

SCHOOL DISTRICT OF MARTIN COUNTY

PURCHASING DEPARTMENT

REQUEST FOR PROPOSAL (RFP) REQUIRED RESPONSE FORM

RFP 5005-0-2009JC

DATE: May 26, 2009

TITLE: **Structured Cabling and Related Services**

This proposal must be submitted to the School District of Martin County, Purchasing Department, 2845 SE Dixie Hwy., Stuart, Florida 34997 no later than 2:00 PM on June 23, 2009 plainly marked RFP-5005-0-2009JC. Proposals are due and will be opened at this time.

Anti-Collusion Statement / Public Domain

I, the undersigned proposer have not divulged, discussed, or compared this proposal with any other proposers and have not colluded with any other proposer in the preparation of this proposal in order to gain an unfair advantage in the award of this proposal.

I acknowledge that all information contained herein is part of the public domain as defined in the Public Records Act, Chapter 119, F.S.

Proposal Certification

I hereby certify that I am submitting the following information as my company's proposal and understand that by virtue of executing and returning with this proposal this REQUIRED RESPONSE FORM, I further certify full, complete and unconditional acceptance of the contents of Pages 1 through 23 inclusive of this Request for Proposal, and all appendices and the contents of any Addendum released hereto.

PROPOSER (firm name): _____

STREET ADDRESS: _____

CITY & STATE: _____

PRINT NAME OF AUTHORIZED REPRESENTATIVE: _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

TITLE: _____ DATE: _____

CONTACT PERSON: _____

CONTACT PERSON'S ADDRESS: _____

TELEPHONE: _____ FAX: _____ TOLL FREE: _____

INTERNET E-MAIL ADDRESS: _____ INTERNET URL: _____

PROPOSER TAXPAYER IDENTIFITION NUMBER: _____

NOTE: Entries must be completed in ink or typewritten. An original manual signature is required.

**SCHOOL DISTRICT OF MARTIN COUNTY, FLORIDA
REQUEST FOR PROPOSAL FOR**

**FOR STRUCTURED CABLING AND RELATED SERVICES
MCSD 5005-0-2009JC**

Contents

1.0	Purpose
2.0	Contract Period
3.0	Award
4.0	Schedule of Events
5.0	Instructions on Submitting a Bid
6.0	General Criteria
7.0	Bidders Questions
8.0	Addenda
9.0	Cost of Preparing Proposal
10.0	Rights to Proposal Documents
11.0	Disclaimer
12.0	Terms of Payment/Invoicing
13.0	Right To Terminate
14.0	School District of Martin County Rights
15.0	Default
16.0	Minor Bid Exceptions
17.0	Non-Exclusive Rights
18.0	Legal Requirements
19.0	Conflict of Interest
20.0	Insurance Requirements
21.0	Indemnification/Hold Harmless Agreement
22.0	Public Records Law
23.0	Permit and Licenses
24.0	Intellectual Property Rights
25.0	Sub-Contracts
26.0	Indulgence
27.0	Proposers Mailing Address
28.0	Sub-Contracting/Minority Business Participation
29.0	Public Entity Crimes
30.0	Assignment of Contract and/or Payment
31.0	Agreement
32.0	Joint Proposal
33.0	Works in Progress
34.0	Labels
35.0	Contractor to Extend Terms, Condition, Pricing of Agreement to other State Agencies
36.0	Scope of Work
37.0	Pricing Schedule
38.0	Vendor Information

ATTACHMENTS

- A. Definitions
- B. Drug-Free Workplace Certification

- C. Statement of No Bid
- D. Jessica Lunsford Act

1.0 PURPOSE

The District is seeking proposals from qualified structured cabling contractors to perform jobs of varying sizes throughout schools and administrative facilities. Certain types of jobs or locations require Siemon-certified contractors. For example, the work performed is in a cable plant that is under an existing Siemon warranty. Consequently, we may select multiple awardees and designate work based on the requirement of the location or job type.

Individual jobs may be up to \$15,000 each. Larger jobs will be separately bid.

The Martin County School District will define dates and times for work to be performed on a job-by-job basis. If the primary awarded vendor cannot perform the work within the required time frame, the Martin County School District may select the next lowest, qualified bidder. Proposal prices are firm and fixed.

2.0 CONTRACT PERIOD

The initial contract shall be from time of award for one year with the option to renew the contract for (2) additional one (1) year periods, at prices no greater than those provided by the Contractor on the pricing sheet. Renewal shall be by written mutual agreement of both parties.

3.0 AWARD

The School District may use one or more Contractors in the performance of these services. If multiple contracts are awarded, the School District may assign each Contractor a specific area of operation. However, it shall be the School District's sole determination on whether more than one Contractor will be used at any given time. Award can go to a primary vendor with a second highest rated vendor receiving consideration based on awarded vendor's unavailability.

Award shall be based upon a responsible Offeror(s) whose proposal is responsive to the RFP, demonstrates a clear understanding of the requirement, and demonstrates the capabilities to perform satisfactorily based on service and price matters. Award will not be based solely on economics, but rather an evaluation of all aspects of the Offeror's proposal.

