

Columbia Basin Health Association
1515 E. Columbia St.
Othello, WA 99344
509.488.5256

Request for Proposal for Dental Equipment and Implementation Services

Date: Tuesday, February 4, 2025

Response Due Date: Monday, February 24, 2025

Project Name: **CBHA Pasco Clinic**
Owner: **Columbia Basin Health Association**
Project Address: **7405 Three Rivers Drive**
City, State, Zip: **Pasco, WA 99301**

Contact: Carlos Ruiz
Phone: 509-488-5256 ext.8117

Documents:

Project Description: See below.

Columbia Basin Health Association (CBHA) also referred to as the “Owner”, is a 501(c) (3) non-profit FQHC safety-net healthcare provider that currently operates four dental clinics in Adams, Franklin, and Grant Counties in Eastern Washington. The Royal City Clinic has four operatories, the Connell Clinic has seven operatories, the Othello Clinic has 20 operatories, and the Wahluke Clinic has eight operatories. Three of these dental clinics are situated in a ‘Health Home’ clinic providing a full range of primary care services including medical, dental, optometry, behavioral health, family support services, and pharmacy. CBHA’s mission is to “provide equal access to quality health care to all persons regardless of age, sex, color, ethnicity, national origin, or the ability to pay.”

CBHA is seeking to procure dental equipment for a clinic to be located in Pasco, WA. CBHA plans to build and furnish 16 operatories. The initial order of dental equipment may not include all 16 dental operatories, allowing for growth at the new location. At this time, CBHA intends to purchase new equipment as well as support equipment including x-ray, sterilization and laboratory equipment. Infrastructure equipment like compressors and vacuums should be sized to support 16 operatories.

CBHA is requesting a proposal from your firm to furnish dental equipment and technical services for the above project. Respond to this Request for Proposal (RFP) by signing the document as indicated on page 3 to note your acceptance of the requirements stated herein; returning the executed form, together with all required attachments, to Carlos Ruiz (carlosr@cbha.org) by the response date indicated above. Note that a response concerning fees is required within the RFP. It is understood that your proposal can remain open for a period of 60 calendar days.

This RFP is a private invitation. Responses will be reviewed and evaluated confidentially and will not be made public. The Owner reserves the right to reject any and all proposals, in whole or in part; to waive or decline any formalities, informalities or irregularities in any proposal received, and to accept any portion or all of the proposal if deemed in the Owner’s best interest. The selection or appointment of any firm under this RFP is at the discretion of the Owner and is final, without recourse. All firms submitting a proposal for consideration acknowledge and accept the conditions stated herein.

Confidential Information: All information provided by the Owner within this RFP that is not already in the public domain (“Confidential Information”) will be held in confidence by your firm and must be used solely for the purpose of responding to this RFP. Your firm will not make disclosure of any Confidential Information to anyone except employees of your firm. Your firm shall ensure that all employees with access to Confidential Information comply with the obligations of confidentiality and restrictions on use in accordance with this section of the RFP.

Proprietary Information: If your firm submits any information deemed proprietary, it must be clearly marked as “Proprietary Information.” If the Owner agrees with this designation, the information will be treated as confidential and will not be considered public information.

Ownership of Materials: All materials submitted in response to this RFP will become the property of the Owner.

No Press Release or Public Disclosure: Respondents may not release any information regarding this RFP. The selected respondent may not issue a press release – if one is planned – until it has been reviewed and approved by the Owner.

If you have any questions or require further details for the preparation of your response for this RFP, please contact the CBHA contact identified above.

Please note any exceptions to the requirements of this RFP on a separate page labeled “Exceptions to Terms of the RFP.” Check the box on the last page of the RFP and attach the page to your response. Additionally, include all requested materials from the RFP, along with any other documents you wish to provide in your response.

The Owner will not be liable for any costs incurred by your firm in preparing your response to the RFP or for any work performed prior to the award of a contract.

If your proposal is accepted, your services shall be provided under contract with CBHA, and installation will occur at an active construction site.

Conflict of Interest

The Vendor (including any officer, director, trustee, partner, or employee) must not have a business interest or a close family or domestic relationship with any CBHA official, officer, or employee who is, has been or will be involved in selection, negotiation, drafting, signing, administration, or evaluation of the Vendor’s performance. CBHA will make the sole determination of compliance with its Conflict of Interest Policy.

