' x 32'

KCDA
12-17-2018



PORTABLE SECTION
SCALE: 1/8" = 1'- 0"

SINGLE PORTABLE - 28' x 32'

KCDA
12-17-2018

DESIGN LOADS:

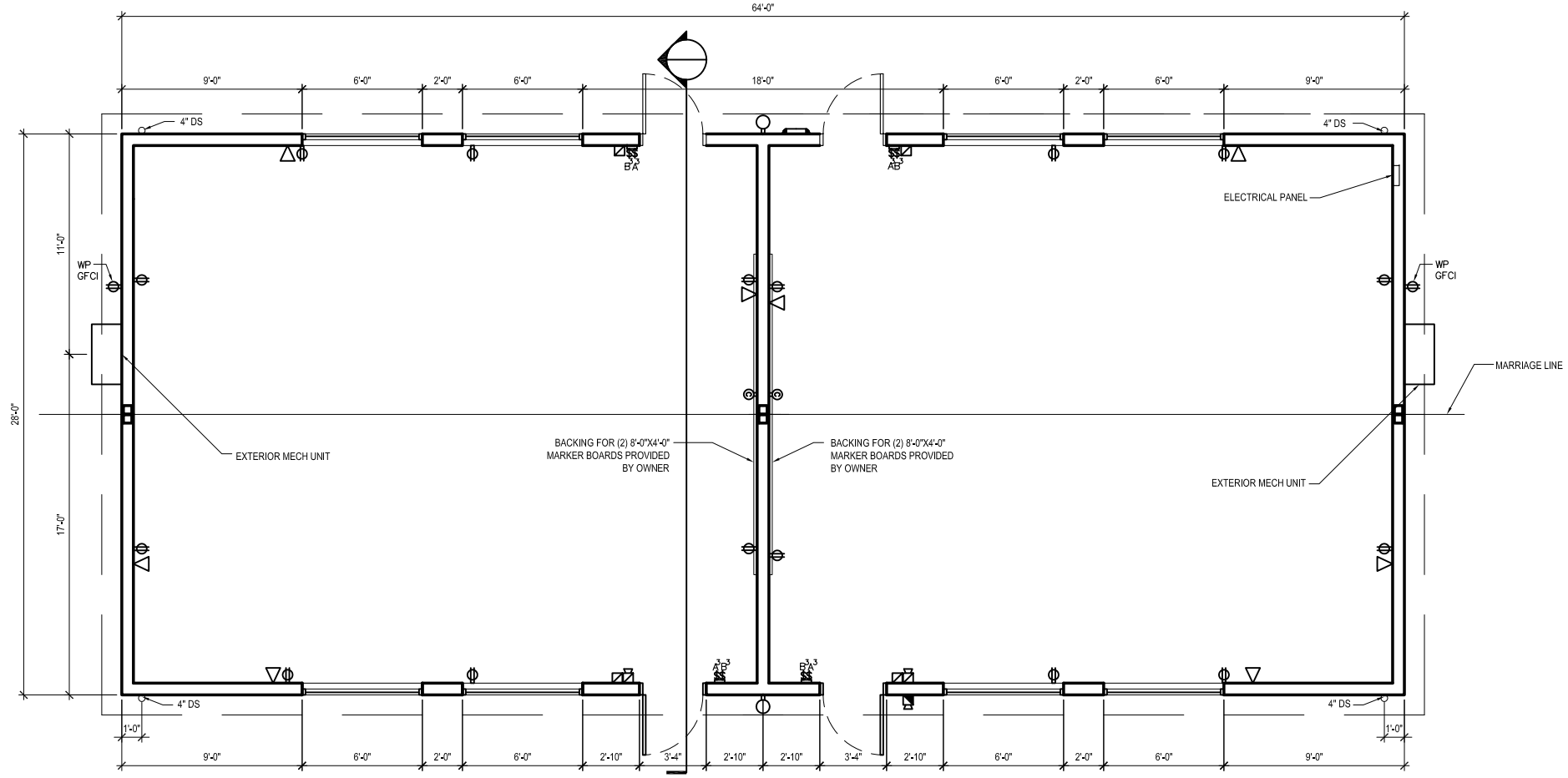
Date:	12/17/2018	Size:	28x32	Floor:	40
Customer:		Description:	Single Classroom	Wind:	120/B
Location:	Washington		Modular	Roof:	30
Project:		Insignias:	Washington		

MBI Seals –One per Module

FOUNDATION	Pressure treated code compliant wood pony wall foundation system with all required tie-downs.
FLOOR SYSTEM	
Joists:	2x8 @ 16” o.c. with joist hangers at all joists, DF #2 or better.
Rims:	Continuous 2 x 8 LVL 2.0E or double 2x8 lumber
	12” high moisture barrier installed on perimeter over sheathing at floor rims and end joists
Bottom cover:	Class “A” woven polyethylene fabric
Insulation:	R-30 – Two layers R-15 unfaced fiberglass batt
Decking:	23/32" APA rated T&G – glued and nailed (air barrier component)
WALL FRAMING	
Framing (exterior):	2x6 @ 16” o.c. with continuous double 2x6 top plate or single continuous 2x6 LVL 2.0E top plate – Height = 97”
Framing (interior)	2x4 @ 24” o.c. full height to bottom of structure with 3-1/2” acoustic batt insulation
Columns:	Wood or steel end columns only
ROOF STRUCTURE	
Framing:	2x10 min. rafters @ 24” o.c., hem-fir #2 or better. Roof pitch = 2/12 min.
	12” roof overhang on all sides of building
Bottom cover:	Air Barrier material meeting ASTM E-2178 and ASTM E-84 – Class A
Ridge beam:	Continuous ridge beam that clear spans to exterior walls and cross-walls (no exposed interior posts)
Insulation:	R-38 batts, blown, or foam. Provide insulation furring below rafters to allow for vent space above
Sheathing:	7/16” APA rated (24/16) minimum
Venting:	Continuous soffit & ridge
EXTERIOR WALL FINISH	
Insulation (Exterior):	R-21 fiberglass batt between studs
Sheathing:	5/8” exterior gypsum board with treated core
Weather Resistive Barrier:	Tyvek Housewrap or equal.
	Moist-stop moisture barrier applied over sheathing and under siding at lower 12” of building and at all corners from floor to roof
Air Barrier:	Use caulking, tape seals, spray foam, etc. as needed to meet all WA State air barrier requirements
Siding:	5/8” Duratemp T1-11 with grooves 8” o/c
	No horizontal breaks in siding except at end walls – Use 4’x9’ panels
Trims:	Finger jointed rough-sawn cedar
Corners:	1x4 - 2”x2” galvanized flashing installed over siding and under corners
Mod Line:	1x4
Fascia & Barge:	1x6
Windows & Doors:	1x4
Flashings:	Z flashing at bottom of siding and at gable end siding break – 2” back leg and ¾” front leg
Skirting:	Pressure treated CDX plywood skirting - 30” maximum height
Paint:	MPI #15 latex exterior, low sheen (MPI Gloss Level 3-4)

<table>
<tr><td>ROOFING</td><td></td></tr>
<tr><td>Cover:</td><td>Pabco “Premier” or Owens Corning “Tru Definition Duration” Architectural Shingle – High Wind Application</td></tr>
<tr><td>Underlayment:</td><td>Provide Ice & Water Shield under shingles for 2’-0” from inside wall line at each eave toward ridge, (2) layers of 15# Class B felt applied shingle style under roofing.</td></tr>
<tr><td>Drainage:</td><td>5” prefinished gutters with 4” PVC downspouts</td></tr>
<tr><td>DOORS</td><td>Door hardware to have #626 satin chromium plated finish
<table>
<tr><th>EXT/INT</th><th>QTY</th><th>SIZE</th><th>TYPE</th><th>FINISH</th><th>HINGES</th><th>LOCK</th><th>CLOSER</th><th>PANIC</th></tr>
<tr><td>Exterior</td><td>1</td><td>3’x6’8” 8”x32” lite</td><td>HM/Galvanized Welded 0.37 U-Factor</td><td>Paint</td><td>SS-BBRG NRP</td><td>Medeco or Schlage Cylinder</td><td>LCN 1461</td><td>Von Duprin 22L</td></tr>
</table>
HM=18 ga. insulated steel door with 16 ga. welded steel jamb, weather-stripping, ADA threshold and sweep.</td></tr>
<tr><td>WINDOWS</td><td>Galvanized flashing installed under siding and over top flange of windows under trim. Install self-adhesive flashing over exterior flanges per recommended install pattern.
<table>
<tr><th>EXT/INT</th><th>QTY</th><th>SIZE</th><th>BRAND</th><th>TYPE</th><th>GLAZING</th><th>FINISH</th><th>FILL</th><th>Blinds</th></tr>
<tr><td>Exterior</td><td>Per drawings</td><td>Per drawings</td><td>Prime</td><td>Horizontal Slider</td><td>Dual Low- E Tempered</td><td>White Vinyl</td><td>Argon Gas</td><td>1” Alum. Mini</td></tr>
</table>
NFRC 0.29 U-Factor, 0.39 Shading Coefficient</td></tr>
<tr><td>WALL COVER</td><td>1/2" Vinylwrap Tackboard “Calcutta Tan” over 5/8” Type-X gypsum wallboard</td></tr>
<tr><td>CEILING</td><td>2’x4’ T-bar grid with Armstrong “Cortega” #769A tiles, 8’ 0” AFF</td></tr>
<tr><td>FLOORING/BASE</td><td>Provided and installed on site by others</td></tr>
<tr><td>INTERIOR TRIM</td><td></td></tr>
<tr><td>Walls & Mod Joints:</td><td>Vinylwrap corners and battens</td></tr>
<tr><td>Windows:</td><td>Vinylwrap Oak wood surrounds and casings</td></tr>
<tr><td>Doors:</td><td>Vinylwrap Oak wood casings as required</td></tr>
<tr><td>HVAC</td><td></td></tr>
<tr><td>Comb Hear/AC:</td><td>(1) Bard wall hung Heat Pump – 3 ton 10 kw with integral ERV-11 EER rated</td></tr>
<tr><td>Supply Ducting:</td><td>Round galvanized overhead and insulated flexduct with flexduct sound isolation sleeves at flow controls at wyes – R-4 insulated flexduct</td></tr>
<tr><td>Diffuser:</td><td>24”x24” T-bar with no dampers</td></tr>
<tr><td>Indoor Thermostat:</td><td>(1) Bard 0403-060 with microprocessor – 7 day programmable automatic setback – deadband control – occupancy integrated with lighting system</td></tr>
<tr><td>Outdoor Thermostat:</td><td>(1) Bard CMC-28 outdoor stat</td></tr>
<tr><td>Return Air:</td><td>Thru return air grills in wall down low</td></tr>
<tr><td>CO2 Sensor:</td><td>(1) Bard 8403-067 - Demand Control Ventilation</td></tr>
<tr><td>ELECTRICAL</td><td></td></tr>
<tr><td>Service:</td><td>120/240V single phase – Stub through exterior wall</td></tr>
<tr><td>Panel:</td><td>(1) 100-amp Square D HOM1224M100PTBP</td></tr>
<tr><td>Material:</td><td>Metallic raceway system</td></tr>
<tr><td>Receptacles:</td><td>(8) 20 amp wall duplex - Leviton CR20 – Half of the receptacles hot and half controlled, (1) ceiling mounted</td></tr>
<tr><td></td><td>(1) 15 amp clock – Leviton 688</td></tr>
<tr><td></td><td>(1) Exterior 20 amp GFCI WP – Leviton w/ Intermatic WP 1100C cover</td></tr>
<tr><td>Switches:</td><td>(2) Single pole – Leviton CS120</td></tr>
<tr><td>Finish:</td><td>All devices and face plates to be ivory</td></tr>
<tr><td>Automatic Controls:</td><td>nLight nPP20PL plug load control relay</td></tr>
<tr><td>Wire for:</td><td>All HVAC equipment noted above</td></tr>
<tr><td>Interior Lights:</td><td>(9) 2’x4’ LED Volumetric Troffer – nLight enabled, 6000 lumen, 53 watts, 4000K with embedded occupancy and daylight sensors communicating on CAT5E Local Network, Lithonia BLT460LADPEZ1LP840N100NES7ADCX</td></tr>
<tr><td>Exterior Light:</td><td>(1) 18 watt LED with vandal resistant cover and integral photo cell and 90 min. battery back-up</td></tr>
<tr><td>FA Raceway only:</td><td>(1) Exterior Horn/Strobe, (1) Pull Stations, (1) Interior Horn/Strobe</td></tr>
</table>

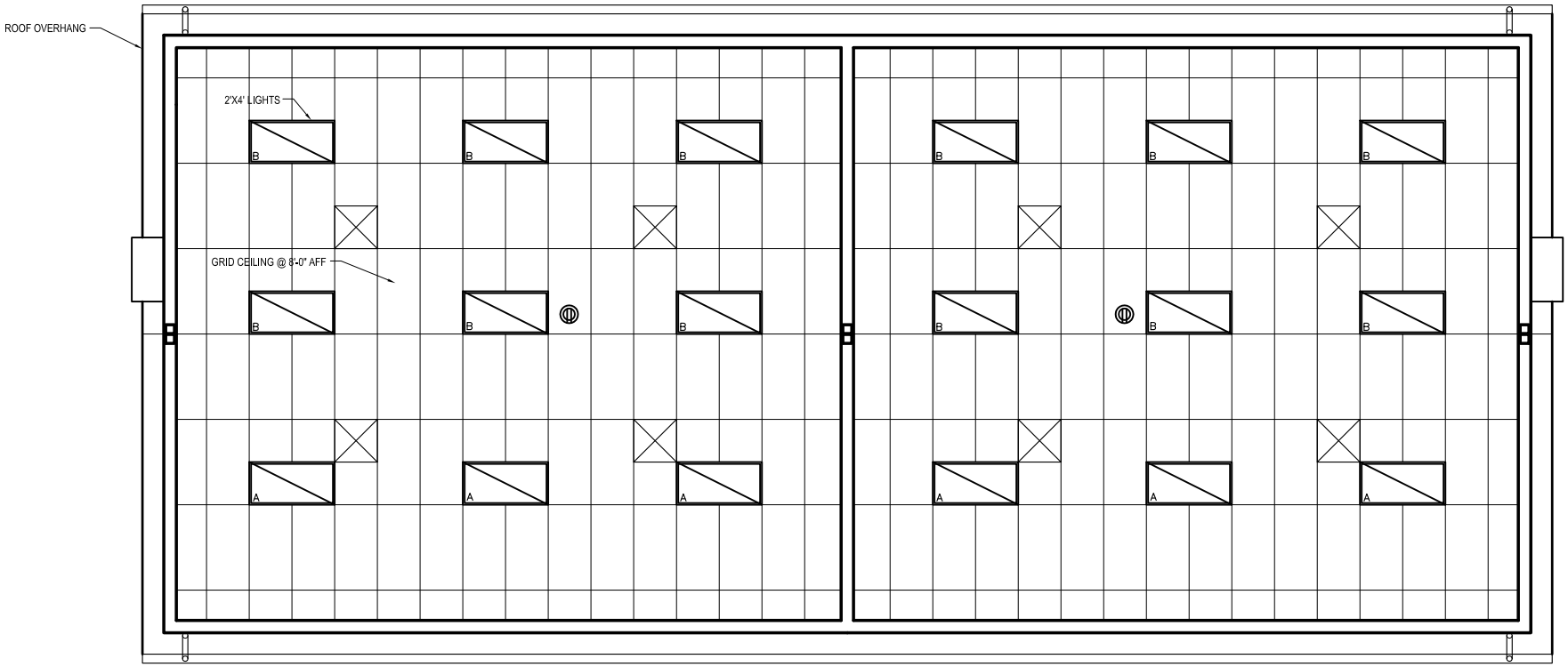
	4” square boxes with single gang mud ring (all painted red) – Stub up only with ½” flex conduit
Phone/Data Box:	(4) 4” square box, single gang, with ¾” conduit up and down



