LAKE COUNTY
FLORIDA

MODIFICATION OF CONTRACT

1. Modification No.: 1 Effective Date: April 13, 2016	2. Contract No.: 15-0429A Effective Date: April 13, 2015
3. Contracting Officer: Sandra Rogers Telephone Number: (352) 343-9832	5. Contractor Name and Address: Bazon-Cox & Associates, Inc. 1244 Executive Blvd., Suite B113 Chesapeake, Virginia 23320 Attn: John Lentini - President
4. Issued By: Procurement Services Lake County Administration Building 315 W. Main St., Suite 441 Tavares, Florida 32778-7800	

6. SPECIAL INSTRUCTIONS: Contractor is required to sign Block 8 showing acceptance of the below written modification and return this form to address shown in Block 4 within ten (10) days after receipt, preferably by certified mail to ensure a system of positive receipts. Retain a photocopy of the signed copy of this modification and attach to original of contract, which was previously provided.

7. DESCRIPTION OF MODIFICATION:

Contract modification to extend for one (1) year expiring April 12, 2017.

8. Contractor's Signature **REQUIRED** Name: John Lentini Title: President Date: 11-20-15	9. Lake County, Florida By: Sandra Rogers Contracting Officer 12-8-2015 Date

10. Distribution:

Original - Bid No. 15-0429A
Copies - Contractor
Contracting Officer

LAKE COUNTY
FLORIDA

CONTRACT NO. 15-0429A

for **Voice and Data Cabling Infrastructure, On-Call**

LAKE COUNTY, FLORIDA, a political subdivision of the state of Florida, its successors and assigns through its Board of County Commissioners (hereinafter "County") does hereby accept, with noted modifications, if any, the bid of **Bazon-Cox & Associates, Inc.** (hereinafter "Contractor") to supply **Voice and Data Cabling Infrastructure, On-Call** to the County pursuant to County Bid number **15-0429** (hereinafter "Bid"), opening dated **March 17, 2015,** Addendum 1 dated **March 9, 2015** and Contractor's **March 13, 2015** Bid response thereto with all County Bid provisions governing.

A copy of the Contractor's signed Bid is attached hereto and incorporated herein, thus making it a part of this Contract except that any items not awarded have been struck through. The attachments noted below (if any) are attached hereto and are also made a part of this Contract.

Attachments: N/A

No financial obligation under this contract shall accrue against the County until a specific purchase transaction is completed pursuant to the terms and conditions of this contract.

Contractor shall submit the documents hereinafter listed prior to commencement of this Contract: Insurance Certificate.

The County's Procurement Services Manager shall be the sole judge as to the fact of the fulfillment of this Contract, and upon any breach thereof, shall, at his or her option, declare this contract terminated, and for any loss or damage by reason of such breach, whether this Contract is terminated or not, said Contractor and their surety for any required bond shall be liable.

This Contract is effective from **April 13, 2015** through **April 12, 2016** except the County reserves the right to terminate this Contract immediately for cause and/or lack of funds and with thirty (30) day written notice for the convenience of the County. This Contract provides for four (4) one (1) year renewals at Lake County's sole option at the terms noted in the Bid.

Any and all modifications to this Contract must be in writing signed by the County's Procurement Services Manager.

LAKE COUNTY, FLORIDA

By: Sandra Rogers
Contracting Officer

Date: 04-09-2015

Distribution: Original-Bid File
Copy-Contractor
Copy-Department

LAKE COUNTY
FLORIDA

OFFICE OF PROCUREMENT SERVICES
315 WEST MAIN STREET, SUITE 441
PO BOX 7800
TAVARES FL 32778-7800

PHONE: (352) 343-9839
FAX: 352) 343-9473

ADDENDUM NO. 1

Date: March 9, 2015

RFP No. 15-0429

RFP Title: Voice and Data Cabling Infrastructure

It is the vendor's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid or proposal response. Acknowledgement may be confirmed either by inclusion of a signed copy of this addendum with the initial bid or proposal response, or by completion and return of the addendum acknowledgement section of the solicitation. Failure to acknowledge each addendum may prevent the bid or proposal from being considered for award.

This addendum does not change the date for receipt of bids or proposals.

The purpose of this addendum is to provide confirming information resulting from the mandatory pre-proposal conference held on March 5, 2015. A copy of the attendee list for the pre-proposal conference is posted on the County web site.

The conference commenced with the following matters being summarized:
1 – Responses are due on March 17, 2015 before 3:00 PM.
2 – The method of award in Section 1.3 were reviewed, noting that:

A. Award will be made for the first project under this solicitation (350 N. Sinclair Avenue) to the technically acceptable firm that submits the lowest price for that project, and

B. The initially selected vendor, and those vendors deemed to meet the stated qualifications, but not submitting the lowest price for the initial project, will then constitute the "vendor pool" that will be solicited for subsequent quotations for future specific projects within the scope of this document.

3 – The County reserves the right to restrict the number of vendors initially included under this contract on a best qualification basis, or relative price basis considering the pricing proposed for the initial project, when such action serves the best interest of the County.
4 – Additional questions should be submitted no later than six (6) working days before the proposal due date to ensure a reply.

It is noted on Page 25 of the solicitation that the vendors are responsible or payment of sales tax on all materials purchased by the vendor for incorporation into all projects. See provision 3.8 for further detail.

Questions/Answers:
The following questions were received and are regarding the initial project at 350 N. Sinclair Avenue. County responses immediately follow each question:

Question 1: Could you please confirm the type of 12 strand fiber that is required between 323 N Sinclair and 350 N. Sinclair? Would it be 62.5, OM3 or Singlemode?
Answer 1: 12 strand OM3 (50/125) Multi-mode fiber

Question 2: Could you please confirm the type of 48 strand fiber that is required between 350 N Sinclair and the EOC? Would it be 62.5, OM3 or Singlemode?
Answer 2: 48 strand Single mode Fiber

Question 3: Is their required named Manufacturers for the cables and cable connectors/faceplates?
Answer 3: No specific manufacturer or part number. However, all cabling must meet industry standard specifications for the application it will be used for (inside or outside cable plant). All testing of cabling must meet or exceed fiber/category 6 standards. Previous manufacturers utilized by the County were Corning, then Systimax or Commscope. Vendors shall note product manufacturer in Section 1.13.2, C, Tab 2, A.

Question 4: Section 2, Work Segment A count states 92. Is this the correct number?
Answer 4: The correct number is 124.

Question 5: Section 2, Work Segment A counts do not add up to 92 (60 + 64 = 124). What is the correct count per floor?
Answer 5: The correct number is 60 data cables on the first floor and 64 data cables on the second floor.

Question 6: The provided prints, indicated a total number per floor (which is 60 + 64). Are those the number we are to use? When I add up the triangles I get a third set of numbers. Please verify.
Answer 6: The floor plan is correct and those drops are for a single cable each and there is a note on the floor plans with that indication. The total cable count is 124.

Question 7: Will the vendor be required to pull out the existing wiring?
Answer 7: No. It must remain.

Question 8: Are there fire blocks in the walls?
Answer 8: Unknown.

Question 9: What is the estimated budget for this project?
Answer 9: The estimated cost to do the work is $37,000., and the maximum budgeted is $40,000.

Question 10: Does the 48 strand of single mode fiber need to be terminated at the (Entry Facility) in the ECOC building or can it be a continuous run to the server room.
Answer 10: Please terminate the 48 strand of single mode on a rack mounted fiber panel in the Entry facility at the ECOC. The 48 strand run from the Entry facility to the server room can be terminated on the same panel in the entry facility and all terminations on this panel should be of SC type connectors. Please separate incoming and outgoing and label appropriately.

Question 11: Can the existing fiber termination box be used to terminate the new 12 strand of Multi-

Mode Fiber in the 323 N. Sinclair Communications Room?
Answer 11: Yes

Question 12: Do the fiber termination need to be Hot Melt?
Answer 12: The fiber terminations should be made using industry and manufacturer recommendations/best practices to ensure the most reliable connection.

Question 13: Work Segment A: Is there a CAT6 Jack color Preference for the 124 Data Jacks?
Answer 13: Preference would be blue.

Question 14: Work Segment A: Can the Patch Panels for the 350 Sinclair building be Angled Modular and be 2-48 port and 2-24 port?
Answer 14: Angled, and 2-48 port and 2-24 is fine.

Question 15: Work Segment B: Item 3 calls for 4'X4" x3/3" Marine grade Back Board, I think the UBC (Universal Building Code) requires the use of Fire Retardant Backboard UL FR-S Plywood 1780 R-7003." Marine-grade plywood does NOT qualify even though it is saline "treated"—as it will have a different UL number. The ANSI/EIA/TIA 569A standard (or a "recommendation") for Commercial Buildings for Telecommunications Pathways and Spaces 7.2.4.1 (page 67) specifies: "A minimum of two walls should be covered with rigidly fixed 20 mm (three-quarter-inch) A-C plywood, preferably void-free, 2440 mm (8 feet) high, capable of supporting attached equipment.
Answer 15: Fire Retardant Backboard is fine.

Question 16: Work Segment C: The 12 Fiber MM Fiber Cable Which Grade? OM1 - 62,5/125, OM2 - 50/125,or OM3 - 50/125- -, or OM4 - 50/125.
Answer 16: Multimode should be OM3 or OM4.

Question 17: Does the County want any Fiber Optic jumpers included in the quote?
Answer 17: No. Jumpers are not a part of this solicitation.

Addition:
For all specifications not directly addressed by this RFP and impending addendums the below Lake County Telecommunications Data Specifications shall be the authorized document.

Firm Name: Bazon-Cox & Associates, Inc Date: 03-17-15

Signature: Rich Stalnaker Title: Project Manager

Typed/Printed Name: Rich Stalnaker

Lake County Board of County Commissioners
Cabling System Technical Specification
(Updated 9/14/2010)
No substitutions

1.0 INTRODUCTION

1.1 PURPOSE
The intent of this document is to provide a standard specification that will be used for all Lake County facilities requiring cabling installation. This document provides the minimum performance criteria for the components and sub-systems comprising a complete cabling system that shall accommodate Lake County's requirements.
Product specifications, general design considerations, and installation guidelines are provided in this written document. The successful contractor shall meet or exceed all requirements for the cabling system described in this document. The Category 6 portion of the cabling system shall comply with the proposed link and channel performance requirements of the latest revision of TIA/EIA 568-B.2-1 "Performance Specifications for 4-pair 100 Ohm Category 6 Cabling".

The successful contractor must have a BICSI® certified RCDD review the drawings and meet with representatives from Facilities and the Office of Information Technology to discuss the project and to ensure that a structured cabling system is installed that provides a comprehensive telecommunications infrastructure.

1.2 SCOPE
This document defines the cabling system and subsystem components to include cable, termination hardware, supporting hardware, and miscellany to install a complete telecommunications system supporting voice and data. The intent of this document is to provide all pertinent information to allow the contractor to bid the materials, labor, supervision, tooling, and miscellaneous mounting hardware and consumables to install a complete system. However, it is the responsibility of the contractor to identify any and all items required for a complete system not identified in this specification.

