

**CITY OF FEDERAL WAY
REQUEST FOR QUOTE
PRODUCTION LIGHTING FIXTURES
FOR THE
PERFORMING ARTS & EVENT CENTER**

I. PURPOSE OF REQUEST

The City of Federal Way (“City”) is requesting quotes for the purpose of Production Lighting Fixtures for the Performing Arts & Event Center. The City’s needs are outlined in the following Request for Quotes (“RFQ”).

II. TIME SCHEDULE

The City will follow the following timetable, which should result in a selection of a contractor by September 5, 2018.

Issue RFQ	August 17, 2018
Deadline for Submittal of Quotes <i>(The City welcomes submittals prior to deadline)</i>	August 31, 2018 3:00 PM
Notify Contractor Chosen	September 5, 2018

III. INSTRUCTIONS TO PROPOSERS

A. All quotes shall be sent to:

EJ Walsh, PAEC Project Director
City of Federal Way
33325 8th Avenue South
Federal Way, WA 98003-6325
(253) 835-7030

B. All quotes must be in a sealed envelope and clearly marked in the lower left-hand corner: RFQ – Production Lighting Fixtures for the Performing Arts & Event Center. All quotes must be received by 3:00 PM on Friday, August 31, 2018. Three (3) copies of the RFQ must be presented. No faxed or telephone quotes will be accepted.

C. Quotes should be prepared simply and economically, providing a straightforward, concise description of provider capabilities to satisfy the requirements of the request. Special bindings, colored displays, promotional materials, etc., are not desired. Emphasis should be on completeness and clarity of content. Use of recycled paper for requests and any printed or photocopied material created pursuant to a contract with the City is desirable whenever practicable. Use of both sides of paper sheets for any submittals to the City is desirable whenever practicable.

D. The Technical Supervisor or representative will notify the contractor selected by September 5, 2018.

E. All quotes must be for products meeting the specifications in **Appendix A – Part 2.**

IV. SELECTION CRITERIA

<u>Factor</u>	<u>Weight Given</u>
1. Responsiveness of the written proposal to the purpose and scope of service.	25%
2. Price.	50%
3. Ability and history of successfully completing contracts of this type, meeting projected deadlines and experience in similar work.	25%
<hr/>	
Total Criteria Weight	100%

Each quote will be independently evaluated on factors 1 through 3.

V. TERMS AND CONDITIONS

- A. The City reserves the right to reject any and all quotes, and to waive minor irregularities in any quote.
- B. The City reserves the right to request clarification of information submitted, and to request additional information from the contractor.
- C. The City reserves the right to award the contract to the next most qualified contractor, if the successful contractor does not execute a contract within thirty (30) days after the award of the quote.
- D. Any quote may be withdrawn up until the date and time set above for opening of the quotes. Any quote not so timely withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days to sell to the City the services described in the attached specifications, or until one or more of the quotes have been approved by the City administration, whichever occurs first.
- E. The contract resulting from acceptance of a quote by the City shall be in a form supplied or approved by the City, and shall reflect the specifications in this RFQ. A copy of the contract is available for review, and shall include requirements to comply with ADA, Civil Rights Act, and EEO requirements. The City reserves the right to reject any proposed agreement or contract that does not conform to the specifications contained in this RFQ, and which is not approved by the City Attorney's office.

- F. The City shall not be responsible for any costs incurred by the contractor in preparing, submitting or presenting its response to the RFQ.
- G. The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

VI. SCOPE OF SERVICES

- A. Follow specifications as outlined in Production Lighting Fixtures, shown here as Appendix A.
- B. The following appendices are attached to this specification.
 - i. Appendix B – Section 11-61-93-A Production Lighting Fixtures
- C. Completion
 - i. **The City desires that this work be completed by Friday, October 5, 2018.**
Please provide date of completion in quote.

VII. COMPENSATION

- A. Please present pricing information on the contractor’s proposed quote for the equipment specified in Appendix B with totals for all equipment listed and for any for any variation for non-routine services, inclusive of Washington state sales tax, and any other applicable governmental charges. Please provide specifics as to definitions of routine versus non-routine tasks, what is fixed as opposed to variable, and how costs are adjusted according to that classification.
- B. Payment by the City for the services will be made only after the services have been performed, an itemized billing statement is submitted in the form specified by the City, and approved by the appropriate City representative, which shall specifically set forth the services performed, the name of the person performing such services, and the hourly labor charge rate for such person. Payment shall be made on a monthly basis, thirty (30) days after receipt of such billing statement.

