



**Marjaree
Mason
Center®**

Request for Proposals

RFP # 05-05-2025

Marjaree Mason Center Bathroom Remodel

Submissions Due: May 5, 2025 at 12:00 PM PST

Contents

- Introduction and Company Background 3**
 - Mission..... 3**
 - Vision 3**
 - Core Values..... 3**
- Overview 4**
 - Request for Proposal..... 4**
 - Scope of Work: 4**
 - Expectations of Qualified Vendor 6**
 - Required Contract Provisions..... 8**
- Submission Guidelines and Requirements..... 8**
 - Timeline 8**
 - Submission Components/Deliverables..... 9**
 - Submission Responses 9**
 - Evaluation Guidelines 9**
 - Pricing..... 10**
- Contact Information 10**

Introduction and Company Background

The Marjaree Mason Center (MMC) is a 501(c)(3) organization that, for over 45 years, has offered safe housing and support services to adults and children affected by domestic violence in Fresno County, California. Our organizational origins date back to 1904 when the charter members of the YWCA Fresno formed.

In 1978, Marjaree Mason was 36 years old and was a volunteer of the YWCA at the time. She had her entire life ahead of her. She was a native of Easton, a graduate of Washington High School and Reedley College, and was well known in the community.

In November of that year, Marjaree's joy was overshadowed by the return of her ex-boyfriend – a Fresno County sheriff's deputy named Robert Tillman. Tillman was an imposing presence who refused to go away despite Marjaree's insistence that he leave her alone. Her continued rejection fueled Tillman's rage, which exploded in violence one night as he kidnapped, beat and raped Marjaree before releasing her the next day.

Frightened and confused, Marjaree feared retaliation if she were to report the crime. Convinced by friends to seek medical treatment, Marjaree shared details of her ordeal with hospital personnel, who reported the incident to the Sheriff's Department. Before an investigation was launched, Tillman once again kidnapped and assaulted Marjaree, ultimately fatally shooting her before turning the gun on himself.

Marjaree Mason's tragic death gained national attention, shining a spotlight on domestic violence and galvanizing the Fresno community into taking action to ensure that no one would suffer the same fate.

Since 1979, the Marjaree Mason Center has worked tirelessly to provide a safe, supportive environment for those affected by domestic violence.

Mission

The Marjaree Mason Center supports and empowers adults and their children who have been impacted by domestic violence, while striving to prevent and end the cycle of abuse through education and advocacy.

Vision

A community free of domestic violence.

Core Values

- **Integrity** – We are committed to high ethical standards of confidentiality, honesty, transparency and accountability.
- **Empowerment** – We respect and nurture the resiliency of individuals to achieve recovery, healing and growth.

- **Dedication** – We value the history and longevity of our organization, commitment to sustainability and work towards a community free of intimate partner violence.
- **Collaboration** – We believe in fostering community partnerships in order to contribute to inclusivity and equality.

Overview

Request for Proposal

The Marjaree Mason Center is seeking proposals from a qualified construction company to complete repair of 4 showers and one bathtub located in a second-floor dormitory-style restroom and a first-floor maintenance closet that has been damaged by cracks in second floor bathroom terrazzo shower pans and tile flooring.

Marjaree Mason Center is a recognized domestic violence organization and the work as detailed in this RFP will take place at our emergency safe house, which is confidential. Two federal acts, the Violence Against Women Act and the Family Violence Prevention and Services Act, impose penalties for disclosing information on the location of safe houses. Therefore, all individuals who participate in the mandatory walk thru, as well as individuals who work on the premises will be required to sign a non-disclosure agreement, as well as a confidentiality agreement.

Marjaree Mason Center is asking applicants to submit pricing based on: 1) private wages and 2) California Prevailing Wages. Interested parties can submit quotes for one or both. Based on the total cost of the project and available funding source, MMC will determine if the funding source will require the project to comply with California Prevailing Wage/Davis-Bacon Act or not. Decision will be made prior to contract execution.

Scope of Work:

The residential facility is located at a confidential location, Fresno, CA 93721. Built in 1922, Marjaree Mason's residential facility is a 2-story building, with a symmetrical floor plan and on both the local and federal historic registry. The southside bathroom is located on the south wing of the second floor. The excessive water from the leak created damage to the maintenance closet immediately below the bathroom.

The scope of work includes but is not limited to rehabilitation of one pre-existing dormitory style second-floor bathroom and a first-floor storage closet below.

Awarding contractor is responsible for ensuring all newly install features, equipment and measurements, including but not limited to electrical and plumbing upgrades comply with The Americans with Disabilities Act (ADA).

Awarding contractor is responsible for providing a regularly updated 1 week look ahead schedule, including but not limited to the work being done, name of vendor and names of individuals working on the site.

*All bidders are responsible for field measuring and determining size and quantities necessary to complete the project.