1.3 APPLICABLE DOCUMENTS
The cabling system described in this specification is derived in part from the recommendations made in industry standard documents. The list of documents below are incorporated by reference:

1. This Technical Specification and Associated Drawings
2. © 2000 BICSI® *Telecommunications Distributions Methods Manual, latest edition.*
3. ANSI/TIA/EIA-568-B.1 *Commercial Building Telecommunications Cabling Standard 2001.*
4. ANSI/TIA/EIA-569-B *Commercial Building Standard for Telecommunications Pathways and Spaces 2003.*
5. ANSI/TIA/EIA-606-A *Administration Standard for the Telecommunications Infrastructure of*
6. *Commercial Buildings 2002.*
7. ANSI/TIA/EIA-607-A *Commercial Building Grounding and Bonding Requirements for Telecommunications 2002.*
8. ISO/IEC 11801 *Generic Cabling for Customer Premises.*

Other standards that contain requirements pertaining to the safety of and access to private and public telecommunications networks include:

1. ANSI/NFPA 70 *The National Electrical Code®, current edition.*

2. IEEE C2-2002 *National Electrical Safety Code (NESC®) current edition.*

3. FCC Part 68 Code of Federal Regulations, Title 47, *Telecommunications.*

4. UL 1459 Underwriters Laboratories *Standard for Safety—Telephone Equipment.*

5. UL 1863 Underwriters Laboratories *Standard for Safety—Communication Circuit Accessories.*

Specifications as provided by The Division of Information Systems, Telecommunications and Facilities groups and other special codes that may apply:
If this document and any of the documents listed above are in conflict, then the more stringent requirement shall apply. All documents listed are believed to be the most current releases of the documents; the contractor is responsible to determine and adhere to the most recent release when developing the proposal for installation.

1.4 CONTRACTOR REQUIREMENTS

The contractor installing the telecommunications facilities and equipment herein specified shall be an experienced TELECOMUNICATIONS CONTRACTOR. Experienced meaning that the contractor has been in this type of business for a minimum of two (2) years and have personnel that have been trained and certified in the installation of telecommunications facilities equipment. Additionally, the contractor will have successfully completed installation of similar equipment and size to that specified herein within the last year of the project.

Contractors must have a BICSI Registered/Certified Communications Distribution Designer (RCDD) on staff. A copy of the contractor's current registration must be furnished with the submittal of the proposal. The supervisor or lead technician on every project must have a current Registered BICSI RCDD and/or Registered BICSI Technician Certification.

2.0 TELECOMMUNICATIONS SYSTEM REQUIREMENTS

2.1 FACILITIES DESCRIPTION

Lake County's facilities vary in function and size. Most buildings have individual offices for faculty and staff; in certain areas, personnel may be situated in modular office furniture with hard wall offices around the exterior of the floor. Generally, a ceiling distribution cabling system using cable trays and conduits is used. These specifications apply primarily to new buildings and major renovations, but should be followed as closely as possible for all telecommunications cabling installations.

2.2 TELECOMMUNICATIONS SYSTEM DESCRIPTION

Lake County's data distribution network is based on a star topology with a collapsed-backbone. The data cabling should be designed end to end to meet or exceed 1000BASE-T/1000BASE-TX standards. As a standard configuration each work area will consist of a Systimax brand communications outlet containing two Category 6 Systimax jack inserts and one Category 3 jack insert (1 Voice and 2 Data). All data jacks are terminated using Category 6 horizontal cables pulled and terminated on Category 6 insulation displacement connector patch panels in the telecommunications room. Patch cords/equipment cords are used to connect each jack to the appropriate service connector. All voice cables and all voice pairs are terminated on 66-M150 blocks on a backboard in the telecommunications room. Generally, high pair count Category 3 CMR or CMP backbone/riser cables are employed between the Entrance facilities or Main telecommunications room and each telecommunications room for voice connectivity. Category 6 cables and 50 micron multi-mode fiber optic cables are used as backbone/riser cables for data.

3.0 HORIZONTAL DISTRIBUTION SYSTEM

3.2 TELECOMMUNICATIONS CABLING SYSTEM

The telecommunications contractor will be responsible for pulling and terminating the cables following all federal, state and local codes, accepted industry standards and the manufacturer's instructions. The telecommunications contractor must work closely with the electrical contractor to ensure that the pathways are installed correctly and that they will allow for proper installation of the cabling system. Visual inspections and upon completion of the project test results will be used to verify proper installation practices were followed.

The cabling system will consist of Lake County IT approved Category 6 components and cable. Each Category 6 data cable shall be terminated on an 8-position, 8-conductor Category 6 jack insert wired to the T568B color code in the work area and in the telecommunications room. Each Category 6 voice cable shall be terminated on a 6-position, 6-conductor jack insert at the work station and on 66-M150 blocks on a backboard in the telecommunications room. Voice and Data racks should be separate and located appropriately for their specific function. A single pull string should be left in the conduit at each outlet location.

3.2.1 WORK AREA TELECOMMUNICATIONS OUTLETS

Work area communications outlets should be placed one per 100 sq ft of useable floor space and sized to accommodate four Category 6 cables and connectors. Outlets should be within 3' of an electrical outlet and installed at the same height, unless other wise specified. Outlets should be placed so that the work area or workstation cable does not exceed 5 meters (16 ft) in length. This length is figured into the total horizontal cabling length and must not be exceeded.

Office Outlets

One 3-port flush 110 Connect faceplate. Faceplates shall be constructed of ABS molding compound and be 4.53" X 2.77" X .60" in size. Each outlet shall contain three cables terminated on two Category 6, 8-position, 8-conductor Systimax jack BLUE inserts and one Category 6, 6-position, 6-conductor jack ALMOND Systimax insert following manufacturer's instructions. Faceplates shall accommodate two labels and provide a clear polycarbonate cover for each. The upper jack will be designated as the voice jack and shall be colored light almond while the data jacks shall be colored blue and shall occupy the bottom two position(s) on the faceplate unless otherwise noted on the drawings. Faceplates shall be light almond in color unless otherwise noted. Faceplates shall be Systimax brand. The faceplates shall be mounted to in-wall single gang boxes.

Modular Furniture Outlets

Use appropriate FLEX-MODE faceplate determined by modular furniture brand. FLEX-MODE faceplates shall be made of polycarbonate molding compound, black in color. The faceplate(s) shall be mounted in the appropriate knockout(s) in the furniture channel. Consult with a representative for specific instructions.

3.2.2 PRODUCT SPECIFICATIONS

Category 3 Cabling – Non-plenum

Horizontal data cabling shall be 24 AWG, solid copper, 4-pair UTP, UL/NEC CMR rated, with a white/gray/beige PVC jacket. Cable jacketing shall be lead-free. Cable shall meet standard Category 3 performance requirements. Cable shall be supplied on wooden reels or in reel-in-box. Cable shall be UL listed under file number E138034.

Category 3 Cabling – Plenum

Horizontal data cabling shall be 24 AWG, solid copper, 4-pair UTP, UL/NEC CMP rated, with a white/gray/beige plenum-rated PVC jacket. Individual conductors shall be FEP insulated. Cable jacketing shall be lead-free. Cable shall meet standard Category 3 performance requirements. Cable shall be supplied on wooden reels or in reel-in-box. Cable shall be UL listed under file number E138034.

Category 6 Cabling – Non-plenum

Horizontal data cabling shall be 23 AWG, solid copper, 4-pair UTP, UL/NEC CMR rated with a blue PVC jacket. Cable jacketing shall be lead-free. Cable shall meet standard EIA/TIA-568 Category 6 performance requirements. Cable shall be supplied on wooden reels or in reel-in-box. Cable shall be UL listed under file number E138034.

Category 6 Cabling – Plenum
Horizontal data cabling shall be 23 AWG, solid copper, 4-pair UTP, UL/NEC CMP rated with a blue plenum-rated PVC jacket. Individual conductors shall be FEP insulated. Cable jacketing shall be lead-free. Cable shall meet standard EIA/TIA-568 Category 6 performance requirements. Cable shall be supplied on wooden reels or in reel-in-box. Cable shall be UL listed under file number E138034.

Fiber Optic Cable and Termination Hardware
All multimode optical fiber must be 50/125um. All optical fiber must be manufactured by CORNING Cable Systems. CORNING Cable Systems LanScape® products will be used for all optical fiber splice and termination points. The types of cable, number of fiber strands and types of termination will vary for each project and must be stated in the project specifications.

Modular Jacks
All modular jacks shall be wired to the T568B wiring pattern. Modular jacks shall be constructed with a housing of polyphenylene oxide, 94V-0 rated. Modular jacks shall be terminated using a 110-style pc board connector (made of 94V-0 rated polycarbonate), color-coded for both T568A and T568B wiring. The 110 connector shall terminate 22-24 AWG solid conductors with a maximum insulation diameter of .050 inches. The modular jack contacts shall be plated with a minimum of 50 micro-inches of gold in the contact area over a 50 micro-inch minimum nickel under plate. Modular jacks shall be compatible with panel thicknesses of .058" - .063". Modular jacks shall snap into a .790" X .582" opening and only Systimax inserts and face plates shall be used. Modular jacks shall be UL Listed under file number E81956.
Category 6 modular (data) jacks shall be unkeyed 4-pair. Modular jacks shall fit in a .790" X .582" opening and only Systimax inserts and face plates shall be used. Modular jacks shall be terminated using a 110-style pc board connector, color-coded for both T568A and T568B wiring. Each jack shall be wired to T568B. Modular jacks shall be UL Listed under file number E81956.

3.2.3 WORK AREA COMMUNICATIONS OUTLET INSTALLATION
All outlets shall be installed in the following manner:

- Cables shall be coiled in the in-wall or surface-mount boxes if adequate space is present to house the cable coil without exceeding the manufacturers bend radius. In hollow wall installations where box-eliminators are used, excess wire can be stored in the wall. No more than 12" of slack shall be stored in an in-wall box, modular furniture raceway, or insulated walls. Excess slack may be neatly coiled and stored in the ceiling above each drop location when there is not enough space present in the outlet box to store slack cable.

In addition, each cable type shall be terminated as indicated below:

- Cables shall be dressed and terminated in accordance with the recommendations made in the BICSI® Telecommunications Distributions Methods Manual, manufacturer's recommendations and/or best industry practices.

- Pair untwist at the termination shall not exceed .25 inch for Category 6 connecting hardware.

- Bend radius of the cable in the termination area shall not be less than 4 times the outside diameter of the cable.

- The cable jacket shall be maintained as close as possible to the termination point.

3.3 HORIZONTAL DISTRIBUTION CABLE INSTALLATION
If the building is renovated or rewired, abandoned cable shall be removed from the building in accordance with National Electric Code, once it is no longer in service. Unused, un-terminated cable is only allowed if there is a planned purpose for the cable and it must be documented on the as-build drawings.

The following guidelines should be used when installing Horizontal distribution cable:

- ☐ All horizontal data distribution cable should be Category 6, 100 ohm, UTP of an approved vendor.
- ☐ All horizontal voice distribution cable should be Category 3, 100 ohm, UTP of an approved vendor.
- ☐ Cable shall be installed in accordance with manufacturer's recommendations and best industry practices.
- ☐ Cable raceways shall not be filled greater than the NEC maximum fill for the particular raceway type.
- ☐ Cables shall be installed in continuous lengths from origin to destination (no splices).
- ☐ Unshielded twisted pair cable shall be installed so that there are no bends less than four times the cables outside diameter (4 X cable O.D.) at any point in the run.
- ☐ Pulling tension on 4-pair UTP cables shall not exceed 25-pounds for a single cable or cable bundle.
- ☐ If a J-hook or trapeze system is used to support cable bundles all horizontal cables shall be supported at a maximum of four-foot intervals. At no point shall cable(s) rest on acoustic ceiling grids or panels.
- ☐ Horizontal distribution cables shall be bundled in groups of not greater than 40 cables. Cable bundle quantities in excess of 40 cables may cause deformation of the bottom cables within the bundle.
- ☐ Cable shall be installed above fire-sprinkler and systems and shall not be attached to the system or any ancillary equipment or hardware. The cabling system and support hardware shall be installed so that it does not obscure any valves, fire alarm conduit, boxes, or other control devices.
- ☐ Cables shall not be attached to ceiling grid or lighting support wires. Where light support for drop cable legs are required, the contractor shall install clips to support the cabling.
- ☐ Any cable damaged or exceeding recommended installation parameters during installation shall be replaced by the contractor prior to final acceptance at no cost to Lake County BCC.
- ☐ Cables shall be identified by a self-adhesive label in accordance with the System Documentation Section of this specification. The cable label shall be applied to the cable behind the faceplate on a section of cable that can be accessed by removing the cover plate.