VIII. PUBLICATION.

Name of Publication:

Dates:

Federal Way Mirror

August 17, 2018

Puget Sound Business Journal

August 17, 2018

City of Federal Way Website
www.cityoffederalway.com

August 17, 2018 thru
August 31, 2018

G:\lawforms\Request for Quotes
rev. 01/15

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Services as listed herein and related to the furnishing and commissioning of production lighting fixtures and equipment.

1.2 REFERENCES

- A. Comply with all national, state and local regulations and the procedures and requirements of the CA Division of the State Architect. In the event of conflict between these specifications and the applicable regulations, the more stringent shall govern.
- B. Equipment shall be provided per the related trade and regulatory guidelines including but not limited to UL, NEC, IEEE, and all manufacturer's recommendations and requirements. Contractor shall be responsible in the event that work under their control voids or jeopardizes manufacturers' warranties.
- C. Labor shall be provided per applicable labor regulations and practices.

1.3 DEFINITIONS

- A. Theatre Representative: For the scope in this Section, authorized personnel representing Federal Way Performing Arts & Event Center.

1.4 SYSTEM DESCRIPTION

- A. Lighting fixtures, cable and accessories will be provided and delivered to the job site and loaded onto the stage floor or storage room floor as directed by owner.

1.5 CURRENT TECHNOLOGY

- A. Only the most current hardware and software shall be provided. In no case will discontinued or superseded products be acceptable. If the manufacturer has developed and successfully released products that meet or exceed the criteria within this specification, the Contractor shall notify the Theatre's Representative and submit the new product for review. If accepted, the products will be provided at no additional cost to the Theatre. Software upgrades and authorized support services for its proper integration into the system shall be provided at no cost to the Theatre throughout the warranty period.
- B. In the event of known product defects or recall, the Contractor shall immediately notify the City and make immediate arrangements for remedy.
- C. None of the stipulations herein shall be grounds for revision to the project schedule.
- D. See related procedures under warranties in this Section.

1.6 SUBSTITUTIONS

- A. All requests for substitutions from the specified materials, assemblies or related services shall be submitted for review by the Theatre's Representative prior to bid. Substitution requests made after bid shall be neither reviewed nor accepted. Requests shall be made in a timely fashion so as to not affect the project schedule in either case of the substitution being accepted or rejected.
- B. Documentation for the substitution shall be submitted with supporting material and shall include the related information for the item as specified so that equivalence can be demonstrated. The burden of proof rests solely upon the Contractor. The Theatre's Representative shall be the sole evaluator of the fitness of the substitution.
- C. All expenses related to the substitution including, but not be limited to, all fees and expenses incurred in the evaluation of the substitution, and any effect on the costs and schedule of other trades whether or not the substitution is accepted, shall be borne by the Contractor.

1.7 SUBMITTALS

- A. Submittals shall be made in a timely fashion so as to not affect the project schedule, and shall allow for adequate time for review and resubmittal. Partial submittals shall not be acceptable and shall be returned without review.
- B. All submittals shall be made in electronic format.
 - 1. Provide Hard copies if requested.
 - 2. Files shall be in .pdf format, and submitted via email or download. Third party website transfer services which require membership shall not be an acceptable means of transmittal.
- C. All submittals shall be complete and submitted as a comprehensive package, including finish selection materials (if required), all materials listed in this section, including, but not limited to, all shop drawings, product data, and any other information required to review the systems. Incomplete submittals will be rejected without review.
- D. Submittals shall be reviewed and field dimensions verified prior to commencing acquisition for, and fabrication of the work in this section. All services and parts of the work in this section shall be verified through the submittal process.
- E. Product Data:
 - 1. Submit data sheets for all standard component parts, which shall include all information necessary to verify compliance with this Section.
- F. Record Documents:
 - 1. At time of final acceptance, submit regulatory listings and certifications as required by prevailing building codes.
 - 2. Within 30 days, submit two (2) paper copies and one (1) electronic copy of "as built" submittals including product data, operations and instructions manuals for all products provided, care and maintenance instructions, service line and online contacts and warranty documents.
 - 3. Submit electronic record documents on CD, DVD or USB flash drive storage media.

