

REQUEST FOR PROPOSAL
FOR
HEADWALL SYSTEM
Nursing Simulation Lab – Building 1

Columbia Gorge Community College
The Dalles, Oregon



Issued: April 26, 2024

Proposals Due: May 17, 2024, 3:00 pm, Local Time

EDA Award Number 07-79-07767

URI 116720

Point of Contact:
Address:

Mark DeMoss
400 East Scenic Drive
Business Office, Building 2
The Dalles, Oregon 97058
(541) 506-6056
mdemoss@cgcc.edu

Phone:
Email:

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I. PROPOSAL OVERVIEW

Notice to Proposers

Columbia Gorge Community College (CGCC) invites qualified Vendors to submit proposals for the purchase of medical equipment. The equipment will be based upon the functionality and best fit for CGCC. The simulation center will have two simulation labs with two beds each of monitored simulation with the goal of collaboratively working with the existing skills labs, as well. The center needs the capacity for debriefing in separate rooms. Management of the simulation will take place in a separate control room between.

Each Vendor who intends to submit a proposal in response to this RFP shall submit an "Intent to Respond" via e-mail to Mark DeMoss at mdemoss@cgcc.edu on or before May 10, 2024, 3:00 pm. The Intent to Respond shall include the Vendor's name, the name of a contact person and that person's e-mail address.

Proposals will be accepted until May 17, 2024, at 3:00 pm. Please email with subject heading, "RFP-CGCC Headwall System".

This solicitation does not oblige the College to pay any costs incurred in the preparation of the Proposals. The College reserves the right to reject any or all Proposals that are not in compliance with all prescribed requirements. This RFP shall be referenced in, and considered part of, any final contract.

II. STANDARD TERMS AND CONDITIONS APPLICABLE TO ALL CGCC CONTRACTS

Contracting Terms and Conditions

The following standard contracting terms and conditions are incorporated and shall become a part of any final contract that will be awarded by any college or other operating unit of the Columbia Gorge Community College (CGCC). These terms and conditions derive from the public nature and limited resources of the CGCC. CGCC DOES NOT AGREE TO:

1. Provide any defense, hold harmless or indemnity.
2. Waive any statutory or constitutional immunity.
3. Apply the law of a state other than Oregon.
4. Procure types or amounts of insurance beyond those CGCC already maintains or waive any rights of subrogation.
5. Add any entity as an additional insured to CGCC policies of insurance.
6. Pay attorneys' fees, costs, expenses, or liquidated damages.
7. Promise confidentiality in a manner contrary to CGCC policies and procedures.
8. Permit an entity to unilaterally change any term or condition once the contract is signed.
9. Automatic renewals for term(s) greater than month-to-month.

By submitting a response to a Request for Proposal, bid or other offer to do business with CGCC, YOUR ENTITY UNDERSTANDS AND AGREES THAT:

1. The above standard terms and conditions are thereby incorporated into any agreement entered into between CGCC and your entity; that such terms and condition shall control in the event of any conflict with such agreement; and that your entity will not propose or demand any contrary terms.
2. The above standard terms and conditions will govern the interpretation of such agreement notwithstanding the expression of any other term and/or condition to the contrary.
3. Your entity will not propose to any college or other operating unit of the CGCC any contractual documents of any kind that are not in at least 11-point font and completely contained in one Word or PDF document, and that any references to terms and conditions, privacy policies or any other conditions referenced outside of the contract will not apply; and
4. Your entity will identify at the time of submission which, if any, portion or your submitted materials are entitled to "trade secret" exemption from disclosure; that failure to so identify will authorize CGCC to conclude that no portions are so exempt; and that your entity will defend, indemnify and hold harmless CGCC in any and all legal actions that seek to compel CGCC to disclose some or all of your submitted materials and/or contract, if any, executed between CGCC and your entity.
5. To the greatest extent practicable, your entity is encouraged to purchase American-made equipment and products with funding provided under EDA financial assistance.
6. This project will be partially funded with Federal funds from the United States Department of Commerce, Economic Development Administration, and therefore is subject to the Federal laws and regulations associated with that program.

7. All work must conform to the requirements of Appendix II to 2 CFR Part 200 – Contract Provisions for Non-federal Entity Contracts under federal awards.

III. REVIEW AND PROPOSAL SELECTION PROCESS

General

Columbia Gorge Community College reserves the right to reject any or all Proposals and is not liable for any costs the Proposer incurs while preparing or presenting the Proposal. All proposals and fees shall remain in effect for a minimum of 90 days beyond the submittal date. Upon completion of the evaluations, CGCC intends to negotiate a contract with the Proposer whose proposal is deemed most advantageous to CGCC.

CGCC reserves the right to reject any or all bids, to waive or not waive informalities or irregularities in bids or bidding procedures, and to accept or further negotiate cost, terms, or conditions of any bid determined by CGCC to be in the best interests of CGCC even though not the lowest bid.