3.4 HORIZONTAL CABLE TERMINATION

All horizontal distribution runs shall work together to produce optimum efficiency and throughput. All cable and jack combinations must be tested by an independent laboratory to determine their performance when paired together. Two such independent tests are Anixter's "levels" program and Graybar's "VIP" program. It is the responsibility of the contractor to make sure that both jack and wire are of the same "category" rating.

3.4.1 HORIZONTAL DATA CABLE TERMINATION PATCH PANELS

All horizontal data cables will be terminated on Category 6 patch panels in the telecommunications room. The horizontal cables termination patch panels shall be colored black and contained in standard 19" x 7' rack(s), wall-mount racks or equipment cabinets as specified by the project drawings. All equipment racks shall be properly secured to the floor or wall and augmented with horizontal and vertical management hardware, both front and rear, to properly dress horizontal cables. Patch panels shall provide 24 or 48 modular jack ports, wired to T568B. The front of each module shall be capable of accepting 9mm to 12mm labels. Patch panels shall terminate the building cabling on 110-style insulation displacement connectors. Patch panels must be UL Listed under file number E81956. Patch panels shall be of an approved brand. Modular jacks for use in the patch panel must be of the same manufacturer as the jacks used at the work area station outlets.

3.4.2 HORIZONTAL VOICE CABLE TERMINATION BLOCKS

All horizontal voice cables will be terminated on 66-M150 blocks in the telecommunications room. The horizontal cables termination 66-M150 blocks shall be contained on a backboard as specified by the project drawings. All 4 pairs of each cable will be terminated on the 66-M150 blocks and labeled 1 - XX

3.4.3 HORIZONTAL CABLE SUPPORT

- ☐ a 12" ladder rack system shall be installed in the telecommunications room to support the cables. The ladder should encompass the room allowing the cables to be properly dressed and supported.
- ☐ secure the top of all freestanding equipment racks using 12" ladder racks to the wall or intersect with the ladder system encompassing the room.

4.0 BACKBONE CABLE

If the building is renovated or rewired, abandoned cable shall be removed from the building in accordance with National Electric Code, once it is no longer in service. Unused, un-terminated cable is only allowed if there is a planned purpose for the cable and it must be documented on the as-build drawings.

Data backbone cabling installed between the entrance facilities or main telecommunications room and each telecommunications room will consist of one or more of the following types of cable:

- ☐ Category 6 , 100 ohm, UTP as described in the horizontal distribution section for data distances up to 295'.
- ☐ High pair count TIA Category 3 CMR or CMP is adequate for voice backbone/riser cable.
- ☐ 50/125um multimode optical fiber (inside building) terminated with LC connectors.
- ☐ Single mode optical fiber (building to building) terminated with LC connectors.
- ☐ the minimum strand count for the single-mode fiber optic backbone entering the building is 96 strands of SM which should be terminated on a wall mounted fiber box or a rack mounted fiber patch panel in the Main Distribution Room. Connection into Lake County's existing fiber backbone should be included in all design drawings and bids. This should include splicing, termination, testing, conduit, vaults and boring necessary to provide full connectivity into Lake County's existing fiber backbone.
- ☐ the minimum strand count of fiber between telecommunications closets that exist on the same floor of a building shall be 12 strand of MM and 6 strand SM, preferably combined in a hybrid fiber cable. All fiber should be terminated on a wall mounted fiber box or in a rack mounted termination panel.
- ☐ the minimum strand count of fiber between a server room and the Main Distribution Room shall be 12 strand of MM and 6 strand SM, preferably combined in a hybrid fiber cable. All fiber should be terminated on a wall mounted fiber box or in a rack mounted termination panel.
- ☐ the minimum strand count of fiber from each telecommunications closet to the Main Distribution Room shall be 12 strand of MM and 6 strand SM, preferably combined in a hybrid fiber cable. All fiber should be terminated on a wall mounted fiber box or in a rack mounted termination panel.
- ☐ a minimum of 25' of excess fiber shall be provided at each fiber termination point. Such service loops should conform to specifications to include total length and bend radii.

The types and number of cables used for backbone systems will vary for each project and must be documented in the project specifications and documented on the drawings. Any termination or splice enclosures used for optical fiber will be listed in the specifications and documented on the drawings.
Voice backbone cabling will be 24 AWG, 100-pair UTP, UL/NEC CMR rated or CMP if required, with a white/gray/beige PVC jacket. Cable shall be third party verified to comply with TIA Category 3 requirements. Cable shall be supplied on 1000 ft. reels. A coupled bonding conductor will be installed within the riser bundle and bonded and grounded at each end.

4.1 BACKBONE CABLE INSTALLATION

All copper backbone cables shall be installed in the following manner:

- ☐ Backbone cables shall be installed separately from horizontal distribution cables.
- ☐ where cables are housed in conduits, the backbone and horizontal cables shall be installed in separate conduits or in separate inner duct within conduits.
- ☐ where cables are installed in an air return plenum, the cable shall be installed in conduit, or plenum cable shall be installed in a plenum inner duct to provide protection to the cable
- ☐ where backbone cables and distribution cables are installed in a cable tray or wire way, backbone cables shall be installed first and bundled separately from the horizontal distribution cables.

For optical fiber backbone cables:

- ☐ do not exceed the cable's minimum bend radius. Bending cable tighter than the minimum bend Radius may result in increased optical fiber attenuation or fiber breakage.
- ☐ the minimum bend radius for indoor backbone optical fiber cable is 10 times the cables outside diameter under no load conditions and 15 times the cables outside diameter when being pulled.
- ☐ do not exceed the cables maximum vertical rise and tensile rating.
- ☐ where cables are installed in an air return plenum, the cable shall be installed in conduit, or plenum cable shall be installed in a plenum inner duct to provide protection to the cable
- ☐ where backbone cables and distribution cables are installed in a cable tray or wire way, backbone cables shall be installed first and bundled separately from the horizontal distribution cables use inner duct whenever possible.
- ☐ all fiber should be from the same manufacture and preferably the same lot if possible. All lot numbers of fiber should be documented on drawings.

NOTE: Do not locate backbone cable pathways in elevator shafts. Do not over fill conduits, ducts or sleeves. Refer to the BICSI® *Telecommunications Distributions Methods Manual*, latest edition for more information.

4.2 FIBER LIGHTGUIDE INTERCONNECT UNIT (LIU)

Fiber LIUs shall be manufactured to fit in both 19 inch relay rack and 23 inch relay rack. The LIU shall be sized to accommodate the appropriate number of fiber connections and utilize the least amount of rack space. Even if the LIU is not fully populated with fiber connection, the LIU shall be completely populated with bulkhead panels to accommodate future use. On 72 and 144 port LIU's the termination and splice shelf must be used together due to fusion splicing on single mode and multimode fiber. The LIUs used by the contractor must be approved by Lake County IT.

4.3 FIBER CONNECTORS:
All single mode fiber shall be terminated using factory manufactured pigtails with LC type connectors. All multimode fiber shall be terminated using factory manufactured pigtails with LC type connectors. The pigtails used by the contractor must be approved by Lake County IT.

4.4 FIBER COUPLERS:
All single mode fiber LIU panels shall be equipped with LC to LC couplers. All multimode fiber LIU panels shall be equipped with LC to LC couplers. The couplers used by the contractor must be approved by Lake County IT and must be of the same manufacturer as the fiber connectors.

5.0 WORK AREA AND PATCH CORD CABLE ASSEMBLIES
The Division of Information Systems will provide the patch cords for the workstations unless they are specifically included as part of the project. Cables must not exceed 5 meters (16 ft) in length and should be approved by Lake County BCC IT.

6.0 CABLING SYSTEM TESTING
All cables and termination hardware shall be 100% tested for defects in installation and to verify cable performance under installed conditions. The contractor prior to system acceptance shall verify all conductors of each installed cable useable. Any defect in the cabling system installation including but not limited to cable, connectors, feed through couplers, patch panels, and connector blocks shall be repaired or replaced in order to ensure 100% useable conductors in all cables installed. All cables shall be tested in accordance with this document, and best industry practices. If any of these are in conflict, the Contractor shall be responsible to bring any discrepancies to the attention of the project manager for clarification and/or resolution.

6.1 PERFORMANCE VERIFICATION
6.1.1 COPPER
Category 6 data cable shall be performance verified using an automated test set. Test results shall be automatically evaluated by the equipment, using the most up-to-date criteria from the TIA/EIA Standard currently ANSI/TIA/EIA-568-B.2, and the result shown as pass/fail. Test results shall be printed directly from the test unit or from a download file using an application from the test equipment manufacturer. The printed test results shall include all tests performed, the expected test result and the actual test result achieved.

6.1.2 FIBER
All 50/125um multimode optical fiber and/or Single mode optical fiber must be manufactured by CORNING Cable Systems and it would be preferable that all fiber cable is from the same manufacturer lot number. After installation, it must be performance verified using an automated test set. Test results shall be automatically evaluated by the equipment, using the most up-to-date criteria from the TIA/EIA Standard currently ANSI/TIA/EIA-568-B.3, and the results shown as pass/fail. Test results shall be printed directly from the test unit or from a download file using an application from the test equipment manufacturer. The printed test results shall include all tests performed, the expected test result and the actual test result achieved.

7.0 SAFETY / ENVIRONMENTAL

7.1 FIRESTOP SYSTEMS
A fire stop system is comprised of: the item or items penetrating the fire rated structure; the opening in the structure and the materials and assembly of the materials used to seal the penetrated structure. Fire stop systems comprise an effective block for fire, heat, vapor and pressurized water stream.

All penetrations through fire rated building structures (walls and floors) shall be sealed with an appropriate fire stop system. This requirement applies to through penetrations (complete penetration) and membrane penetrations (through one side of a hollow fire rated structure). Any penetrating items i.e., riser slots and sleeves, cables, conduit, cable tray, and raceways, etc. shall be properly fire stopped.

7.1.1 PRODUCT SPECIFICATIONS

Fire stop systems shall be UL Classified to ASTM E814 (UL 1479) and shall be approved by the Lake County Fire Marshal. A drawing showing the proposed fire stopped system, shall be provided to Lake County's Technical Representative and Fire Marshall prior to installing the fire stop system(s).

7.1.2 FIRESTOP SYSTEM INSTALLATION

All fire stop systems shall be installed in accordance with the manufacturer's recommendations and shall be completely installed and available for inspection by the local inspection authorities prior to cabling system acceptance.

7.2 GROUNDING AND BONDING

The facility shall be equipped with a Telecommunications Bonding Backbone (TBB). This backbone shall be used to ground all telecommunications cable shields, equipment, racks, cabinets, raceways, and other associated hardware that has the potential for acting as a current carrying conductor. The TBB shall be installed independent of the buildings electrical and building ground and shall be designed in accordance with the recommendations contained in the TIA/EIA-607 Telecommunications Bonding and Grounding Standard.