1.8 WARRANTY

- A. Warranty shall provide coverage of material and product defects and assembly workmanship or installation for a period of three years following the date of acceptance by the Theatre.
- B. Items under warranty shall be serviced to the satisfaction of the Owner with 14 days of notification to the Contractor. If warranty claims are not serviced to the satisfaction of the owner within the 14 day period, the Contractor shall bear all costs that arise as a result of the delay, including, but not limited to, the use of temporary replacement components, additional Owner's staffing or overtime, shipping, cancelled uses or performances.

1.9 QUALITY ASSURANCE

- A. Equipment in this Section shall be provided by specialty suppliers and manufacturers meeting the qualifications listed herein.
- B. Specialty supplier shall have been continuously engaged in the sales and integration of lighting control equipment similar to that specified herein for a minimum of fifteen years.
 - 1. Manufacturer shall have been continuously engaged in the manufacturing of lighting control equipment similar to that specified herein for a minimum of fifteen years.
- C. Specialty suppliers shall have at time of bid and continuously maintain throughout the project and warranty period a Contractor's license appropriate for the work in this Section.
- D. Specialty suppliers shall maintain bonds in the amount required for the project.
- E. Specialty suppliers shall have within their employ; manufacturer's factory authorized field services technicians within a four hour travel distance from the Project site.
- F. All equipment shall be UL listed and bear the appropriate labels.

1.10 DELIVERY, STORAGE AND HANDLING

- A. Packing shall prevent damage to the equipment during transit. Costs to repair or replace all equipment damaged during the course of the contract services shall be borne by the Contractor.

PART 2 - PRODUCTS

2.1 SPECIALTY SUPPLIERS

- A. The following production systems specialty suppliers may bid the work in this section:

LVH Entertainment Systems
300 Irving Drive
Oxnard, CA 93030
Contact: Mike Kunz
(888) 313-2033
Email: mkunz@lvhent.net

Stagecraft Industries, Inc.
5051 North Lagoon Ave
Portland, OR 97217
Contact: Kevin Shetterly
(503) 286-1600
Email: kevins@stagecraftindustries.com

PNTA
2414 SW Andover Street
Seattle, WA 98106
(206) 267-1789

Barbizon Lighting Company
1320 South Priest Drive, Suite 105
Tempe, AZ 85281
(480) 237-0470
Email: bwrsales@barbizon.com

Hollywood Lights
7230 S 227th Place
Kent, WA 98032
(206) 292-2353

- B. All other specialty subcontractors must be approved prior to bid. Other contractors seeking acceptance must submit the following information at least 5 days prior to the bid closing date. Approval of contractors will be by addenda. Failure to submit any of the required information will automatically disqualify the contractor from consideration of approval.
1. A listing of five equivalent installations including:
 - a. Name, address and telephone number of Theatre;
 - b. Name, address and telephone number of Theatre Consultant;
 - c. Scope of work.
 2. A brief written description of the contractor's operation including facilities, financial capabilities, and experience of key personnel.
 3. Documentation necessary to prove compliance with 116193.1.9 above.

2.2 MANUFACTURERS

- A. Dimming and control equipment in this Section shall be provided by specialty manufacturers providing products meeting the specifications herein.
- B. Dimming and control equipment in this Section shall be the products of the following specialty manufacturers:
1. Electronic Theatre Controls
 2. Other manufacturers as listed in the fixture schedule.
- C. Permission to bid does not imply acceptance of the manufacturer. It is the sole responsibility of the contractor for this section to ensure that any price quotations received and submittals made are for controls systems that meet or exceed the specifications.

2.3 MATERIALS

- A. All components supplied under this section shall be new. Used or factory reconditioned components shall not be acceptable.

2.4 PRODUCTION LIGHTING FIXTURES

- A. Provide production lighting fixtures, accessories and spare parts as shown in Appendix B.
- B. Fixtures shall have 2P&G stage pin connectors unless noted otherwise.

