



***Mason Health***  
*Mason General Hospital*  
*Mason Clinic*

**Mason Health**  
**2023 Campus Master Plan Ph I**  
**Mason County Public Hospital District #1**

**REQUEST FOR PROPOSAL (RFP)**

**Furniture, Fixtures & Equipment**  
**Custom Shelving – Supply Chain**  
**Furnish Only**

**2.18.2025**

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Request for proposal (This document)  
FF&E Drawing – Materials Management

**END OF SECTION**

# REQUEST FOR PROPOSAL (RFP): Custom Shelving

## MASON HEALTH 2023 Campus Master Plan Phase I Project

### 1.0 INTRODUCTION

- 1.1 Mason Health (MH) is accepting Proposals from Vendors to:
  - 1.1.1 Furnish custom shelving in the Materials Management Department, supporting the 2023 Campus Master Plan Ph I Project.
  - 1.1.2 Provide design support to the Architect and Owner.

### 2.0 PROJECT DESCRIPTION

- 2.1 Project Scope
  - 2.1.1.1 **PROVIDE NEW SHELVING/RACKING TO MEET DEPARTMENT NEEDS.**
  - 2.1.2 Expectations regarding vendor support:
    - 2.1.2.1 Following award to the lowest responsive bidder, the vendor shall be prepared to:
      - 2.1.2.1.1 Provide shop drawings and coordinate with Owner for approval.
      - 2.1.2.1.2 Visit the site as required to meet with the Owner, stakeholders, and the Architect.
      - 2.1.2.1.3 Furnish shelving/racking to match the Owner approved shop drawings, in accordance with the project schedule.
      - 2.1.2.1.4 The Owner has identified existing shelving to be reused. This will be relocated and placed by the Owner. Refer to drawing provided.
      - 2.1.2.1.5 Shelving Requirements:
        - 2.1.2.1.5.1 All new shelving shown assume (5) tiers/levels for each shelf.
        - 2.1.2.1.5.2 Include two dividers per level for each shelf.
        - 2.1.2.1.5.3 For all new shelving shown, include a shelf liner for the bottom tier/level only.
        - 2.1.2.1.5.4 No sharp edges or open-ended wiring allowed without protective caps (to prevent damage to product or staff).
        - 2.1.2.1.5.5 Assume 25% of new shelving shown to include drawers/baskets. Remaining 75% shall be standard multi-tier shelving.
        - 2.1.2.1.5.6 Include sloped shelves for 15% of the new shelving/racking.
  - 2.1.2.2
  - 2.1.2.3
  - 2.1.2.4
  - 2.1.2.5
- 2.1.3 Schedule:
  - 2.1.3.1 Vendor delivery must align with scheduled completion. For this RFP, only the Materials Management (Area 2.1) section of the schedule applies.
  - 2.1.3.2 Anticipated move-in dates per the project schedule:
    - 2.1.3.2.1 Area 2.1 Materials Management: 9/12/25

### 3.0 INSTRUCTIONS TO BIDDERS

- 3.1 Provide a proposal to furnish all new shelving/racking shown on the drawing.
- 3.2 An optional (non-mandatory) site walk will be held February 28<sup>th</sup>, @ 11 AM.
- 3.3 Questions due: March 5<sup>th</sup>, 12pm.
- 3.4 Due date for proposals: March 10<sup>th</sup>, @ 12pm.
  - 3.4.1 Proposals to be submitted electronically only to [bwilcox@oacsvcs.com](mailto:bwilcox@oacsvcs.com)
- 3.5 Evaluation criteria:
  - 3.5.1 Mason Health with its Project Manager, OAC Services, will evaluate proposals for completeness and conformance to instructions provided in this RFP. The Owner will award this scope to the lowest responsive bidder. Award is expected to be announced on or before March 12<sup>th</sup>, by 4pm.
- 3.6 Contract:
  - 3.6.1 Following award, the successful vendor will be issued a Purchase Order from Mason Health to provide shelving/racking and begin work on shop drawings.