The main entrance facility/equipment room in each building shall be equipped with a telecommunications main grounding bus bar (TMGB). Each telecommunications closet shall be provided with a telecommunications ground bus bar (TGB). The TMGB shall be connected to the building electrical entrance grounding facility. The intent of this system is to provide a grounding system that is equal in potential to the building electrical ground system. Therefore, ground loop current potential is minimized between telecommunications equipment and the electrical system to which it is attached.

7.2.1 PRODUCT SPECIFICATIONS

All racks, metallic backboards, cable sheaths, metallic strength members, splice cases, cable trays, etc. entering or residing in the TC or ER shall be grounded to the respective TGB or TMGB using a minimum #6 AWG stranded copper bonding conductor and compression connectors. Where metallic panels attached to the rack to not have sufficient metal to metal contact to provide an adequate path to ground, they shall be bonded to the rack using a minimum #14 AWG copper conductor. The copper conductor size shall be upgraded based on the largest power conductor feeding any rack mount equipment. The conductor shall be continuous; attaching all isolated components in a daisy chain fashion from top to bottom and bonded to the rack using an appropriate compression connector.

All wires used for telecommunications grounding purposes shall be identified with a green insulation. Non-insulated wires shall be identified at each termination point with a wrap of green tape. All cables, and bus bars shall be identified and labeled.

7.2.2 GROUND SYSTEM INSTALLATION

The TBB shall adhere to the recommendations of the TIA/EIA-607 standard, and shall be installed in accordance with best industry practices. Installation and termination of the main bonding conductor to the building service entrance ground, at a minimum, shall be performed by a licensed electrical contractor.

7.3 ENVIRONMENTAL CONSIDERATIONS

Environmental considerations need to be made for the telecommunications room where networking equipment will be in use. If possible air conditioning shall be installed on a separate zone so that the air can be run during the winter. If air conditioning cannot be afforded, heavy-duty airflow and exhaust fans should be used to keep the room below 90 degrees.

7.4 FIRE EXTINGUISHER

A fire extinguisher (CO_2 or type dependant on local fire codes) shall be hung inside all equipment rooms and telecommunications rooms.

7.5 SPRINKLER SYSTEM

Sprinkler systems heads should be rated for higher temperature to prevent them from going off inadvertently as the water can harm networking equipment. If needed, special hoods may be fabricated to prevent water from directly assessing computer equipment.

8.0 SYSTEM DOCUMENTATION

The following section describes the installation, administration, testing, and as-built documentation required to be produced and maintained by the contractor during the course of the installation.

8.1 CABLING SYSTEM LABELING

The contractor shall develop and submit for approval a labeling system for the cable installation. Lake County BCC will negotiate an appropriate labeling scheme with the successful contractor. At a minimum, the labeling system shall clearly identify all components of the system: racks, cables, panels and outlets. The labeling system shall designate the cables origin and destination and a unique identifier for the cable within the system. Racks and patch panels shall be labeled to identify the location within the cabling system infrastructure. All labeling information shall be recorded on the as-built drawings and all test documents shall reflect the appropriate labeling scheme. All label printing will be machine generated using indelible ink ribbons or cartridges. Self-laminating labels will be used on cable jackets, appropriately sized to the OD of the cable, and placed within view at the termination point on each end. Outlet labels will be the manufacturer's labels provided with the outlet assembly.

8.1.1 DEFAULT LABELING SCHEME

All cable outlets and termination panels/bays or blocks will be appropriately labeled to match the cable using the following default labeling scheme is an approved scheme has not been negotiated:

- ☐ Room number
- ☐ – (dash)
- ☐ Device Code (O-outlet, P-Patch Panel, B-Block)
- ☐ Device number (devices numbered 1-9 going around the room in a clockwise direction from the entrance)
- ☐ D or V (for data or voice)
- ☐ Outlet number on the plate, port number on the panel

8.2 AS-BUILT DRAWINGS

The installation contractor will be provided with 2 sets of D or E-size drawings at the start of the project. One set will be designated for as the central location to document all as-built information as it occurs throughout the project. The central set will be maintained by the Contractor's Foreman on a daily basis, and will be available to the Technical representative upon request during the course of the project. Anticipated variations from the build-to drawings may be for such things as cable routing and actual outlet placement. No variations will be allowed to the planned termination positions of horizontal and backbone cables, and grounding conductors unless approved in writing by Lake County BCC.

The Contractor shall provide the central drawing set to the Lake County BCC at the conclusion of the project. The marked up drawing set will accurately depict the as-built status of the system including termination locations, cable routing, and all administration labeling for the cabling system. In addition, a narrative will be provided that describes any areas of difficulty encountered during the installation that could potentially cause problems to the telecommunications system.

Requirements for As-built drawings

Backbone diagrams shall include:

- ☐ one line diagrams for UTP copper cabling with cable counts.
- ☐ one line diagrams for optical fiber cabling with cable counts (including lot number).

Floor Diagrams shall include:

- ☐ TR locations and room numbers.
- ☐ Work area outlets (WAO) and faceplate labels.
- ☐ TR wiring zones, which identify WAOs served.
- ☐ Horizontal cabling pathways including penetrations and fire stopping.

TR Diagrams shall include:

- ☐ TR room number.
- ☐ Rack locations.
- ☐ Power outlet locations.
- ☐ Conduit entrance locations.

8.3 TEST DOCUMENTATION

Test documentation shall be provided in a three ring binder(s) within three weeks after the completion of the project. The binder(s) shall be clearly marked on the outside front cover and spine with the words "Test Results", the project name, and the date of completion (month and year). The binder shall be divided by major heading tabs, Horizontal and Backbone. Each major heading shall be further sectioned by test type. Within the horizontal and backbone sections, and scanner test results (Category 6)(10GBase-T), shall be segregated by tab. Test data within each section shall be presented in the sequence listed in the administration records. The test equipment by name, manufacturer, model number and last calibration date will also be provided at the end of the document. Unless a more frequent calibration cycle is specified by the manufacturer, an annual calibration cycle is anticipated on all test equipment used for this installation. The test document shall detail the test method used and the specific settings of the equipment during the test. Scanner tests shall be printed on 8-1/2" x 11" paper.
When repairs and re-tests are performed, the problem found and corrective action taken shall be noted, and both the failed and passed test data shall be collocated in the binder.

9.0 WARRANTY AND SERVICES

9.1 CABLING SYSTEM WARRANTY

The telecommunications contractor shall facilitate a 5-Year extended System Performance Warranty between the manufacturer and Lake County BCC. The extended component warranty shall be provided which warrants functionality of all components used in the system for 5 years from the date of acceptance. The performance warranty shall warrant the installed 625 MHz horizontal copper, and if installed by the contractor both the horizontal and backbone optical fiber portions of the cabling system. Copper links shall be warranted against the link performance minimum expected results defined in TIA/EIA-568-B.2-1 (latest draft).

9.2 POST INSTALLATION MAINTENANCE

The contractor shall furnish an hourly rate with the proposal submittal, which shall be valid for a period of one year from the date of acceptance. This rate will be used when cabling support is required to affect moves, adds, and changes to the system (MACs). MACs shall not void the Contractor's nor manufacturer's warranty.

9.3 PROJECT MANAGEMENT / GENERAL

The contractor shall establish a point of contact with Lake County BCC who will be responsible for reporting progress and updating Lake County's Technical Representatives, (FMO Project Manager, LCIT Information Systems, LCIT Telecommunications) with issues that Lake County BCC must address to facilitate the cabling system installation. The contractor's POC shall provide daily written reports to Lake County's Technical Representatives detailing progress. Requests for access to limited access or restricted areas shall be made the day prior to the required access. Information critical to the completion of the task or project shall be communicated to the county's Technical Representatives, as the requirement becomes known. Casual information shall be passed during the scheduled progress report.

The contractor shall maintain Lake County's facility in a neat and orderly manner during the installation of the communications cabling system. Lake County's facilities shall be maintained in broom clean condition at the completion of work each day. At the completion of work in each area, the contractor will perform a final cleaning of debris prior to moving the installation crew to the next work area.

10.0 CABLING SYSTEM ACCEPTANCE

Lake County's Technical Representatives will make periodic inspection of the project in progress. One inspection will be performed at the conclusion of cable pulling, prior to closing of the false ceiling, to inspect the method of cable routing and support, and the fire stopping of penetrations. A second inspection will be performed at completion of cable termination to validate that cables were dressed and terminated in accordance with TIA/EIA specifications for jacket removal and pair untwist, compliance with manufacturer's minimum bend radius, and that cable ends are dressed neatly and orderly.

10.1 FINAL INSPECTION

Upon completion of the project, Lake County's Technical Representatives will perform a final inspection of the installed cabling system with the Contractor's Project Foreman. The final inspection will be performed to validate that all horizontal and backbone cables were installed as defined in the drawing package, and that the installation meets the aesthetic expectations of Lake County BCC.

10.2 TEST VERIFICATION

Upon receipt of the test documentation, Lake County reserves the right to perform spot testing of a representative sample of the cabling system to validate test results provided in the test document. Lake County BCC testing will use the same method employed by the contractor, and minor variations will be allowed to account for differences in test equipment. If significant discrepancies are found the contractor will be notified for resolution.

10.3 SYSTEM PERFORMANCE

During the three-week period between final inspection and delivery of the test and as-built documentation, Lake County BCC will activate the cabling system. Lake County BCC will validate operation of the cabling system during this period.

10.4 FINAL ACCEPTANCE

Completion of: the installation; in-progress and final inspections; receipt of the test and as-built documentation; and successful performance of the system for a two week period will constitute acceptance of the system.

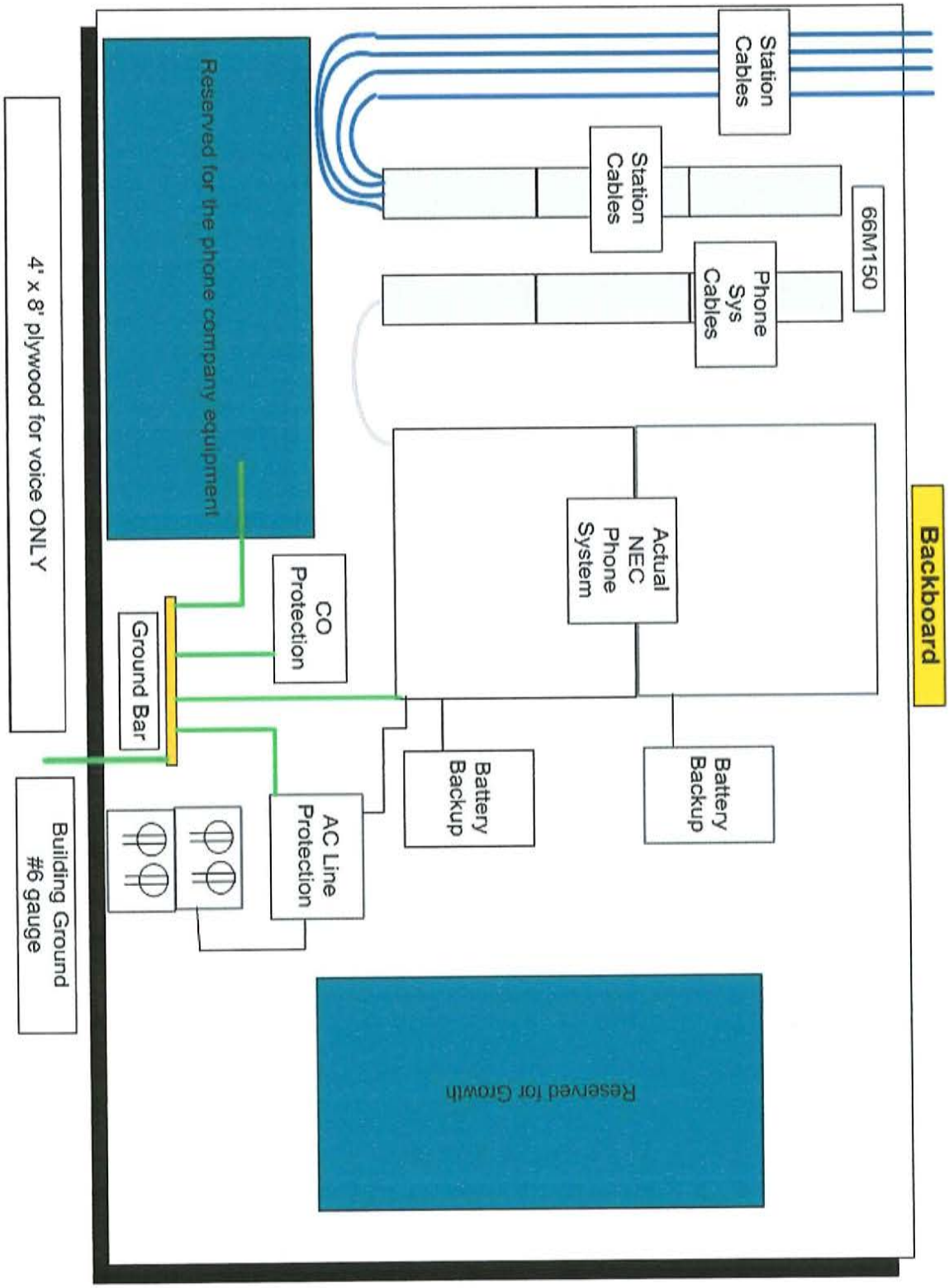
APPENDIX A – Lake County Network Cabling Check List For Contractors