PORTABLE FLOOR PLAN
SCALE: 1/8" = 1'- 0"

DOUBLE PORTABLE - 28' x 64'

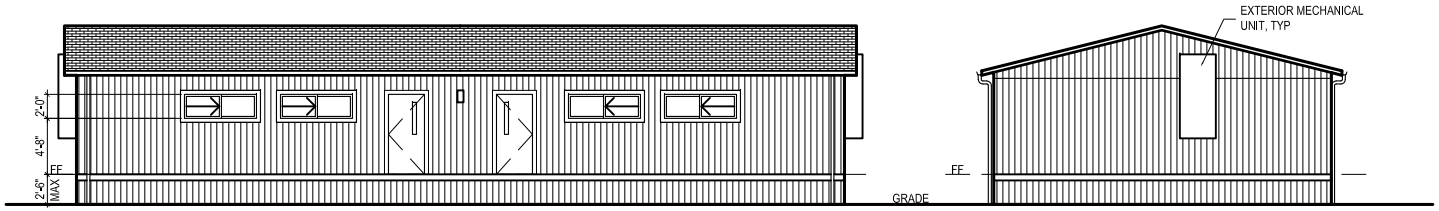
KCDA
12-17-2018



PORTABLE RCP
SCALE: 1/8" = 1'- 0"

DOUBLE PORTABLE - 28' x 64'

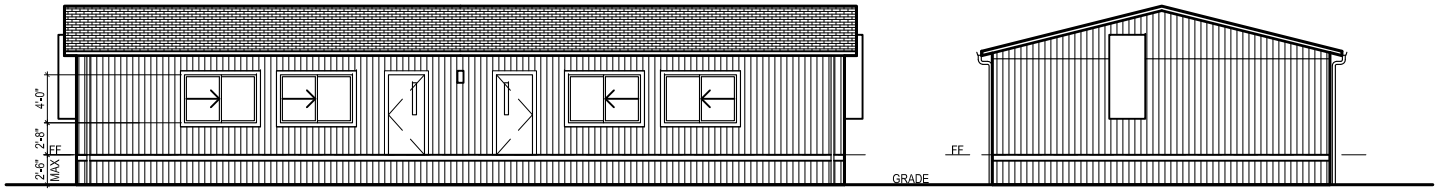
KCDA
12-17-2018



BACK ELEVATION
SCALE: 1/16" = 1'-0"

SIDE ELEVATION
SCALE: 1/16" = 1'-0"

GENERAL NOTE: FOUNDATION TO BE PROVIDED BY OTHERS

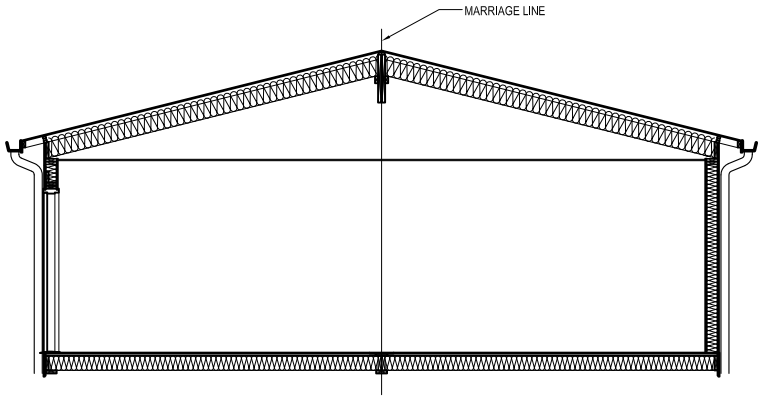


FRONT ELEVATION
SCALE: 1/16" = 1'-0"

SIDE ELEVATION
SCALE: 1/16" = 1'-0"

DOUBLE PORTABLE - 28' x 64'

KCDA
12-17-2018



PORTABLE SECTION
SCALE: 1/8" = 1'- 0"

DOUBLE PORTABLE - 28' x 64'

KCDA
12-17-2018

DESIGN LOADS:

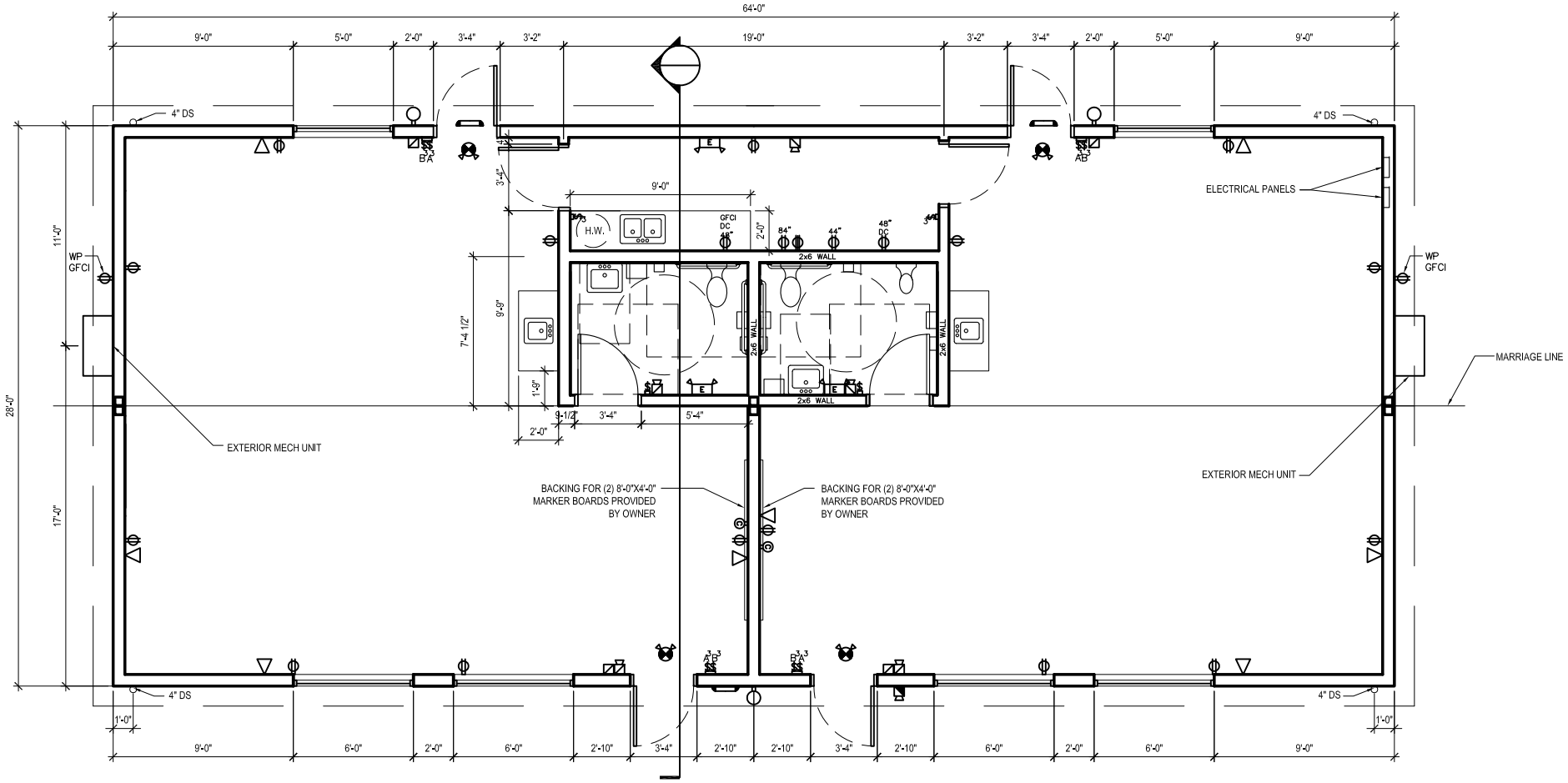
Date:	12/17/2018	Size:	28x64	Floor:	40
Customer:		Description:	Double Classroom	Wind:	120/B
Location:	Washington		Modular	Roof:	30
Project:		Insignias:	Washington		

MBI Seals –One per Module

FOUNDATION	Pressure treated code compliant wood pony wall foundation system with all required tie-downs.
FLOOR SYSTEM	
Joists:	2x8 @ 16” o.c. with joist hangers at all joists, DF #2 or better.
Rims:	Continuous 2 x 8 LVL 2.0E or double 2x8 lumber
	12” high moisture barrier installed on perimeter over sheathing at floor rims and end joists
Bottom cover:	Class “A” woven polyethylene fabric
Insulation:	R-30 – Two layers R-15 unfaced fiberglass batt
Decking:	23/32" APA rated T&G – glued and nailed (air barrier component)
WALL FRAMING	
Framing (exterior):	2x6 @ 16” o.c. with continuous double 2x6 top plate or single continuous 2x6 LVL 2.0E top plate – Height = 97”
Framing (interior)	2x4 @ 24” o.c. full height to bottom of structure with 3-1/2” acoustic batt insulation
Columns:	Wood or steel end columns with steel posts built into crosswall
ROOF STRUCTURE	
Framing:	2x10 min. rafters @ 24” o.c., hem-fir #2 or better. Roof pitch = 2/12 min.
	12” roof overhang on all sides of building
Bottom cover:	Air Barrier material meeting ASTM E-2178 and ASTM E-84 – Class A
Ridge beam:	Continuous ridge beam that clear spans to exterior walls and cross-walls (no exposed interior posts)
Insulation:	R-38 batts, blown, or foam. Provide insulation furring below rafters to allow for vent space above
Sheathing:	7/16” APA rated (24/16) minimum
Venting:	Continuous soffit & ridge
EXTERIOR WALL FINISH	
Insulation (Exterior):	R-21 fiberglass batt between studs
Sheathing:	5/8” exterior gypsum board with treated core
Weather Resistive Barrier:	Tyvek Housewrap or equal.
	Moist-stop moisture barrier applied over sheathing and under siding at lower 12” of building and at all corners from floor to roof
Air Barrier:	Use caulking, tape seals, spray foam, etc. as needed to meet all WA State air barrier requirements
Siding:	5/8” Duratemp T1-11 with grooves 8” o/c
	No horizontal breaks in siding except at end walls – Use 4’x9’ panels
Trims:	Finger jointed rough-sawn cedar
Corners:	1x4 - 2”x2” galvanized flashing installed over siding and under corners
Mod Line:	1x4
Fascia & Barge:	1x6
Windows & Doors:	1x4
Flashings:	Z flashing at bottom of siding and at gable end siding break – 2” back leg and ¾” front leg
Skirting:	Pressure treated CDX plywood skirting - 30” maximum height
Paint:	MPI #15 latex exterior, low sheen (MPI Gloss Level 3-4)