4.0 SCHEDULE OF EVENTS

The following is the proposed timetable. Proposers *must* submit *all* documentation prior to the scheduled deadlines to be eligible for consideration:

Thursday May 28, 2009	Release Request for Proposal
Tuesday June 2, 2009	Legal Ad in Stuart News
Tuesday June 9, 2009 10:00 AM	Pre-Bid Conference
Friday June 12, 2009 5:00 PM	All Written Questions Due
Tuesday June 23, 2009 2:00 PM	Closing Date all proposals due by 2:00 PM
Friday June 26, 2009	Evaluations complete
Tuesday July 21, 2009	Recommend Board Approval

4.1 Pre-Bid Conference

Non-Mandatory Tuesday **June 9, 2009 10:00 AM**
Martin County School District Service Center
2845 SE Dixie Hwy
Stuart, FL 34997

5.0 INSTRUCTIONS ON SUBMITTING A BID

In order to maintain comparability and enhance the review process, it is requested that proposals be organized in the manner specified below. Include all information in your proposal. All packages *must* be received in the Department of Purchasing, on or before the specified date and time. Sealed packages may be hand-delivered, mailed, or delivered by commercial carrier or courier. **Proposer shall not transmit their bids by facsimile (fax), e-mail, or other electronic means.** Any and all proposals not received in the manner requested, in by the specified date and time will be returned to the originating vendor, without further review. It is the sole responsibility of the Proposer to ensure the proposal is received at the specified place by the established closing date and time. Therefore, bidders submitting their bids through commercial carriers, couriers, and overnight services are advised to schedule their delivery several days prior to the established closing date and time. **All bid/proposal responses shall be clearly marked on the outer front of the package stating RFP title, date and time of closing.**

A. TITLE PAGE

Show the Bid number, subject, the name of the proposer, address, telephone number and the date.

B. TABLE OF CONTENTS

Include a clear identification of the material by section and by page number.

C. LETTER OF TRANSMITTAL- Limit to one or two pages and:

1. Briefly state the understanding of the proposer regarding the work to be done and make a positive commitment to perform the work within the specified time period.
2. Give the names of the persons who will be authorized to make representations for the proposer, their titles, addresses and telephone numbers; and
3. Give the Federal taxpayer identification number of the bidder.

C. Request for Proposal

(Required Response Form, page 1 of RFP) with all required information completed and all signatures as specified.

E. PROFILE AND QUALIFICATIONS

1. Experience and Qualifications of the Firm

- a. State whether the proposer is local, regional or national.
- b. Give the location of the office from which the work is to be done.
- c. Describe the range of services offered.
- d. Describe the experience of the proposer for Structured Cabling to school districts and agencies within the State of Florida.
- e. Provide at least three references from other Florida school districts or similar agencies for work similar to that contemplated by this RFP.

6.0 GENERAL CRITERIA

For specific criteria that will be utilized for this proposal, see the section on Scope of Work.

The School District reserves the right to waive informalities and technicalities so as to serve the best interest of the School District of Martin County. Only those proposals received in complete form, and in the number of copies requested will receive full evaluation of the Selection Committee.

The General Evaluation Criteria includes, but are not limited to:

- A. Completeness of the proposed program in meeting the requirements set forth by the School District
- B. Ability, expertise and experience of the Company to provide service and response
- C. Performance and track record of the Contractor in school districts or in other environments
- D. Content and format of the proposal; which shall include cover letter, vendor information, executive summary/management plan and experience
- E. The District will calculate the cost for completing a pre-defined set of projects using the prices provided in each response. The District will use the same projects to compare all responses. In order to maintain equity, the projects will not be disclosed until the bid is awarded.

7.0 BIDDER'S QUESTIONS

Bidders shall address any questions regarding this solicitation directly to the Purchasing Department, Jeff Carver at carverj@martin.k12.fl.us. Questions shall be in writing to the email address given or by fax (772-219-1267), referencing the proposal number and opening date. Questions will be accepted until 5 pm on Friday June 5, 2009. All questions submitted will be answered in writing by an addendum. The School District of Martin County will not be bound by any verbal information or by any written information that is neither contained within the solicitation documents or formally noticed and issued by the Purchasing Department.

8.0 ADDENDA

A written addendum may be issued prior to the bid/proposal opening, which may modify, supplement or interpret any portion of this Request. No verbal or written information from other sources are authorized as representing the School District of Martin County. The School District of Martin County will issue a written addenda with such information to all Proposers in a timely manner, so as to give the respondents sufficient time to respond to the information and incorporate such changes into their response. All Proposers shall acknowledge the receipt of such addenda by completing the addenda form, signing it, and including it with their proposal response. If the addenda are received after the Proposer submits his proposal, he may mail the addenda under separate cover and include the incorporated changes in that package.

9.0 COST OF PREPARING PROPOSALS

Costs, either direct or indirect, incurred by the prospective Contractor in the preparation of proposals, making presentations, and demonstrations or for any other reason associated with the response to this Solicitation may not be charged to, or is the responsibility of the School District of Martin County.