- C. Ellipsoidal spotlights

- 1. Provide ETC Source Four ellipsoidal spotlights. No substitutions.
 - a. Provide with lenses in beam spreads as noted in appendix.
 - b. Integral cable clamp for power leads
 - c. Positive locking of lamp focus and independent lamp alignment controls
 - d. High impact, thermally insulated knobs and shutter handles
 - e. Reflector secured with shock mounts
 - f. Lens secured with silicone shock mounts
 - g. Rotating shutter assembly - 50° rotation
 - h. 20-gauge stainless steel shutters
 - i. Insulated rear handle
 - j. Interchangeable lens tubes for different field angles with Teflon guides for smooth tube movement
 - k. Sturdy integral die cast gel frame holders with two accessory slots, and a top mounted, quick release gel frame retainer
 - l. 3/16" x 1-1/4" steel yoke with two mounting positions allowing 300°+ rotation of the fixture within the yoke
 - m. Positive locking, hand operated yoke clutch
 - n. Slot with sliding cover for motorized pattern devices or optional iris
 - o. 750 watts maximum

- D. Par Fixtures

- 1. Provide ETC Source Four Par EA fixtures. No substitutions.
 - a. Color: Black
 - b. Integral cable clamp for power leads
 - c. Positive locking of lamp alignment controls
 - d. High impact, thermally insulated knobs
 - e. Reflector secured with shock mounts
 - f. Tool free lens changing
 - g. Sturdy integral die cast gel frame holders with two accessory slots, and a top mounted, quick release gel frame retainer

- h. 3/16" x 1-1/4" steel yoke with two mounting positions allowing 300°+ rotation of the fixture within the yoke
 - i. Steel yoke shall be extra-long to allow re-lamping of the fixture without breaking focus
 - j. Positive locking, hand operated yoke clutch
 - k. 750 watts maximum
 - l. Accessory lens package
- 2. Provide ETC ColorSource Par Deep Blue fixtures. No substitutions.
 - a. Color: Black
 - b. Integral cable clamp for power leads
 - c. Positive locking of lamp alignment controls
 - d. High impact, thermally insulated knobs
 - e. Reflector secured with shock mounts
 - f. Tool free lens changing
 - g. Sturdy integral die cast gel frame holders with two accessory slots, and a top mounted, quick release gel frame retainer
 - h. 3/16" x 1-1/4" steel yoke with two mounting positions allowing 300°+ rotation of the fixture within the yoke
 - i. Steel yoke shall be extra-long to allow re-lamping of the fixture without breaking focus
 - j. Positive locking, hand operated yoke clutch
 - k. Provide stage pin connectors on each unit as noted above.
 - l. 7.5" Wide lens (round field) for each unit

E. Followspot lights

- 1. Provide Lycian 1279 Superstar 2.5 followspot, or approved equal. Substitutions shall be requested in writing prior to submission of quotes and contain sufficient manufacturer's documentation to demonstrate that the substitution meets or exceeds the specification. Approval of the substitution shall be at the sole discretion of the owner.
- 2. Followspot shall:
 - a. Be UL listed.
 - b. Lamp 2500 watt HMI/MSR single ended lamp
 - c. Spare lamp
- 3. Provide with the following options:
 - a. Standard tripod base
 - b. Heavy Duty adjustable yoke
 - c. Standard boomerang color changer.
 - d. Tools and manufacturer recommended spare parts.
- 4. Power connector should be compatible with booth 120/208v 30Y Hubbell Twist connector

F. Chauvet Maverick MK2 Profile

1. Provide Maverick MK2 Profile, or approved equal. Substitutions shall be requested in writing prior to submission of quotes and contain sufficient manufacturer's documentation to demonstrate that the substitution meets or exceeds the specification. Approval of the substitution shall be at the sole discretion of the owner.
 - a. Color: Black
 - b. Integral cable clamp for power leads
 - c. CRI: >90
 - d. 16-bit dimming of master dimmer for smooth control of fades
 - e. Variable CMY+CTO color mixing system to create a wide pallet of colors
 - f. Two rotating, indexing and interchangeable slot and lock gobo wheels
 - g. DMX , WDMX, sACN, and Art-Net for full flexibility of control options
 - h. RDM control over DMX for fixture reporting
 - i. 13° to 37° zoom angle for variable beam sizes
 - j. Iris, 3-facet prism, and frost for beam control
 - k. True 1 compatible power input
 - l. Half coupler clamps (2 for each fixture)
 - m. Optional Additional Equipment: Storage Case. The owner shall determine if the optional equipment will be acquired based on pricing after review of quotes.

