

Louisa County Iowa

RFP – 2021 Court House Wiring

On-Site Visits: April 7th – May 7th 2021 by appointment

Bids Due: May 14th 2021 by 4:30pm

Bid Decision: May 25th 2021

Summary

Louisa County Iowa (referenced as **the County** throughout this RFP) desires bids for additional network drops to be installed in the Louisa County Courthouse building located at 117 South Main Street, Wapello Iowa (referenced as **the building**). The building is listed on the National Register of Historic Places. The building currently has a mix of CAT5, CAT5e and CAT6 cable installed. The primary goal of this RFP is to rewire the building to modern standards with ~129 drops of CAT6A copper cabling by adding additional drops where noted and removing the existing cabling. Bidders are expected to remain in compliance with all rules, regulations, filing and application procedures and deadlines listed in this RFP.

Evaluation Methodology

Each proposal will be evaluated based on criteria and priorities defined by the County. The price of the products and services will be the most important criteria. The County will award a contract based on the following evaluation:

Area	Consideration
Price	40%
Previous Experience with bidder	20%
Bidder distance from the building	20%
Meets Specifications	10%
Design	10%

The bidder should be able to prove extensive working knowledge the building’s environment and demonstrate an adequate number of similar installs in such environment.

A successful bidder should be able to meet all the requirements detailed in the RFP as a bidder that can supply hardware, installation, engineering, and support services as required to implement and maintain installation. The County reserves the right to cancel and/or reduce this request for bids and to reject all related proposals.

Delivery Instructions

Mail or email completed copies of the proposal to:

Louisa County IT
117 South Main Street
Wapello, IA 52653
it@louisacountyia.gov

Preparation

Proposals should be presented in such a way as to provide a straightforward, concise explanation of specifications and design as to satisfy the requirements of the request for proposal. Application proposals and accompanying documents become the property of the County.

RFP Questions

Any questions regarding the meaning or interpretation of this proposal must be requested in writing and with sufficient time allowed, but not less than ten (10) working days prior to the date specified for the due date of this proposal. Oral explanation or instructions given prior to the award are not binding. All inquiries should be directed to it@louisacountyia.gov . Questions and answers

Insurance

As respects to the insurance section only, the County herein refers to Louisa County Iowa, its Agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents, or representatives as Additional Insureds.

Without limiting or diminishing the bidder's obligation to indemnify or hold the County harmless, bidder shall procure and maintain or cause to be maintained, at its sole cost and expense, the following insurance coverages during this contract:

Workers' Compensation:

If the bidder has employees as defined by the State of Iowa, the bidder shall maintain statutory Workers' Compensation Insurance (Coverage A) as prescribed by the laws of the State of Iowa. Policy shall include Employers' Liability (Coverage B) including Occupational Disease with limits not less than \$500,000 per person per accident. The policy shall be endorsed to waive subrogation in favor of the County.

Commercial General Liability:

Commercial General Liability insurance coverage, including but not limited to, premises liability, unmodified contractual liability, products and completed operations liability, personal and advertising injury, and cross liability coverage, covering claims which may arise from or out of bidder's performance of its obligations hereunder. Policy shall name the County as Additional Insured. Policy's limit of liability shall not be less than \$500,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit.

Vehicle Liability

If vehicles or mobile equipment are used in the performance of the obligations under this Agreement, then bidder shall maintain liability insurance for all owned, non-owned or hired vehicles so used in an amount not less than \$500,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit. Policy shall name the County as Additional Insureds.

Professional Liability

Bidder shall maintain Professional Liability Insurance providing coverage for the Bidder's performance of work included within this contract, with a limit of liability of not less than \$500,000 per occurrence and \$1,000,000 annual aggregate. If bidder's Professional Liability Insurance is written on a claims made basis rather than an occurrence basis, such insurance shall continue through the term of this contract and bidder shall purchase at his sole expense either 1) an Extended Reporting Endorsement (also, known as Tail Coverage); or 2) Prior Dates Coverage from new insurer with a retroactive date back to the date of, or prior to, the inception of this Agreement; or 3) demonstrate through Certificates of Insurance that bidder has maintained continuous coverage with the same or original insurer. Coverage provided under items; 1), 2), or 3) will continue as long as the law allows.