<table>
<tr><td>ROOFING</td><td></td></tr>
<tr><td>Cover:</td><td>Pabco “Premier” or Owens Corning “Tru Definition Duration” Architectural Shingle – High Wind Application</td></tr>
<tr><td>Underlayment:</td><td>Provide Ice & Water Shield under shingles for 2’-0” from inside wall line at each eave toward ridge, (2) layers of 15# Class B felt applied shingle style under roofing.</td></tr>
<tr><td>Drainage:</td><td>5” prefinished gutters with 4” PVC downspouts</td></tr>
<tr><td>DOORS</td><td>Door hardware to have #626 satin chromium plated finish
<table>
<tr><th>EXT/INT</th><th>QTY</th><th>SIZE</th><th>TYPE</th><th>FINISH</th><th>HINGES</th><th>LOCK</th><th>CLOSER</th><th>PANIC</th></tr>
<tr><td>Exterior</td><td>4</td><td>3’x6’8” 8”x32” lite</td><td>HM/Galvanized Welded 0.37 U-Factor</td><td>Paint</td><td>SS-BBRG NRP</td><td>Medeco or Schlage Cylinder</td><td>LCN 1461</td><td>Von Duprin 22L</td></tr>
</table>
HM=18 ga. insulated steel door with 16 ga. welded steel jamb, weather-stripping, ADA threshold and sweep.</td></tr>
<tr><td>WINDOWS</td><td>Galvanized flashing installed under siding and over top flange of windows under trim. Install self-adhesive flashing over exterior flanges per recommended install pattern.
<table>
<tr><th>EXT/INT</th><th>QTY</th><th>SIZE</th><th>BRAND</th><th>TYPE</th><th>GLAZING</th><th>FINISH</th><th>FILL</th><th>Blinds</th></tr>
<tr><td>Exterior</td><td>Per drawings</td><td>Per drawings</td><td>Prime</td><td>Horizontal Slider</td><td>Dual Low- E Tempered</td><td>White Vinyl</td><td>Argon Gas</td><td>1” Alum. Mini</td></tr>
</table>
NFRC 0.29 U-Factor, 0.39 Shading Coefficient</td></tr>
<tr><td>WALL COVER</td><td>1/2" Vinylwrap Tackboard “Calcutta Tan” over 5/8” Type-X gypsum wallboard</td></tr>
<tr><td>CEILING</td><td>2’x4’ T-bar grid with Armstrong “Cortega” #769A tiles, 8’ 0” AFF</td></tr>
<tr><td>FLOORING/BASE</td><td>Provided and installed on site by others</td></tr>
<tr><td>INTERIOR TRIM</td><td></td></tr>
<tr><td>Walls & Mod Joints:</td><td>Vinylwrap corners and battens</td></tr>
<tr><td>Windows:</td><td>Vinylwrap Oak wood surrounds and casings</td></tr>
<tr><td>Doors:</td><td>Vinylwrap Oak wood casings as required</td></tr>
<tr><td>HVAC</td><td></td></tr>
<tr><td>Comb Hear/AC:</td><td>(2) Bard wall hung Heat Pumps – 3 ton 10 kw with integral ERV-11 EER rated</td></tr>
<tr><td>Supply Ducting:</td><td>Round galvanized overhead and insulated flexduct with flexduct sound isolation sleeves at flow controls at wyes – R-4 insulated flexduct</td></tr>
<tr><td>Diffuser:</td><td>24”x24” T-bar with no dampers</td></tr>
<tr><td>Indoor Thermostat:</td><td>(2) Bard 0403-060 with microprocessor – 7 day programmable automatic setback – deadband control – occupancy integrated with lighting system</td></tr>
<tr><td>Outdoor Thermostat:</td><td>(2) Bard CMC-28 outdoor stat</td></tr>
<tr><td>Return Air:</td><td>Thru return air grills in wall down low</td></tr>
<tr><td>CO2 Sensor:</td><td>(2) Bard 8403-067 - Demand Control Ventilation</td></tr>
<tr><td>ELECTRICAL</td><td></td></tr>
<tr><td>Service:</td><td>120/240V single phase – Stub through exterior wall</td></tr>
<tr><td>Panel:</td><td>(1) 200-amp Square D HOM1224M100PTBP</td></tr>
<tr><td>Material:</td><td>Metallic raceway system</td></tr>
<tr><td>Receptacles:</td><td>(16) 20 amp wall duplex - Leviton CR20 – Half of the receptacles hot and half controlled, (2) ceiling mounted</td></tr>
<tr><td></td><td>(2) 15 amp clock – Leviton 688</td></tr>
<tr><td></td><td>(2) Exterior 20 amp GFCI WP – Leviton w/ Intermatic WP 1100C cover</td></tr>
<tr><td>Switches:</td><td>(8) Three way – Leviton CS320</td></tr>
<tr><td>Finish:</td><td>All devices and face plates to be ivory</td></tr>
<tr><td>Automatic Controls:</td><td>nLight nPP20PL plug load control relay</td></tr>
<tr><td>Wire for:</td><td>All HVAC equipment noted above</td></tr>
<tr><td>Interior Lights:</td><td>(18) 2’x4’ LED Volumetric Troffer – nLight enabled, 6000 lumen, 53 watts, 4000K with embedded occupancy and daylight sensors communicating on CAT5E Local Network, Lithonia BLT460LADPEZ1LP840N100NES7ADCX</td></tr>
<tr><td>Exterior Light:</td><td>(2) 18 watt LED with vandal resistant cover and integral photo cell and 90 min. battery back-up</td></tr>
<tr><td>FA Raceway only:</td><td>(1) Exterior Horn/Strobe, (4) Pull Stations, (2) Interior Horn/Strobe</td></tr>
</table>

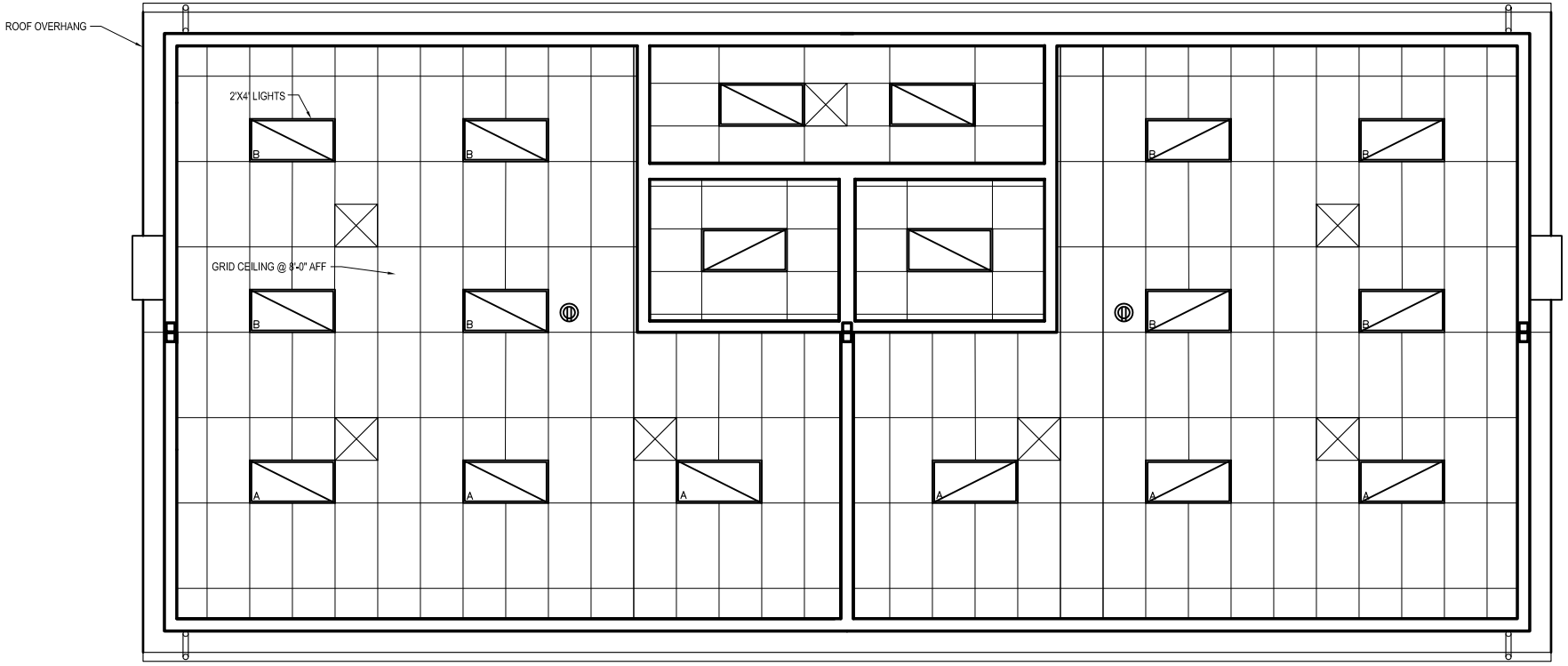
	4” square boxes with single gang mud ring (all painted red) – Stub up only with ½” flex conduit
Phone/Data Box:	(8) 4” square box, single gang, with ¾” conduit up and down



PORTABLE FLOOR PLAN
SCALE: 1/8" = 1'- 0"

DOUBLE PORTABLE W/ RESTROOMS AND KITCHEN - 28' x 64'

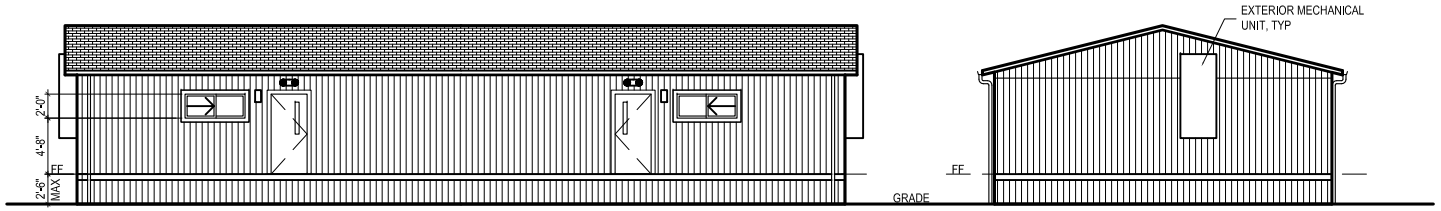
KCDA
12-17-2018



PORTABLE RCP
SCALE: 1/8" = 1'- 0"

DOUBLE PORTABLE W/ RESTROOMS AND KITCHEN - 28' x 64'

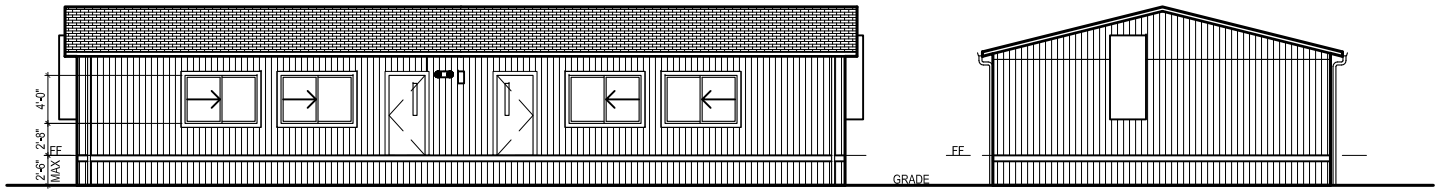
KCDA
12-17-2018



BACK ELEVATION
SCALE: 1/16" = 1'-0"

SIDE ELEVATION
SCALE: 1/16" = 1'-0"

GENERAL NOTE: FOUNDATION TO BE PROVIDED BY OTHERS



FRONT ELEVATION
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DOUBLE PORTABLE W/ RESTROOMS AND KITCHEN - 28' x 64'

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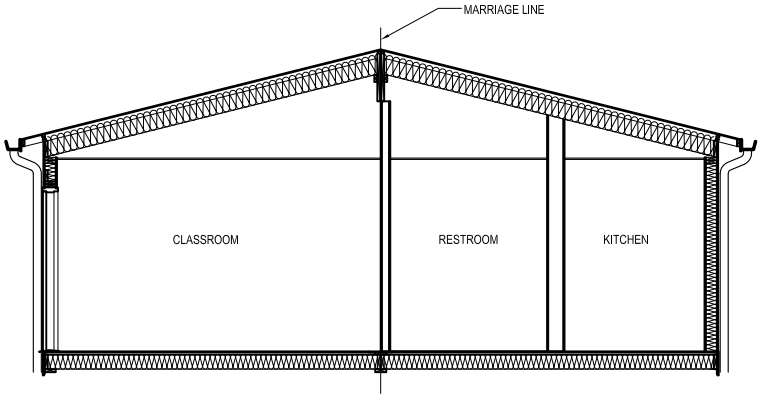


PORTABLE SECTION
SCALE: 1/8" = 1'- 0"

DOUBLE PORTABLE W/ RESTROOMS AND KITCHEN - 28' x 64'

KCDA
12-17-2018

DESIGN LOADS:

Date:	12/17/2018	Size:	28x64	Floor:	40
Customer:		Description:	Double Classroom w/RR	Wind:	120/B
Location:	Washington		Modular	Roof:	30
Project:		Insignias:	Washington		

MBI Seals –One per Module

FOUNDATION	Pressure treated code compliant wood pony wall foundation system with all required tie-downs.
FLOOR SYSTEM	
Joists:	2x8 @ 16” o.c. with joist hangers at all joists, DF #2 or better.
Rims:	Continuous 2 x 8 LVL 2.0E or double 2x8 lumber
	12” high moisture barrier installed on perimeter over sheathing at floor rims and end joists
Bottom cover:	Class “A” woven polyethylene fabric
Insulation:	R-30 – Two layers R-15 unfaced fiberglass batt
Decking:	23/32" APA rated T&G – glued and nailed (air barrier component)
	¼” Ultraply XL in restrooms and kitchen
WALL FRAMING	
Framing (exterior):	2x6 @ 16” o.c. with continuous double 2x6 top plate or single continuous 2x6 LVL 2.0E top plate – Height = 97”
Framing (interior)	2x4 @ 24” o.c. full height to bottom of structure with 3-1/2” acoustic batt insulation
Columns:	Wood or steel end columns with steel post built into crosswall
ROOF STRUCTURE	
Framing:	2x10 rafters min. @ 24” o.c., hem-fir #2 or better. Roof pitch = 2/12 min.
	12” roof overhang on all sides of building
Bottom cover:	Air Barrier material meeting ASTM E-2178 and ASTM E-84 – Class A
Ridge beam:	Continuous ridge beam that clear spans to exterior walls and cross-walls (no exposed interior posts)
Insulation:	R-38 batts, blown, or foam. Provide insulation furring below rafters to allow for vent space above
Sheathing:	7/16” APA rated (24/16) minimum
Venting:	Continuous soffit & ridge
EXTERIOR WALL FINISH	
Insulation (Exterior):	R-21 fiberglass batt between studs
Sheathing:	5/8” exterior gypsum board with treated core
Weather Resistive Barrier:	Tyvek Housewrap or equal.
	Moist-stop moisture barrier applied over sheathing and under siding at lower 12” of building and at all corners from floor to roof
Air Barrier:	Use caulking, tape seals, spray foam, etc. as needed to meet all WA State air barrier requirements
Siding:	5/8” Duratemp T1-11 with grooves 8” o/c
	No horizontal breaks in siding except at end walls – Use 4’x9’ panels
Trims:	Finger jointed rough-sawn cedar
Corners:	1x4 - 2”x2” galvanized flashing installed over siding and under corners
Mod Line:	1x4
Fascia & Barge:	1x6
Windows & Doors:	1x4
Flashings:	Z flashing at bottom of siding and at gable end siding break – 2” back leg and ¾” front leg
Skirting:	Pressure treated CDX plywood skirting - 30” maximum height
Paint:	MPI #15 latex exterior, low sheen (MPI Gloss Level 3-4)

ROOFING

Cover: Pabco “Premier” or Owens Corning “Tru Definition Duration” Architectural Shingle – High Wind Application

Underlayment: Provide Ice & Water Shield under shingles for 2’-0” from inside wall line at each eave toward ridge, (2) layers of 15# Class B felt applied shingle style under roofing.

