

Port of Benton  
Scope of Work  
LED Replacement/Retrofit  
2345 Stevens Dr, Richland

This project is for the replacement/retrofit of older lighting fixtures throughout the building. The location and information are listed below as well as a picture attached:

RBP: 2345 Stevens Dr.



**Pre-bid walk through on February 17th at 8:30 a.m. at 2345 Stevens Dr., Richland. Meeting location is on the North East Entrance. Please bring I.D. as you will be required to have a temporary badge.**

**Scope is to include the following:**

Prior to any lighting removal or work, the fixture(s) must be made safe by using approved Lockout/Tagout methods and verified the power is off.

- Contractor responsibility includes confirming all installed lamps, ballasts & fixtures are CEE qualified.
- Contractor is also responsible for coordinating all aspects of the City of Richland incentive program.
  - That includes scheduling both the pre & post inspections as well as submitting all required paperwork.
- Contractor will be responsible for the disposal of all existing material coming off site. Disposal must have supporting documentation to confirm that EPA and State guidelines were followed.

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1) Provide & install (274) new high-performance 2x4 LED bi-level flat panel fixtures in upper common areas.

An additional (40) 2x4 flat panel fixtures will require emergency ballasts that meet local code requirements.

2) Provide & install (441) new high-performance 2x4 LED bi-level flat panel fixtures in office areas.

3) Provide & install (20) new high-performance 2x2 LED bi-level flat panel fixtures in upper halls.

An additional (8) 2x2 flat panel fixtures will require emergency ballasts that meet local code requirements.

4) Provide & install (3) 4ft LED strip with emergency ballasts that meet local code requirements.

Please note: existing fixtures are bolted through elevator and will require contractor to coordinate elevator shut-down with manufacturer / service company before installation.

5) Provide & install (51) 4ft new LED architectural grade strip fixtures in upper common and restroom areas.

An additional (3) 4ft strip fixtures will require emergency ballasts that meet local code requirements.

6) Provide & install (2) 1x4 new high performance LED flat panel with surface mount kit in upper south restroom area.

7) Provide & install (13) 4ft high performance LED surface / wall mount fixtures in stairwell. All above fixtures will include dual technology occupancy sensors (sound & motion) as well as emergency ballasts that meet local code requirements.

8) Provide & install (105) new fixtures or retrofit existing 277V 10" recessed can fixtures in upper common hall.

9) Provide & install (6) new fixtures or retrofit existing 6" 277V recessed can fixtures (must be dimmable) in room #399.

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10) Provide & install (4) new 10" recessed can fixtures to replace existing 6" (must match 10" on line #8) in upper reception area.

11) Provide & install (20) new emergency light EXIT sign combination fixtures. New EXIT combination fixtures will be replacing existing EXIT sign only fixtures. Locations will be identified at the time of installation.

12) Provide & install (170) 2x4 high performance flat panels that are high lumen rated to replace existing 2 & 3 lamp T5 fixtures in lower workspace area.

13) Provide & install (96) new high performance 2x4 LED bi-level flat panels in lower common area. An additional (11) 2x4 flat panels will require emergency ballasts that meet local code requirements.

14) Provide & install (60) new high performance 2x4 LED bi-level flat panels in lower offices.

15) Provide & install (2) new high performance 2x2 LED bi-level flat panels in lower common area.

16) Provide & install (6) new high performance 1x4 LED flat panels in lower restrooms.

17) Provide & install (4) new high performance 1x4 LED flat panels with emergency ballasts that meet local code requirements in lower restrooms.

18) Provide & install (4) new high performance 2x2 LED flat panels with surface mount kits to replace existing recessed can fixtures outside of shower area in lower restroom.

19) Provide & install (16) new high performance 1x4 LED flat panels with surface mount kits in lower lab area.

20) Provide & install (9) 4ft new LED architectural grade strip fixtures in lower north area.

21) Provide & install (19) 8ft new LED architectural grade strip fixtures in area #138.

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22) Provide & install (12) new high performance 1x4 LED flat panels with surface mount kits in lower misc. areas.

23) Provide & install (2) new 36" decorative vanity style LED fixtures in lower west restroom.

\*Architectural grade: New fixtures should match and fit with the buildings current design.

\*New fixtures to be dual rated 120-277V and perform at 5000K color temperature.

\*Contractor to utilize drop cloths where appropriate.

\*Contractor is responsible for keeping work areas vacuumed and clean.

\*Please note: some project areas will require night and weekend hours per tenant request.

\*Individual offices must be completed and all office fixtures operational by the end of each shift.

**\*Provide warranty information for all lighting as part of the bid submittal.**

**\* This is a secure facility with badge access requirements. Prior authorization is required before entry.**

Contractor is responsible for all labor and materials.

Contractor will be responsible for field verifying all dimensions and counts.

**Contractor is to coordinate all work with Port of Benton, so we can keep our tenants informed. Please advise requester of the ETA**

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**Prevailing wages apply for this job**

**As of July 1, 2019, all businesses are required to have LNI training before bidding and /or performing work on public works projects unless the business is exempt.**

**It is the responsibility of the Contractor to make certain that all sub-contractors have had LNI Training.**

**Contractor and Sub-contractors must be on Port of Benton Small Works Roster.**

**Contractors must be able to provide proof of insurance and license and bonding.**

**Contractor is required to have a business license for the City in which the work is being performed**

**Contractor is responsible for verifying permit requirements and for obtaining any permits needed for this project.**

**Contractor and Sub-Contractor are responsible for filing Intents to pay Prevailing Wage and Affidavits of Wages Paid with Washington State Department of Labor and Industries.**

**Intents must be submitted and approved prior to beginning work for Contractor and Sub-Contractors. All costs incurred in the filing of Intents and Affidavits are the responsibility of the contractor.**

**Affidavits of Contractors and sub-contractors must be submitted and approved prior to final payment being made.**

**The procurement of these services will be in accordance with applicable federal, state, and local laws, and Port policies and procedures. The Port reserves the right to reject any and all Proposals.**

**The Port reserves the right to waive any minor irregularity and/or reject any and all firms and cancel the procurement.**

**All costs incurred in the preparation of a Proposal, and participation in this negotiation process shall be borne by the proposing firms.**

**Proposals shall become property of the Port and considered public documents under applicable Washington State laws. All documentation provided to the Port may be subject to disclosure in accordance with Washington State public disclosure laws.**

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**Wage Compliance Form will be due with Bids**

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If you have any questions regarding the walk through you can contact Jeff Moore @ (509) 528-8916

**Bids are due to the Port of Benton by February 26, 2021 at 11:00 a.m.**

**Bids and any questions may be submitted by email to: [collins@portofbenton.com](mailto:collins@portofbenton.com)**