Vendors shall deliver, and install (if required), all equipment as outlined in Section IV. Preference may be given to Vendors that can complete delivery in a shorter time frame after receiving the award. Availability of the proposed equipment may be used in the evaluation of the proposal. The Vendor must include a realistic delivery schedule in terms of weeks following contract award.

IV. RFP EVALUATION CRITERIA

CGCC has established a review committee that will evaluate and select the Vendor for award of a contract to provide the equipment, installation (if required), and training services from the responses to criteria outlined in the RFP.

The proposals will be evaluated on a qualitative basis; factors which may affect the decision include the Vendor's completeness and timeliness in its response to CGCC, the results of discussions with references, and interviews with personnel to be assigned to CGCC.

Evaluation

The evaluation criteria utilized for this RFP may be based upon, but not limited to, the following:

- Compliance with specifications and functionality.
- Compliance with installation and training requirements, if applicable.
- Compliance with warranty and support requirements.
- Pricing.
- Lead time and required delivery timeframe.

V. REQUIREMENTS FOR PROPOSALS

Submittal Requirements

Interested Vendors must submit their responses to Columbia Gorge Community College, The Dalles, Oregon, Controller Mark DeMoss at mdemoss@cgcc.edu with subject heading, "RFP-CGCC Headwall System" no later than 3:00 pm local time on May 17, 2024. Response submitted after this time will be subject to rejection. It is the responsibility of the Vendor to ensure that proposals have been received.

Form of Proposal

A Proposer's submitted proposal:

- One (1) electronic copy submitted via email to Columbia Gorge Community College, Mark DeMoss, listed above.
- Complete Exhibit A BID FORM.
- Shall be in PDF format, 8 1/2" x 11" size. 11"x17" size is acceptable for equipment spreadsheets if needed.

VI. EQUIPMENT DESCRIPTIONS AND CRITERIA

The vendor shall reference Exhibit C of this RFP for Simulation Center headwall specifications.

Quality Assurance

Unless otherwise stated, all equipment will be new, less than one year from the date of manufacture, and without blemish or defect.

All equipment must be purchased from a manufacturer-approved distributor or reseller. Purchase of equipment from a non-approved reseller is prohibited.

The equipment shall be the latest model or type offered which meets the applicable specifications at the time of submittal. Discontinued items replaced by newer models or versions are prohibited from use in the project. It shall be the Vendor's responsibility to provide the Owner with information regarding discontinued products listed in the specification. If a product listed is discontinued prior to installation, the Vendor shall submit a substitution request.

Product Information and Cut Sheets

The Vendor shall submit product information electronically in Microsoft Excel format, unless an alternate format is approved in writing by the Owner.

The Product Information shall contain at minimum the following fields for each item:

- Quantity.
- Make.
- Model.
- Description.
- Color/finish (if applicable).
- Pricing.

Product Cut Sheets: Unless otherwise agreed to in writing, the Vendor shall prepare a package of the manufacturer's cutsheets for review by the Owner.

General Warranty Requirements

1. Shall commence after installation and setup is complete.
2. Comprehensive software and hardware support.
3. On-site service, if applicable.

General Support Requirements

1. On-site user training, if applicable. Identify all costs associated with any training.
2. Off-site user training for duration of ownership, if applicable. Identify all costs associated with any training.
3. Maintenance and troubleshooting training for local support staff.

Delivery

1. Delivery shall be no later than August 3, 2024
2. The Vendor shall provide 30-day notice of shipments, as well as anticipated arrival dates.
3. Unless otherwise directed, the Vendor shall activate all manufacturer warranties in the Owner's name. The start date of the warranties shall be the date that the Owner has received all equipment per this specification and full installation has occurred if applicable.

END OF REQUEST FOR PROPOSAL

EXHIBIT C
Simulation Center Headwall Specifications

Please identify how your company will address the requirement of the each of the manikins and supporting equipment listed herein. The college reserve the right to alter the quantity of purchase or eliminate specific items entirely from its order.

Surface Mounted Patient Care Headwall, Simulation Only,
Manufacturer: Axiom, or approved equal
Quantity: 4

approximately 28 1/4" wide by 3" deep and extending 9" above the finished floor to the ceiling, standard with vertical equipment, tracks and is pre-wired and pre-piped for single point connection at the top.

The following devices are included:

- 1 Medical Air Outlet
- 1 Oxygen Outlet
- 1 Vacuum Outlet
- 1 Vacuum Bottle Slide, Unimount
- 2 Electrical Receptacle, Hospital Grade, Duplex, Red
- 2 Electrical Receptacle, Hospital Grade, Duplex, White
- 1 Integrated Non Functional Code Blue, 1g
- 2 Sphygmomanometer Basket, Unimount,
- 2 Utility Hook 5", Unimount,
- 1 Sharps Container with Mount,
- 1 Infusion Pump System platform , 4-Hook, 30", Unimount