Lake County Network Cabling Check List For Contractors

Complete details can be found in the Lake County Telecommunications Specs and the Design Standards for Communication Wiring Systems Documents

- ✓ Cable contractor must have a BICSI Registered/Certified Communications Distribution Designer (RCDD) on staff
- ✓ Cable installer must be an experienced telecommunications contractor with a minimum of two years experience and must be certified in the system(s) being installing
- ✓ Lake County IT shall receive a set of As-Built drawings (section 8.2 County telecommunications specs)
- ✓ Contractor shall develop and submit to Lake County IT for approval a labeling system for cable installation (section 8.1 County telecommunications specs)
- ✓ Lake County IT shall receive all cable tests documented and presented in a three ring binder(s) within three weeks after completion of the project.
- ✓ All backbone fiber installation shall be done by a Corning certified vendor and all test results must be submitted to Corning as to comply with the Corning 25 year manufacturer warranty program
- ✓ Contractor shall provide cabling warranty and services as specified in section 9.0 of County telecommunications specs
- ✓ Proper grounding of all telecommunications equipment must meet best practices and County telecommunication specs section 7.0
- ✓ All backbone fiber shall be manufactured by Corning cable systems, other fiber shall be manufactured by Corning cable systems unless approved by Lake County IT
- ✓ All multimode fiber shall be 50/125um and shall be terminated with LC connectors
- ✓ All single mode fiber shall be terminated with LC connectors
- ✓ All fiber shall be terminated by the contractor on a wall mounted LIU panel or rack mounted LIU whichever is most appropriate and the LIU shall be equipped with LC to LC couplers
- ✓ The minimum strand count for single mode backbone fiber running from building to building shall be 96 strand
- ✓ The minimum strand count from each telecommunications closet to the Main Distribution Room shall be 12 strand of multimode and 6 strand of single mode, preferably provided with a single hybrid fiber cable
- ✓ If a floor contains multiple telecommunications closets then a minimum strand count of 12 strand multimode and 6 strand single mode shall be run between each closet, preferably provided with a single a hybrid fiber cable
- ✓ The minimum strand count from each server room to the Main Distribution Room shall be 12 strand of multimode and 6 strand of single mode, preferably provided with a single hybrid fiber cable
- ✓ All data cables shall be blue colored Category 6, 100 ohm UTP and manufactured by an approved vendor
- ✓ All data cables shall be terminated on an approved category 6 patch panels in the telecommunications closet
- ✓ All data and voice cables shall be terminated at the work area using Systimax category 6 modular data jacks.
- ✓ Work area telecommunications outlets shall be placed one per 100 sq ft and should be within 3' of an electrical outlet and at the same height
- ✓ Each work area outlet shall consist of two blue colored Systimax data jacks and two ivory colored voice jacks with a ivory colored Systimax four port flush faceplate
- ✓ Each work area outlet will consist of two blue jacks terminated with data cables, one ivory jack terminated with a voice cable and one un-terminated ivory jack
- ✓ A single pull string should be left in the conduit at each outlet position.
- ✓ ¾" Plywood covering as much wall, floor to ceiling, as possible not to be any smaller than 4' x 8' for the PBX equipment

Picture below is provided as an example of the backboard just for the telephone termination equipment



LAKE COUNTY
FLORIDA

REQUEST FOR PROPOSAL (RFP)

Voice and Data Cabling Infrastructure Services

RFP Number:	15-0429	**Contracting Officer:**	Sandra Rogers, CPPB
Proposal Due Date:	March 17, 2015	**Pre-Proposal Conference Date:**	March 5th, 2015
Proposal Due Time:	3:00 PM	**RFP Issue Date:**	February 23, 2015

TABLE OF CONTENTS	
SECTION 1: Special Terms and Conditions	Page 2
SECTION 2: Statement of Work	Page 17
SECTION 3: General Terms and Conditions	Page 21
SECTION 4: Pricing/Certifications/Signatures	Page 25
SECTION 5: Attachments	Page 29

SPECIFIC SOLICITATION REQUIREMENTS ARE AS NOTED BELOW:	
Proposal and/or Performance Bond:	Not applicable to this solicitation
Certificate of Competency/License:	See Section 1.14
Indemnification/Insurance:	See Section 1.8
Pre-Proposal Conference/Walk-Thru:	See Section 1.4

At the date and time specified above, all proposals that have been received in a timely manner will be opened, recorded, and accepted for consideration. The names of the vendors submitting proposals will be read aloud and recorded. The proposals will be available for inspection during normal business hours in the Office of Procurement Services thirty (30) calendar days after the due date. When counter-signed by an authorized County representative, this document and any specifically identified attachments may form the contract document binding the parties to all performance specified herein.

Vendors shall complete and return the entirety of this RFP, and attach all other information requested in this RFP (see Provision 1.13). Failure to sign the proposal response, or to submit the proposal response by the specified time and date, may be cause for rejection of the proposal.

NO-RESPONSE REPLY

If any vendor does not want to respond to this solicitation at this time, or, would like to be removed from Lake County's Vendor List, please mark the appropriate space, complete name below and return this page only.

☐ Not interested at this time; keep our firm on Lake County's Vendors List for future solicitations for this product / service

☐ Please remove our firm from Lake County's Vendor's List for this product / service.

VENDOR IDENTIFICATION

Company Name: _____ **Phone Number:** _____

E-mail Address: _____ **Contact Person:** _____

Section 1.1: Purpose

The purpose of this solicitation is to select one vendor for the specific voice and/or data cabling project specified herein, and establish a pool of qualified vendors for pricing competition for future voice and data cabling service efforts on an "on-call" basis in conjunction with the County's needs. The general scope of the services to be provided includes a complete end-to-end solution for any cabling infrastructure effort associated with the County's low voltage voice and/or data cabling requirements. Award will be made a stated in Section 1.3 below.

Note: The first project under this solicitation will be at 350 N. Sinclair Avenue, Tavares, Florida 32778, utilizing the specifications, pricing sheet and maps that are included in this solicitation. The successful respondent will be the sole responsible party for this proposed installation.

This is an indefinite quantity contract with no guarantee of a volume of service that may be required. The County does not guarantee a minimum or maximum dollar amount to be expended on any contract resulting from this Request for Proposal.

Section 1.2: Designated Procurement Representative

Questions concerning any portion of this solicitation shall be directed in writing [fax and e-mail accepted] to the below named individual who shall be the official point of contact for this solicitation. To ensure reply, questions should be submitted no later than six (6) working days before the proposal due date.

Sandra Rogers, CPPB, Contracting Officer
Lake County BCC
Office of Procurement Services
315 W. Main Street, Room 441
PO BOX 7800
Tavares, FL 32778-7800

Phone : 352.343.9839 Fax : 352.343.9473
E-mail: srogers@lakecountyfl.gov

No answers given in response to questions submitted shall be binding upon this solicitation unless released in writing as an addendum to the solicitation by the Lake County Office of Procurement Services.

Section 1.3: Method of Award

Unless restricted as noted below, award of the initially identified project will be made to the technically acceptable firm that submitted the lowest price for that project. To be considered technically acceptable, a vendor should meet the following qualifications:

- Vendor must have been regularly and successfully engaged in these services for a minimum of five (5) years.

- Vendor, or employee of vendor, shall maintain an active Low Voltage Contractors License certification (ES).
- Expressed understanding of the services required by the County
- Reports from direct and indirect references
- Responsiveness and completeness of the written proposal to these instructions with regards to the Scope of Services.
- Vendor must be certified to provide extended warranties (10 year minimum) by several cabling equipment manufacturers, specifically to include the equipment being specified by the County for the specific initial project described in this solicitation.

The initially selected vendor, and those vendors deemed to meet the stated qualifications, but not submitting the lowest price for the initial project, will then constitute the "vendor pool" that will be solicited for subsequent quotations for future specific projects within the scope of this document. When such specific purchases are initiated, all vendors within the established "pool" will be requested to offer a fixed price for the specific project. The vendor offering the lowest fixed price, or best overall value, for each project, shall be awarded that specific purchase.

The County reserves the right to utilize purchasing procedures other than the process described above when such action is determined to serve the best interest of the County. The County makes no guarantee of purchasing at any specified monetary level under the contract resulting from this solicitation.

The County reserves the right to restrict the number of vendors initially included under this contract on a best qualification basis, or relative price basis considering the pricing proposed for the initial project, when such action serves the best interest of the County.

Section 1.4: MANDATORY Pre-Proposal Conference / Site Visits

A mandatory pre-proposal conference and site visit will be held on March 5, 2015 at 10:00 AM at 350 N. Sinclair Avenue, Tavares, Florida 32778 to discuss the special conditions and specifications included within this solicitation, and view the site conditions pertaining to the initial infrastructure project.

The vendor's offer cannot be considered if a representative from that vendor's firm fails to attend this mandatory pre-proposal conference within fifteen (15) minutes of the scheduled starting time.

Vendors are advised to bring proper equipment (ladder, measuring tape, etc.), as needed, for the proper review of this area, as additional site visits shall not be allowed.

Vendors are requested to bring this solicitation document to the conference, as additional copies may not be available.

Section 1.5: Term of Contract – Twelve (12) Months

This agreement shall commence on the first calendar day of the month succeeding approval of

the contract by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice to Award Letter distributed by the County's Procurement Office; and is contingent upon the completion and submittal of all required pre-award documents. The performance period under this contract shall remain in effect for five (5) years provided that the services rendered by the vendor(s) during the contract period are satisfactorily, and the County funding is available as appropriated on an annual basis, and then contract will remain in effect until completion of the expressed and/or applied warranty period.