Drainage: 5” prefinished gutters with 4” PVC downspouts

DOORS

Door hardware to have #626 satin chromium plated finish

EXT/INT	QTY	SIZE	TYPE	FINISH	HINGES	LOCK	CLOSER	PANIC
Exterior	4	3’x6’8” 8”x32” lite	HM/Galvanized Welded 0.37 U-Factor	Paint	SS-BBRG NRP	Medeco or Schlage Cylinder	LCN 1461	Von Duprin 22L
Interior	2	3’x6’8” 1-3/4” thick	Prehung wood 3/4” Solidcore Vinylwrap	Vinylwrap Oak	STD	Schlage AL10 Passage		
Interior	2	3’x6’8” 1-3/4” thick	Prehung wood 3/4” Solidcore Vinylwrap	Vinylwrap Oak	STD	Schlage AL40 Privacy		

HM=18 ga. insulated steel door with 16 ga. welded steel jamb, weather-stripping, ADA threshold and sweep at exterior doors. Wall bumpers at interior doors

WINDOWS

Galvanized flashing installed under siding and over top flange of windows under trim. Install self-adhesive flashing over exterior flanges per recommended install pattern.

EXT/INT	QTY	SIZE	BRAND	TYPE	GLAZING	FINISH	FILL	Blinds
Exterior	Per drawings	Per drawings	Prime	Horizontal Slider	Dual Low- E Tempered	White Vinyl	Argon Gas	1” Alum. Mini

NFRC 0.29 U-Factor, 0.39 Shading Coefficient

WALL COVER: 1/2" Vinylwrap Tackboard “Calcutta Tan” over 5/8” Type-X gypsum wallboard with plastic laminate wainscot at restroom walls per code

CEILING: 2’x4’ T-bar grid with Armstrong “Cortega” #769A tiles, 8’ 0” AFF

FLOORING/BASE

Restrooms: Armstrong sheet vinyl “Brampton Manor – Misty Morn” #G2291 with 4” rubber base

Kitchen: Armstrong Standard Excelon 1/8” VCT “Shelter White” #51836. Base by others.

Elsewhere: Provided and installed on site by others

INTERIOR TRIM

Walls & Mod Joints: Vinylwrap corners and battens

Windows: Vinylwrap Oak wood surrounds and casings

Doors: Vinylwrap Oak wood casings as required

SPECIALTIES

Toilet tissue holder: (2) single roll – Bobrick B-685

Mirror: (2) 18”x30” framed glass – Bobrick B-165 Series

Grab bars: (2) 36” and (2) 42” - Bobrick B-6806 Series

Signage: (2) ADA compliant restroom sign with braille

CASEWORK

Brand/type: Cascade Casework with Wilsonart plastic laminate, 4” brushed chrome pulls

Classroom: 4 LF of base cabinet with full height doors, countertop at 24” AFF

Kitchen: 10.5 LF of base cabinet with drawers and doors. Removable panel at water heater enclosure

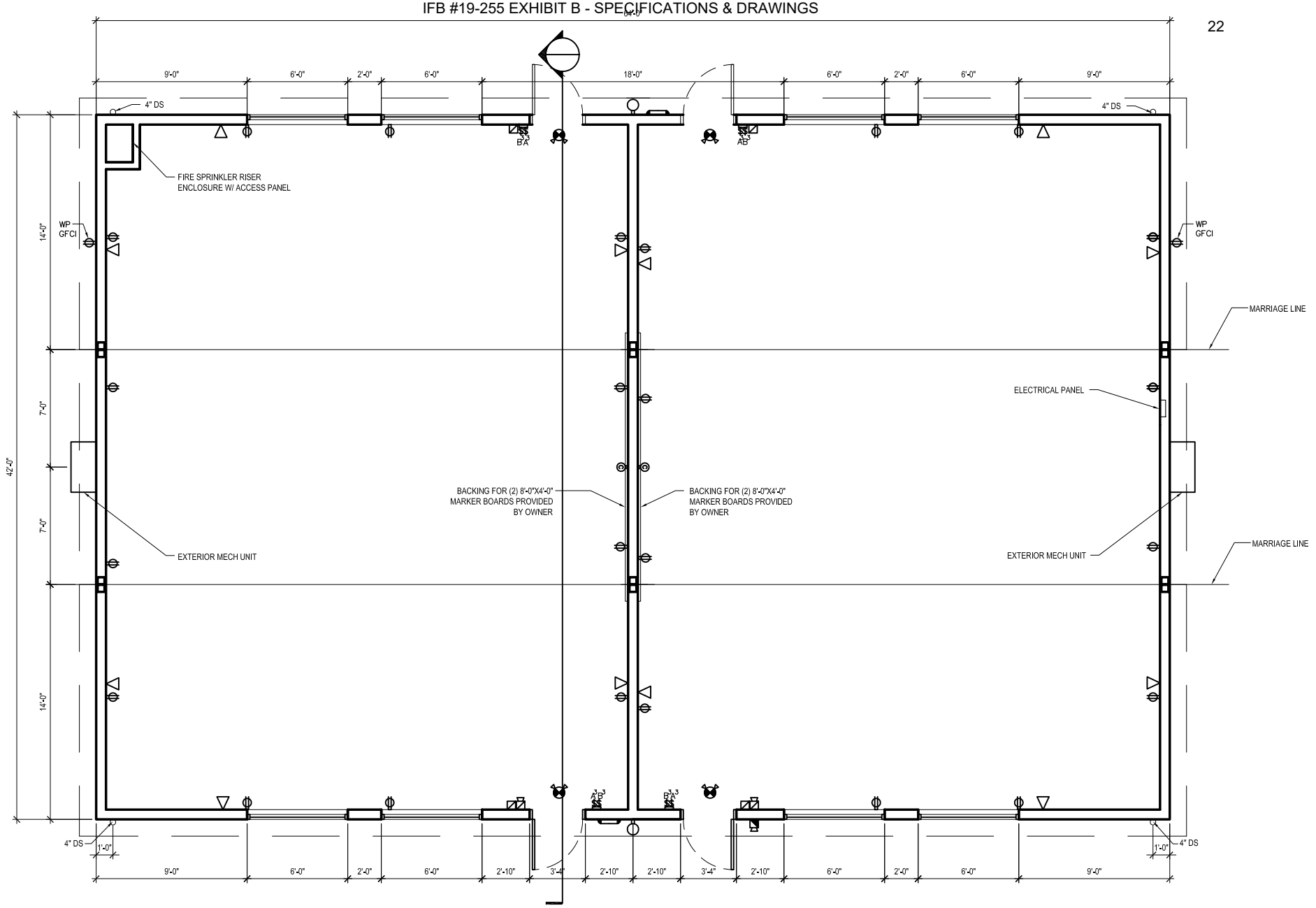
Countertops: Wilsonart plastic laminate counter, backsplash and front edge

HVAC

Comb Hear/AC: (2) Bard wall hung Heat Pumps – 3 ton 10 kw with integral ERV-11 EER rated

Supply Ducting: Round galvanized overhead and insulated flexduct with flexduct sound isolation sleeves at flow controls at wyes – R-4 insulated flexduct

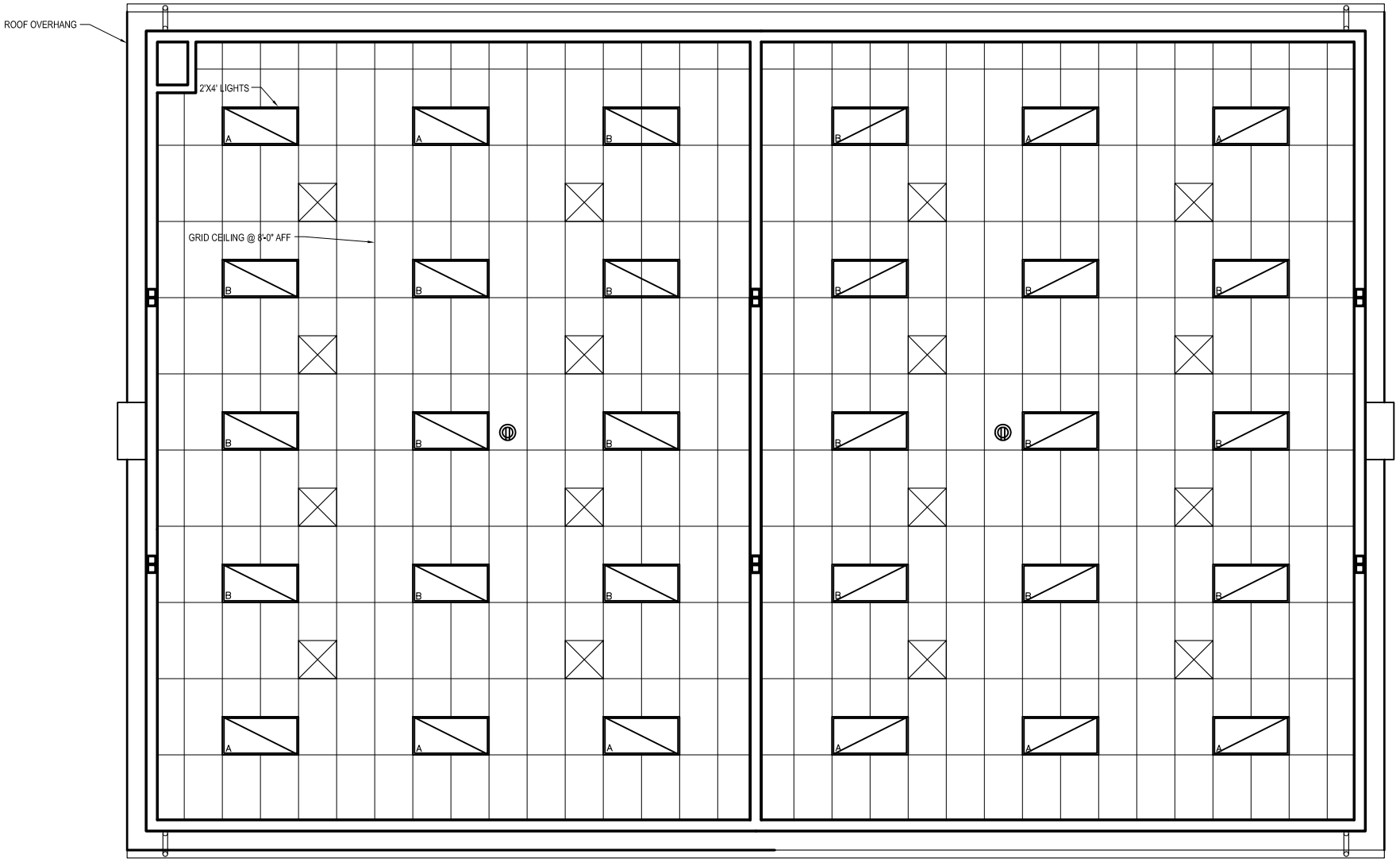
Diffuser:	24”x24” T-bar with no dampers
Indoor Thermostat:	(2) Bard 0403-060 with microprocessor – 7 day programmable automatic setback – deadband control – occupancy integrated with lighting system
Outdoor Thermostat:	(2) Bard CMC-28 outdoor stat
Return Air:	Thru return air grills in wall down low
CO2 Sensor:	(2) Bard 8403-067 - Demand Control Ventilation
PLUMBING	
Toilet - ADA:	(2) Elongated bowl ADA mounting height, pressure assist – Gerber 21-318 with seat
Toilet - Child:	(1) Round Bowl, 10 ¼” height, 1.6 gal gravity tank – Proflo PF1712BB/1700 with PFTS1000 seat
Lavatory:	(2) 19”x17” wall hung – Gerber 12-314, with ceramic disc, hot limit stop ADA lever handle faucet – A/S 4175.004.002
Classroom sink:	(2) 15”x15” stainless steel, single bowl – Dayton D115152 with ceramic disc, wrist blade handle gooseneck faucet – A/S 7500.170.002
Kitchen sink:	(1) 33”x19” stainless steel, double compartment – Dayton D233193 with ceramic disc, ADA single handle swing faucet – A/S 4175.500.002
Water heater:	(1) 10 gallon, 120 volts, 1650 watts, energy saver – AO Smith EJC-10
Floor drain:	(1) PVC body, polished nickel ring and grate – SC8222PNR
Trap primer:	(1) Automatic activation at pressure drop – Proflo PFP2500
Water lines:	Copper and Aquapex – single point water stub
Sewer lines:	ABS or PVC DWV Schedule 40 plastic
One point connection:	Plumbing tree provided by Owner
ELECTRICAL	
Service:	120/240V single phase – Stub through exterior wall
Panel:	(1) 200-amp Panel A - Square D HOM2040M200TC, (1) 100-amp Panel B - Square D HOM1224M100
Material:	Metallic raceway system
Receptacles:	(18) 20 amp wall duplex - Leviton CR20 Tamper proof– Half of the receptacles hot and half controlled, (2) ceiling mounted
	(2) 15 amp clock – Leviton 688
	(1) Dedicated 20 amp GFCI – Leviton 7899
	(2) Exterior 20 amp GFCI WP – Leviton w/ Intermatic WP 1100C cover
Switches:	(10) Three way – Leviton CS320
Finish:	All devices and face plates to be ivory
Automatic Controls:	nLight nPP20PL plug load control relay
Wire for:	All HVAC equipment noted above. (1) Future range with hood. (1) 10 gallon, 120 volt, 1650 watt water heater.
Interior Lights:	(18) 2’x4’ LED Volumetric Troffer – nLight enabled, 6000 lumen, 53 watts, 4000K with embedded occupancy and daylight sensors communicating on CAT5E Local Network, Lithonia BLT460LADPEZ1LP840N100NES7ADCX
Exit- Emergency Combo:	(4) Illuminated with dual head emergency lights and battery backup, red letters – Lithonia LHQM
Exterior Light:	(3) 18 watt LED with vandal resistant cover and integral photo cell
Ext. Emergency Light:	(3) dual head with battery backup
FA Raceway only:	(1) Exterior Horn/Strobe, (4) Pull Stations, (5) Interior Horn/Strobe 4” square boxes with single gang mud ring (all painted red) – Stub up only with ½” flex conduit
Phone/Data Box:	(8) 4” square box, single gang, with ¾” conduit up and down



PORTABLE FLOOR PLAN
SCALE: 1/8" = 1'- 0"

