

EVIDENCE OF COMPETITION – SOLICITATION FOR QUOTES
20-Ton Liebert AC unit

July 25, 2013

The Administrative Office of the Courts (AOC) is soliciting quotes to purchase a 20-Ton Liebert AC unit with two years of maintenance support. The equipment must meet the requirements identified in Vendor Response Form.

In addition the AOC currently has a 15-ton Hi-Ross AC unit and condensing unit (rooftop) which will need to be de-installed so the replacement unit can be put in its place. This de-installation/installation should be factored in when providing quote.

AOC will evaluate the responses based upon price. The RESOLUTION OF COMPLAINTS AND PROTESTS procedures that are attached will be followed for this procurement.

The AOC reserves the right without penalty and at its sole discretion to:

- a. Reissue this solicitation with any changes the AOC deems appropriate; or
- b. Take no further action under this solicitation.

Please fill out the attached Response Form or a reasonable facsimile and return by e-mail to:

Dennis Longnecker
Administrative Office of the Courts
1206 Quince Street SE
PO Box 41170
Olympia, WA 98504-1170
(360) 705-5269

Email: Dennis.Longnecker@courts.wa.gov

Your response must contain only the Vendor Response Form. No other cover page (other than a fax cover page) or material should be returned. All responses must be received by August 13, 2013, 12:00 PM (noon) AOC Local Time.

If you have any questions about this informal solicitation, please contact the person referenced above.

Vendor Response Form

Vendor Name:	
Contact Name:	
Street Address:	
City, State, Zip:	
Telephone No.:	
Fax No.:	
Email Address:	

Please provide Equipment Costs for equipment that meets these specifications:

22-ton Liebert AC unit; includes:

- (1) 20-ton Liebert DS Gylcool Precision Cooling System; includes: Seismic frame, economizer, centrifugal blower with variable frequency drive, infrared humidifier, three stage stainless steel re-heat, two variable capacity digital scroll compressors, stainless steel drain pan, iCOM control with large display (with card to support: SMTP, SNMP, SMS, HTTP), disconnect, smoke detector, condensate pump and leak sensor.
- Furnish and install Liebert DS Drycooler and pump package on the roof
- Remove and dispose of the existing HiROSS unit and rooftop compressor.
- Furnish and install two 2 1/8" glycol lines connecting the Drycooler on the roof to the new AC unit (lines need to be insulated).
- Re-connect the existing water supply and condensate removal lines.
- Connecting piping and condensate drains
- Provide professional roofing services to roof-in sleepers for the drycooler pump package.
- Provide line voltage electrical wiring to server the drycooler, rooftop pump, and AC unit.
- Provide Crane and Operator.
- Provide structural engineering.
- Provide mechanical design, drawings and permits (includes mechanical and electrical permit fees).
- Factory start-up and operator training.
- Two-year warranty on parts and labor.
- Two years of Maintenance Support, which includes:
 - Four (4) Planned Inspections and filter changes per year
 - Repairs, belts, and outdoor coil cleanings
 - Indoor coil cleaning

Shipping, delivery, de-installation, and installation must be included.

Total Cost:	
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RESOLUTION OF COMPLAINTS AND PROTESTS

COMPLAINTS

Vendors must raise all relevant concerns regarding specifications or RFQ requirements before the proposal due date. Failure to do so will preclude a Vendor from filing subsequent protest based upon those aforementioned issues.

NOTIFICATION TO UNSUCCESSFUL PROPOSERS

Firms whose proposals have not been selected for further negotiation or award will be notified via email at the email address given in the Vendor Response Form.

DEBRIEFING OF UNSUCCESSFUL PROPOSERS

Firms which submitted a proposal that was not selected will be given the opportunity for a debriefing conference. The request for a debriefing conference must be received by the RFQ Coordinator within twenty-four hours after the notification of the successful firm is emailed to the Firm. The debriefing will be held within three business days of the request.

Discussion will be limited to a critique of the requesting Firm's proposal. Comparisons between proposals or evaluations of the other proposals will not be allowed. Debriefing conferences may be conducted in person or on the telephone and will be scheduled for a maximum of one hour.

PROTEST PROCEDURE

This procedure is available to Firms who submitted a response to this solicitation document and who have participated in a debriefing conference. Upon completing the debriefing conference, the Firm is allowed three days to file a protest of the acquisition with the RFQ Coordinator.

Firms protesting this procurement shall follow the procedures described herein. Protests that do not follow these procedures shall not be considered. This protest procedure constitutes the sole administrative remedy available to Firms under this procurement.

All protests must be in writing and signed by the protesting party or an authorized Agent. The protest must state the grounds for the protest with specific and complete statements of the action(s) being protested. A description of the relief or corrective action being requested should also be included. All protests shall be addressed to the RFQ Coordinator.

Only protests stipulating an issue of fact concerning the following subjects shall be considered:

- A matter of bias, discrimination or conflict of interest on the part of the evaluator;
- Errors in computing the score;
- Non-compliance with procedures described in the procurement document or AOC policy.

Upon receipt of a protest, a protest review will be held by the AOC. All available facts will be considered and a decision will be issued by the AOC within five business days of receipt of the protest. If additional time is required, the protesting party will be notified of the delay.

The final determination of the protest shall:

- Find the protest lacking in merit and uphold the AOC's action; or
- Find only technical or harmless errors in the AOC's acquisition process and determine the AOC to be in substantially compliance and reject the protest; or
- Find merit in the protest and provide the AOC options which may include:
 - Correct the errors and re-evaluate all proposals, and/or
 - Reissue the solicitation document and begin a new process, or
 - Make other findings and determine other courses of action as appropriate.