Section 1.6: Option to Renew for Four (4) Additional One Year Periods (With Price Adjustment)

Prior to, or upon completion, of the initial term of this contract, the County shall have the option to renew this contract for four (4) additional one (1) year period(s). Prior to completion of each exercised contract term, the County may consider an adjustment to price based on changes as published by the U.S. Department of Labor, Bureau of Labor Statistics (http://www.bls.gov), CPI and Wage and Benefits Calculators. It is the vendor's responsibility to request any pricing adjustment in writing under this provision. The vendor's written request for adjustment should be submitted thirty (30) calendar days prior to expiration of the then current contract term. The vendor adjustment request must clearly substantiate the requested increase. The written request for adjustment should not be in excess of the relevant pricing index change. If no adjustment request is received from the vendor, the County will assume that the vendor has agreed that the optional term may be exercised without pricing adjustment. Any adjustment request received after the commencement of a new option period shall not be considered.

The County reserves the right to reject any written price adjustments submitted by the vendor and/or to not exercise any otherwise available option period based on such price adjustments. Continuation of the contract beyond the initial period, and any option subsequently exercised, is a County prerogative, and not a right of the vendor. This prerogative will be exercised only when such continuation is clearly in the best interest of the County.

Section 1.7: Method of Payment - Lump Sum Payment After Work is Completed

Upon completion and acceptance of the work required in conjunction with this contract, the vendor(s) shall submit one lump sum invoice that reflects the total value of the contract within thirty (30) calendar days after services have been performed. This invoice shall be submitted to the County user department(s) to which the required goods or services were delivered. Under no circumstances shall the invoices be submitted to the County prior to acceptance of the service.

All invoices shall contain the contract and/or purchase order number, date and location of delivery or service, and confirmation of acceptance of the goods or services by the appropriate County representative. Failure to submit invoices in the prescribed manner will delay payment, and the vendor may be considered in default of contract and its contract may be terminated. Payments shall be tendered in accordance with the Florida Prompt Payment Act, Part VII, Chapter 218, Florida Statutes.

Section 1.8: Insurance

Each vendor shall include in its solicitation response package proof of insurance capabilities, including but not limited to, the following requirements: [This does not mean that the vendor must have the coverage prior to submittal, but, that the coverage must be in effect prior to a purchase order or contract being executed by the County.]

An original certificate of insurance, indicating that the awarded vendor has coverage in accordance with the requirements of this section, shall be furnished by the vendor to the Contracting Officer within five (5) working days of such request and must be received and accepted by the County prior to contract execution and/or before any work begins.

The vendor shall provide and maintain at all times during the term of any contract, without cost or expense to the County, policies of insurance, with a company or companies authorized to do business in the State of Florida, and which are acceptable to the County, insuring the vendor against any and all claims, demands or causes of action whatsoever, for injuries received or damage to property relating to the performance of duties, services and/or obligations of the vendor under the terms and provisions of the contract. The vendor is responsible for timely provision of certificate(s) of insurance to the County at the certificate holder address evidencing conformance with the contract requirements at all times throughout the term of the contract.

Such policies of insurance, and confirming certificates of insurance, shall insure the vendor is in accordance with the following minimum limits:

General Liability insurance on forms no more restrictive than the latest edition of the Occurrence Form Commercial General Liability policy (CG 00 01) of the Insurance Services Office or equivalent without restrictive endorsements, with the following minimum limits and coverage:

Each Occurrence/General Aggregate	$1,000,000/2,000,000
Products-Completed Operations	$2,000,000
Personal & Adv. Injury	$1,000,000
Fire Damage	$50,000
Medical Expense	$5,000
Contractual Liability	Included

Automobile liability insurance, including owned, non-owned, and hired autos with the following minimum limits and coverage:

Combined Single Limit	$1,000,000

Workers' compensation insurance based on proper reporting of classification codes and payroll amounts in accordance with Chapter 440, Florida Statutes, and/or any other applicable law requiring workers' compensation (Federal, maritime, etc). If not required by law to maintain workers compensation insurance, the vendor must provide a notarized statement that if he or she is injured; he or she will not hold the County responsible for any payment or compensation.

Employers Liability insurance with the following minimum limits and coverage:

Each Accident	$1,000,000
Disease-Each Employee	$1,000,000
Disease-Policy Limit	$1,000,000

Professional liability and/or specialty insurance (medical malpractice, engineers, architect, consultant, environmental, pollution, errors and omissions, etc.) insurance as applicable, with minimum limits of $1,000,000 and annual aggregate of $2,000,000.

The following additional coverage must be provided if a dollar value is inserted below:

Loss of Use at coverage value:	$ _____
Garage Keepers Liability at coverage value:	$ _____

Lake County, a Political Subdivision of the State of Florida, and the Board of County Commissioners, shall be named as additional insured as their interest may appear on all applicable liability insurance policies.

The certificate(s) of insurance, shall provide for a minimum of thirty (30) days prior written notice to the County of any change, cancellation, or nonrenewal of the provided insurance. It is the vendor's specific responsibility to ensure that any such notice is provided within the stated timeframe to the certificate holder.

If it is not possible for the Vendor to certify compliance, on the certificate of insurance, with all of the above requirements, then the Vendor is required to provide a copy of the actual policy endorsement(s) providing the required coverage and notification provisions.

Certificate(s) of insurance shall identify the applicable solicitation (ITB/RFP/RFQ) number in the Description of Operations section of the Certificate.

Certificate holder shall be:

LAKE COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF
FLORIDA, AND THE BOARD OF COUNTY COMMISSIONERS.
P.O. BOX 7800
TAVARES, FL 32778-7800

Certificates of insurance shall evidence a waiver of subrogation in favor of the County, that coverage shall be primary and noncontributory, and that each evidenced policy includes a Cross Liability or Severability of Interests provision, with no requirement of premium payment by the County.

The Vendor shall be responsible for subcontractors and their insurance. Subcontractors are to provide certificates of insurance to the prime vendor evidencing coverage and terms in accordance with the Vendor's requirements.

All self-insured retentions shall appear on the certificate(s) and shall be subject to approval by the County. At the option of the County, the insurer shall reduce or eliminate such self-insured retentions, or the vendor or subcontractor shall be required to procure a bond guaranteeing payment of losses and related claims expenses.

The County shall be exempt from, and in no way liable for, any sums of money, which may represent a deductible or self-insured retention in any insurance policy. The payment of such deductible or self-insured retention shall be the sole responsibility of the vendor and/or sub contractor providing such insurance.

Failure to obtain and maintain such insurance as set out above will be considered a breach of contract and may result in termination of the contract for default.

Neither approval by the County of any insurance supplied by the vendor or Subcontractor(s), nor a failure to disapprove that insurance, shall relieve the vendor or Subcontractor(s) of full responsibility for liability, damages, and accidents as set forth herein.

Section 1.9: Bonding Requirements

Not applicable to this solicitation

Section 1.10: Completion of Work From Date Of Purchase Order

The vendor shall state in its offer the number of calendar days from the date of the purchase order in which it will guarantee to complete the work for the initial project. Time for completion may be considered a factor in determining the successful vendor if so stipulated in Section 1.3 entitled "Method of Award". The completion date shall not exceed sixty (60) calendar days after date of purchase order for the initial project. Completion time frames will be specified in the bidding process for any future project effort.

All work shall be performed in accordance with good commercial practice. The work schedule and completion dates shall be adhered to by the vendor(s), except in such cases where the completion date will be delayed due to acts of God, strikes, or other causes beyond the control of the vendor. In these cases, the vendor shall notify the County of the delays in advance of the original completion so that a revised delivery schedule can be appropriately considered by the County.

Should the vendor(s) to whom the contract(s) is awarded fail to complete the work within the number of days stated in its offer, or the "not-to-exceed" timeframe cited above, it is hereby agreed and understood that the County reserves the authority to cancel the contract with the vendor and to secure the services of another vendor to complete the work. If the County exercises this authority, the County shall be responsible for reimbursing the vendor for work which was completed and found acceptable to the County in accordance with the contract specifications. The County may, at its option, demand payment from the vendor, through an invoice or credit memo, for any additional costs over and beyond the original contract price

which were incurred by the County as a result of having to secure the services of another vendor. If the incumbent vendor fails to honor this invoice or credit memo, the County may terminate the contract for default.

Section 1.11: Acceptance of Goods or Services

The product(s) delivered as a result of an award from this solicitation shall remain the property of the contractor, and services rendered under the contract will not be deemed complete, until a physical inspection and actual usage of the product(s) and/or service(s) is (are) accepted by the County and shall be in compliance with the terms herein, fully in accord with the specifications and of the highest quality.

Any goods and/or services purchased as a result of this solicitation and/or contract may be tested/inspected for compliance with specifications. In the event that any aspect of the goods or services provided is found to be defective or does not conform to the specifications, the County reserves the right to terminate the contract or initiate corrective action on the part of the vendor, to include return of any non-compliant goods to the vendor at the vendor's expense, requiring the vendor to either provide a direct replacement for the item, or a full credit for the returned item. The vendor shall not assess any additional charge(s) for any conforming action taken by the County under this clause. The County will not be responsible to pay for any product or service that does not conform to the contract specifications.

In addition, any defective product or service or any product or service not delivered or performed by the date specified in the purchase order or contract, may be procured by the County on the open market, and any increase in cost may be charged against the awarded contractor. Any cost incurred by the County in any re-procurement plus any increased product or service cost shall be withheld from any monies owed to the contractor by the County for any contract or financial obligation.

Section 1.11.1: Deficiencies in Work to be Corrected by the Vendor

The vendor shall promptly correct all apparent and latent deficiencies and/or defects in work, and/or any work that fails to conform to the contract documents regardless of project completion status. All corrections shall be made within one (1) calendar days after such rejected defects, deficiencies, and/or non-conformances are verbally reported to the vendor by the County's project administrator, who may confirm all such verbal reports in writing. The vendor shall bear all costs of correcting such rejected work. If the vendor fails to correct the work within the period specified, the County may, at its discretion, notify the vendor that the vendor is subject to contractual default provisions if the corrections are not completed to the satisfaction of the County within one (1) calendar days of receipt of the notice. If the vendor fails to correct the work within the period specified in the notice, the County shall place the vendor in default, obtain the services of another vendor to correct the deficiencies, and charge the incumbent vendor for these costs, either through a deduction from the final payment owed to the vendor or through invoicing. If the vendor fails to honor this invoice or credit memo, the County may terminate the contract for default.

Section 1.12: Warranty

The vendor agrees that, unless expressly stated otherwise in the bid or proposal, the product and/or service furnished as a result of an award from this solicitation shall be covered by the most favorable commercial warranty the vendor gives to any customer for comparable quantities of products and/or services and the rights and remedies provided herein are in addition to said warranty and do not limit any right afforded to the County by any other provision of this solicitation.

The vendor hereby acknowledges and agrees that all materials, except where recycled content is specifically requested, supplied by the vendor in conjunction with this solicitation and resultant contract shall be new, warranted for their merchantability, and fit for a particular purpose.

Section 1.12.1: Materials Shall be New and Warranted Against Defects

The vendor hereby acknowledges and agrees that all materials, except where recycled content is specifically requested, supplied by the vendor in conjunction with this solicitation and resultant contract shall be new, warranted for their merchantability, and fit for a particular purpose. In the event any of the materials supplied to the County by the vendor are found to be defective or do not conform to specifications: (1) the materials may be returned to the vendor at the vendor's expense and the contract cancelled or (2) the County may require the vendor to replace the materials at the vendor's expense.

Section 1.13: Delivery and Completion of Solicitation Response

Section 1.13.1: Delivery of Solicitation Response
Unless a package is delivered by the vendor in person, all incoming mail from the U.S. Postal Service and any package delivered by a third party delivery organization (FedEx, UPS, DHL, private courier, etc.) will be opened for security and contamination inspection by the Lake County Clerk of the Circuit Court Mail Receiving Center in an off-site secure controlled facility prior to delivery to any Lake County Government facility, which includes the Lake County Office of Procurement Services.