10.0 RIGHTS TO PROPOSAL DOCUMENTS

All copies and contents of any proposal, attachment, and explanation thereof submitted in response

to the Request for Proposal (except copyright material), shall become the property of the School District of Martin County, Florida. The School District reserves the right to use, at its discretion, and in any manner it deems appropriate, any concept, idea, technique or suggestion contained therein. All copyright and industrial/commercial proprietary, confidential and/or privileged information such as financial records, must be clearly identified, as such confidentiality is protected until award of contract, in accordance with Chapter 119, F.S. Such material will be returned to the Proposer prior to award of contract so as to preserve the proprietary and confidential nature of its contents.

11.0 DISCLAIMER

This Request for Proposal (RFP) is not an offer of purchase. It is a request for product/service information and costs to assist the School District of Martin County to make an acquisition decision and enter into a contract with the successful proposing firm for the services outlined in the Scope of Work and the Proposal. Neither the schools, the Purchasing Department, nor any other department or person are authorized to make a commitment until this solicitation process has been completed and a written purchase order contract is provided to the successful proposing firm.

12.0 TERMS OF PAYMENT/INVOICING

The normal terms of payment will be Net 45 Days from receipt and acceptance of goods or services and Bidder's invoice. Itemized invoices, each bearing the Purchase Order Number must be mailed on the day of shipment. Invoicing subject to cash discounts will be mailed on the day that they are dated. The payment due date for a local governmental entity for the purchase of goods or services other than construction services is specified in s. 218.73. No payments are authorized in advance of receipt of service, nor for services not covered under this agreement or for services not acceptable to the School District of Martin County.

Payments for completed work projects will be authorized upon written certification of completion by the Contractor, submitted to the School's Maintenance Department along with invoice. The School's Maintenance Department will inspect work completed to determine compliance with the School district of Martin County standards and specifications. Payment will not be authorized until the Contractor has performed the following:

1. Corrected any and all work in accordance with the School District of Martin County specifications. The Contractor's Invoice shall be itemized to show pricing of parts (items, components, supplies, materials, etc), labor costs, and freight, to provide a complete accounting of items provided and service performed.

13.0 RIGHT TO TERMINATE

In the event that any of the provisions of the contract are violated by the successful Contractor, the School District of Martin County may serve written notice upon said Contractor of its intention to terminate the contract. Such notice is to state the reason(s) for such intention to terminate the contract, and, unless ten (10) days after serving such notice upon the Contractor, such violation shall cease and satisfactory arrangements for correction be made, the contract shall, upon expiration of said ten (10) days, cease and terminate, but the liability of said Contractor and/or his surety for any and all such violations(s) shall not be affected by any such termination. At this time, School District of Martin County may enter into an agreement with the vendor with the next highest ranking proposal contract score, without re-issuing a Request for Proposals, or by repetition of the competitive solicitation process.

14.0 SCHOOL DISTRICT OF MARTIN COUNTY, FLORIDA RIGHTS

The School Board reserves the right to:

Reject any and all offers received as a result of this Request for Proposal (RFP).

Disqualify a proposer from receiving the award if such proposer, or anyone in the proposer's

employment, has previously failed to perform satisfactorily in connection with public bidding or contracts.

Seek clarification of information submitted and to waive minor irregularities in any proposal.

Accept and utilize any and all ideas submitted in any proposal.

Adopt all or any part of a proposal in selecting the best solution for the School District.

Negotiate further with any proposer responding to this RFP if it will serve the best interest of the School District.

Select and award the contract to the responsive proposer providing the best value to the School District.

If the School District determines additional features, service, modifications, or deletions are needed and it is in the District's best interest, the District may enter into negotiations with the contractor to amend the contract. Also, if a contractor has newer technology the School District may exercise the right to upgrade to that technology by way of an amendment agreeable to both parties.

15.0 DEFAULT

In the event that the successful proposer(s) should breach this contract the District reserves the right to seek remedies in law and/or in equity.

16.0 MINOR BID EXCEPTIONS

This School District reserves the right to waive minor deviations or exceptions in proposal's providing such action is in the best interest of the School District of Martin County. Minor deviations/exceptions are defined as those that have no adverse effect upon the School District's interest and would not affect the outcome of the award by giving a respondent an advantage or benefit not enjoyed by other respondents.

17.0 NON – EXCLUSIVE RIGHTS

The right to provide the commodities and services, which will be granted under this Request for Proposal, shall not be exclusive. The School District reserves the right to contract for and purchase commodities and services from as many firms as it deems necessary without infringing upon or terminating the contract.

18.0 LEGAL REQUIREMENTS

It shall be the responsibility of the contractor to be knowledgeable of all federal, state, county and local laws, ordinances, rules and regulations that in any manner affect the items covered herein which may apply. Lack of knowledge by the proposer(s) will in no way be a cause for relief from responsibility. Proposer(s) doing business with the District are prohibited from discriminating against any employee, applicant, or client because of race, creed, color, national origin, sex or age with regard to but not limited to the following: employment practices, rates of pay or other compensation methods, and training selection.

19.0 CONFLICT OF INTEREST

All Proposers must disclose the name of any officer, director, or agent who is also an employee of the District. All Proposers must disclose the name of any District employee who owns, directly or indirectly, any interest in the Proposers' business or any of its

branches.