Federal Exclusion List

The Vendor must not appear on the Office of Inspector General’s (OIG) list of excluded individuals or entities.

Schedule of Work

Equipment: Provide estimated delivery schedules for all equipment, indicating the shortest possible time between CBHA placing an order and delivery to CBHA’s designated location. If you are able to store the equipment until the site is ready for installation, please list any limitations or charges associated with this service.

Technical Services: Provide pricing for the installation and commissioning of all casework and equipment, as well as design assistance. If any services will be provided via contractors, associates or partner businesses, please provide CBHA with relevant information including a list of qualifications and references.

Compensation

Equipment: Pricing for each line item should be provided, along with any associated fees or charges. Please include any special terms required to qualify for the listed pricing and discounts. Additionally, note that CBHA is a 501c3 non-profit safety-net healthcare provider. Highlight any discounts available under this designation, as well as prompt payment and GPO discounts. CBHA is a member of Delta Purchasing Alliance and Premier Group purchasing organizations.

Federally Recognized Preferred Status

Please list any federally recognized registrations, categories, or certifications that apply to the company submitting a proposal. These include, but are not necessarily limited to, recognition as a Women Owned, Minority Owned, Veteran Owned business as well as ‘Labor Surplus Area Firms.’

Key Personnel List

Attach a list of key personnel, including technicians, who will perform work for the CBHA account. This list should be included with the executed RFP and provided in Word Format.

Hourly Rate and Standard Rates Schedule

For any additional work that may be added to your firm’s scope of services through change order, attach a schedule of hourly rates, standard rates, and charges for additional mobilizations to the executed RFP.

References

Attach a list of at least five current customers within 150 miles of Othello, WA to the executed RFP.

Scope of Work

Exhibit A: Refer to ‘Exhibit A: Pasco Clinic Equipment List.’ This list outlines a one-time purchase of equipment, casework, and furniture to build out the Pasco Clinic, as described above and depicted in the floor plan sketch in Exhibit A. It should serve as the basis for determining pricing and delivery schedules. All pricing must include installation and commissioning services for items requiring vendor technical support.

Selection Criteria and Timeline

Final vendor selection will be based on multiple criteria, including but not limited to product and system integration, project equipment cost, delivery and completion timeline, ongoing maintenance agreements and necessary training requirements. Vendors will be notified of selection in writing or email by Monday, March 3, 2025.

PROJECT DESCRIPTION

Note attachments that accompany your firm’s response to this RFP by checking the following boxes:

- Exceptions to terms of the RFP
- List of key personnel
- Schedule of hourly rates and standard rates
- List of references
- Changes to Scope of Work
- Base pricing for each category (Equipment, Technical Services, etc.) as described herein.
- Pricing discounts including those for volume purchase, multiple lines of business purchase, non-profit status, or GPO membership.

By signing this document, your firm represents that it has fully reviewed this RFP, has furnished all required data, and has clearly identified all proposed changes, deviations, and/or additions to the requirements.

Signature: _____

Printed Name: _____

Title: _____

Company: _____

Date of Signature: _____

Exhibit A: Pasco Clinic Dental Equipment List

This attachment outlines the business and patient care priorities that any proposed equipment suite must support. The goal is to provide each bidder with sufficient information to understand CBHA's requirements while allowing flexibility to propose a solution that best utilizes their product line. Unless otherwise noted, all references to equipment labels, names, or part numbers specific to any manufacturer should be interpreted as 'item X or a functional equivalent' and are included solely to provide a clear description of the required hardware.

Below is a description of the essential elements for each operator, along with a list of equipment using commonly recognized terms and examples from well-known manufacturers. All bids must include storage, delivery and installation of the new dental casework and equipment. Bidders must also agree to complete the installation under the direction of the General Contractor within an active construction site.

All proposed equipment mounted to the wall or ceiling must include structural support requirements, including above-ceiling tile support. Please note that all dimensions provided in this package are for reference only and are not intended for construction purposes.

