



**RFP 25/26-09**  
**Request for Proposal**  
**As-Needed Facilities Services Pool**



**Issue Date: Tuesday, June 16 2026 2:00 pm (PST)**  
**Closing Date: Tuesday, July 21, 2026, 2:00 pm (PST)**

**SUBMITTAL LOCATION**

<https://bidlocker.us/a/lanecc/BidLocker>

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## **Part I: INVITATION**

Lane Community College of Eugene is located in Oregon with 34 buildings and over 1.3 million gross square feet. The maintenance and improvements of these facilities occasionally require the support of a professional services provider and Lane Community College is seeking proposals from qualified firms to provide professional maintenance services on an assignment basis as defined in ORS 279B.070.

Selected respondents from this solicitation will form a pool for the provision of professional services assignments on an “as-needed” basis. The Assistant Director of FMP is responsible for overseeing the service and will initiate the call and represent the College accordingly. Firms that become part of the pool will still be eligible to respond to RFPs for other College projects.

**It is the intent of the College, as a result of this solicitation, to develop a list of qualified service firms, any of whom may be called upon to provide services during the three-year period ending August 31, 2029.**

**The college reserves the right to update this pool annually for a rolling three-year period. If the College decides to modify this pool, an updated RFP will not be issued before April 2027.**

Lane Community College, a Community College District created within the context of Oregon Revised Statutes, is an Equal Opportunity Employer. Minority and women-owned businesses are encouraged to participate in this solicitation.

All proposals submitted shall contain a statement as to whether the Proposer is a resident or non-resident Proposer as defined in ORS 279C.365.

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

The Request for Proposals (RFP) is posted and available for download at <https://bidlocker.us/a/lanecc/BidLocker>.

## **Part II: INFORMATION SUBMISSION AND REQUEST**

Please email [contractprocurement@lanecc.edu](mailto:contractprocurement@lanecc.edu) if you have any additional questions.

Interested firms may submit responses to this invitation by completing the requested documentation and submitting it to:

**<https://bidlocker.us/a/lanecc/BidLocker>**  
**not later than Tuesday, July 21, 2026, 2:00 PM (PST)**

**Point of Contact:**

Greg Davies

Contracts & Procurement

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## **Part III: INSTRUCTION TO PROPOSER**

### **1) DEFINITIONS**

Hereinafter, Lane Community College shall be referred to as “College” or “LCC”. Persons, firms, agencies, partnerships, or companies submitting responses to this invitation shall be referred to as “Proposers” and the successful Proposer to whom the work is awarded shall be referred to as “Contractor” or “Vendor” or “Supplier”. “Proposal Documents” and “invitation” shall mean this Request for Proposal (RFP) in its entirety.

### **2) PROPOSERS REPRESENTATION**

Proposers, by the act of submitting their proposals, represent that:

- a) They have read and understand the proposal documents and their proposal is made in accordance therewith;
- b) They have familiarized themselves with the local conditions under which the work will be done to their satisfaction;
- c) Their proposal is based upon the requirements described in the proposal documents without exception (unless exceptions are clearly stated in the response);

### **3) CONDITIONS OF SUBMITTAL**

By submitting a response to this invitation, the person or entity proposing (hereafter referred to as "Proposer") confirms, under the risk of committing perjury, that both the Proposer and any individuals signing on behalf of the Proposer (including sole proprietorship, partnership, or corporation representatives) hereby certify, to the best of their knowledge and belief, that no member of the college board of education or any other college officer, employee, or person receiving salary payments, either in whole or in part, from Lane Community College, holds a direct or indirect financial interest in the proposal or the services it pertains to, nor in any of its resulting profits, except as fully disclosed in the Proposer's transmittal letter submitted in response to this invitation.

### **3) ADDENDA**

- a) Addenda shall be posted at <https://bidlocker.us/a/lanecc/BidLocker>.
- b) No addenda shall be issued later than four days prior to the date set for receipt of proposals, except an addendum, if necessary, postponing the date for receipt of proposals, or withdrawing the invitation.
- c) Each Proposer shall ascertain, prior to submitting a proposal, that the Proposer has received all addenda issued, and receipt of each addendum shall be acknowledged in the appropriate location on the proposal form.