20.0 INSURANCE REQUIREMENTS

Proof of the following insurance will be furnished by the awarded bidders to the School District of Martin County by Certificate of Insurance. **SCHOOL DISTRICT OF ST. LUCIE COUNTY SHALL BE NAMED AS AN ADDITIONAL INSURED ON THE CERTIFICATE FOR ALL REQUIRED INSURANCE. ALL INSURANCE MUST BE ISSUED BY A COMPANY OR COMPANIES APPROVED BY THE SCHOOL DISTRICT.** Certificates of Insurance meeting the specific required provision specified within this agreement shall be forwarded to the Martin County School District's Purchasing Department that originated the contract, and approved 30 days prior to the start of any work or the possession of any school property. Renewal certificates must be forwarded to the same department prior to the policy renewal date. Thirty days written notice must be provided to the Martin County School District via certified mail in the event of cancellation of insurance. The notice must be sent to the Purchasing Department.

The awarded bidders shall provide complete copies of any insurance policy for required coverage within seven days of the date of request by the Purchasing Department, but in any event at least 30 days prior to the commencement of any term. For all contracts with a bid amount of \$500,000 or more the actual **INSURANCE POLICY** must be included with the Certificate of Insurance.

A. **WORKERS' COMPENSATION:** Proposer(s) must comply with Chapter 440, F.S., Workers' Compensation and Employees' Liability Insurance with minimum statutory limits.

B. **COMPREHENSIVE GENERAL LIABILITY:** Awarded bidders shall procure and maintain, for the life of this contract/agreement, Comprehensive General Liability Insurance. This policy shall provide coverage for death, bodily injury, personal injury, or property damage that could arise directly or indirectly from the performance of this agreement. It must be an occurrence form policy. The minimum limits of coverage shall be \$1,000,000.00 per occurrence, Combined, Single Limit for Bodily Injury Liability and Property Damage Liability.

C. **BUSINESS AUTOMOBILE LIABILITY:** Awarded bidders shall procure and maintain, for the life of the contract/agreement, Business Automobile Liability Insurance. The minimum limits of coverage shall be \$500,000.00 per occurrence, Combined Single Limit for Bodily Injury Liability and Property Damage Liability. This coverage shall be an "Any Auto" or "Comprehensive Form" policy. The insurance must be an occurrence form policy.

In the event the contractor does not own any vehicles, we will accept hired and non-owned coverage in the amounts listed above. In addition, we will require an affidavit signed by the contractor indicating the following:

_____ (Company Name) does not own any vehicles. In the event we acquire any vehicles throughout the term of this contract/agreement, _____ (Company Name) agrees to purchase "Any Auto" or "Comprehensive Form" coverage as of the date of acquisition.

D. **PROFESSIONAL LIABILITY:** The awarded bidder shall procure and maintain Professional Liability Insurance for the life of this contract/agreement, plus two years after completion. This insurance shall provide coverage against such liability resulting from this contract. The minimum limits of coverage shall be **\$1,000,000.00** with a deductible not to exceed **\$5,000**. The deductible shall be the responsibility of the insured. Professional liability policies shall include an endorsement whereby the awarded bidder holds harmless the St. Lucie County School District and each officer, agent and employee of the Martin County

School District against all claims, against any of them, for personal injury or wrongful death or property damage arising out of the negligent performance of professional services or caused by an error, omission or negligent act of the awarded bidder or anyone employed by the awarded bidder. This policy must be continued or tail coverage provided for two years after completion of the project.

21.0 INDEMNIFICATION / HOLD HARMLESS AGREEMENT:

The successful proposer(s) shall, in addition to any other obligation to indemnify the Martin County School District and to the fullest extent permitted by law, protect, defend, indemnify and hold harmless the School District, their agents, officers, elected officials and employees from and against all claims, actions, liabilities, losses (including economic losses), costs arising out of any actual or alleged;

A. bodily injury, sickness, disease or death, or injury to or destruction of tangible property including the loss of use resulting there from, or any other damage or loss arising out of, or claimed to School District of Martin have resulted in whole or in part from any actual or alleged act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them, of anyone for whose acts any of them may be liable in the performance of the work; or

B. violation of law, statute, ordinance, governmental administration order, rule or regulation by contractor in the performance of the work; or

C. liens, claims or actions made by the contractor or any subcontractor or other party performing the work.

The indemnification obligations hereunder shall not be limited to any limitation on the amount, type of damages, compensation or benefits payable by or for the contractor of any subcontractor under workers' compensation acts; disability benefit acts, other employee benefit acts or any statutory bar. Any costs or expenses, including attorney's fees, incurred by the Martin County School District to enforce this agreement shall be borne by the contractor.

22.0 PUBLIC RECORDS LAW

All proposal documents or other materials submitted by the proposer in response to this RFP will be open for inspection by any person and in accord with Chapter 119, Florida Statutes.

23.0 PERMITS AND LICENSES

The proposer(s) will be responsible for obtaining any necessary permits and licenses and will comply with laws, rules, and regulations whether state or federal and with all local codes and ordinances without additional cost to the District.

