

## Ohio Department of Mental Health

Northwest Ohio Psychiatric Hospital  
930 South Detroit Avenue  
Toledo, Ohio 43614

### COIN WASHER AND DRYER SERVICES

**Request for Proposal Number:** **NOPH-004 DMH14055**

**Request for Proposal Issued:** **April 11, 2013**

**Request for Proposal Due:** **April 19, 2013, by 2:00 PM**

#### **A. Project Overview:**

Provide lease equipment (Washer & Dryer) and services to Northwest Ohio Psychiatric Hospital.

#### **B. Scope of Work**

Provide seven (7) Washers and seven (7) Dryers;

Will provide all maintenance services for equipment;

Will respond with 24 hours' notice for emergency repairs;

Equipment shall remain the property of Lessor, and shall remain free from all claims against any person other than Lessor;

Routine maintenance schedule shall be conducted on a bi-annual basis to ensure proper working order and/or troubleshoot possible problems;

Provide a written report and/or recommendation on as needed basis.

#### **C. Vendor Requirements**

New Vendor's Application or Vendor's OAKS Number

Contractor will comply with all pertinent Federal, State, and Local Laws.

Types of payment accepted

Bid price submittal

**D. Evaluation of Proposals**

1. **Proposals will be scored and point values** given to the following criteria.

Technical Criterion	Weight	Rating ( 0 – 5 )	Technical Score
Cost	25		
Completed Bid Packet	25		
Current/Past State Contract(s)	15		
Total Weight			
Total Technical Score			

**Submission of Proposal**

Electronic bids must be sent to: [Steve.Taylor@mh.ohio.gov](mailto:Steve.Taylor@mh.ohio.gov). Original bid may be sent via U.S. mail to: Northwest Ohio Psychiatric Hospital, Attn: Steve Taylor, 930 South Detroit Avenue, Toledo, Ohio 43614.

Bids are to be submitted on your company’s letterhead before 2:00 PM on April 19, 2013. To schedule a walk through beginning April 10 – 12, 2013, please contact Steve Taylor at 419-281-1881. Bids must include: vendor name, address, Federal Tax Identification number, contact person, phone number, signature, total cost, and documentation identifying experience relevant to proposals.

**Please note:** Please indicate on your bid envelope “NOPH-004”, for proper identification of the project in which are you bidding for.