### **4) COST OF RFP AND ASSOCIATED RESPONSES**

This RFP does not commit the College to paying any costs incurred by any Proposer in the submission or presentation of a proposal, or in making the necessary studies for the preparation thereof. Responses to

this solicitation are purely voluntary.

5) **RIGHT TO CLARIFICATION AND ADDITIONAL RESEARCH**

- a) The College reserves the right to obtain clarification of any point in a proposal or to obtain additional information necessary to properly evaluate a particular proposal. Failure of a Proposer to respond to such a request for additional information or clarification could result in a finding that the Proposer is non-responsive and consequent rejection of the proposal.
- b) The College may obtain information from any legal source for clarification of any proposal or for information on any Proposer including, but not limited to, the Proposer's clients, police files, insurance files and agencies, credit bureaus and professional organizations. The College need not inform the Proposer of any intent to perform additional research in this respect or of any information thereby received.
- c) The College may perform, at its sole option, investigations of Proposers. Information may include, but shall not necessarily be limited to credit history, recent financial statements, current litigation, bonding capacity and related history, contracting references, etc. All such documents, if requested by the College, become part of the public records and may be disclosed accordingly. If, in the sole judgment of the College, it is determined that a bidder or proposer is unable to demonstrate financial responsibility in accordance with ORS 279B.110, then that respondent will be declared a non- responsible bidder or proposer and the subject proposal shall be rejected in accordance with OAR 279B.100.

6) **REJECTION OF PROPOSALS**

The College reserves the right to reject any or all proposals received as a result of this request. Proposals may be rejected for one or more of the following reasons, including but not limited to:

- a) Failure of the Proposer to adhere to one or more of the provisions established in this RFP;
- b) Failure of the Proposer to submit a proposal in the format specified herein;
- c) Failure of the Proposer to submit a proposal within the time requirements established herein;
- d) Failure of the Proposer to adhere to ethical and professional standards before, during, or following the proposal process.

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

7) **MODIFICATION OR WITHDRAWAL OF PROPOSAL**

- a) Prior to the time and date designated for receipt of proposals, proposals submitted early may be modified or withdrawn only by removing them from the College's Bid Locker portal prior to the time designated for receipt of proposals.
- b) Withdrawn proposals may be resubmitted up to the time designated for the receipt of proposals provided that they are then fully in conformance with these Instructions to Proposers.

8) **PROPOSAL OWNERSHIP**

- a) All proposals submitted become and remain the property of the College and, as such, are considered public information and subject to public disclosure within the context of the federal Freedom of Information Act and Oregon Revised Statutes.
- b) Unless certain pages or specific information are specifically marked "proprietary" and qualify as such within the context of the regulations stated in the preceding paragraph, the College shall make available to any person requesting information through the College's processes for disclosure of public records, any and all information submitted as a result of this solicitation without obtaining permission from any Proposer to do so.

9) **PREVAILING OPINION**

Should any doubt or difference of opinion arise between the College and a Proposer as to the services to be furnished hereunder or the interpretation of the provisions of this RFP, the decision of the College shall be final and binding upon all parties.

10) **TIMING**

**The College intends to follow the following schedule:**

Issue "Request for Proposals"	Tuesday, June 16, 2026 2PM (PST)
RFP closes	Tuesday, July 21, 2026, 2:00 PM (PST)
Administrative Approval of the Pool	July, 2026
Utilization of the Pool	August 2026 through August 2029

## **Part IV: CONTRACT CONDITIONS**

Depending on the scope of services and the size of the project the college will contract with contractors using standard purchase orders or contracts. Likewise, depending on the scope of services, compensation shall be based on fixed fees or hourly rates not to exceed a stated maximum dollar value.

The projects generated in connection with this solicitation may be divided among several contracting jobs depending upon availability and qualifications.