Award

If a contract is awarded, it will be awarded to the responsive and responsible proposer whose proposal conforms to the RFP. Any information contained in this proposal is subject to public disclosure. The County is an equal opportunity employer and will not discriminate against any bidder because of race, creed, color, religion, sex, national origin, or ADA disability status. The County reserves the right to waive any technicalities and to reject or accept any proposal in parts or in its entirety or to accept any portion thereof if it is determined that either method results in lower costs, better service, final satisfaction or is otherwise determined to be in the best interest of the County. Determination of best response to proposal will be the sole judgment of the County.

The County will not be liable for any costs beyond those proposed herein and awarded. In case of discrepancy in computed proposal prices, the unit price shall govern, and the total price shall be revised accordingly.

Walkthrough

On-site visits may be scheduled from April 7th to May 7th during business hours (8:30am – 4:30pm)

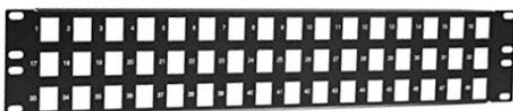
Specifications

NOTE: Equipment & runs needed may increase or decrease based on findings after walk throughs.

- All cable must be a minimum of Category 6A UTP solid copper cabling (**Copper Clad Aluminum [CCA] is not allowed**).
- All cables must be terminated into Category 6A industry standard keystone jacks similar to the following on both sides.



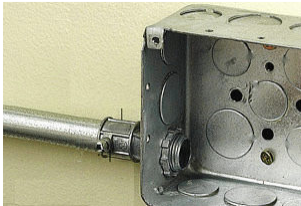
- All bidders will provide sufficient keystone patch panels similar to the following design (48-port, 2U)



- All cables must be terminated into the building's patch panel on the 1st floor data closet.

- Cable must be plenum type if the space that will contain the cable requires it.
- Network Patch cables **for both ends** of the cable run will be provided by the County.
- The County will provide cable management at the patch panel end of the connection.
- All cable in device or client office areas will be enclosed in silver EMT conduit. All bending and mounting is the responsibility of the bidder. Cables running into the patch panel and MDF rack are not required to be contained in EMT and can be tied with Velcro.
- EMT conduit will be terminated into square or rounded metal boxes of appropriate size to contain the number of specified drops per area.

Example:



- The faceplates used on the boxes will be white in color.
- All CAT6 keystone jacks will all be the same color with preference given the following order: blue, orange, red, black, green.
- The bidder will organize cable in the plenum (suspended ceiling) or building tunnel space with J hooks or conduit.
- Fire barrier will be used when appropriate and as needed.
- The bidder recognizes that the building is historic and will avoid taking actions that would damage the historical integrity of the building (check with County Auditor for any special requirements)
- All cables installed will be neatly organized into cable management and tied down with Velcro (or equivalent hook and loop fasteners) for easy addition of future network drops.
- Many walls in the building are constructed of concrete and brick and will require drilling to accommodate the necessary number of runs. The bidder will be responsible for any cleanup and dust collection due to drilling through these walls.
- All cable drops must be tested to CAT6A specifications with a cable certifier. Certification reports should be available upon request.
- All cable drops will be clearly labeled at both ends of the cable run. Drops at the device end will be labeled on the surface mount jack or the wall plate as required.
- As each area is completed, bidder will cut and remove the old cabling from the wall and ceiling that was replaced with new wiring. Bidder is responsible for disposal of removed cable.
- The bidder will not plug any cables into network switches until authorized by the County.
- Bidder must be able to work primarily during the building's hours (8:30am – 4:30pm). If after hours work will be required this will be scheduled, as necessary.
- The bidder shall warrant all materials and workmanship furnished under the contract are in good working order, free from defects and in conformance with system specifications.

Additional Bidding Information

- Information may be attached to this document with the title **2021 – Court House Wiring**
- The bidder shall list their full corporate name and address.
- The bidder shall list their office address that will support the installation.
- The bidder shall briefly describe its products and services and lines of business.
- The bidder shall provide information about the warranty coverage that it offers on parts, labor, and service.
- The bidder shall provide information about payment terms.
- The bidder shall explain how your company will be able to provide same day and/or next day on-site service.
- The bidder shall list at least three references (including contact information) for which you have provided similar goods or services.
- The bidder shall attach specifications of any item that differs from the specified items on the bid.
- The bidder shall all materials, labor, and equipment by line item.
- The bidder shall list materials, equipment, labor, and any other items separately. List quantity, brand name, per unit price and total price.
- Bids are due by May 14th, 2021 by 4:30pm
- Funds for this proposal are taken from the 2021 budget which starts on July 1st, 2021.
- Invoices from the winning bidder will not be paid until work is completed and not before July 1st, 2021.