To be considered for award, a bid or proposal must be received and accepted in the Office of Procurement Services prior to the date and time established within the solicitation. A response will not be considered for award if received in the Office of Procurement Services after the official due date and time regardless of when or how it was received by the Lake County Clerk of Court Mail Receiving Center. Allow sufficient time for transportation and inspection.

Each package shall be clearly marked with the applicable solicitation number, title, and company name. Ensure that your bid or proposal is securely sealed in an opaque envelope/package to provide confidentiality of the bid or proposal prior to the due date of the solicitation.

If you plan on submitting your bid or proposal **IN PERSON**, please bring it to:

LAKE COUNTY PROCUREMENT SERVICES

315 W. MAIN STREET
4TH FLOOR, ROOM 441
TAVARES, FLORIDA

If you submit your bid or proposal by the **UNITED STATES POSTAL SERVICE (USPS),** please mail it to:

LAKE COUNTY PROCUREMENT SERVICES
PO BOX 7800
TAVARES, FL 32778-7800

If you submit your bid or proposal by a **THIRD PARTY CARRIER** such as FedEx, UPS, or a private courier, please send it to:

LAKE COUNTY PROCUREMENT SERVICES
MAIL RECEIVING CENTER
32400 COUNTY ROAD 473
LEESBURG, FL 34788

Facsimile (fax) or electronic submissions (e-mail) will not be accepted.

Section 1.13.2: Completion Requirements for Request For Proposal (RFP)

Two (2) original proposals and two (2) complete copies of the proposal submitted by the vendor shall be sealed and delivered to the Office of Procurement Services no later than the official proposal due date and time. Any proposal received after this time will not be considered and will be returned unopened to the submitter. The County is not liable or responsible for any costs incurred by any vendor in responding to this RFP including, without limitation, costs for product and/or service demonstrations if requested. When you submit your proposal, you are making a binding offer to the County.

A. Economy of Presentation

Each proposal shall be prepared simply and economically, providing a straightforward, concise description of the proposer's capabilities to satisfy the conditions and requirements of this RFP. Fancy bindings, colored displays, and promotional material are not desired. The County emphasizes that the proposer concentrate on accuracy, completeness, and clarity of content.

B. Proposal Guidelines

To facilitate analysis of its proposal, the proposer shall prepare its proposal in accordance with the instructions outlined in this section. If the proposal deviates from these instructions, such proposal may, in the County's sole discretion, be rejected.

Page Size and Format - Page size shall be 8.5 x 11 inches, not including foldouts. Pages shall be

single-spaced. The text size shall be 11 point or larger. Use at least one (1) inch margins on the top and bottom and three-quarter (3/4) inch side margins. Pages shall be numbered sequentially by section.

Legible tables, charts, graphs and figures shall be used wherever practical to depict organizations, systems and layouts, implementation schedules, plans, etc. These displays shall be uncomplicated, legible and shall not exceed eleven (11) by seventeen (17) inches in size. Foldout pages shall fold entirely within the section, and may only be used for large tables, charts, graphs, diagrams, and schematics.

Binding and Labeling - All Sections of the proposal should be identified by section tabs, A cover sheet should be bound in each separate proposal copy, clearly marked as to RFP title, solicitation number, copy number, and the Proposer's name.

C. Proposal Sections:

Proposals shall be organized into the following major sections.

Tab 1 - Proposer Profile & Required Information

A. Statement of Interest & Understanding of Project

B. Firm Profile / Firm History

C. Program Manager: List the name, business address, telephone number and e-mail address of the individual that will act as the program manager for the project. Provide a resume of the individual's background and skills in managing similar projects. List the following information:

- Years of experience within the area of specialty.
- Length of and type of service with firm.
- Education and formal training, including certifications and licenses.

D. Provide a copy of the vendor's Low Voltage Contractors License certification (ES). Also include a copy of any relevant manufacturer certifications held by the firm enabling extended warranty terms for a completed project.

Tab 2 - Proposed Solution Description(s)

A. Provide a concise description of the approach and process the vendor will employ to successfully complete the work to be performed to include any specific staffing or equipment resources that will be employed by the vendor.

B. Describe responding vendors project plan, installation test plan, user acceptance test plan, test methodology, methodology and recommended solutions in

performing the services described in the Scope of Services and describe submitting vendors specific policies, plans, procedures and techniques to be used in providing the services to be performed. The responding vendor shall describe its approach to project organization and management, responsibilities of responding vendor's management and staff personnel that will perform work in this project.

C. Provide a concise description of the approach and process the vendor will use to remove any existing components.

D. Exceptions – clearly describe any exceptions the vendor may have in regards to any requirements stated in the RFP document or associated addendums.

Tab 3 - Proof of Insurability

Provide either a completed Accord form or a signed letter from your insurance agency on its letterhead stating that you have or can get the required insurance coverage.

Tab 4 - References

Provide at least three (3) recent references where the proposed product /service has been used within the past 3 years. Please use the form attached.

Tab 5 - Litigation

Provide information on the nature, magnitude, and outcome of all litigation and proceedings for the previous three (3) years where you or your organization has been involved in any matter related to you or your organization's professional activities.

Tab 6 - Subcontractors / Joint Ventures

Provide a list of any proposed sub-contractors or joint venture arrangements that may be used on the project. Provide the same information required in the Pricing Proposal Tab 3 for each sub-contractor or joint venture participant.

Tab 7 - Completed solicitation, including Pricing Back-up

Include a copy of a fully completed and signed RFP.

Tab 8 - Financial Stability

Each proposer shall certify and provide a statement that it is financially stable and have the necessary resources, human and financial, to provide the services at the level required by County. Each proposer shall be prepared to supply a financial statement upon request, preferably a certified audit, but a third party prepared financial statement and the latest D & B report will be accepted. The County reserves the right to use a third-party company to verify financial

information provided in each proposal. If a subcontractor or joint venture arrangement is being proposed, provide similar information for those participants in the proposal.

Tab 9 - Other Information

Provide any information that will provide insight to the County about the qualifications, fitness and stability of the proposer. This information should be succinct.

Section 1.14: Certificate of Competency/Licensure, Permits, and Fees

Any person, firm, corporation or joint venture that submits an offer in response to a County solicitation shall, at the time of such offer, hold a valid Certificate of Competency or appropriate current license issued by the State or County Examining Board qualifying said person, firm, corporation or joint venture to perform the work proposed. If work for other trades is required in conjunction with this solicitation and will be performed by a sub-contractor(s) or vendor(s) hired by the prime/responding vendor, an applicable Certificate of Competency/license issued to the sub-contractor(s)/hired vendor(s) shall be submitted with the prime/responding vendor's offer; provided, however, that the County may at its option and in its best interest allow the prime/responding vendor to supply the sub contractor(s)/hired vendor(s) certificate/license to the County during the offer evaluation period. The prime/responding vendor is responsible to ensure that all required licenses, permits, and fees (to include any inspection fees) required for this project are obtained and paid for, and shall comply with all laws, ordinances, regulations, and building or other code requirements applicable to the work contemplated herein. Damages, penalties, and/or fines imposed on the County or the vendor for failure to obtain required licenses, permits, inspection or other fees, or inspections shall be borne by the vendor.

Section 1.15: Clean-Up

All unusable materials and debris shall be removed from the premises at the end of each workday, and disposed of in an appropriate manner. Upon final completion, the vendor shall thoroughly clean up all areas where work has been involved as mutually agreed with the associated user department's project manager.

Section 1.16: Compliance with Federal Standards

All items to be purchased under this contract shall be in accordance with all governmental standards, to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

Section 1.17: Competency of Vendors and Associated Subcontractors

The County may elect to conduct a pre-award inspection of the vendor's facility during the offer evaluation process. Offers will be considered only from firms which are regularly engaged in the business of providing or distributing the goods and/or performing the services as described in the solicitation, and who can produce evidence that they have a consistent satisfactory record of

performance. Vendors must demonstrate that they have sufficient financial support and organization to ensure that they can satisfactorily execute the contract if awarded under the terms and conditions herein stated. In the event that the vendor intends to sub-contract any part of its work to another vendor, or will obtain the goods specifically offered under this contract from another source of supply; the vendor may be required to verify the competency of its sub-contractor or supplier. The County reserves the right, before awarding the contract, to require a vendor to submit such evidence of its qualifications and the qualifications of its sub-contractor as it may deem necessary. The County may consider any evidence available to it of the financial, technical and other qualifications and abilities of any vendor responding hereunder, including past performance with the County, in determining vendor responsibility for the purposes of selecting a vendor for contract award.

Section 1.18: Conflicts Between the Drawings and Specifications

In the event of any conflict between the drawings and specifications contained within this contract, the following guidance shall govern:

A. Addenda shall supersede all other Contract Documents to the extent specified with the Addenda. Subsequent addenda shall supersede prior addenda only to the extent specified.

B. Drawing(s) and specifications are intended to agree and be mutually complete. Any item not contained within the drawing(s), but contained in the specifications, or vice-versa, shall be provided and/or executed as shown in either the drawing(s) or specifications at no extra cost to the County. Should anything not included in either the drawing(s) and the specifications be necessary for the proper construction and/or operation of the work herein specified, or should any error or disagreement between the specifications and drawing(s) exist or appear to exist, the vendor shall not derive unjust benefit thereby, or use such disagreement counter to the best interests of the County. If the discrepancy is noted before initial submission of offers, or before contract award, the vendor shall immediately advise the designated procurement agent of the perceived discrepancy. If the discrepancy is noted after award, the vendor shall immediately advise the cognizant user department project manager, and await that individual's resultant direction, before proceeding with the work in question.

Section 1.19: Cost Estimates

The vendor(s) shall be required to submit a written estimate on each prospective project under this contract before a work order for that specific project is issued. Lump sum estimates shall not be accepted. The County reserves the right to award the project based on the lowest written estimate, or to reject all estimates when such action is determined to be in the best interest of the County, and obtain the required services from another source.

Section 1.20: Employees

The contractor shall provide competent, suitable, and qualified personnel to perform the work as required by the specifications, the contractor shall be fully responsible for performance of the organization and completion of all work under this contract, and shall, at all times, maintain good discipline and order at the work site. The contractor shall provide trustworthy, reliable

employees and shall make a good faith effort to retain the same employee to service Lake County.

Section 1.21: "Equal" Product Cannot be Considered for the Initial Project

This solicitation contains the current specifications that reflect the specific products that are standardized within the County's current overall cabling infrastructure. Future projects may or may not include that specific requirement depending upon the nature of the specific project.

Section 1.22: Furnish and Install Requirements

The specifications and/or statement of work contained within this solicitation describe the various functions and classes of work required as necessary for the completion of the project. Any omissions of inherent technical functions or classes of work within the specifications and/or statement of work shall not relieve the bidder from furnishing, installing or performing such work where required for the satisfactory completion of the project. The vendor shall also be required to provide adequate general user training to County personnel on the appropriate use of the materials or products as and if necessary.

Section 1.23: Hours of Operation

As specified for the specific project. Some projects may require work to be performed after regular County working hours. Regular working hours are Monday through Friday, between the hours of 8:00 AM and 5:00 PM. These hours may vary based on need with approval from the County's Project Manager. At no time shall the Contractor's work interfere with the day-to-day operations of the Division.

Section 1.24: Labor, Materials, and Equipment Shall be Supplied by the Vendor

Unless otherwise stated in this solicitation the vendor shall furnish all labor, material and equipment necessary for satisfactory contract performance. When not specifically identified in the technical specifications, such materials and equipment shall be of a suitable type and grade for the purpose. All material, workmanship, and equipment shall be subject to the inspection and approval of the County's Project Manager.