### **1) CONDITIONS OF SERVICE**

The successful proposer(s) shall be retained for the work described above under the following conditions:

- a) The firm(s) shall accept assignments only from the LCC Director of Facilities Management & Planning, the Associate Director of FMP, or their designee; assignments may not be modified by clients, students, other staff, or outside agencies unless approved in writing by the AVP or Asst Director of Facilities Management & Planning; and
- b) The firm shall accept assignments only if the firm certifies that they can meet the project's time requirements.

### **2) ASSIGNMENTS**

The college is free to contract for services with any firms that are members of the pool. There is no guarantee that all of the firms that are members of the pool will be asked to provide services.

### **3) COMPENSATION**

Depending on the scope of services and the size of the project, the college will contract with firms using either standard agreement forms or purchase orders. Compensation shall be based on fixed fees or hourly rates not to exceed a maximum plus reimbursable expense. Any changes necessary will be accomplished by the issuance of change orders or additional purchase orders.

- a) Mark-ups on reimbursable expenses are not permissible.
- b) Mark-ups on sub-consultant costs are not permissible
- c) The transportation rate is the current IRS rate.
- d) All rates are negotiable.
- e) Labor rates should adhere to the prevailing BOLI rates ([labor rate](#)) determined prior to issuance of project-specific contract approvals.

## **Part V: SCOPE OF WORK & GENERAL REQUIREMENTS**

This pool is being established to create a list of firms for the provision of general facility management contract and "related services"

LCC is seeking proposals for various services, as outlined below, to be provided on an as-needed basis. The contract will cover both planned and unplanned maintenance work, which may be scheduled during regular business hours or required on an emergency basis after hours, on weekends, and holidays. Contractors may also be asked to provide necessary materials for the assigned tasks. The companies' on-call process, contacts, and phone numbers must also be included.

### **CONTRACTOR QUALIFICATIONS:**

- a) The contractor shall provide all labor, supervision, tools, equipment, materials, transportation, and other resources necessary to successfully complete assigned projects unless otherwise specified by the College.
- b) The contractor shall possess and maintain all licenses, registrations, certifications, and permits required by federal, state, and local authorities for the performance of the work. Contractors performing work in Oregon must maintain an active Oregon Construction Contractors Board (CCB) license in good standing throughout the term of the contract. Firms with unresolved regulatory violations, license suspensions, or other conditions that may affect their ability to perform the work may be deemed non-responsive.
- c) Upon receipt of a Notice to Proceed or other authorization from the College, the contractor shall diligently prosecute the work and maintain adequate staffing and resources to achieve agreed-upon project schedules, unless otherwise approved by the College.
- d) The contractor shall maintain insurance coverage meeting the requirements established by the College and applicable law throughout the duration of the contract. Proof of insurance shall be provided upon request and prior to contract execution.
- e) The contractor shall comply with all applicable federal, state, and local laws, regulations, codes, and safety requirements related to the performance of the work.
- f) The contractor shall demonstrate the ability to perform work in occupied educational, commercial, or institutional environments while minimizing disruption to campus operations and maintaining a safe environment for students, staff, visitors, and contractors.

### **REQUESTED SERVICES:**

Lane Community College seeks qualified contractors to provide trade services generally associated with the CSI MasterFormat® specification divisions identified below. The scope of services generally includes the installation, repair, testing, maintenance, replacement, troubleshooting, and regulatory compliance of building equipment, fixtures, infrastructure systems, and associated campus utility and distribution systems. Services may involve routine maintenance, emergency response, small projects, renovations, repairs, inspections, and specialized trade work within the applicable CSI divisions. See Appendix A for additional details.

The College may procure services within the following CSI MasterFormat® divisions:

<b>Division</b>	<b>Description</b>
00	General Requirements
02	Existing Conditions
03	Concrete
04	Masonry
05	Metals
07	Thermal and Moisture Protection
08	Openings
09	Finishes
10	Specialties
11	Equipment

12	Furnishings
21	Fire Suppression
22	Plumbing
23	Heating, Ventilating, and Air Conditioning (HVAC)
26	Electrical
27	Communications