24.0 INTELLECTUAL PROPERTY RIGHTS

The proposer(s) will indemnify and hold harmless, the District from liability of any nature or kind, including costs and expenses for or on account of any copyrighted, service marked, trademarked, patented or unpatented invention, process, article or work manufactured or used in the performance of the contract, including its use by the District. If the proposer(s) uses any design, device, materials or works covered by letters, service mark, trademark, patent, copyright or any other intellectual property right, it is mutually agreed and understood without exception that the proposal prices will include all royalties of costs arising from the use of such design, device, or materials in any way involved in the work. This article will survive the termination of any contract with the School District.

25.0 SUB-CONTRACTS

Nothing contained in this specification will be construed as establishing any contractual relationship between any sub-proposer(s) and the District. The proposer(s) will be fully responsible to the District for the acts and omissions of the subproposer(s) and their employees. After award of contract, any changes in subcontractors or subproposers requires prior School District written approval.

26.0 INDULGENCE

Indulgence by the District on any non-compliance by the proposer does not constitute a waiver of any rights under this RFP.

27.0 PROPOSERS MAILING ADDRESS

It is the responsibility of every proposer to register and maintain their current registration information. Proposers that have received the RFP from DemandStar.com must maintain their information on the DemandStar database. Proposers that have received the RFP documents from the Martin County School District Purchasing Department and have not subscribed to the DemandStar service must maintain their current registration information with the Purchasing Department. The information used by the Purchasing Department is maintained at <http://www.demandstar.com>. DemandStar will be used to make notice of RFPs and other information to proposers. To check your current registration information log on to <http://www.demandstar.com>. You may also change/update/revise your mailing address and commodity information on that web site.

28.0 SUB-CONTRACTING/MINORITY BUSINESS PARTICIPATION

The District strongly encourages the use of Minority/Woman owned business enterprises for participation as associates, joint ventures, prime proposers, and sub-proposers in contracting opportunities.

29.0 PUBLIC ENTITY CRIMES

Pursuant to Section 287.133, F.S., as amended, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid/RFP on a contract to provide any goods or services to a public entity, may not submit a bid/RFP on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids/RFPs on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

The proposer(s) certifies by submission of this RFP, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

30.0 ASSIGNMENT OF CONTRACT AND/OR PAYMENT

This contract or agreement is personal to the parties herein and may not be assigned, in whole or in part, by the proposer without prior written consent of the School District.
The proposer herein shall not assign payments under this contract or agreement without the prior written consent of the School District.

31.0 AGREEMENT

A purchase order and/or a contract will be released, after award, for any work to be performed as a

result of this RFP. The proposal, negotiated term, agreement if applicable, and the corresponding purchase order will constitute the complete agreement between proposer and the District.

32.0 JOINT PROPOSAL

In the event multiple proposers submit a joint proposal in response to the RFP, a single proposer School District of Martin County shall be identified as the Prime Vendor. If offering a joint proposal, Prime Vendor must include the name and address of all parties of the joint proposal. Prime Vendor shall provide all bonding and insurance requirements, execute any Contract, complete the **REQUIRED RESPONSE FORM** shown herein, have overall and complete accountability to resolve any dispute arising within this contract. Only a single contract with one proposer shall be acceptable. Prime Vendor responsibilities shall include, but not be limited to, performing of overall contract administration, preside over other proposers participating or present at District meetings, oversee preparation of reports and presentations, and file any notice of protest and final protest as described herein. Prime Vendor shall also prepare and present a consolidated invoice(s) for services performed. The District shall issue only one check for each consolidated invoice to the Prime Vendor for services performed. Prime Vendor shall remain responsible for performing services associated with response to this RFP.

33.0 WORKS IN PROGRESS

All installations in progress at the time this contract is awarded will be completed by the testing and balancing contractor who initiated the work.

34.0 LABELS

Labels shall be affixed as required by any and/or all State and Federal statutes or regulations, such as labels on containers of hazardous materials and chemicals, Material Data Safety Sheets (MDSS) for solvents, surface treatments, chemicals, etc.

35.0 CONTRACTOR TO EXTEND TERMS, CONDITIONS, PRICING OF AGREEMENT TO OTHER STATE AGENCIES

The Contractor shall extend the terms, conditions, specifications, requirements and unit pricing to other state and county agencies within the State of Florida.

36.0 SCOPE OF WORK

The District is seeking proposals from qualified structured cabling contractors to perform jobs of varying sizes throughout schools and administrative facilities.

Certain types of jobs or locations require Siemon-certified contractors. Work performed in a cable plant that is under an existing Siemon warranty must be performed by a Siemon-certified contractor. Consequently, the District may select multiple awardees and designate work based on the requirement(s) of the location or job type. Individual jobs may be up to \$15,000 each. Larger jobs will be separately bid.

The District will define dates and times for work to be performed on a job-by-job basis. If the primary awarded contractor cannot perform the work within the required time frame, the District may select the next lowest, qualified bidder. Bid prices are firm and fixed.

The District requires that the awarded contractor be within 120 miles or two hours.