**Completed inspection reports will be provided during mandatory walkthrough of areas outlined above.

Working hours: Given the fact that there are several households living in the facility during the time of construction, working hours will be limited to 8 am – 7 pm. Start times before 8 am need to be prearranged but would not include work considered loud in nature.

REMOVAL OF THE FOLLOWING:

- Demo, remove and dispose of existing shower doors, shower pans, shower accessories, bathtub, walls and floor finishes for the shower/tub sections of bathroom.
- Remove and store all shower partitions for reuse.
- Check all structural support below the bathroom to maintain building integrity.
- The awarded contractor will test and camera all restroom plumbing lines and shower drains prior to any finish work being installed.
- Demo, remove and dispose of the affected sheet rock, damaged wood and flooring from the first floor maintenance closet that is located below the southside bathroom.

REPLACE AND INSTALL THE FOLLOWING:

STRUCTURAL SUPPORT, PLUMBING, ELECTRICAL (IF NEEDED)

- If necessary, repair all structural support below the bathroom.
- If necessary, repair all uncovered plumbing deficiencies below the bathroom.
- If necessary, repair all electrical issues identified.

FLOORING

- Install new substrates where needed, waterproofing of the floors and under showers/tub prior to finish tile work being installed. The awarding contractor must provide a time and material proposal for the repair of the substrate. *
- Install 11 sq ft of 1 inch hexagon floor tile per shower (quantity 4). Awarding contractor to confirm with owner.*
- Install 15 sq ft of 1 inch hexagon floor tile in the tub room. Awarding contractor to confirm with owner. *
- Install black cove 2" x 2" trim tile to be installed to match existing (quantity 4 showers, 1 shower/tub combo) *
- Install 240 sq ft of 1 inch hexagon floor tile in the existing bathroom walkway area surrounding and outside the shower/tub space. *

SHOWERS (4 individual and connected, 1 bathtub)

Showers (Quantity 4. Specs listed below to be duplicated for each shower.)

- Install new substrates where needed on shower walls prior to finish tile work being installed. The awarding contractor must provide a time and material proposal for the repair of the substrate. * Can be submitted as an allowance for costs of unknown work.

- Install new terrazzo shower pans size 40.5" x 33" in each shower (Material may be available. Bidder to review at mandatory walk thru.) (quantity 4) *
- Install new shower drains (quantity 4)
- Install wall tile to be of the same color, patterns, sizes and must match the existing tile. (quantity 4) *
 - Style: Dal Tile 0761 – Urban Putty
 - 225 sq. ft. of wall tile per shower (contractor to confirm with owner)
 - Install new corner shelf/soap holder
- Install new Moen single lever shower valves, shower heads and shower assemblies. Alternatives can be submitted but must be approved by the owner.
- Install new shower robe hook (quantity 4)
- Install new shower wall doorstop (quantity 4)
- Install new tempered shower doors with frosted glass and brushed aluminum frames. (quantity 4) *
- Reinstall existing shower partitions (quantity 4) *

Bathtub (Quantity 1)

- Install new substrates where needed on walls prior to finish tile work being installed. The awarding contractor must provide a time and material proposal for the repair of the substrate. * Can be submitted as an allowance for costs of unknown work.
- Install one new white cast iron alcove tub with a left side drain. *
- Install wall tile to be of the same color, patterns, sizes and must match the existing tile. *
 - Style: Dal Tile 0761 – Urban Putty
 - 113 sq. ft. of wall tile (contractor to confirm with owner)
 - Install new corner shelf/soap holder
- Install new Moen bathtub single lever valve and bathtub assembly. Alternatives can be submitted but must be approved by the owner. *
- Install one new robe hook.
- Reinstall existing partition *

FIRST FLOOR MAINTENANCE CLOSET

- Install 60 sq ft waterproof luxury vinyl flooring, minimum 12 million wear quality. Color to match existing hallway. *
- Install 60 sq ft of ceiling drywall to be textured and painted to match the room. *
- Patch and paint the area around the window light to match the room. *

Contractor to replace "in kind" all spaces newly damaged during demo or construction.

No minimum attic stock is required. However, contractor will agree to leave any left additional, usable material behind for MMC to have available for future repairs.

Expectations of Qualified Vendor

All interest parties must agree (and contractually confirm) that they agree to the following:

- By responding to this RFP, potential vendors agreed that they are qualified to provide the necessary components of the requested services. If any portion of the engagement is to be

outsourced, proposing vendor will be responsible for all performance of and contracts with subcontractor.