### Minimum Qualifications and Service Expectations

- a. The contractor shall possess and maintain all licenses, certifications, registrations, permits, and other credentials required by law for the applicable trade and shall have a minimum of three (3) years of relevant commercial experience.
- b. The contractor shall furnish all labor, supervision, tools, equipment, materials, transportation, and incidentals necessary to complete the work unless otherwise specified by the College.
- c. Demonstrated experience with commercial and institutional building systems and equipment is required. Experience performing work in occupied educational, healthcare, governmental, or other institutional facilities is preferred.
- d. Skilled trades contractors shall possess the ability to diagnose, troubleshoot, repair, maintain, and replace a wide range of commercial building systems and equipment.
- e. The contractor shall maintain a safe work environment and provide all necessary barricades, signage, traffic control measures, personal protective equipment, and other safety measures required to protect students, staff, visitors, and workers.
- f. The contractor shall comply with all applicable federal, state, and local laws, regulations, codes, standards, and safety requirements.
- g. The ability to provide twenty-four (24) hour emergency response services, seven (7) days per week, is desirable and should be identified in the proposal.
- h. Contractors shall demonstrate the capacity to respond to service requests in a timely manner and coordinate work activities to minimize disruption to campus operations, academic programs, and public access.
- i. Contractors shall maintain sufficient staffing, equipment, and resources to perform the requested services and meet established project schedules and response times.
- k. All construction methods, equipment, and materials require approval from LCC. The completion of each project must be reviewed and accepted by LCC- FMP.

### **RFP RESPONSE REQUIREMENTS:**

Proposals submitted in response to this invitation shall contain the following information to be considered “**Responsive** “. Proposals shall be a maximum of 20 pages, including the following signature page.

### **Required Documents:**

- a) **Cover letter:** State firm’s interest in being included in the pool and responsiveness to assignments. Note any types of services in which the firm has special expertise. (Maximum Length: One page.)
- b) **Appendix A:** Complete Appendix A and include it as part of your proposal submission. Indicate firm name and contact information at the top of the form and place an x in the box adjacent to the CSI Division(s) your company provides. (Submittal as PDF or Spreadsheet)
- c) **Appendix B Proposal Form:** Complete this form, in full.
- d) **References:** List names and contact information of at least three clients who can be contacted as references (submittal of such names shall constitute permission by the proposer for the college to contact the named individuals or firms without further notice).
- e) **Firm experience:** Include firm and firm member’s experience with various types of projects as they relate to the disciplines listed in Appendix A. Provide information about project type and size.
- f) **Scope of Services:** Identify the scope of services normally provided by the proposer.
- g) **Firm Qualifications:** Describe the firm’s specific qualifications to perform the type of work indicated in

Appendix A. Note the firm's special expertise in those disciplines.

### **PROJECT SPECIFIC SELECTION PROCESS**

For each project, the College will negotiate fees and reimbursable expenses with the proposer whose qualifications, experience, and capacity best align with the project requirements and schedule. Upon reaching a mutually acceptable agreement, the College will execute a contract and issue a purchase order. If negotiations with the selected proposer do not result in a mutually acceptable agreement, the College will discontinue negotiations and proceed to the next most qualified proposer until an agreement is reached.

The following process shall be used to evaluate proposals and establish agreements for consulting services:

- a) Proposals received in response to this solicitation will be reviewed for proposer responsibility and proposal responsiveness.
- b) Proposals determined to be both responsible and responsive will be included in the qualified consultant pool.
- c) As project needs arise, Facilities Management staff will identify firms from the qualified pool whose experience and capabilities are appropriate for the project. Selected firms will be contacted and provided with a brief description of the project scope, schedule, and anticipated services to confirm their interest and availability.
- d) Firms expressing interest will be provided with additional project information and may be requested to submit supplemental qualifications, project approaches, staffing plans, or other information necessary to evaluate their understanding of and capability to perform the required services.
- e) Interviews with candidate firms may be conducted at the discretion of the College.
- f) Based on the information provided, the College will evaluate firms considering factors such as relevant experience, project understanding, technical capabilities, available resources, schedule capacity, past performance, and ability to meet project requirements.
- g) The College will enter into fee negotiations with the firm determined to be the most qualified for the project.
- h) If negotiations do not result in a mutually acceptable agreement, the College will terminate negotiations and begin negotiations with the next most qualified firm. This process will continue until an agreement is reached.
- i) Upon successful completion of negotiations, the College will execute a contract and issue a Purchase Order authorizing the work.
- j) It is the intent of the College to award contracts on the basis of the proposal determined to provide the best overall value considering qualifications, experience, capabilities, project approach, and services to be provided, consistent with ORS 279C.110.
- k) **Community Benefits Support**. Firms shall describe their business practices, workforce development efforts, supplier diversity initiatives, and other policies or programs that support Lane Community College's community benefits goals. Firms should also describe how their proposed services can contribute to achieving those goals throughout project delivery.