Specifications

The District structured cabling and audio-visual specifications are attached. If the District makes changes to the specifications, the District will deliver the new specifications to awarded contractor(s). If the changes in the Specification impact the delivery of service, it is incumbent upon the bidder to make adjustments related to those changes prior to the subsequent renewal, at prices no greater than those provided by the contractor on the pricing sheet. The bidder must identify any changes in service delivery and explain how it relates to the change in the specification. Bid prices are firm and fixed and therefore changes cannot be made to the existing response if there is not a corresponding change in the specification, except when replacing hardware. The contractor is allowed to replace hardware items changed in the specification at the same percent mark-up. Contractors are expected to provide equivalent next generation items as replacements when an item is discontinued, or at the direction of the technology department.

All work performed and components provided must be in accordance with Martin County School District's current Structured Cabling Specification and the Audio Visual Specification. This includes, but is not limited to, J-hooks, Velcro, fasteners and all other components described in the aforementioned specifications. See attachments.

Contractor's Responsibilities

The successful bidders (hereinafter referred to as the contractor) will furnish, at their expense, all labor, materials, tools, transportation, technical expertise, supervision, licensing and permits, parts and equipment necessary for purchase, consultation, troubleshooting, repair and/or installation to provide for the job types described in this document and as per the District specifications, except when otherwise noted.

The contractor shall be responsible for the protection of all buildings, structures and utilities (underground, above ground, or on the surface) from their operations that may be hazardous and/or damaging to the facilities.

The contractor shall be responsible for the protection of all personnel against hazards and/or injuries due to their construction operation at the work site.

Company Background

Please provide references of similar contracts or work performed, especially in public education, K-12 and the public sector.

Warranty

If the job is a Siemon-certified cable plant, the Siemon warranty applies. For jobs in non-Siemon-certified cable plants, the following shall be fully warranted by the contractor against mechanical, electrical and workmanship defects for a period of one (1) year from the date of system acceptance by the purchaser: labor, equipment and parts. The contractor-provided warranty does not preclude any equipment warranties of longer length that are provided by the manufacturer.

Job Scheduling

Most jobs will be scheduled during non-school hours. Scheduling of jobs will be at the District's discretion. A schedule of school and facility hours of operation can be found on the District's website, <http://www.sbmc.org/>.

Contractor's Use of Site and Premises

The contractor is cautioned not to impede any means of egress or disable life safety systems during the occupied hours of the project. The contractor shall not disturb or interrupt any existing means of life safety protection. Materials, trailers or containers cannot be stored on District property.

Cable Types

1. Copper Ethernet (**plenum**-rated only)
2. Fiber Ethernet (multi-mode and/or single-mode, inside plant and outside plant cable)
3. USB Extender (uses twisted pair [CAT5 or CAT6] to extend USB)
4. Coaxial (RG6, RG11) – TV drop, backbone, video/S-Video
5. VGA

Job Types

* All distances are cable feet.

* ITV drop cables will terminate to existing building ITV system

A “pathway” is defined in the specification.

With pathway – there is capacity in existing pathway to accommodate new run(s) without exceeding specification

Without existing pathway – there is not capacity in existing pathway, so it must be added per the specification

37.0 PRICING SCHEDULE

Work Area Outlets Job type	Labor Only	Labor + Parts
<i>With pathway</i>		
Install D2, run not to exceed 75' (figure 2)		
Install D2, run not to exceed 150' (figure 2)		
Install D2, run not to exceed 225' (figure 2)		
Install D2, run not to exceed 295' (figure 2)		
<i>Without existing pathway</i>		
Install D2, run not to exceed 75' (figure 2)		
Install D2, run not to exceed 150' (figure 2)		
Install D2, run not to exceed 225' (figure 2)		
Install D2, run not to exceed 295' (figure 2)		
<i>With pathway</i>		
Install D4, run not to exceed 75' (figure 3)		
Install D4, run not to exceed 150' (figure 3)		
Install D4, run not to exceed 225' (figure 3)		
Install D4, run not to exceed 295' (figure 3)		
<i>Without existing pathway</i>		
Install D4, run not to exceed 75' (figure 3)		
Install D4, run not to exceed 150' (figure 3)		
Install D4, run not to exceed 225' (figure 3)		
Install D4, run not to exceed 295' (figure 3)		
<i>With existing pathway</i>		
Install D6, run not to exceed 75' (figure 4)		
Install D6, run not to exceed 150' (figure 4)		
Install D6, run not to exceed 225' (figure 4)		
Install D6, run not to exceed 295' (figure 4)		
<i>Without existing pathway</i>		
Install D6, run not to exceed 75' (figure 4)		