EXTENDED DOUBLE PORTABLE - 42' x 64'

KCDA
12-17-2018



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EXTENDED DOUBLE PORTABLE - 42' x 64'

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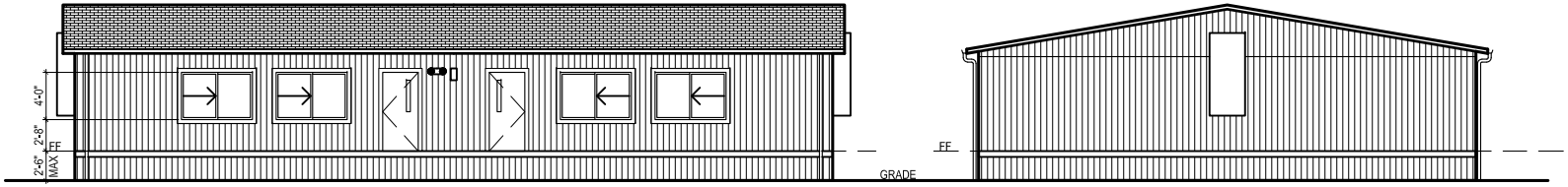

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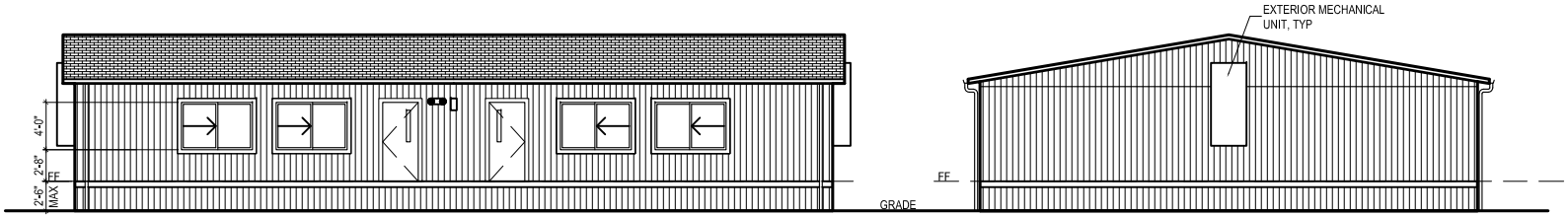

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EXTENDED DOUBLE PORTABLE - 42' x 64'

KCDA
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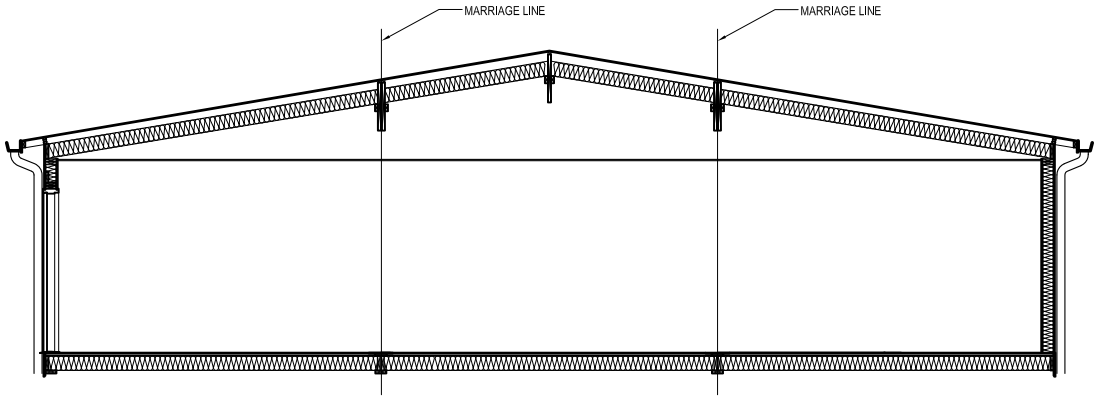

PORTABLE SECTION
SCALE: 1/8" = 1'- 0"

EXTENDED DOUBLE PORTABLE - 42' x 64'

KCDA
12-17-2018

DESIGN LOADS:

Date:	12/17/2018	Size:	42x64	Floor:	40
Customer:		Description:	Large Double Classroom	Wind:	120/B
Location:	Washington		Modular	Roof:	30
Project:		Insignias:	Washington		

MBI Seals –One per Module

FOUNDATION	Pressure treated code compliant wood pony wall foundation system with all required tie-downs.
FLOOR SYSTEM	
Joists:	2x8 @ 16” o.c. with joist hangers at all joists, DF #2 or better.
Rims:	Continuous 2 x 8 LVL 2.0E or double 2x8 lumber
	12” high moisture barrier installed on perimeter over sheathing at floor rims and end joists
Bottom cover:	Class “A” woven polyethylene fabric
Insulation:	R-30 – Two layers R-15 unfaced fiberglass batt
Decking:	23/32" APA rated T&G – glued and nailed (air barrier component)
WALL FRAMING	
Framing (exterior):	2x6 @ 16” o.c. with continuous double 2x6 top plate or single continuous 2x6 LVL 2.0E top plate – Height = 97”
Framing (interior)	2x4 @ 24” o.c. full height to bottom of structure with 3-1/2” acoustic batt insulation
Columns:	Wood or steel end columns with steel posts built into crosswall
ROOF STRUCTURE	
Framing:	2x10 rafters min. @ 24” o.c., hem-fir #2 or better. Roof pitch = 2/12 min.
	12” roof overhang on all sides of building
Bottom cover:	Air Barrier material meeting ASTM E-2178 and ASTM E-84 – Class A
Ridge beam:	Continuous ridge beam that clear spans to exterior walls and cross-walls (no exposed interior posts)
Insulation:	R-38 batts, blown, or foam. Provide insulation furring below rafters to allow for vent space above
Sheathing:	7/16” APA rated (24/16) minimum
Venting:	Continuous soffit & ridge
EXTERIOR WALL FINISH	
Insulation (Exterior):	R-21 fiberglass batt between studs
Sheathing:	5/8” exterior gypsum board with treated core
Weather Resistive Barrier:	Tyvek Housewrap or equal.
	Moist-stop moisture barrier applied over sheathing and under siding at lower 12” of building and at all corners from floor to roof
Air Barrier:	Use caulking, tape seals, spray foam, etc. as needed to meet all WA State air barrier requirements
Siding:	5/8” Duratemp T1-11 with grooves 8” o/c
	No horizontal breaks in siding except at end walls – Use 4’x9’ panels
Trims:	Finger jointed rough-sawn cedar
Corners:	1x4 - 2”x2” galvanized flashing installed over siding and under corners
Mod Line:	1x4
Fascia & Barge:	1x6
Windows & Doors:	1x4
Flashings:	Z flashing at bottom of siding and at gable end siding break – 2” back leg and ¾” front leg
Skirting:	Pressure treated CDX plywood skirting - 30” maximum height
Paint:	MPI #15 latex exterior, low sheen (MPI Gloss Level 3-4)

<table>
<tr><td>ROOFING</td><td></td></tr>
<tr><td>Cover:</td><td>Pabco “Premier” or Owens Corning “Tru Definition Duration” Architectural Shingle – High Wind Application</td></tr>
<tr><td>Underlayment:</td><td>Provide Ice & Water Shield under shingles for 2’-0” from inside wall line at each eave toward ridge, (2) layers of 15# Class B felt applied shingle style under roofing.</td></tr>
<tr><td>Drainage:</td><td>5” prefinished gutters with 4” PVC downspouts</td></tr>
<tr><td>DOORS</td><td>Door hardware to have #626 satin chromium plated finish
<table>
<tr><th>EXT/INT</th><th>QTY</th><th>SIZE</th><th>TYPE</th><th>FINISH</th><th>HINGES</th><th>LOCK</th><th>CLOSER</th><th>PANIC</th></tr>
<tr><td>Exterior</td><td>4</td><td>3’x6’8” 8”x32” lite</td><td>HM/Galvanized Welded 0.37 U-Factor</td><td>Paint</td><td>SS-BBRG NRP</td><td>Medeco or Schlage Cylinder</td><td>LCN 1461</td><td>Von Duprin 22L</td></tr>
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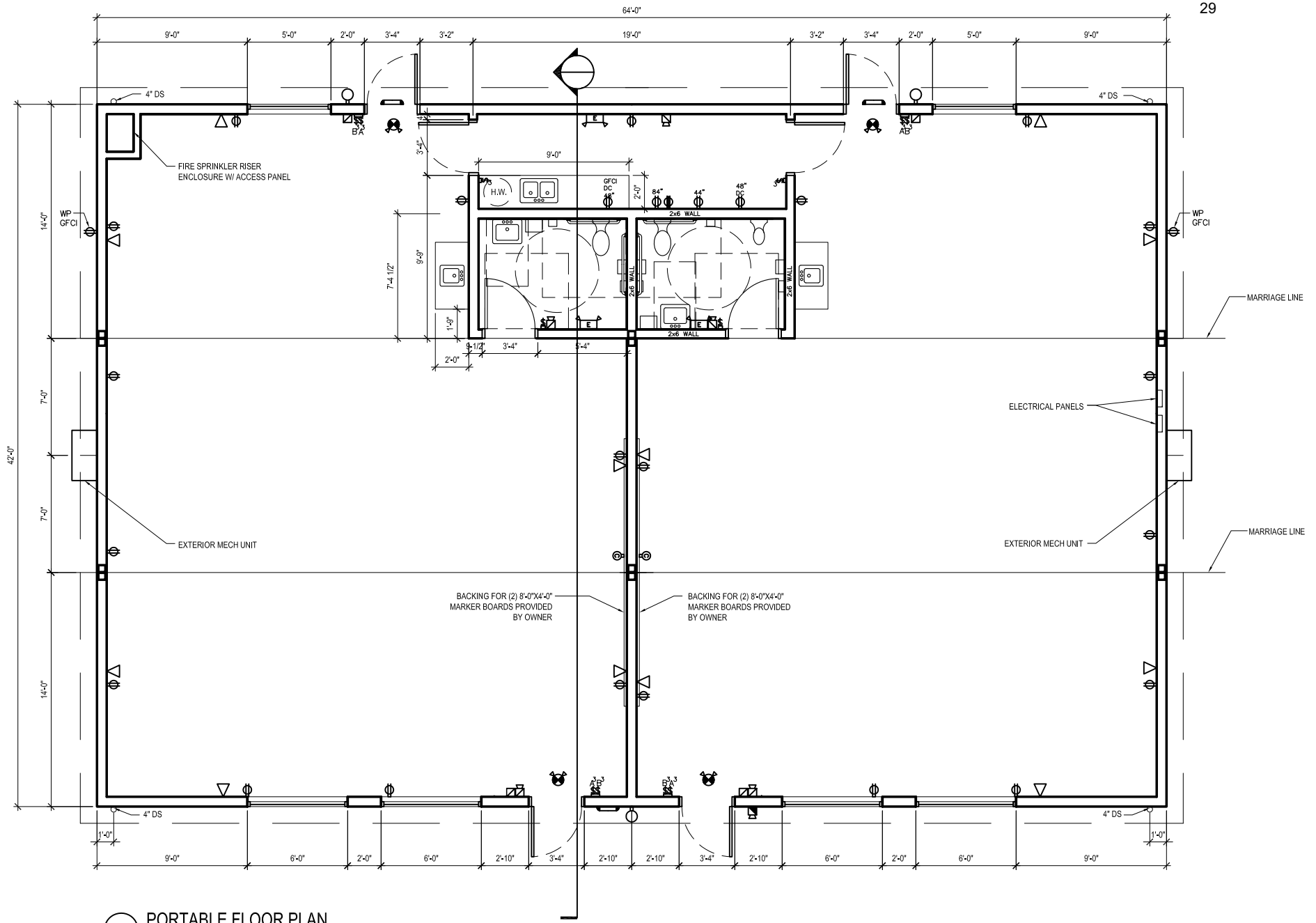
HM=18 ga. insulated steel door with 16 ga. welded steel jamb, weather-stripping, ADA threshold and sweep.</td></tr>
<tr><td>WINDOWS</td><td>Galvanized flashing installed under siding and over top flange of windows under trim. Install self-adhesive flashing over exterior flanges per recommended install pattern.
<table>
<tr><th>EXT/INT</th><th>QTY</th><th>SIZE</th><th>BRAND</th><th>TYPE</th><th>GLAZING</th><th>FINISH</th><th>FILL</th><th>Blinds</th></tr>
<tr><td>Exterior</td><td>Per drawings</td><td>Per drawings</td><td>Prime</td><td>Horizontal Slider</td><td>Dual Low- E Tempered</td><td>White Vinyl</td><td>Argon Gas</td><td>1” Alum. Mini</td></tr>
</table>
NFRC 0.29 U-Factor, 0.39 Shading Coefficient</td></tr>
<tr><td>WALL COVER</td><td>1/2" Vinylwrap Tackboard “Calcutta Tan” over 5/8” Type-X gypsum wallboard</td></tr>
<tr><td>CEILING</td><td>2’x4’ T-bar grid with Armstrong “Cortega” #769A tiles, 8’ 0” AFF</td></tr>
<tr><td>FLOORING/BASE</td><td>Provided and installed on site by others</td></tr>
<tr><td>INTERIOR TRIM</td><td></td></tr>
<tr><td>Walls & Mod Joints:</td><td>Vinylwrap corners and battens</td></tr>
<tr><td>Windows:</td><td>Vinylwrap Oak wood surrounds and casings</td></tr>
<tr><td>Doors:</td><td>Vinylwrap Oak wood casings as required</td></tr>
<tr><td>HVAC</td><td></td></tr>
<tr><td>Comb Hear/AC:</td><td>(2) Bard wall hung Heat Pumps – 4 ton 15 kw with integral ERV-11 EER rated</td></tr>
<tr><td>Supply Ducting:</td><td>Round galvanized overhead and insulated flexduct with flexduct sound isolation sleeves at flow controls at wyes – R-4 insulated flexduct</td></tr>
<tr><td>Diffuser:</td><td>24”x24” T-bar with no dampers</td></tr>
<tr><td>Indoor Thermostat:</td><td>(2) Bard 0403-060 with microprocessor – 7 day programmable automatic setback – deadband control – occupancy integrated with lighting system</td></tr>
<tr><td>Outdoor Thermostat:</td><td>(2) Bard CMC-28 outdoor stat</td></tr>
<tr><td>Return Air:</td><td>Thru return air grills in wall down low</td></tr>
<tr><td>CO2 Sensor:</td><td>(2) Bard 8403-067 - Demand Control Ventilation</td></tr>
<tr><td>SPRINKLER SYSTEM</td><td>Automatic fire suppression system meeting Washington State Fire Code and local jurisdiction requirements, sized for available supply and fire flow. Assume a static design pressure of 59 psi, residual pressure of 51 psi, and a flow of 1640 gpm.</td></tr>
<tr><td>ELECTRICAL</td><td></td></tr>
<tr><td>Service:</td><td>120/240V single phase – Stub through exterior wall</td></tr>
<tr><td>Panel:</td><td>(1) 200-amp Square D HOM1224M100PTBP</td></tr>
<tr><td>Material:</td><td>Metallic raceway system</td></tr>
<tr><td>Receptacles:</td><td>(24) 20 amp wall duplex - Leviton CR20 – Half of the receptacles hot and half controlled, (2) ceiling mounted</td></tr>
<tr><td></td><td>(2) 15 amp clock – Leviton 688</td></tr>
<tr><td></td><td>(2) Exterior 20 amp GFCI WP – Leviton w/ Intermatic WP 1100C cover</td></tr>
<tr><td>Switches:</td><td>(8) Three way – Leviton CS320</td></tr>
<tr><td>Finish:</td><td>All devices and face plates to be ivory</td></tr>
<tr><td>Automatic Controls:</td><td>nLight nPP20PL plug load control relay</td></tr>
<tr><td>Wire for:</td><td>All HVAC equipment noted above</td></tr>
<tr><td>Interior Lights:</td><td>(24) 2’x4’ LED Volumetric Troffer – nLight enabled, 6000 lumen, 53 watts, 4000K with embedded occupancy and daylight sensors communicating on CAT5E Local Network, Lithonia</td></tr>
</table>