General Conditions: All operatories are single-entry rooms, with the entry opening to the right of the chair when facing into the operator from the hallway. 14 rooms will have a 2'9" wide entry and approximately 7 feet of wall space at the head of the chair (see Fig. A1). The two bariatric rooms will have a 3'4" wide entry and approximately 6 feet of wall space at the head of the chair (see Fig. A2). Intraoral (bitewing) x-rays will be taken using a handheld, portable x-ray unit. Each room will be equipped for Nitrous Oxide and O₂ medical gas applications. Distraction dentistry will be facilitated through a 32" TV monitor mounted on a pole and suspended below the ceiling tiles. Guest seating will be provided via a built-in bench along the wall on the entry side of the operator, with the capacity to seat 2 adults. Inside the operator, the patient chair, casework and delivery units must be adaptable for both left-handed and right-handed dentists.

Group A: [14] Operatories with 2'9" wide entry.

The entry to each operator will be located to the right side of the dental chair when viewed from the hallway, with the head of the chair oriented toward the entry wall. The dental chair will feature a wide range of adjustability for patient comfort while also providing an ergonomic working environment for the Dentist, Hygienist and Dental Assistant (DA). Chair positioning will be controlled via foot pedals accessible from either side of the chair. CBHA prefers a solution where the delivery unit for the DA, a traditional delivery unit for Dentist, LED procedure light and a monitor are all mounted on the dental chair. A cabinet will be installed at the head of the chair to provide a working surface and storage for common consumables, waste bins, a sink, etc. The head cabinet can be up to 7 foot in length, with a matching overhead cabinet. In these rooms, the only side casework will be a guest bench, attached to the wall and sized to seat two adults. Further details on the guest bench are provided in Alternate #2.

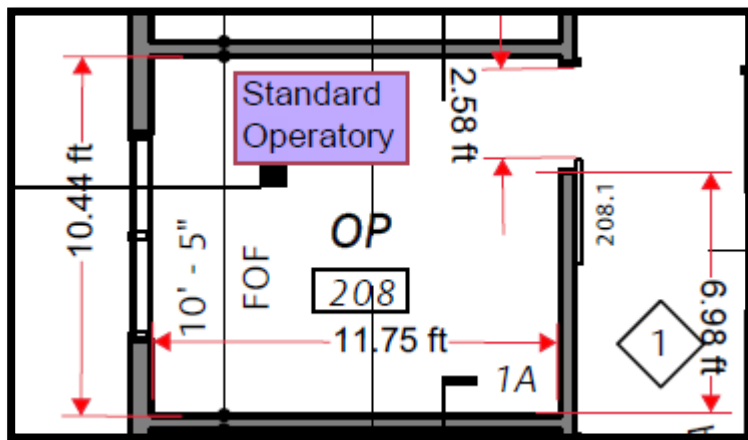


Fig. A1

Group B: [2] Operatories with 3'4" wide entry.

The entry to each operator will be located to the right side of the dental chair when viewed from the hallway, with the head of the chair oriented towards the entry wall. The dental chair will feature a wide range of adjustability for patient comfort, while also providing an ergonomic working environment for the Dentist, Hygienist and Dental Assistant (DA). Chair positioning will be controlled via foot pedals accessible from either side of the chair. CBHA prefers a solution where the delivery unit for the DA, a traditional delivery unit for Dentist, LED procedure light and monitor all mounted on the dental chair. A cabinet will be installed at the head of the chair to provide a working surface and storage for common consumables, waste bin(s) sink, etc. The head cabinet can be up to 6 foot in length, with an overhead cabinet to match. In these rooms, the only side casework will be a guest bench attached to the wall and sized to seat two adults. Further details on the guest bench are provided in Alternate #2.