Install D6, run not to exceed 150' (figure 4)		
Install D6, run not to exceed 225' (figure 4)		
Install D6, run not to exceed 295' (figure 4)		
<i>With existing pathway, RG-11 coax</i>		
Install D21, run not to exceed 75' (figure 6)		
Install D21, run not to exceed 150' (figure 6)		
Install D21, run not to exceed 225' (figure 6)		
Install D21, run not to exceed 295' (figure 6)		
<i>Without existing pathway, RG-11 coax</i>		
Install D21, run not to exceed 75' (figure 6)		
Install D21, run not to exceed 150' (figure 6)		
Install D21, run not to exceed 225' (figure 6)		
Install D21, run not to exceed 295' (figure 6)		
<i>With existing pathway, RG-6 coax</i>		
Install D21, run not to exceed 75' (figure 6)		
Install D21, run not to exceed 150' (figure 6)		
Install D21, run not to exceed 225', coax not to exceed 150' (figure 6)		
Install D21, run not to exceed 295', coax not to exceed 150' (figure 6)		
<i>Without existing pathway, RG-6 coax</i>		
Install D21, run not to exceed 75' (figure 6)		
Install D21, run not to exceed 150' (figure 6)		
Install D21, run not to exceed 225', coax not to exceed 150' (figure 6)		
Install D21, run not to exceed 295', coax not to exceed 150' (figure 6)		
<i>With existing pathway. RG-11 coax</i>		
Install D41, run not to exceed 75' (figure 7)		
Install D41, run not to exceed 150' (figure 7)		
Install D41, run not to exceed 225' (figure 7)		
Install D41, run not to exceed 295' (figure 7)		
<i>Without existing pathway, RG-11 coax</i>		
Install D41, run not to exceed 75' (figure 7)		
Install D41, run not to exceed 150' (figure 7)		
Install D41, run not to exceed 225' (figure 7)		
Install D41, run not to exceed 295' (figure 7)		
<i>With existing pathway. RG-6 coax</i>		
Install D41, run not to exceed 75' (figure 7)		
Install D41, run not to exceed 150' (figure 7)		
Install D41, run not to exceed 225' (figure 7)		
Install D41, run not to exceed 295' (figure 7)		
<i>Without existing pathway, RG-6 coax</i>		
Install D41, run not to exceed 75' (figure 7)		
Install D41, run not to exceed 150' (figure 7)		

Install D41, run not to exceed 225' (figure 7)		
Install D41, run not to exceed 295' (figure 7)		
<i>With existing pathway, RG-11 coax</i>		
Install ITV, per continuous 25' cable increment (figure 9)		
<i>Without existing pathway, RG-11 coax</i>		
Install ITV, per continuous 25' cable increment (figure 9)		
<i>With existing pathway, RG-6 coax</i>		
Install ITV, per continuous 25' cable increment (figure 9) not to exceed 150'		
<i>Without existing pathway, RG-6 coax</i>		
Install ITV, per continuous 25' cable increment (figure 9) not to exceed 150'		
<i>With existing pathway</i>		
Install D2FO, copper run not to exceed 75' (figure 8)		
Install D2FO, copper run not to exceed 150' (figure 8)		
Install D2FO, copper run not to exceed 225' (figure 8)		
Install D2FO, copper run not to exceed 295' (figure 8)		
<i>Without existing pathway</i>		
Install D2FO, copper run not to exceed 75' (figure 8)		
Install D2FO, copper run not to exceed 150' (figure 8)		
Install D2FO, copper run not to exceed 225' (figure 8)		
Install D2FO, copper run not to exceed 295' (figure 8)		
Job Type-Installation Options		
Add Siemon HD6-24 CAT 6 24 port patch panel		
Add Siemon HD6-48 CAT 6 48 port patch panel		
Add: 2" PVC Conduit for burial (per linear foot)		
Add: 1 ½" Innerduct (per linear foot)		
Add: 2" Sleeve		
Add: Fire caulk/stopping (per penetration)		
Add: Concrete boring and seal penetration – solid or block		
Add: Wiremold 2800 raceway (18" AFF, 8' ceiling, include 2806 Cover Clip, 2886 Drop Ceiling Connector, & Siemon CT4-BOX-02)(All Wiremold components are white)		
Add: Wiremold 2900 raceway (18" AFF, 8' ceiling, include 2906 Cover Clip, 2986 Drop Ceiling Connector, & Siemon CT4-BOX-02)(All Wiremold components are white)		

AV Installations

See Martin County Audio Visual Specification for typical classroom, lab, cafetorium and media center. Promethean and SMART installations must be performed by Certified Installers.

Structured cabling work performed in a Siemon-certified cable plant must be performed by a Siemon-certified installer.

	Labor	Parts + Labor
<i>With existing pathway, RG-11 coax</i>		
Install D4AV1, copper run not to exceed 75' (AV Spec)		
Install D4AV1, copper run not to exceed 150' (AV Spec)		
Install D4AV1, copper run not to exceed 225' (AV Spec)		
Install D4AV1, copper run not to exceed 295' (AV Spec)		
<i>Without existing pathway, RG-11 coax</i>		
Install D4AV1, copper run not to exceed 75' (AV Spec)		
Install D4AV1, copper run not to exceed 150' (AV Spec)		
Install D4AV1, copper run not to exceed 225' (AV Spec)		
Install D4AV1, copper run not to exceed 295' (AV Spec)		
<i>With existing pathway, RG-6 coax</i>		
Install D4AV1, copper run not to exceed 75' (AV Spec)		
Install D4AV1, copper run not to exceed 150' (AV Spec)		
Install D4AV1, copper run not to exceed 225' (AV Spec)		
Install D4AV1, copper run not to exceed 295' (AV Spec)		
<i>Without existing pathway, RG-6 coax</i>		
Install D4AV1, copper run not to exceed 75' (AV Spec)		
Install D4AV1, copper run not to exceed 150' (AV Spec)		
Install D4AV1, copper run not to exceed 225', coax not to exceed 150' (AV Spec)		
Install D4AV1, copper run not to exceed 295', coax not to exceed 150' (AV Spec)		
<i>Classroom</i>		
Install complete A/V package in classroom per specification		
Install ceiling-mounted projector in classroom per specification		
<i>Media Center</i>		
Install complete A/V package in media center per specification		
Install ceiling-mounted projector in media center per specification		
<i>Cafeteria/Cafetorium</i>		
Install complete A/V package in cafeteria per specification		
Install ceiling-mounted projector in cafeteria per specification		
Install Audio Enhancement per specification		
Remove wall mounted TV		
Install 40" or smaller flat panel TV and separate DVD player on pivot wall mount.		N/A
Install 42" or larger flat panel TV with tilt wall mount		N/A