## MASON HEALTH - CAMPUS MASTER PLAN PH 1

901 MOUNTAIN VIEW DR  
SHELTON, WA 98584

Original Issue

Revisions

Sheet Status  
**NOT FOR  
CONSTRUCTION**

Stamp:

Sheet Title  
**FF&E PLAN,  
LOWER LEVEL -  
MATERIALS  
MANAGEMENT**

Sheet Number  
**A11.03**

Current Issue

Current Issue Date  
**01/31/2025**

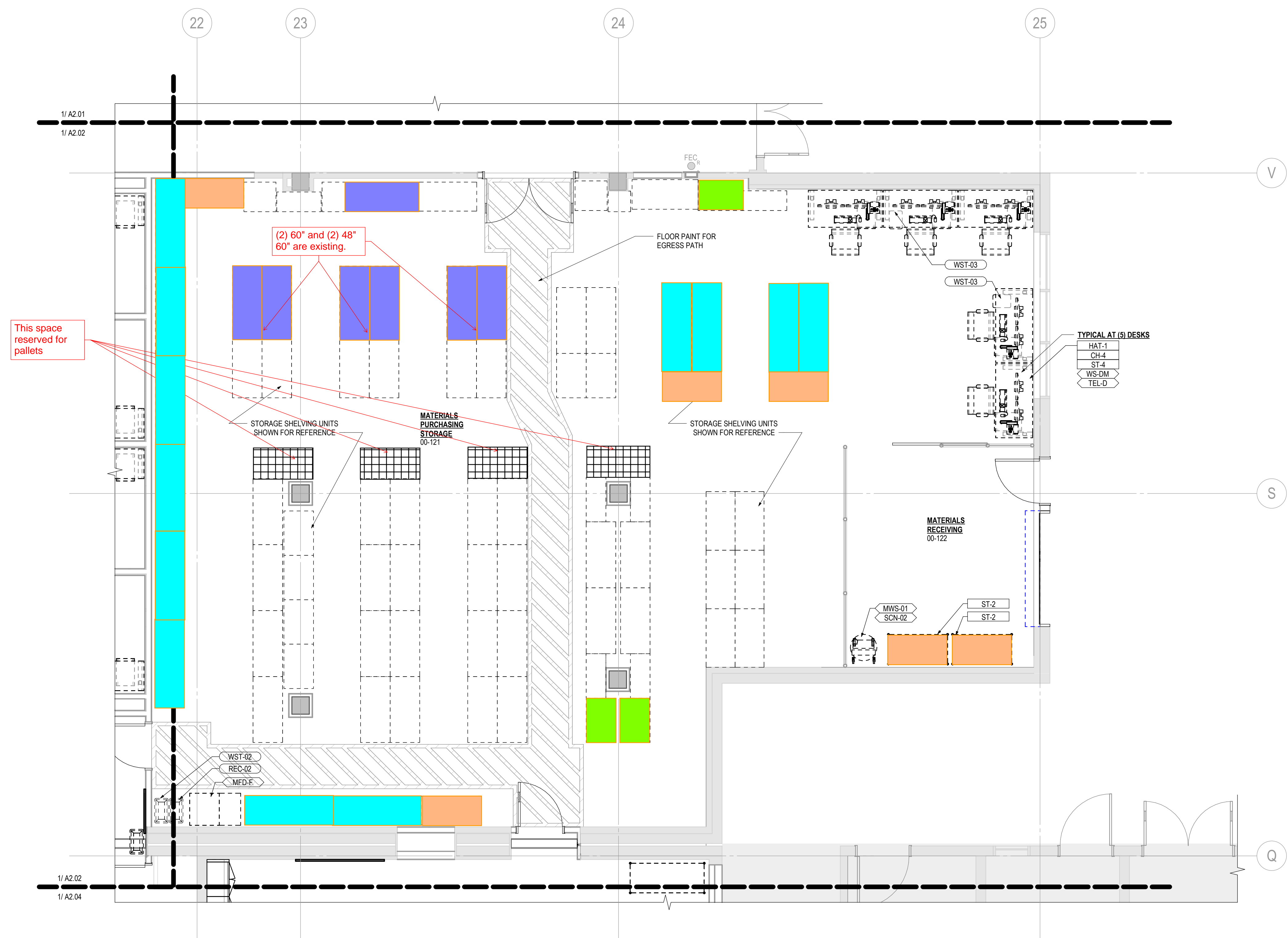
### EQUIPMENT PLAN GENERAL NOTES

1. A11 EQUIPMENT PLANS TO BE READ IN CONJUNCTION WITH THE A7 INTERIOR ELEVATIONS TO SHOW FULL SCOPE OF EQUIPMENT
2. SEE A11.01 FOR FF&E LEGEND
3. SEE A7.01 FOR BACKING INFORMATION AND TYPICAL MOUNTING HEIGHTS
4. SEE SPECIFICATIONS FOR COMPLETE FF&E LISTS AND ADDITIONAL INFORMATION
5. SEE SPECIFICATIONS AND TELECOMMUNICATIONS DRAWINGS FOR DETAILED AV EQUIPMENT INFORMATION