G. Fixture preparation:

1. As part of base work fixtures shall all be prepare in the following manner:
 - a. Connector shall be prewired.
 - b. Fixtures shall be delivered to the site as assembled by manufacturer.
 - c. Each fixture yoke shall be provided with an industry standard cast iron C-clamp for each yoke or trunnion.
 - d. Safety cables provided for each fixture yoke.
2. Each fixture yoke shall be provided with a black wire rope safety cable with eye and snap hook affixed with compression fittings.
 - a. Provide one for each fixture.

2.5 ACCESSORIES

- A. Provide quantities for all accessories as specified in 116193-A equipment list.
- B. Provide the following fixture accessories:
 1. Gel frames
 - a. Provide metal gel frames with gel fastener holes of the appropriate size for each fixture.
- C. SOCAPEX Break-Ins 12/3
 1. Color: Black
 2. Rating: 20 Amp, 125 VAC

3. Cable Gauge: 12/3
 4. Terminations: 19 Multi-Pin Connector to 2 P&G Stage Connectors; staggered lengths
- D. Control cabling
1. Color: Black
 2. Cable assemblies shall be heavy touring grade TMB ProPlex cable or similar.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Deliver fixture and accessories as described above and place on stage floor or storage room on ground floor as directed by Owner.
- B. Provide bill of materials for Owner to check when receiving equipment.

**Federal Way PAEC
Production Lighting Fixtures
Appendix B
Notes: "A/R" = As Required**

REF	DESCRIPTION	MFR	MODEL	QTY	NOTES	COST
<i>Production Lighting Fixtures</i>						
1	Ellipsoidal Spotlight, 5 degree	ETC	405	8		
2	Ellipsoidal Spotlight, 10 degree	ETC	410	12		
3	Ellipsoidal Spotlight, 14 degree	ETC	414	6		
4	Ellipsoidal Spotlight, 19 degree	ETC	419	14		
5	Ellipsoidal Spotlight, 26 degree	ETC	426	12		
6	Ellipsoidal Spotlight, 36 degree	ETC	436	14		
7	Ellipsoidal Spotlight, 50 degree	ETC	450	2		
8	PAR Fixtures	ETC	PAR-EA	4	With 4 standard lenses	
9	ColorSource Par Deep Blue	ETC	COLORSOURCE Deep Blue	20	Note additional lens below*	
10	Superstar 2.5 Followspot	Lycian	1279	2		
11	Maverick MK2 Profile	Chauvet	MK2 Pro	4		
<i>Components & Spares</i>						
12	HPL Lamp, 750W, 2000 hr lamp (S4 & PAR)	Os./Sylvania, GE	Contractor	A/R	1 x number of fixtures	
13	Stage Pin Connector	Contractor	Contractor	A/R	1 x number of fixtures	
14	C-Clamp	Contractor	Contractor	A/R	1 x number of fixtures	
15	Safety Cable, Black	Contractor	Contractor	A/R	1 x number of fixtures	
16	Gel Frames, Source 4 ERS	Contractor	Contractor	A/R	1 x number of fixtures	
17	Gel Frames, Source 4 PAR	Contractor	Contractor	A/R	1 x number of fixtures	
<i>Cables</i>						
18	Socapex Break-In 12/3	Contractor	Contractor	9	With staggered lengths	
19	5-pin DMX Cable, 5 feet	TMB	ProPlex	5	Cable for DMX	
20	5-pin DMX Cable, 10 feet	TMB	ProPlex	18	Cable for DMX	
21	5-pin DMX Cable, 25 feet	TMB	ProPlex	8	Cable for DMX	
TOTAL COST						
<i>Optional Additional Equipment</i>						
	Storage Case for MK2 Profile	Contractor	Contractor	4		
DATE OF INSTALLATION _____						

* 7.5" wide lens (round field) for each colorsource par