#### **Note:**

**Responsive** means that the proposal has complied with all the requirements of this invitation;

**Responsible** means that the Proposer has been truthful, that pertinent negative information has not been withheld, that the proposal is not a sham, that the named staff are qualified as specified, that the Proposer is adequately financially sound for a reasonable expectation of completion of the work, and that the Proposer, in the judgment of the College, is capable of performing the work.

**Appendix A (RFP 25/26-09)**

**Appendix A: Trades & Services / CSI Divisions** (please check the CSI division(s) your company self-performs)



Company: \_\_\_\_\_  
 Contact: \_\_\_\_\_

Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

Spec	Description	Spec	Description	Spec	Description
00 00 00	General Requirements	07 00 00	Thermal and Moisture Protection	21 00 00	Fire Suppression
00 01 40	Drinking Water and Ice	07 10 00	Dampproofing & Waterproofing	21 10 00	Water-Based Fire Suppression Syst.
00 10 45	Project Management & Coord. Svcs	07 18 00	Traffic Coatings	21 20 00	Fire Extinguishing (clean-agent/chem) Syst
00 10 48	BIM/CAD Services/Existing Conditions Documentation	07 21 00	Building Insulation	22 00 00	Plumbing
00 10 66	Scheduling Consultant	07 24 00	Exterior Insulation & Finish Systems	22 01 00	Operation and Maintenance of Plumbing Systems
00 11 01	Field Offices and Sheds	07 32 00	Tile & Single Roofing	22 05 00	Selective Demolition for Plumbing
00 01 40	Drinking Water and Ice	07 33 00	Green Roofs	22 07 00	Plumbing Insulation
00 12 01	Chemical Toilets	07 40 00	Roofing and Siding Panels	22 10 00	Plumbing Piping
00 12 11	Temporary Electrical Utilities	07 50 00	Membrane Roofing	22 13 00	Facility Sanitary Sewerage
00 13 03	Traffic Control	07 61 00	Sheet Metal Roofing	22 14 00	Facility Storm Drainage
00 13 20	Labor Services	07 62 00	Sheet Metal Flashing and Trim	22 30 00	Plumbing Equipment
00 13 21	Construction Cleaning	07 72 00	Roof Accessories	22 42 00	Commercial Plumbing Fixtures
00 13 22	Construction Waste Mgmt & Disposal	07 76 00	Roof Pavers	22 47 00	Drinking Fountains and Water Coolers
00 13 37	Temporary Pest Control	07 81 00	Applied Fireproofing	23 00 00	HVAC
00 13 41	Temporary Scaffolding and Platforms	07 84 00	Firestopping	23 01 00	Operation and Maintenance of HVAC Systems
00 13 55	Street Sweeping & Dust Control	07 87 00	Smoke Containment Barriers	23 07 00	HVAC Insulation
00 13 60	SWPPP/EMP Installation & Maint.	07 92 00	Joint Sealants	23 08 00	Commissioning of HVAC
00 13 65	SWPPP Plan Documentation	07 95 13	Expansion Joint Cover Assemblies	23 20 00	HVAC Piping and Pumps
00 13 90	Building Enclosure Cleaning	08 00 00	Openings	23 30 00	HVAC Air Distribution
00 14 10	Temporary Project Signage	08 10 00	Doors, Frames & Hardware	23 41 00	Air Filtration Installation and Replacement
00 14 12	Photographic Documentation	08 30 00	Specialty Coiling, Special Function Drs	23 52 00	Heating Boilers
00 16 40	Exterior Enclosure & Roofing Consultant	08 40 00	Entrances, Storefronts, Curtain Walk	23 56 00	Solar Energy Heating Equipment
00 17 20	Safety / PPE Supplies	08 42 29	Automatic Entrance Doors	23 60 00	Central Cooling Equipment
00 17 30	Temporary Barriers and Enclosures	08 45 00	Translucent Wall & Roof Assemblies	26 00 00	Electrical
00 17 40	Construction Fencing	08 50 00	Windows	26 01 00	Operation and Maintenance of Electrical Systems
00 19 33	Temporary Electrical Generator Rental	08 60 00	Skylights	26 08 00	Commissioning of Electrical Systems
00 19 69	Material Loading Platforms	08 80 00	Interior Glazing	26 10 00	Med-Voltage Electrical Distribution
00 19 70	Construction Cranes and Hoists	08 90 00	Louvers and Vents	26 31 00	Photovoltaic Equipment
02 00 00	Existing Conditions	09 00 00	Finishes	26 32 00	Package d Generator Assemblies
02 40 00	Demolition and Structure Moving	09 20 00	Metal Framing and Drywall	26 33 00	Battery Equipment
02 82 00	Hazardous Material Remediation	09 24 00	Cement Plastering	26 30 00	Lighting Fixtures and Controls