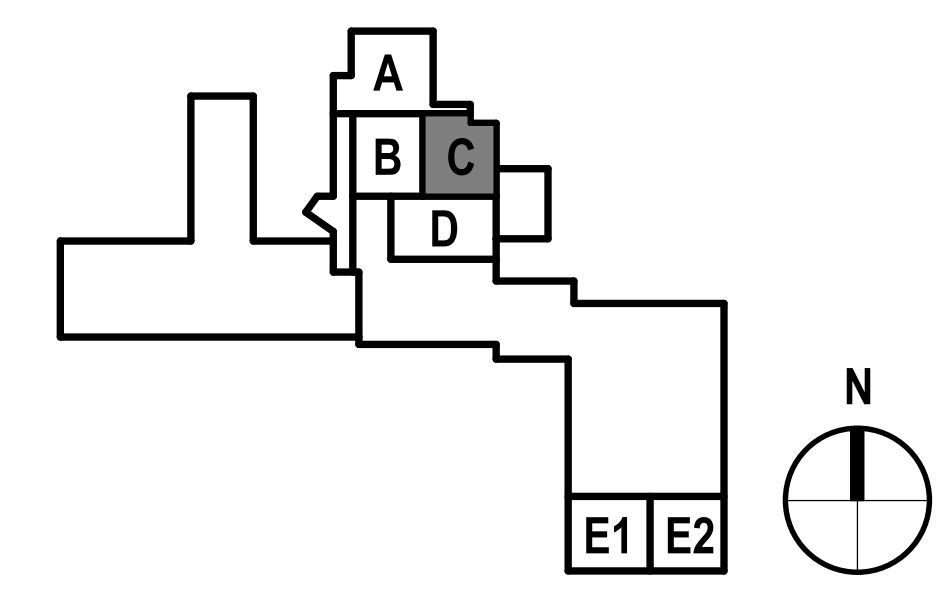
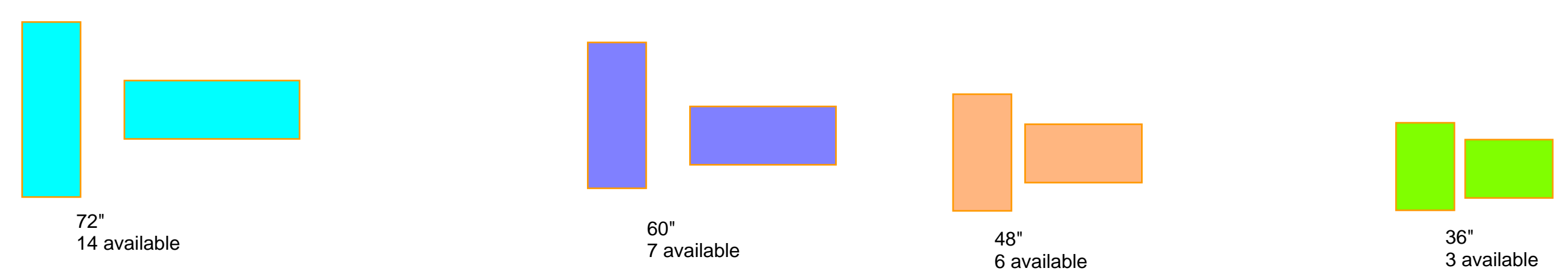
### EQUIPMENT PLAN LEGEND

- NOT IN SCOPE
- EQUIPMENT
- IT EQUIPMENT
- FURNITURE

**BW Notes 2/10/25**  
Existing shelving available to relocate:  
-(14) 24" x 72"  
-(7) 24" x 60"  
-(6) 24" x 48"  
-(3) 24" x 36"



**1** FF&E PLAN, LOWER LEVEL - MATERIALS MANAGEMENT - AREA C  
A11.03 1/4" = 1'-0"



2/17/2025 8:27:40 AM