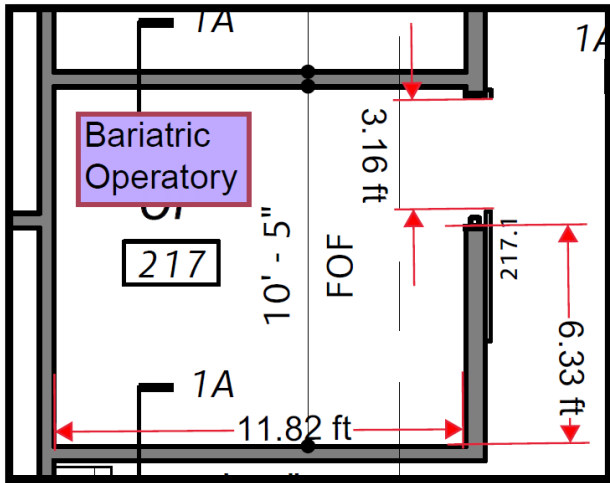


Fig. A2

Group C: Mechanical Room

The Mechanical and Dental Gas Rooms are located on the first floor, while all other dental components are on the second floor. The plan-view distance from the farthest operator to the Mechanical room is approximately 100 feet. The system should include compressors, vacuums, amalgam separators and all necessary control systems, along with the required design work needed to install the equipment and determine the size and routing of compressed air and vacuum lines to each endpoint. All mechanical infrastructure must be sized to support 16 highly productive operatories. CBHA expects a maximum of 175 dental patients per day at this location or 17-18 patients per hour. Equipment sizes, quantities, control systems and all ancillary components should be designed with built-in redundancy so that failure of a single system will allow CBHA to operate at full capacity on the remaining system(s). If a single system failure will limit operations, the Vendor should provide an estimate of how much functionality will remain as a % of full capacity.

If a monitoring and alert system can be added to the system, the Vendor should bid on this as a separate line item for CBHA to select or decline.