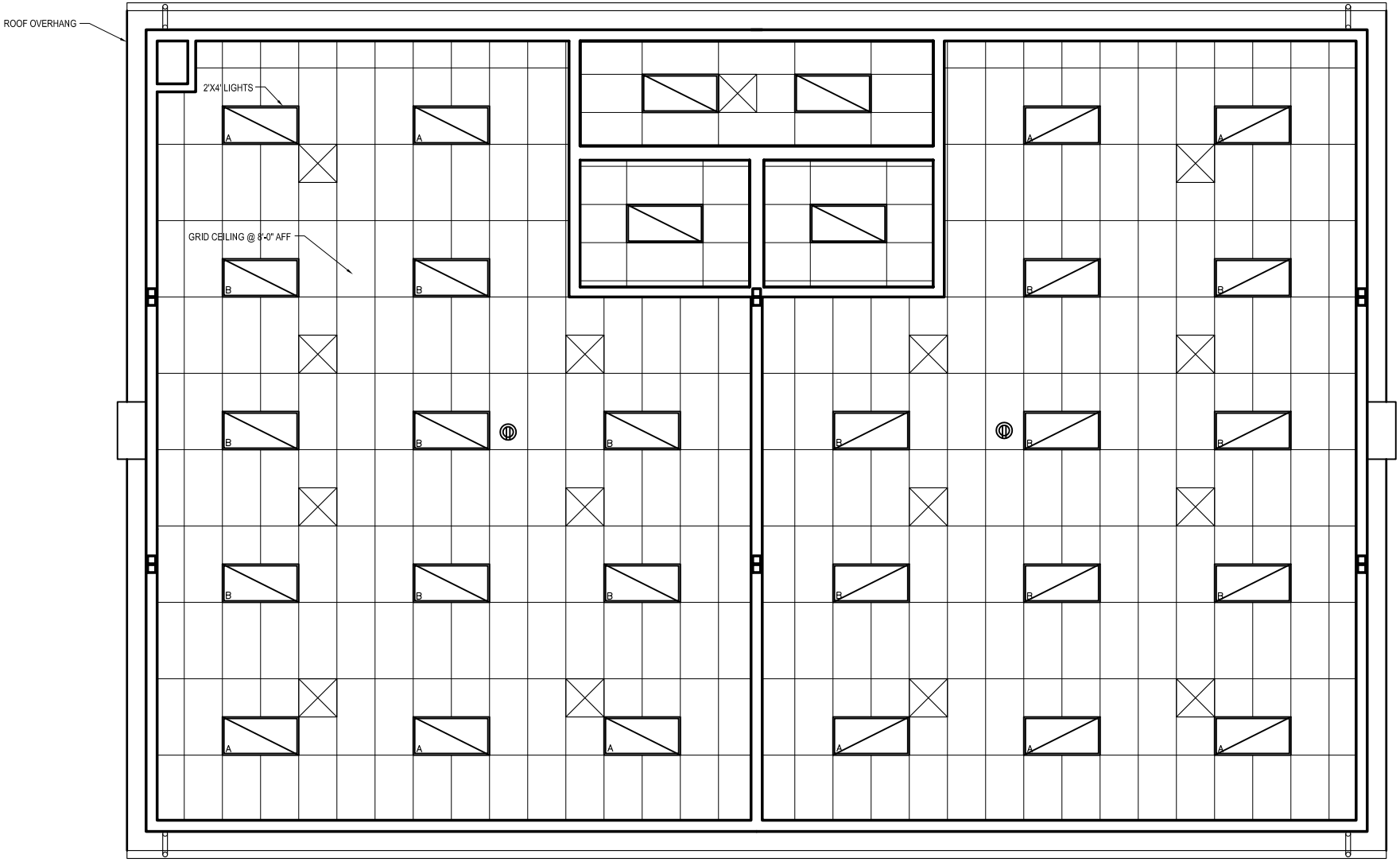
	BLT460LADPEZ1LP840N100NES7ADCX
Exit-Emergency Combo:	(4) illuminated red letters with dual head emergency lights and battery back-up – Lithonia LHQM LED
Exterior Light:	(2) 18 watt LED with vandal resistant cover and integral photo cell and 90 min. battery back-up
Ext. Emergency Light:	(2) dual head with battery back-up – Lithonia ELM2L
FA Raceway only:	(1) Exterior Horn/Strobe, (4) Pull Stations, (2) Interior Horn/Strobe 4" square boxes with single gang mud ring (all painted red) – Stub up only with ½" flex conduit
Phone/Data Box:	(12) 4" square box, single gang, with ¾" conduit up and down



PORTABLE FLOOR PLAN
SCALE: 1/8" = 1'- 0"

EXTENDED DOUBLE PORTABLE W/ RESTOOMS AND KITCHEN - 42' x 64'

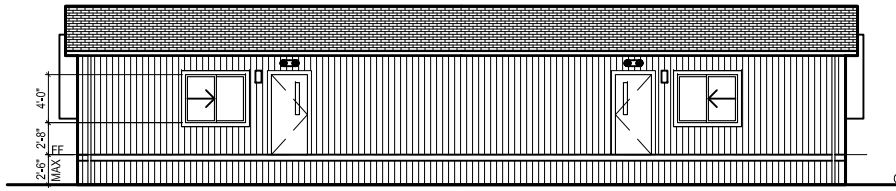
KCDA
12-17-2018



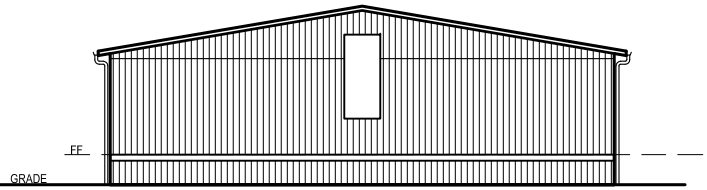
PORTABLE RCP
SCALE: 1/8" = 1'- 0"

EXTENDED DOUBLE PORTABLE W/ RESTOOMS AND KITCHEN - 42' x 64'

KCDA
12-17-2018

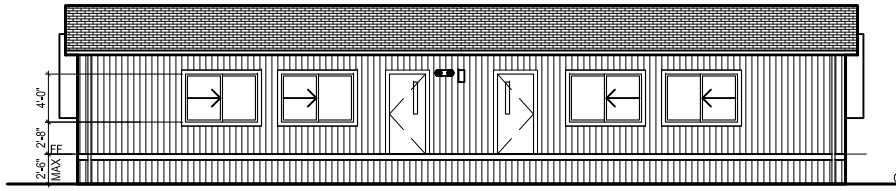


BACK ELEVATION
SCALE: 1/16" = 1'-0"

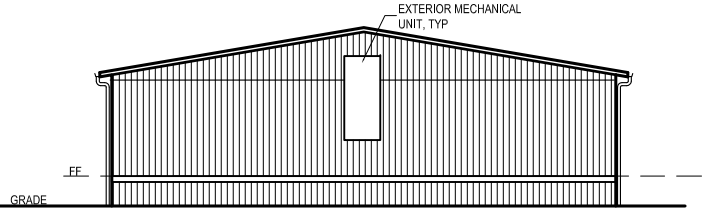


SIDE ELEVATION
SCALE: 1/16" = 1'-0"

GENERAL NOTE: FOUNDATION TO BE PROVIDED BY OTHERS



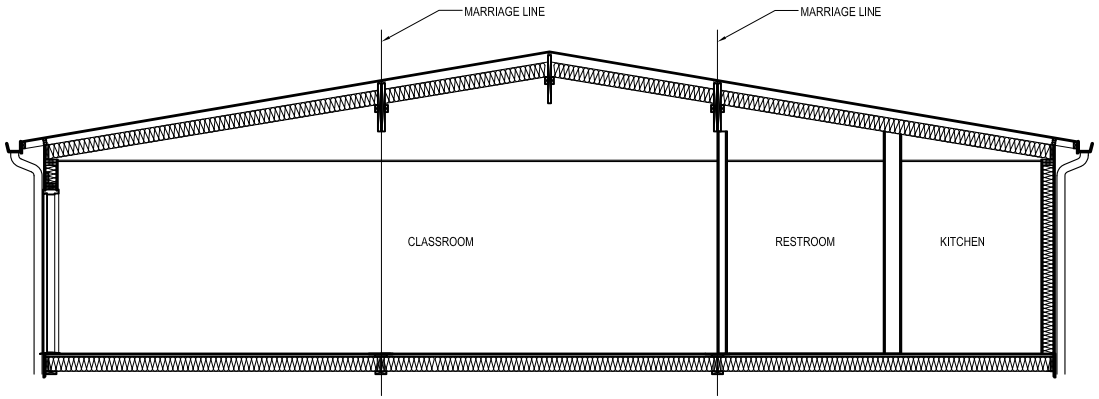
FRONT ELEVATION
SCALE: 1/16" = 1'-0"



SIDE ELEVATION
SCALE: 1/16" = 1'-0"

EXTENDED DOUBLE PORTABLE W/ RESTOOMS AND KITCHEN - 42' x 64'

KCDA
12-17-2018



PORTABLE SECTION
SCALE: 1/8" = 1'- 0"

EXTENDED DOUBLE PORTABLE W/ RESTOOMS AND KITCHEN - 42' x 64'

KCDA
12-17-2018

DESIGN LOADS:

Date:	1217/2018	Size:	42x64	Floor:	40
Customer:		Description:	Lrg Dbl Classroom w/RR	Wind:	120/B
Location:	Washington		Modular	Roof:	30
Project:		Insignias:	Washington		

MBI Seals –One per Module

FOUNDATION	Pressure treated code compliant wood pony wall foundation system with all required tie-downs.
FLOOR SYSTEM	
Joists:	2x8 @ 16” o.c. with joist hangers at all joists, DF #2 or better.
Rims:	Continuous 2 x 8 LVL 2.0E or double 2x8 lumber
	12” high moisture barrier installed on perimeter over sheathing at floor rims and end joists
Bottom cover:	Class “A” woven polyethylene fabric
Insulation:	R-30 – Two layers R-15 unfaced fiberglass batt
Decking:	23/32" APA rated T&G – glued and nailed (air barrier component)
	¼” Ultraply XL in restrooms and kitchen
WALL FRAMING	
Framing (exterior):	2x6 @ 16” o.c. with continuous double 2x6 top plate or single continuous 2x6 LVL 2.0E top plate – Height = 97”
Framing (interior)	2x4 @ 24” o.c. full height to bottom of structure with 3-1/2” acoustic batt insulation
Columns:	Wood or steel end columns with steel post built into crosswall
ROOF STRUCTURE	
Framing:	2x10 rafters min. @ 24” o.c., hem-fir #2 or better. Roof pitch = 2/12 min.
	12” roof overhang on all sides of building
Bottom cover:	Air Barrier material meeting ASTM E-2178 and ASTM E-84 – Class A
Ridge beam:	Continuous ridge beam that clear spans to exterior walls and cross-walls (no exposed interior posts)
Insulation:	R-38 batts, blown, or foam. Provide insulation furring below rafters to allow for vent space above
Sheathing:	7/16” APA rated (24/16) minimum
Venting:	Continuous soffit & ridge
EXTERIOR WALL FINISH	
Insulation (Exterior):	R-21 fiberglass batt between studs
Sheathing:	5/8” exterior gypsum board with treated core
Weather Resistive Barrier:	Tyvek Housewrap or equal.
	Moist-stop moisture barrier applied over sheathing and under siding at lower 12” of building and at all corners from floor to roof
Air Barrier:	Use caulking, tape seals, spray foam, etc. as needed to meet all WA State air barrier requirements
Siding:	5/8” Duratemp T1-11 with grooves 8” o/c
	No horizontal breaks in siding except at end walls – Use 4’x9’ panels
Trims:	Finger jointed rough-sawn cedar
Corners:	1x4 - 2”x2” galvanized flashing installed over siding and under corners
Mod Line:	1x4
Fascia & Barge:	1x6
Windows & Doors:	1x4
Flashings:	Z flashing at bottom of siding and at gable end siding break – 2” back leg and ¾” front leg
Skirting:	Pressure treated CDX plywood skirting - 30” maximum height
Paint:	MPI #15 latex exterior, low sheen (MPI Gloss Level 3-4)

ROOFING

Cover: Pabco “Premier” or Owens Corning “Tru Definition Duration” Architectural Shingle – High Wind Application

Underlayment: Provide Ice & Water Shield under shingles for 2’-0” from inside wall line at each eave toward ridge, (2) layers of 15# Class B felt applied shingle style under roofing.