Interactive Whiteboards

* Installer must be vendor certified

	Labor	Parts + Labor
Install Promethean ActivBoard 78"		N/A
Install Promethean Board+2 78" with ActivSound and 4 ceiling mounted speakers		N/A
Install SMARTboard 680 with UF55 Projector, SMART adjustable wall mount, amplifier, and 2 ceiling mounted speakers		N/A
Install SMARTboard 680 with over the wallboard mount		N/A

Equipment Racks

Install 24" Chatsworth Cube-IT Plus (P/N:12419-724) include internal plywood backboard		
Install 36" Chatsworth Cube-IT Plus (P/N:12419-736) include internal plywood backboard		
Install 48" Chatsworth Cube-IT Plus (P/N:12419-748) include internal plywood backboard		
Install 72" Chatsworth Cube-IT Plus (P/N:13496-772) include internal plywood backboard		
Install 24.5" Chatsworth Swing Gate Rack (P/N:11790-725) on plywood backboard		
Install 38.5" Chatsworth Swing Gate Rack (P/N:11791-725) on plywood backboard		
Install 49" Chatsworth Swing Gate Rack (P/N:11807-725) on plywood backboard		
Install 19", 7', 2-post Chatsworth Universal Rack (P/N:46353-703) and Isolation Kit (P/N:10605-019)		

Backbone Cabling

<u>Job Type-Copper Backbone & Termination</u>		<u>Labor Only</u>	<u>Parts + Labor</u>
Install indoor 25-pair Copper Backbone (per SCS Spec. 2.5) per continuous 25' cable increment			
a) and terminate one end on Type 66 block			
b) and terminate one end on 24 port patch panel (Siemon HD5-24)			
Install OSP 25-pair Copper Backbone and entrance protectors using existing ground (per SCS Spec. 2.5 & 2.6) per continuous 25' cable increment			
a) and terminate one end on Type 66 block			
b) and terminate one end on 24 port patch panel (Siemon HD5-24)			

<u>Job Type-Fiber Backbone & Termination</u>		<u>Labor Only</u>	<u>Parts + Labor</u>
Install 12 strand Multimode fiber (per SCS Spec. 2.7) per continuous 25' cable increment			

a) and install Siemon FCP3-DWR			
b) and install Siemon RIC-F-SC6-02			
Install 4 strand Multimode fiber (per SCS Spec. 2.7) per continuous 25' cable increment			
a) and install Siemon FCP3-DWR			
b) and install Siemon RIC-F-SC6-02			
Install 12 strand Singlemode fiber (per SCS Spec. 2.7) per continuous 25' cable increment			
a) and install Siemon FCP3-DWR			
b) and install Siemon RIC-F-SC6-02			
Terminate 2 strands, Multimode duplex SC (near end and far end)			
a) and install Siemon FCP3-DWR			
b) and install Siemon RIC-F-SC6-02			
Terminate 2 strands, Singlemode duplex SC (near end and far end)			
a) and install Siemon FCP3-DWR			
b) and install Siemon RIC-F-SC6-02			
Job Type-Installation Options			
2" PVC Conduit for burial (per linear foot)			
4x4 J-Box			
1 1/2" Innerduct (per linear foot)			
2" Sleeve			
Fire caulk/stopping (per penetration)			
Concrete boring and seal penetration – solid or block			
Hand Trenching (per linear foot)			
Machine Trenching (per linear foot)			
Horizontal Boring (per linear foot)			

Fixed Labor Costs

		Hourly Rate	
Siemon-certified technician			
Certified electrician			
General labor			

38.0 VENDOR INFORMATION

A. GENERAL INFORMATION

Company Name _____
Address _____
City _____ State _____ Zip _____
Phone #: _____ Fax #: _____
Name and Title of Principal Officer: _____
Name and Title of Individual Signing Proposal _____

B. COMPANY INFORMATION

Incorporated: Yes () No () If yes, state incorporated _____
If individual or partnership, provide names of Owners/Partners _____
Federal Employment Identification Number (FEID #) : _____
Corporate Identification Number: _____
Certificate of Competency (if applicable#) _____
State and Local License # (identify) _____

C. SERVICE & SUPPORT INFORMATION

Location of branch or office to provide service to the School District

Phone # of Branch Location: _____
Phone # Office: _____
Vehicles, supplies, and personnel available for service (Use additional sheets if
necessary): _____
SIGNATURE _____ DATE _____
COMPANY NAME _____