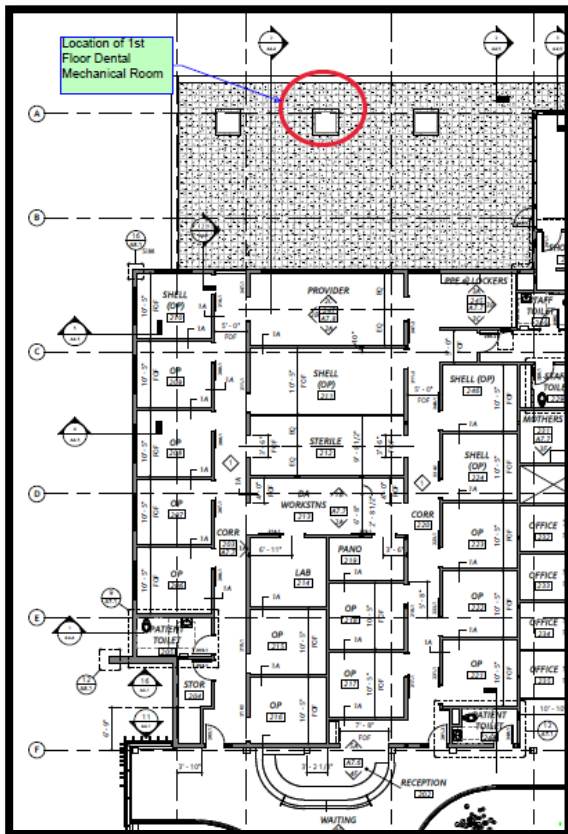


Fig. A3

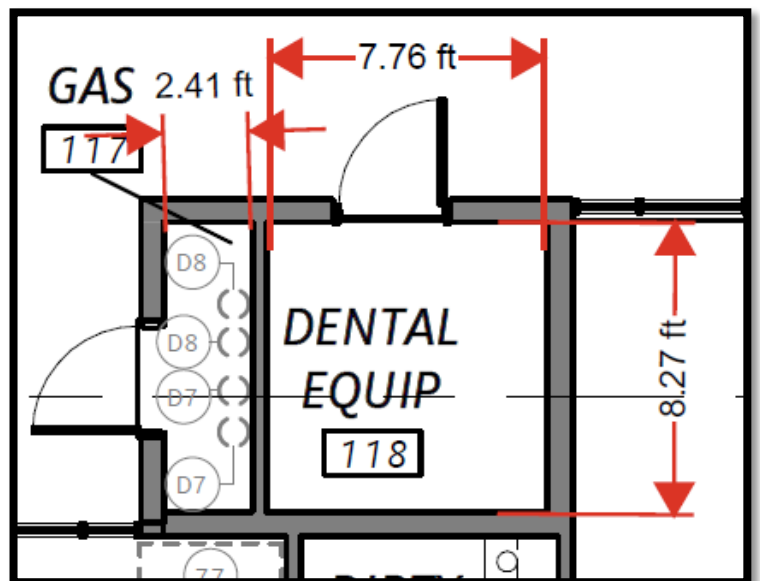


Fig. A4

Group D: Medical Gas Room

CBHA will implement a centralized gas distribution system exclusively to its dental department, with both O₂ and N₂O plumbed to each operator. The Vendor is responsible for designing and supplying a gas management and distribution system capable of supporting the anticipated patient volume for 16 fully operational operatories, as specified for the Mechanical Room.

Group E: Sterilization

CBHA will implement a Central Sterilization program to process dental, medical and optometry instruments within the Sterilization Room of the dental clinic.

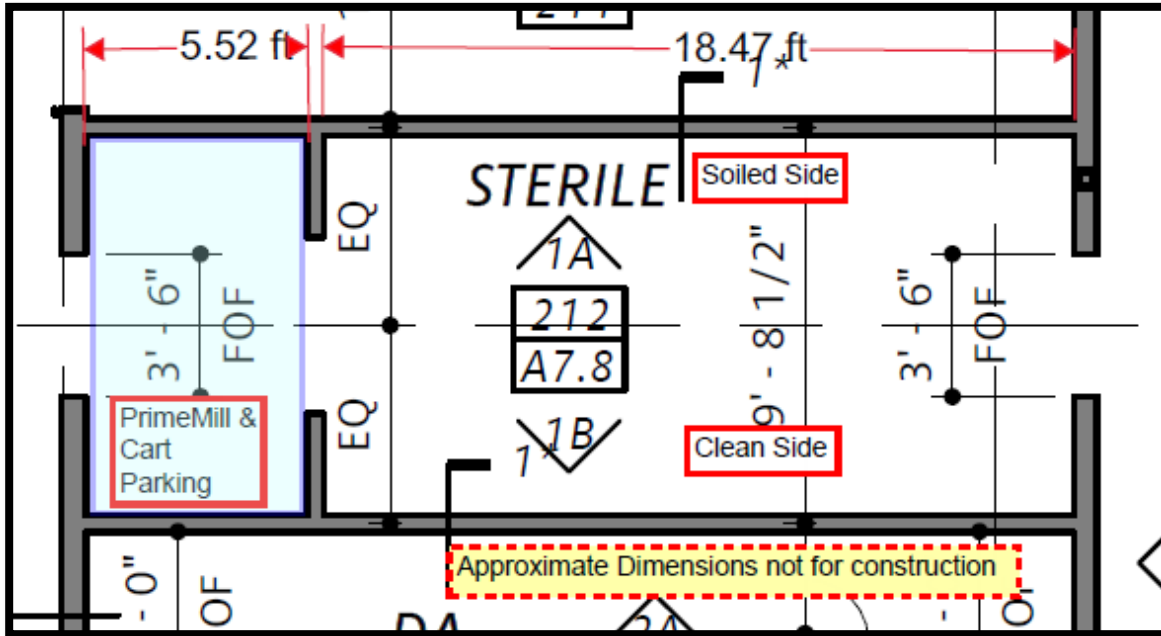


Fig. A5

CBHA has identified the following equipment needs:

Soiled Side:

- 1) [3] Autoclaves: MN111 v100-125V Lexa with data logger model #19943401
 - a. Label printer Kit
 - b. Wireless USB Adapter
 - c. WR Bar Code Reader
- 2) [2] Statim Autoclaves
- 3) [2] Automated Instrument Washers with drying capability
- 4) [1] VistaPure 3000 Water Purification System
- 5) [1] VistaCool 5 autoclave system
- 6) [2] Handpiece lubrication & maintenance unit
- 7) [1] Table-top Ultrasonic: Approximately 20" x 12" for use when the washer is out of service
- 8) Casework will be bid as outlined in Alternate #1.

Group F: Radiology

- 1) Cone beam computed tomography with Cephalometric arm
- 2) [16] Digital X-Ray Sensors
 - o [9] Size #1
 - o [7] Size #2
- 3) [3] hand-held portable x-ray devices