Drainage: 5” prefinished gutters with 4” PVC downspouts

DOORS

Door hardware to have #626 satin chromium plated finish

EXT/INT	QTY	SIZE	TYPE	FINISH	HINGES	LOCK	CLOSER	PANIC
Exterior	4	3’x6’8” 8”x32” lite	HM/Galvanized Welded 0.37 U-Factor	Paint	SS-BBRG NRP	Medeco SFIC Cylinder	LCN 1461	Von Duprin 22L
Interior	2	3’x6’8” 1-3/4” thick	Prehung wood 3/4” Solidcore Vinylwrap	Vinylwrap Oak	STD	Schlage AL10 Passage		
Interior	2	3’x6’8” 1-3/4” thick	Prehung wood 3/4” Solidcore Vinylwrap	Vinylwrap Oak	STD	Schlage AL40 Privacy		

HM=18 ga. insulated steel door with 16 ga. welded steel jamb, weather-stripping, ADA threshold and sweep at exterior doors. Wall bumpers at interior doors

WINDOWS

Galvanized flashing installed under siding and over top flange of windows under trim. Install self-adhesive flashing over exterior flanges per recommended install pattern.

EXT/INT	QTY	SIZE	BRAND	TYPE	GLAZING	FINISH	FILL	Blinds
Exterior	Per drawings	Per drawings	Prime	Horizontal Slider	Dual Low- E Tempered	White Vinyl	Argon Gas	1” Alum. Mini

NFRC 0.29 U-Factor, 0.39 Shading Coefficient

WALL COVER: 1/2" Vinylwrap Tackboard “Calcutta Tan” over 5/8” Type-X gypsum wallboard with plastic laminate wainscot at restroom walls per code

CEILING: 2’x4’ T-bar grid with Armstrong “Cortega” #769A tiles, 8’ 0” AFF

FLOORING/BASE

Restrooms: Armstrong sheet vinyl “Brampton Manor – Misty Morn” #G2291 with 4” rubber base

Kitchen: Armstrong Standard Excelon 1/8” VCT “Shelter White” #51836. Base by others.

Elsewhere: Provided and installed on site by others

INTERIOR TRIM

Walls & Mod Joints: Vinylwrap corners and battens

Windows: Vinylwrap Oak wood surrounds and casings

Doors: Vinylwrap Oak wood casings as required

SPECIALTIES

Toilet tissue holder: (2) single roll – Bobrick B-685

Mirror: (2) 18”x30” framed glass – Bobrick B-165 Series

Grab bars: (2) 36” and (2) 42” - Bobrick B-6806 Series

Signage: (2) ADA compliant restroom sign with braille

CASEWORK

Brand/type: Cascade Casework with Wilsonart plastic laminate, 4” brushed chrome pulls

Classroom: 4 LF of base cabinet with full height doors, countertop at 24” AFF

Kitchen: 10.5 LF of base cabinet with drawers and doors. Removable panel at water heater enclosure

Countertops: Wilsonart plastic laminate counter, backsplash and front edge

HVAC

Comb Hear/AC: (2) Bard wall hung Heat Pumps – 4 ton 15 kw with integral ERV-11 EER rated

Supply Ducting: Round galvanized overhead and insulated flexduct with flexduct sound isolation sleeves at flow controls at wyes – R-4 insulated flexduct

Diffuser: 24”x24” T-bar with no dampers

Indoor Thermostat:	(2) Bard 0403-060 with microprocessor – 7 day programmable automatic setback – deadband control – occupancy integrated with lighting system
Outdoor Thermostat:	(2) Bard CMC-28 outdoor stat
Return Air:	Thru return air grills in wall down low
CO2 Sensor:	(2) Bard 8403-067 - Demand Control Ventilation
SPRINKLER SYSTEM	Automatic fire suppression system meeting Washington State Fire Code and local jurisdiction requirements, sized for available supply and fire flow. Assume a static design pressure of 59 psi, residual pressure of 51 psi, and a flow of 1640 gpm.
PLUMBING	
Toilet - ADA:	(2) Elongated bowl ADA mounting height, pressure assist – Gerber 21-318 with seat
Toilet - Child:	(1) Round Bowl, 10 ¼" height, 1.6 gal gravity tank – Proflo PF1712BB/1700 with PFTS1000 seat
Lavatory:	(2) 19"x17" wall hung – Gerber 12-314, with ceramic disc, hot limit stop ADA lever handle faucet – A/S 4175.004.002
Classroom sink:	(2) 15"x15" stainless steel, single bowl – Dayton D115152 with ceramic disc, wrist blade handle gooseneck faucet – A/S 7500.170.002
Kitchen sink:	(1) 33"x19" stainless steel, double compartment – Dayton D233193 with ceramic disc, ADA single handle swing faucet – A/S 4175.500.002
Water heater:	(1) 10 gallon, 120 volts, 1650 watts, energy saver – AO Smith EJC-10
Floor drain:	(1) PVC body, polished nickel ring and grate – SC8222PNR
Trap primer:	(1) Automatic activation at pressure drop – Proflo PFP2500
Water lines:	Copper and Aquapex – single point water stub
Sewer lines:	ABS or PVC DWV Schedule 40 plastic
One point connection:	Plumbing tree provided by Owner
ELECTRICAL	
Service:	120/240V single phase – Stub through exterior wall
Panel:	(1) 200-amp Panel A - Square D HOM2040M200TC, (1) 100-amp Panel B - Square D HOM1224M100
Material:	Metallic raceway system
Receptacles:	(22) 20 amp wall duplex - Leviton CR20 Tamper proof– Half of the receptacles hot and half controlled, (2) ceiling mounted
	(2) 15 amp clock – Leviton 688
	(1) Dedicated 20 amp GFCI – Leviton 7899
	(2) Exterior 20 amp GFCI WP – Leviton w/ Intermatic WP 1100C cover
Switches:	(10) Three way – Leviton CS320
Finish:	All devices and face plates to be ivory
Automatic Controls:	nLight nPP20PL plug load control relay
Wire for:	All HVAC equipment noted above. (1) Future range with hood. (1) 10 gallon, 120 volt, 1650 watt water heater.
Interior Lights:	(30) 2'x4' LED Volumetric Troffer – nLight enabled, 6000 lumen, 53 watts, 4000K with embedded occupancy and daylight sensors communicating on CAT5E Local Network, Lithonia BLT460LADPEZ1LP840N100NES7ADCX
Exit- Emergency Combo:	(4) Illuminated with dual head emergency lights and battery backup, red letters – Lithonia LHQM
Exterior Light:	(3) 18 watt LED with vandal resistant cover and integral photo cell
Ext. Emergency Light:	(3) dual head with battery backup
FA Raceway only:	(1) Exterior Horn/Strobe, (4) Pull Stations, (5) Interior Horn/Strobe 4" square boxes with single gang mud ring (all painted red) – Stub up only with ½" flex conduit
Phone/Data Box:	(8) 4" square box, single gang, with ¾" conduit up and down

DESIGN LOADS:

Date:	12/17/2018	Size:	70x64	Floor:	40
Customer:		Description:	Six Classroom Building	Wind:	120/B
Location:	Washington		Modular	Roof:	30
Project:		Insignias:	Washington		

MBI Seals –One per Module

FOUNDATION	Pressure treated code compliant wood pony wall foundation system with all required tie-downs.
FLOOR SYSTEM	
Joists:	2x8 @ 16” o.c. with joist hangers at all joists, DF #2 or better.
Rims:	Continuous 2 x 8 LVL 2.0E or double 2x8 lumber
	12” high moisture barrier installed on perimeter over sheathing at floor rims and end joists
Bottom cover:	Class “A” woven polyethylene fabric
Insulation:	R-30 – Two layers R-15 unfaced fiberglass batt
Decking:	23/32" APA rated T&G – glued and nailed (air barrier component)
WALL FRAMING	
Framing (exterior):	2x6 @ 16” o.c. with continuous double 2x6 top plate or single continuous 2x6 LVL 2.0E top plate – Height = 114”
Framing (interior)	2x4 @ 24” o.c. full height to bottom of structure with 3-1/2” acoustic batt insulation
Fire Sprinkler Riser Enclosure:	2x4 @ 16” o.c. to ceiling with access panel
Columns:	Wood or steel end columns with steel posts built into interior walls
ROOF STRUCTURE	
Framing:	2x10 min. rafters @ 24” o.c., hem-fir #2 or better. Roof pitch = ¼”/12” min.
	12” roof overhang on all sides of building, tapered or vertical 24” high mansard
Bottom cover:	½” gypsum wallboard
Ridge beam:	Continuous ridge beam that clear spans to exterior walls and interior walls (no exposed interior posts)
Insulation:	4” rigid on top of roof sheathing, R-30 batts, blown, or foam below. Total = R-49
Sheathing:	15/32” OSB LP Flameblock
Venting:	None
EXTERIOR WALL FINISH	
Insulation (Exterior):	R-21 fiberglass batt between studs
Sheathing:	3/8” CDX plywood or 5/8” exterior gypsum board with treated core
Weather Resistive Barrier:	Tyvek Housewrap or equal.
	Moist-stop moisture barrier applied over sheathing and under siding at lower 12” of building and at all corners from floor to roof
Air Barrier:	Use caulking, tape seals, spray foam, etc. as needed to meet all WA State air barrier requirements
Siding:	5/8” Duratemp T1-11 with grooves 8” o/c
	No horizontal breaks in siding except at end walls – Use 4’x9’ panels
Trims:	Finger jointed rough-sawn cedar
Corners:	1x4 - 2”x2” galvanized flashing installed over siding and under corners
Mod Line:	1x4
Fascia & Barge:	1x6
Windows & Doors:	1x4
Flashings:	Z flashing at bottom of siding and at gable end siding break – 2” back leg and ¾” front leg
Soffit:	¼” Fiber Cement Panel at bottom of Mansard Roof
Skirting:	Pressure treated CDX plywood skirting - 30” maximum height
Paint:	MPI #15 latex exterior, low sheen (MPI Gloss Level 3-4)