- The selected vendor is solely responsible for hiring, monitoring and firing all staff assigned to the services agreement. Contractor agrees to pay in a timely manner all social security and other payroll taxes relating to such compensation and Contractor shall have no claim against MMC for vacation pay, sick leave, retirement benefits, Social Security, worker's compensation, disability or unemployment insurance benefits or other employee benefits of any kind.
- All employees will comply with Marjaree Mason Center's Drug and Alcohol-free and Violence-Free policies.
- No employees with felony convictions and/or any violent offense charges (including but not limited to domestic violence) within the past ten years will be placed on the Marjaree Mason Center contract for outlined construction project.
- Marjaree Mason Center is a recognized domestic violence organization and the work as detailed in this RFP will take place at our emergency safe house, which is required to be confidential. Two federal acts, the Violence Against Women Act and the Family Violence Prevention and Services Act, impose penalties for disclosing information on the location of safe houses. Therefore, all individuals who participate in the mandatory walk thru, as well as individuals who work on the premises will be required to sign a non-disclosure agreement, as well as a confidentiality agreement.
- Marjaree Mason Center receives funding from the federal government to pay for services rendered. By responding to this RFP, proposed vendor agrees that they are NOT excluded from doing business with the federal government.
- Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
- Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.
- Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity more than \$100,000 that involve the employment

of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

- Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) - Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Required Contract Provisions

While selected vendor should supply and produce their own contract, Marjaree Mason Center has included as **Exhibit A** - a sample contract that describes all expected contract inclusions.

Submission Guidelines and Requirements

Mandatory On-Site Visit: The Bidder is advised to examine all the locations of the work and to inform themselves fully as to its conditions, the character, quality and quantity of the products needed preliminary to and during the execution of the work.

Timeline

Timeline	
Date	RFI Process Component
April 9, 2025	RFP Issued
April 23, 2025 at 5 PM PST	Notification of names of mandatory on-site visit attendees
April 24, 2025 at 11 AM PST	Mandatory On-Site Visit starting at 1600 M Street, Fresno, CA 93721
April 28, 2025 at 5 PM PST	Questions Due
April 30, 2025	Responses to Questions Due and will be posted online

May 5, 2025 at 12:00 PM PST	Proposal Submissions Due
May 9, 2025 at 2:00 PM PST	Selections Made
May 19, 2025 or sooner if possible	Target Contract Start Date

Submission Components/Deliverables

Please be sure to include the following in your submission:

- Letter of Interest
- Describe your firm and its experience with bathroom construction and remodels in communal bathroom spaces.
- Describe your experience with construction projects and adherence to Davis Bacon Act, if applicable.
- Describe your experience with construction projects and adherence to “Anti-Kickback” Act.
- Describe who on your team manages paperwork and certified payroll reporting, if applicable.
- Names of the individual(s) who will be working on this engagement as our lead customer service representative including the individual(s) responsible for managing the Marjaree Mason Center relationship, ensuring quality assurance and contract compliance.
- Describe your plan to effectively manage quality control.
- Define your pricing structure (including third party costs), itemize where possible, and include all deliverables associated with each itemization. Define estimates for all variable costs and billing structure.
- A list of at least three clients for whom you have provided similar construction services for within the past 2 years.
 - a) Include the client name, contact name, email, and phone number and project description.
- Include a sample contract and expected contract inclusions.

Submission Responses

Hardcopy documents are required for this RFP, documents will be received at the following location.

Marjaree Mason Center
 c/o Nicole Linder, CEO
 255 W. Bullard Avenue
 Fresno, CA 93704

Label your sealed RFP submission with the project name and RFP number: “RFP #05-05-2025 Marjaree Mason Center Bathroom Remodel”

Evaluation Guidelines

Submissions received after the deadline will be immediately rejected. All submissions will be evaluated by a committee made of members of the Marjaree Mason Center Board of Directors, Leadership and Development and Communications Staff. The factors that will be taken into consideration are:

- Completeness of submission (5%)
- Experience in completing dormitory style bathroom renovation projects (10%)
- Costs and associated value (55%)
- Anticipated Timeline of Completion (15%)
- References checks confirming quality of service provided (15%)

Priority will be given to the firm who can provide an expedited timeline.

MMC may at any time choose to discontinue this RFP process without obligation to any firm.

MMC may choose not to disclose reasons for the rejection of any given submission.

Pricing

Marjaree Mason Center is asking for two separate prices: 1) private wages and 2) prevailing wages. Interested parties can submit quotes for one or both. Based on the total cost of the project, MMC will determine if the funding source will require the project to comply with California prevailing wage/Davis-Bacon Act or not. Decision will be made prior to contract execution.

Submissions should include a breakdown of the applied pricing system(s) such as whether jobs are priced per project, by the hour, or a combination. Include a detailed description of the process and all revision rounds allowed in the pricing structure. All prices for consultancy should include a binding “not to exceed” price option. If optional components are proposed, these should be clearly marked, listed, and priced separately.

Marjaree Mason Center is a 501(c)(3) corporation. If any portion of your proposal is a donation, please spell that out as a separate line item. This includes any work or work of subcontractors donated “in kind”.

Contact Information

All questions must be directed to:

Nicole Linder

RFP@mmcenter.org

(559) 487-1319

The preferred method of communication is email.