03 00 00	Concrete	09 30 00	Tiling	27 00 00	Communications
03 01 00	Maintenance of Concrete	09 51 00	Acoustical Ceilings	27 01 00	Operation and Maintenance of Comm Systems
03 05 00	Selective Demolition for Concrete	09 54 00	Specialty Ceilings	27 10 00	Structured Communication Cabling
03 11 00	Concrete Forming	09 64 00	Wood Flooring	27 20 00	Data and Voice Communications
03 15 00	Concrete Accessories	09 65 00	Resilient Flooring and Carpet	27 40 00	Audio-Video Communications
03 21 00	Concrete Reinforcing	09 66 00	Terrazzo Flooring	27 50 00	Distributed Comm & Monitoring Syst
03 30 00	Cast-in-Place Concrete	09 67 00	Fluid-Applied Flooring	31 00 00	Earthwork
03 30 50	Concrete Ready-mix Supplier	09 69 00	Access Flooring	31 10 00	Site Clearing
03 35 00	Specialty Concrete Finishing	09 72 00	Wall Coverings	31 23 16	Backhoe and Tractor Service
03 37 16	Concrete Pumping	09 80 00	Acoustic Treatment	31 23 19	Dewatering
03 37 19	Pneumatically-Placed Concrete	09 90 00	Painting and Coating	31 23 23	Trucking and Hauling
03 41 00	Precast Structural Concrete	09 96 00	High-Performance & Special Coatings	31 31 00	Soil Treatment
03 48 00	Architectural Precast Concrete	10 00 00	Specialties	31 32 00	Soil Stabilization
03 49 00	Glass-Fiber-Reinforced Concrete	10 10 00	Visual Display Boards	31 35 00	Slope Protection
03 52 00	Lightweight Concrete Fo of Insulation	10 14 00	Signage	31 37 00	Eppap
03 54 00	Gypsum Underlayment	10 14 53	Traffic Signage	32 00 00	Exterior Improvements
03 60 00	Grouting	10 22 13	Wire Mesh Partitions	32 12 16	Asphalt Paving
03 80 00	Concrete Cutting and Boring	10 22 23	Operable Partitions	32 13 13	Concrete Paving
04 00 00	Masonry	10 26 00	Wall and Door (Corner) Protection	32 14 00	Unit Paving
04 01 00	Maintenance of Masonry Restoration	10 28 00	Toilet, Bath, and Laundry Accessories	32 16 00	Curbs, Gutters, Sidewalks, Driveways
04 05 00	Selective Demolition for Masonry	10 43 00	Emergency Aid Specialties	32 17 23	Pavement Markings
04 20 00	Unit Masonry	10 44 00	Fire Protection Specialties (PEC & Eting)	32 31 00	Fences and Gates
04 40 00	Stone Assemblies	10 45 00	Photoluminescent Exit Specialties	32 32 00	Retaining Walls
05 00 00	Metals	10 71 13	Exterior Sm Control Devices	32 90 00	Landscaping & Irrigation
05 01 00	Maintenance of Metals	10 75 00	Flagpoles	32 96 00	Transplanting
05 10 00	Structural Metal Framing	10 81 00	Pest Control Devices	33 00 00	Utilities
05 12 50	Structural Steel Erection	10 88 00	Scales	33 05 07	Trenchless Installation Utility Piping
05 20 00	Metal Joists	10 90 00	Other Specialties	33 10 00	Wet Utilities
05 30 00	Metal Decking	11 00 00	Equipment	33 16 00	Water Utility Storage Tanks
05 40 00	Cold-Formed Metal Framing	11 11 00	Vehicle Service Equipment	33 30 00	Rail Distribution Utilities
05 50 00	Metal Fabrications	11 12 00	Parking Control Equipment	33 30 00	Electrical Utilities
05 51 00	Metal Stairs	11 13 00	Loading Dock Equipment	46 00 00	Water & Wastewater Equipment
05 52 00	Metal Railings	11 14 00	Pedestrian Control Equipment	46 24 00	Grinding and Scaffolding Equipment
05 53 00	Metal Gratings	11 30 00	Residential Equipment (Appliances)	46 40 00	Water & Wastewater Clarification & Mixing Equip
05 70 00	Decorative Metal	11 40 00	Food Service Equipment	48 00 00	Electrical Power Generation
06 00 00	Wood, Plastics, and Composites	11 81 23	Facade Access & Fall Protection Equipment	48 10 00	Electrical Power Generation Equipment
06 05 00	Selective Demolition for Wood, Plastics, and Comp.	11 82 00	Trash Compactors and Balers	48 14 00	Solar Energy Electrical Power Generation Equip
06 10 00	Rough Carpentry	12 00 00	Finishes	48 15 00	Wind Energy Electrical Power Generation Equip
06 20 00	Finish Carpentry	12 20 00	Window Treatments		
06 17 00	Shop Fabricated Structural Wood	12 30 00	Casework		
06 40 00	Architectural Woodwork	12 36 00	Countertops		
06 72 00	Composite Structural Assemblies	12 60 00	Aditoriums/Fixed Seating		
06 83 16	Fiberglass Reinforced Paneling (FRP)	12 48 13	Entrance Mats & Frames		