<table>
<tr><td>ROOFING</td><td></td></tr>
<tr><td>Cover:</td><td>Fully adhered 45 mil non-reinforced EPDM, 26 ga standing seam metal at mansard</td></tr>
<tr><td>Drainage:</td><td>4” PVC downspouts with roof drains and overflows</td></tr>
<tr><td>DOORS</td><td>Door hardware to have #626 satin chromium plated finish
<table>
<tr><th>EXT/INT</th><th>QTY</th><th>SIZE</th><th>TYPE</th><th>FINISH</th><th>HINGES</th><th>LOCK</th><th>CLOSER</th><th>PANIC</th></tr>
<tr><td>Exterior</td><td>6</td><td>3’x6’8” 8”x32” lite</td><td>HM/Galvanized Welded 0.37 U-Factor</td><td>Paint</td><td>SS-BBRG NRP</td><td>Medeco or Schlage Cylinder</td><td>LCN 1461</td><td>Von Duprin 22L</td></tr>
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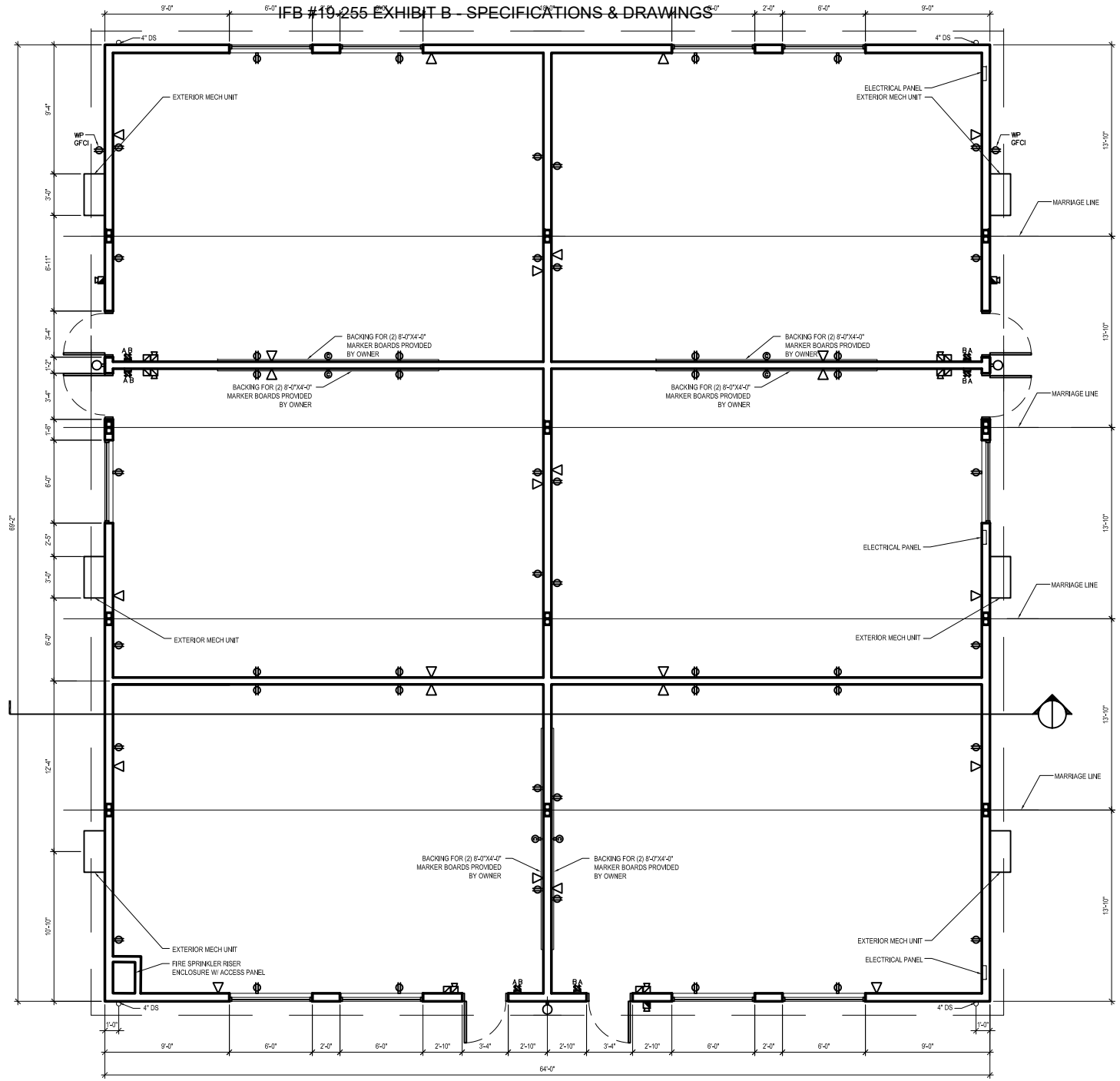
HM=18 ga. insulated steel door with 16 ga. welded steel jamb, weather-stripping, ADA threshold and sweep.</td></tr>
<tr><td>WINDOWS</td><td>Galvanized flashing installed under siding and over top flange of windows under trim. Install self-adhesive flashing over exterior flanges per recommended install pattern.
<table>
<tr><th>EXT/INT</th><th>QTY</th><th>SIZE</th><th>BRAND</th><th>TYPE</th><th>GLAZING</th><th>FINISH</th><th>FILL</th><th>Blinds</th></tr>
<tr><td>Exterior</td><td>Per drawings</td><td>Per drawings</td><td>Prime</td><td>Horizontal Slider</td><td>Dual Low- E Tempered</td><td>White Vinyl</td><td>Argon Gas</td><td>1” Alum. Mini</td></tr>
</table>
NFRC 0.29 U-Factor, 0.39 Shading Coefficient</td></tr>
<tr><td>WALL COVER</td><td>1/2" Vinylwrap Tackboard “Calcutta Tan” over 5/8” Type-X gypsum wallboard</td></tr>
<tr><td>CEILING</td><td>2’x4’ T-bar grid with Armstrong “Cortega” #769A tiles, 8’ 0” AFF</td></tr>
<tr><td>FLOORING/BASE</td><td>Provided and installed on site by others</td></tr>
<tr><td>INTERIOR TRIM</td><td></td></tr>
<tr><td>Walls & Mod Joints:</td><td>Vinylwrap corners and battens</td></tr>
<tr><td>Windows:</td><td>Vinylwrap Oak wood surrounds and casings</td></tr>
<tr><td>Doors:</td><td>Vinylwrap Oak wood casings as required</td></tr>
<tr><td>HVAC</td><td></td></tr>
<tr><td>Comb Hear/AC:</td><td>(6) Bard wall hung Heat Pumps – 2.5 ton 10 kw with integral ERV-11 EER rated</td></tr>
<tr><td>Supply Ducting:</td><td>Round galvanized overhead and insulated flexduct with flexduct sound isolation sleeves at flow controls at wyes – R-4 insulated flexduct</td></tr>
<tr><td>Diffuser:</td><td>24”x24” T-bar with no dampers</td></tr>
<tr><td>Indoor Thermostat:</td><td>(6) Bard 0403-060 with microprocessor – 7 day programmable automatic setback – deadband control – occupancy integrated with lighting system</td></tr>
<tr><td>Outdoor Thermostat:</td><td>(2) Bard CMC-28 outdoor stat</td></tr>
<tr><td>Return Air:</td><td>Thru return air grills in wall down low</td></tr>
<tr><td>CO2 Sensor:</td><td>(6) Bard 8403-067 - Demand Control Ventilation</td></tr>
<tr><td>SPRINKLER SYSTEM</td><td>Automatic fire suppression system meeting Washington State Fire Code and local jurisdiction requirements, sized for available supply and fire flow. Assume a static design pressure of 59 psi, residual pressure of 51 psi, and a flow of 1640 gpm.</td></tr>
<tr><td>ELECTRICAL</td><td></td></tr>
<tr><td>Service:</td><td>120/240V single phase – Stub through exterior wall</td></tr>
<tr><td>Panel:</td><td>(3) 200-amp main breaker sub panel - Square D HOM1224M100PTBP</td></tr>
<tr><td>Material:</td><td>Metallic raceway system</td></tr>
<tr><td>Receptacles:</td><td>(32) 20 amp wall duplex - Leviton CR20 – Half of the receptacles hot and half controlled, (6) ceiling mounted</td></tr>
<tr><td></td><td>(6) 15 amp clock – Leviton 688</td></tr>
<tr><td></td><td>(2) Exterior 20 amp GFCI WP – Leviton w/ Intermatic WP 1100C cover</td></tr>
<tr><td>Switches:</td><td>(12) Single pole – Leviton CS120</td></tr>
<tr><td>Finish:</td><td>All devices and face plates to be ivory</td></tr>
<tr><td>Automatic Controls:</td><td>nLight nPP20PL plug load control relay</td></tr>
<tr><td>Wire for:</td><td>All HVAC equipment noted above</td></tr>
<tr><td>Interior Lights:</td><td>(48) 2’x4’ LED Volumetric Troffer – nLight enabled, 6000 lumen, 53 watts, 4000K with embedded</td></tr>
</table>

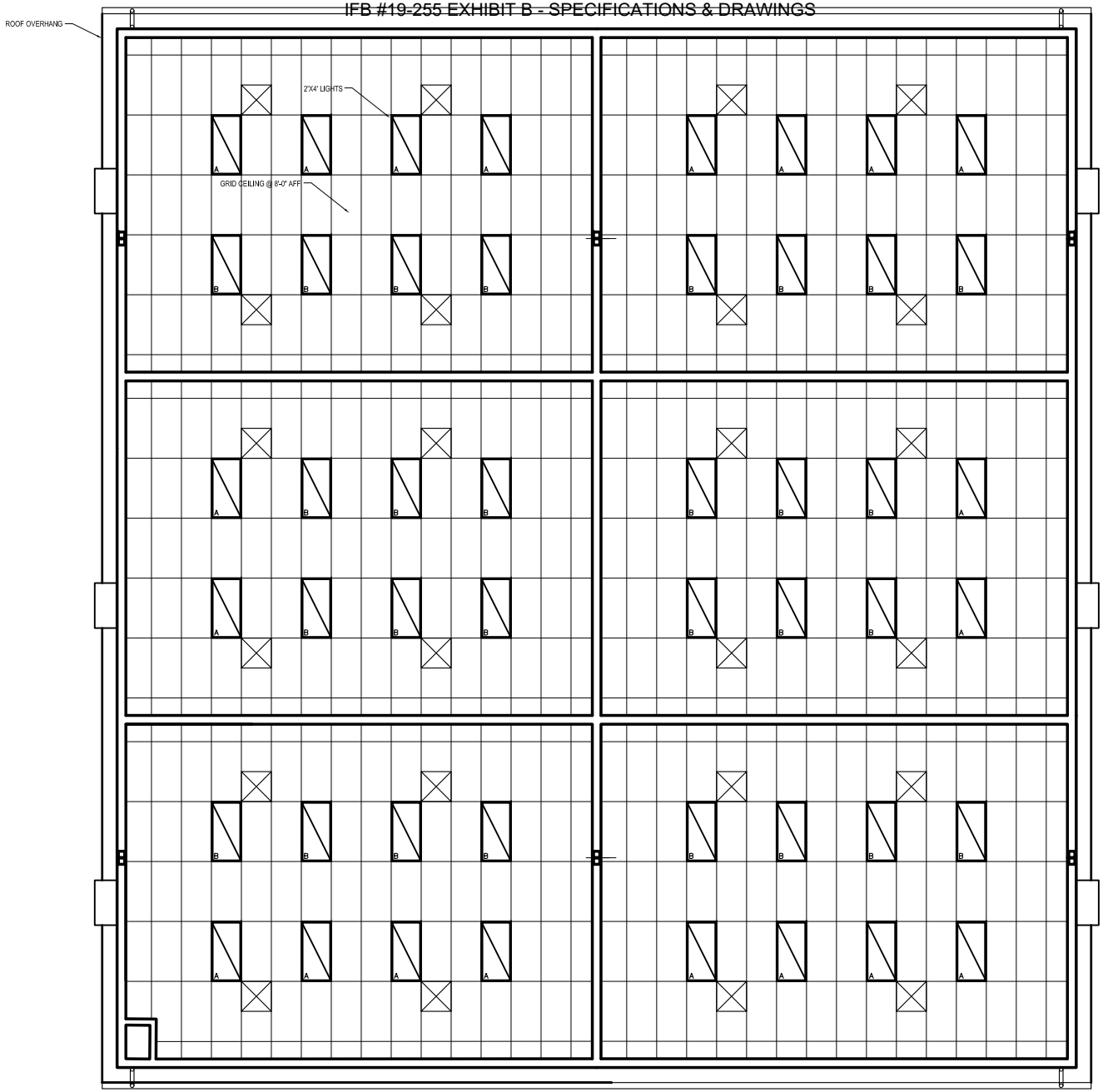
	occupancy and daylight sensors communicating on CAT5E Local Network, Lithonia BLT460LADPEZ1LP840N100NES7ADCX
Exterior Light:	(3) 18 watt LED with vandal resistant cover and integral photo cell with 90 min. battery back-up
FA Raceway only:	(1) Exterior Horn/Strobe, (6) Pull Stations, (6) Interior Horn/Strobe 4” square boxes with single gang mud ring (all painted red) – Stub up only with ½” flex conduit
Phone/Data Box:	(24) 4” square box, single gang, with ¾” conduit up and down



PORTABLE FLOOR PLAN
SCALE: 3/32" = 1'- 0"

MULTI-UNIT PORTABLE - 70' x 64'

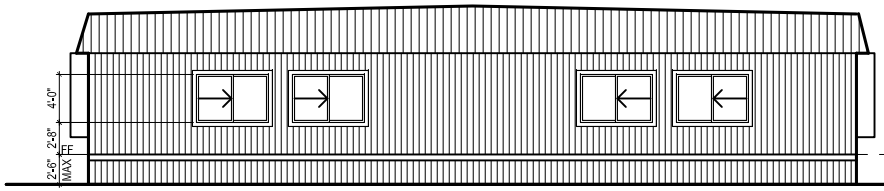
KCDA
12-17-2018



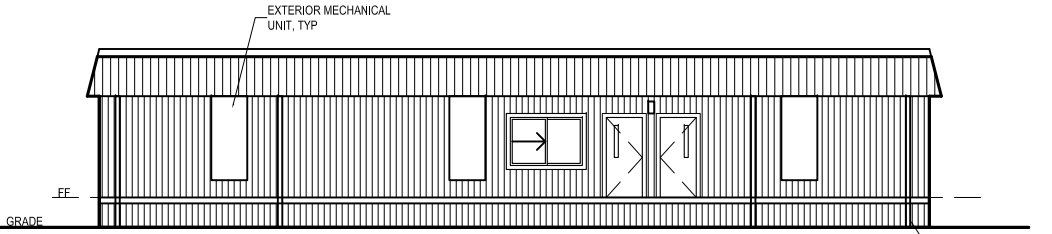
PORTABLE RCP
SCALE: 3/32" = 1'- 0"

MULTI-UNIT PORTABLE - 70' x 64'

KCDA
12-17-2018

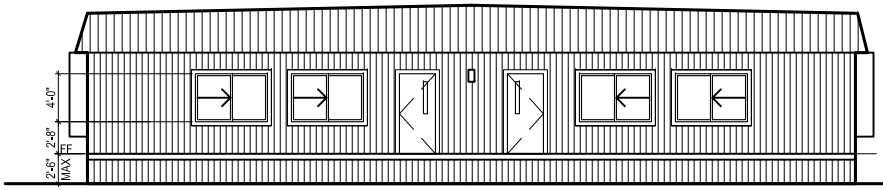


BACK ELEVATION
SCALE: 1/16" = 1'-0"

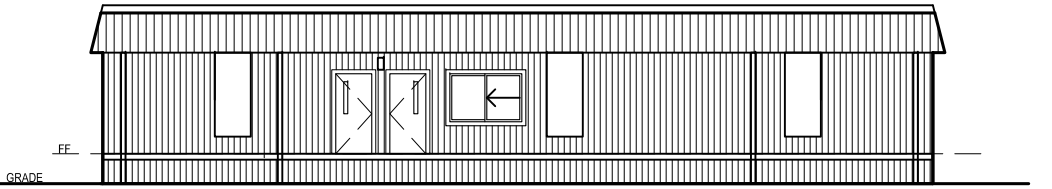


SIDE ELEVATION
SCALE: 1/16" = 1'-0"

GENERAL NOTE: FOUNDATION TO BE PROVIDED BY OTHERS



FRONT ELEVATION
SCALE: 1/16" = 1'-0"



SIDE ELEVATION
SCALE: 1/16" = 1'-0"

MULTI-UNIT PORTABLE - 70' x 64'

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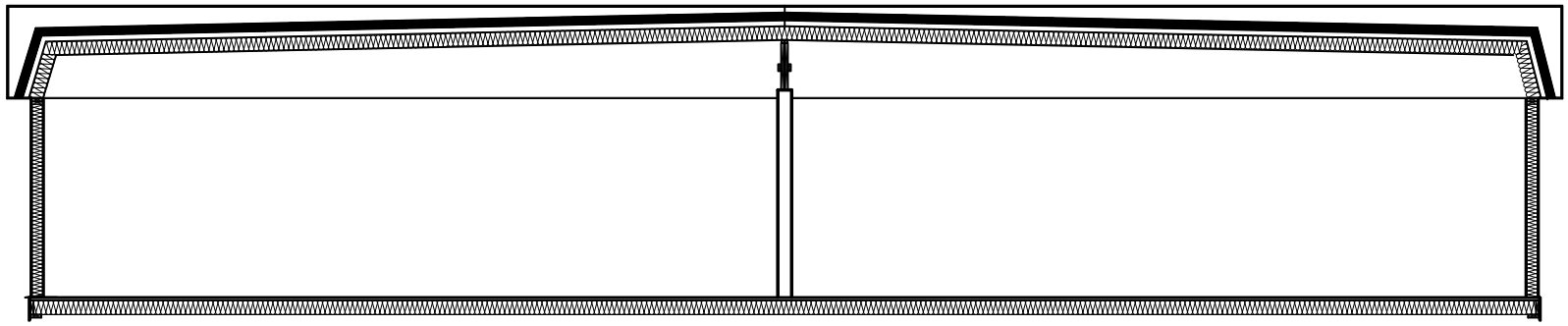
12-17-2018



PORTABLE SECTION
SCALE: 1/8" = 1'- 0"

MULTI-UNIT PORTABLE - 70' x 64'

KCDA
12-17-2018