

REQUEST FOR QUOTE

Posted: February 15, 2023

Deadline: February 27, 2023

Place of Performance: Whitney M. Young Job Corps Center
8460 Shelbyville Road
Simpsonville, KY 40067

This is a Subcontracting Opportunity

Whitney M. Young Job Corps Center (WYJCC), operated by Horizons Youth Services on behalf of the U.S. Department of Labor, is seeking quotes, for the following service:

A. SCOPE OF WORK (SOW)

Subcontractor shall provide online high school diploma services within the state of Kentucky.

B. REQUIREMENTS

1. Subcontractor is required to pay employees, not less than, Shelby County's latest Services Contract Wage Determination (prevailing wage). Certified payroll must be submitted with each invoice or payment will not be issued. Service Contract Wage Determination can be found at <https://www.wdol.gov/sca.aspx>. Subcontractor will be required to complete and submit an SF-1413 Davis Bacon Acknowledgement before work can commence.
2. Subcontractor shall be responsible for any damages occurred while performing work described herein. The Subcontractor shall promptly repair/replace any damage to structures, elements, utilities, finishes, etc., occurring due to incidents, as a part of this contract.
3. The subcontractor shall maintain a clean and safe work area throughout the period of performance. The subcontractor shall, at the end of each work day, remove all debris and hazardous and potentially dangerous materials used in the work. The subcontractor shall collect all material and debris frequently and dispose of debris and refuse away from the center in a lawful manner. The subcontractor shall clean the exterior public areas impacted by dust, dirt and debris on a daily basis. The contractor shall be responsible for all fees, permits, etc., required for waste disposal.
4. The subcontractor shall be responsible for receiving, storing, and securing all materials, equipment and other items to be used in accomplishing the work. The subcontractor shall be responsible for all equipment and materials brought onto the center and shall replace damaged or stolen items at its expense.
5. The subcontractor and all persons employed under the contract:
 - a. Shall observe all security regulations in effect at the center;
 - b. Shall not fraternize with the students or staff of the center;
 - c. Shall not consume or transport any alcoholic beverages or illegal substances on the center;
 - d. Shall not transport any firearms on the center;
 - e. Shall not use the center's dumpsters.
6. The subcontractor shall be required to be licensed by the appropriate authority in the area to conduct the required contractual work, including hazardous waste removal.

7. The subcontractor will coordinate with the center for locations of staging areas, and vehicle parking. Electricity will be made available by the center. Connections to existing power shall be by the subcontractor. Following completion, the subcontractor shall return the site conditions to their original state.
8. Subcontractor must provide Maintenance Manager with MSDS/SDS sheets for all chemicals used on property. In addition, must possess and maintain a copy at all times, while on center.
9. WYJCC is a 24 hour facility, therefor subcontractor will be expected to respond to emergency calls within a 24 hour period.
10. Subcontractor will also be expected to provide Maintenance Manager with a service ticket, to include details of service and chemical usage, within 48 hours of service.

C. Codes

1. The subcontractor shall research, and be responsible for obtaining all regulatory, permitting, and licensing requirements.
2. The subcontractor shall conform to all applicable construction codes, ordinance, and regulations including the national building code used in the local area, laws and local ordinance. All work shall conform to the current regulations of the Environmental Protection Agency (EPA), and the Occupational Safety and Health Administration (OSHA). The regulations of Kentucky and Shelby County shall prevail, if they are more stringent than those of the Federal Government. Deviations and interpretations shall be subject to the approval of the Whitney Young Job Corps Center Director and the Department of Labor.

D. Special Conditions

1. Acceptance of "As Is" conditions. Prior to performing any work at or on an existing center element, the subcontractor shall tour that element with the designated representative of the center for the purpose of defining the limits of their work area and establishing existing conditions. Once the center and subcontractor agree on the "As Is" condition the subcontractor may take possession of the element for the purpose of performing the work. They shall protect all existing items within the work limits which are not specifically part of the work in the contract and, at the completion of their work shall restore as necessary the work area to the "As Is" condition agreed to with the center prior to commencement of the work. If there is concern that the work area contains damaged elements that might appear as damage caused by the prosecution of the work, the subcontractor shall document the damage through memo or video tape the work area and provide a copy to the center prior to commencing any work. The center may make its own video of conditions, if desired.
2. Once the subcontractor accepts the work area(s) and the "As Is" conditions (item 1 above), they will be responsible for protecting and insuring everything within the work area against damage and harm. Only when the center executes a substantial completion certificate for the work completed in a specific work area will the contractor be relieved of responsibility for the protection of that work area.

E. Schedule and Delays

1. The subcontractor shall, upon acceptance of this proposal by the center, perform the work in accordance with the Scope of Work, and start work within 14 calendar days. A finalized schedule will be submitted and accepted prior to the issue of the Notice to Proceed (NTP) by the center.
2. The subcontractor shall immediately notify the center of any expected delays, including in the acquisition of materials, which may delay the completion of the project.

F. Quote Requirements

1. **Deadline for quotes will be November 30, 8:00 AM EST.**
2. Each firm shall submit a proposed price based upon the SOW (section A). Pricing should be detailed. Please list each piece of equipment along with a detailed estimate of the labor taking into consideration the Service Contract Act requirements.
3. Proposals shall be submitted for the work as a basis for the contract.
4. The subcontractor must include with their proposal a certification that they will conform to the latest Service Contract Wage Rate decisions for the area (WD 15-4717).
5. The subcontractor must include a listing of its credentials. The credentials should demonstrate the vendor’s ability to successfully perform the SOW.
6. A copy of your business license indicating your ability to do work in Kentucky.
7. A minimum 60-day proposal guarantee is required.
8. This project is sales/use tax-exempt.
9. Prior to starting any work, the contractor shall show proof of required insurance, in amounts to cover risk or as required by statute, including:
 - a. Bodily Injury Liability - \$250,000 each person; \$500,000 each occurrence.
 - b. The above will include coverage for owned, non-owned, and hired vehicles.
 - c. Property Damage Liability - \$250,000 each accident; \$250,000 aggregate.
 - d. Workers Compensation and Employer’s Liability – Amounts in coverage as required by the stat compensation laws or union agreements. Employer’s liability at least 100,000 each accident. Amount shall remain in effect for a minimum of one year from the time of substantial completion, but in no event less than the time required to complete all warranty work.
10. All firms submitting proposals for this project shall have no less than five consecutive years of relevant experience.

Award will be made based on cost and timely turnaround of services.

Place of Contract:

Whitney M. Young Job Corps Center (WYJCC) 8460 Shelbyville Road Simpsonville, KY 40067
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Point of Contact:

Primary: Katie Harris, Buyer harris.katie@jobcorps.org (502) 722-3600	Secondary: Kelly Young, Director, Finance and Administration young.kelly@jobcorps.org (502) 722-3494
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