**Appendix B (RFP 25/26-09)**

**As Required Facility Maintenance Services  
Proposal Form & General Information (page 1-4)**

The undersigned hereby submits this **proposal** to provide all services, material and labor as indicated and agrees to be bound by the following documents: Request for Proposals, instructions and supplementary instructions to proposers, general and supplementary conditions, proposal form, proposer's response, mutually agreed clarifications, exceptions which are acceptable to the college, and all other Proposer's submittals.

**ADDENDA ACKNOWLEDGEMENT**

The Proposer hereby acknowledges receipt of the following Addenda related to the subject solicitation documents (circle all received):

**/ NONE / 1 / 2 / 3 / 4 / 5 / 6 / 7 / 8 / 9 / 10 /**

***EXCEPTIONS & RESIDENCY***

Are there exceptions to this proposal? YES \_\_\_\_\_ NO \_\_\_\_\_

Is the Proposer a resident proposer? YES \_\_\_\_\_ NO \_\_\_\_\_

**Exceptions to any of the specifications or requirements shall be noted in writing, and attached to this proposal form when submitted.** By taking exceptions and clearly stating them in writing on a separate sheet of paper headed exceptions and showing the solicitation number and the Proposer's Name, and by offering alternates to replace the excepted requirements with clear pricing options corresponding to each exception taken, the Proposer may still compete in the proposal process. **The College shall be the sole judge of the acceptability of any exceptions attached to this proposal form.** In the absence of exceptions, the proposal shall be for all items precisely as specified.

Resident proposer, per ORS 279A.120, means a proposer that has paid unemployment taxes or income taxes in this state during the 12 calendar months immediately preceding submission of the proposal, has a business address in this state and has stated on this Proposal form that the Proposer is a "resident proposer".

**COBID CERTIFICATIONS**

Does the Proposer hold a State of Oregon COBID Certification? (Circle one): Yes No \_\_\_\_\_

If Yes, provide the Certification Number(s) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CORPORATE HEAD OFFICES**

PROPOSER NAME: \_\_\_\_\_

PROPOSER ADDRESS: \_\_\_\_\_

\_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

**LOCAL OFFICES**

(To be used For All Legal And Contractual Correspondence)

PROPOSER NAME: \_\_\_\_\_

PROPOSER ADDRESS: \_\_\_\_\_

\_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

**FIRM INFORMATION**

Federal Taxpayer ID Number (or Social Security Number if not a Corporation) \_\_\_\_\_

Oregon Construction Contractors Board License Number(s): \_\_\_\_\_

How long has the Proposer been in business? Under which names?

\_\_\_\_\_

\_\_\_\_\_

Proposer is a subsidiary of, or is wholly owned by:

\_\_\_\_\_

\_\_\_\_\_

**GENERAL INFORMATION**

1) If a corporation, list the date, state and type of incorporation.

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2) If a partnership, list the names of all partners and declare which have general or limited status.

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3) List the number of staff employed in the Proposer's Firm: \_\_\_\_\_

4) Has the Proposer been the subject of any legal action as plaintiff or defendant regarding construction or professional services (including licensing) during the past 10 years? If yes, describe action and outcome.

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**SPECIFIC COMPLIANCE**

Does your company have a written sustainability policy or similar statement?  Yes  No

Will comply with LCC Community Benefits Requirements as outlined in his RFP  Yes  No

## CERTIFICATIONS

### **Prevailing Wage Rates**

If the contract to be awarded constitutes, in whole or in part, a public works project subject to the state prevailing rates of wage under ORS 279C.800 to 279C.870, the federal prevailing rates of wage under the Davis-Bacon Act (40 U.S.C. 3141 et seq.) or both the state and federal prevailing rates of wage, the Proposer will comply with ORS 279C.838 or 279C.840 or 40 U.S.C. 3141 et seq.

### **Non-Collusion**

The undersigned Proposer hereby certifies that it, its officers, partners, owners, Providers, representatives, employees and parties in interest, including the affiant, has not in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Proposer, potential Proposer, firm or person, in connection with this solicitation, to submit a collusive or sham Proposal, to refrain from Proposing, to manipulate or ascertain the price(s) of other Proposers or potential Proposers, or to secure through any unlawful act an advantage over other Proposers or the college.

The prices submitted herein have been arrived at in an entirely independent and lawful manner by the Proposer without consultation with other Proposers or potential Proposers or foreknowledge of the prices to be submitted in response to this solicitation by other Proposers or potential Proposers on the part of the Proposer, its officers, partners, owners, Providers, representatives, employees or parties in interest, including the affiant.

### **Conflict Of Interest**

**The undersigned Proposer and each person signing on behalf of the Proposer certifies, and in the case of a sole proprietorship, partnership or corporation, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of their knowledge and belief, no member of the Lane Community College Board of Education or college officer, employee, or person, whose salary is payable in whole or in part by Lane Community College, has a direct or indirect financial interest in the award of this Proposal, or in the services to which this Proposal relates, or in any of the profits, real or potential, thereof, other than as fully described in the Proposer's Transmittal Letter submitted in response to this invitation.**

### **Pay Equity Certification**

If selected for award and the Contract/Price Agreement value exceeds \$500,000 and Proposer employs 50 or more full-time workers, Proposer shall submit to Agency a true and correct copy of an unexpired Pay Equity Compliance Certificate, issued to the Proposer by the Oregon Department of Administrative Services as per ORS 279B.110(2)(f) requires that proposer provide this prior execution of the Contract/Price Agreement.

### **END OF DOCUMENT**

**NOTE: Submit Proposal Form and Necessary Attachments Only.**

Thank you for your time and consideration. We look forward to receiving your response and hope that we can establish a long-lasting business relationship.