Section 1.25: Omission from the Specifications

The apparent silence of this specification and any addendum regarding any details, or the omission from the specification of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail, and that only materials and workmanship of first quality are to be used. All interpretations of this specification shall be made upon the basis of this agreement.

Section 1.26: Protection of Property

All existing structures, utilities, services, roads, trees, shrubbery and property in which the County has an interest shall be protected against damage or interrupted services at all times by the vendor during the term of this contract; and the vendor shall be held responsible for repairing or replacing property to the satisfaction of the County which is damaged by reason of the vendor's operation on the property. In the event the vendor fails to comply with these requirements, the County reserves the right to secure the required services and charge the costs of such services back to the vendor.

Section 1.27: Risk of Loss

The vendor assumes the risk of loss of damage to the County's property during possession of such property by the vendor, and until delivery to, and acceptance of, that property to the County. The vendor shall immediately repair, replace or make good on the loss or damage without cost to the County, whether the loss or damage results from acts or omissions (negligent or not) of the vendor or a third party.

The vendor shall indemnify and hold the County harmless from any and all claims, liability, losses and causes of action which may arise out of the fulfillment of this contract. The vendor shall pay all claims and losses of any nature whatsoever in connection therewith, and shall defend all suits, in the name of the County when applicable, and shall pay all costs and judgments which may issue thereon.

Section 1.28: Special Notice to Vendors Regarding Federal and/or State Requirements

Upon award of a contract resulting from this solicitation, the vendor shall utilize the U.S. Department of Homeland Security's E-Verify system in accordance with the terms governing use of the system to confirm the employment eligibility of:

1) All persons employed by the vendor during the term of the contract to perform employment duties within Lake County; and
2) All persons, including subcontractors, assigned by the vendor to perform work pursuant to the contract.

Section 1.29: Superintendent Shall be Supplied by the Vendor

The vendor shall employ a competent superintendent who shall be in attendance at all times at the project site during the progress of the work. The term "competent" includes an ability to be able to clearly communicate, orally and in writing, in English. The superintendent shall be the primary representative under this contract for the vendor. All authorized communications given to the superintendent by the County, and all contract-related decisions made by the superintendent, shall be binding to the vendor. The superintendent shall be considered to be, at all times, an employee of the vendor under its sole direction and not an employee or agent of the County.

Voice and Data Cabling Infrastructure Services

The purpose of this solicitation is to select one vendor for the specific voice and/or data cabling project specified herein, and establish a pool of qualified vendors for pricing competition for future voice and data cabling service efforts on an "on-call" basis in conjunction with the County's needs. The general scope of the services to be provided includes a complete end-to-end solution for any cabling infrastructure effort associated with the County's low voltage voice and/or data cabling requirements.

The first project under this solicitation is located at 350 N. Sinclair Avenue, Tavares, Florida 32778 utilizing the specifications, pricing sheet and maps that are included in this solicitation. The successful respondent will be the sole responsible party for this proposed installation. All existing cabling will remain in place and will be used. Time is of the essence for this first project and shall commence within seven (7) calendar days after issuance of a Notice to Proceed by the County, with work to be completed within the timeframe stated in the Notice to Proceed. The completion date shall not extend beyond April 30, 2015.

Low voltage permitting is required to be approved by Lake County Building Services. The anticipated fee for the initial project is estimated to be $75.00 and shall be paid by the contractor. Lake County's low voltage building permit application has been provided at the link below:

https://www.lakecountyfl.gov/departments/growth_management/building_services/apply_for_building_permits.aspx

General Work Requirements:

Vendor shall perform all work in accordance with applicable codes, local ordinances and requirements of Lake County. The vendor shall be responsible for verification of quantities to ensure a 100% complete project. All (copper) cables will be tested for connectivity; opens, shorts, reversals, miswires, and split pairs. The bid amount for the initial and all subsequent project includes provision of as-built drawing and copies of Category 6 test results upon completion of the project. All cables will be run in the most appropriate and efficient manner possible following all codes and regulations. All fire wall and or building penetrations will be properly sleeved and fire stopped per all local codes and regulations. All Cables will be properly terminated, tested and labeled for future reference.

Specific Work Requirements for Initial Project

Provide and Install cabling infrastructure to the County facility located at 350 N. Sinclair Avenue, Tavares, FL as described in the balance of this statement of work and any attached drawings and specifications.

Work Segment A. Inside Plant Effort: Provide and Install Category 6 Cabling

1. Install [92] 4-pair Category 6, PVC Data Cables from the 1st Floor Communication Room (MDF on Sinclair Road side) to the Customer designated locations as follows:

- [60] Category 6, Cables on the 1st Floor
- [64] Category 6,Cables on the 2nd Floor

2. Category 6, Cables on the 2nd floor will be routed into the 2nd Floor attic space; and down to the 1st Floor Communication Room.
3. Install one [3-inch] Core Hole in the 1st Floor Communication Room to the 2nd Floor. Core Hole will be properly sleeved and sealed following all regulations and codes.
4. Install [1] 2-post Relay Rack to the Customer designated location in the 1st Floor Communication Room. Relay Rack to be securely anchored to the floor and properly grounded with #6 AWG to the building or bus bar.
5. Install [12-inch] wide, Black, Ladder Rack from the Relay Rack to the wall within the room for added stability and routing the cables.
6. Terminate [92] Category 6, Cables in the 1st Floor Communication Room onto [3] 48-port Category 6, Patch Panels. Cables will be separated by floor.
7. Terminate [92] Category 6, Cables at the user end with Category 6, Jacks and mount into 2-port Faceplates or Modular Furniture Faceplates.
8. All (Copper) Cables will be tested for connectivity; opens, shorts, reversals, miswires, and split pairs.
9. Bid amount includes As Built Drawing and copies of Category 6, Test Results upon completion of the project.
10. All Cables will be run in the most appropriate and efficient manner possible following all codes and regulations.
11. All fire wall and or building penetrations will be properly sleeved and fire stopped per all local codes and regulations.
12. All Cables will be properly terminated, tested and labeled for future reference.

Work Segment B. Inside Plant Effort: Copper Backbone Cabling

1. Install [4] 25-pair Category 3, PVC, Voice Cables from the Telephone Room to the 1st Floor Communication Room (MDF on Sinclair Road side).
2. Terminate [4] 25-pair Cables in the 1st Floor Telephone Room onto [4] 66 blocks w/ 89 b Brackets mounted to the wall within the room.
3. Install 4'x4'x ¾" marine plywood on wall (Sinclair Road side) inside the 1st Floor Communication Room.
4. Terminate [4] 25-pair Cables onto [4] 66 blocks w/ 89 b Brackets mounted to the plywood within the room (Sinclair Road side).
5. All (Copper) Cables will be tested for connectivity; opens, shorts, reversals, miswires, and split pairs.
6. All Cables will be run in the most appropriate and efficient manner possible following all codes and regulations.
7. All fire wall and or building penetrations will be properly sleeved and fire stopped per all local codes and regulations.
8. All Cables will be properly terminated, tested and labeled for future reference.

Work Segment C. Outside Plant Effort: 323 N. Sinclair to 350 N. Sinclair Backbone Cabling and Conduit

1. Install one continuous [4-inch] PVC Schedule 40 Conduit from the existing Vault to the Customer designated location in 350 N. Sinclair.
2. Install [1] Building penetration at 350 N. Sinclair for access into the building.
3. Conduit will be installed from the existing Vault and will be mechanically bored and or hand trenched along the designated pathway.
4. Install [1] 230# Pull String through the Conduit from the Vault into 350 N. Sinclair for future use.
5. Ground will be backfilled with dirt and grass and restored as well as possible to its existing condition.
6. If bushes and shrubs need to be removed temporarily to install conduit, Successful bidder will re-plant bushes and shrubs in their original locations.
7. Area where trenching is to be completed to be flagged off with CAUTION Tape for Liability protection by Successful bidder.
8. Successful bidder to provide flagging and survey of area to prevent cutting and trenching through existing services.
9. Successful bidder to provide and post all necessary City / County permits as required by local ordnance.
10. Install [1] solid core tracer wire and [1] 12-Strand Multi-Mode, Fiber Optic Cable from the Communication Room in 323 N. Sinclair to the Communication Room in 350 N. Sinclair (MDF on Sinclair Road side). Cabling will be routed through existing conduit from 323 N. Sinclair to the Vault; and in new [4-inch] conduit from the Vault to 350 N. Sinclair.
11. Terminate [1] 12-Strand Fiber Optic Cable in 323 N. Sinclair with LC Connectors and mount into [1] Wall Mount Fiber LIU.
12. Terminate [1] 12-Strand Fiber Optic Cable in 350 N. Sinclair with LC Connectors and mount into [1] Rack mount Fiber LIU. LIU to be mounted onto previously quoted 2-post Relay Rack.
13. All Cables will be run in the most appropriate and efficient manner possible following all codes and regulations.
14. All fire wall and or building penetrations will be properly sleeved and fire stopped per all local codes and regulations.
15. All Cables will be properly terminated, tested and labeled for future reference.

Work Segment D. Outside Plant Effort: 350 N. Sinclair to Emergency Operations Backbone Cabling

1. Install [1] solid core tracer wire with [1] 48-Strand Single Mode, Fiber Optic Cable and [1] 100-pair Category 3, Cable from the Communication Room in 350 N. Sinclair (MDF on Sinclair Road side) to the Emergency Operations Center. Cabling/tracer wire will be routed from end to end through existing conduit.
2. Terminate [1] 48-Strand Fiber Optic Cable in 350 N. Sinclair with LC Connectors and mount into [1] Wall Mount Fiber LIU.
3. Terminate [1] 48-Strand Fiber Optic Cable in the Emergency Operations Server Room with SC Connectors and mount into [1] Rack mount Fiber LIU. LIU to be mounted onto existing Rack / Cabinet space.

4. Terminate [1] 100-pair Category 3, Cable in 350 N. Sinclair onto [1] 100-pair Lightning Protection Block (66 block series) w/ Gas Tube Modules. 66 blocks are to be mounted to 4'x4'x 3/4" marine plywood on existing west wall space within the room.
5. Terminate [1] 100-pair Category 3, Cable in the Emergency Operations (Entry Facility) onto [1] 100-pair Lightning Protection Block (66 block series) w/ Gas Tube Modules. 66 blocks are to be mounted to the existing wall space within the room.
6. All Cables will be run in the most appropriate and efficient manner possible following all codes and regulations.
7. All fire wall and or building penetrations will be properly sleeved and fire stopped per all local codes and regulations.
8. All Cables will be properly terminated, tested and labeled for future reference.

Work Segment E. Outside Plant Effort: Communication Vault

1. Provide to the Customer [2] Tier 22 (open bottom) Communication Enclosures w/ Lids.
2. Enclosure and Lid to be Polymer Concrete (24" x 36" x 24" deep approximate size) and rated at a Design Load of 22,500 lbs; and a Test Load of 33,750 lbs.
3. Communications Enclosures will be delivered to the Customer designated location within Lake Co. and be installed along the east and west side of N. Sinclair in accordance with the accompanying drawing depicting one existing vault to be replaced and the other vault to be newly located.

Work Segment F. Inside Plant Effort: Optional Items at 350 N. Sinclair

The following items will be itemized costs to add a single line drop or double line drop

1. Install [1] 4-pair Category 6, PVC Data Cable from the 1st Floor Communication Room (MDF) to the Customer designated location.
2. Terminate [1] additional Category 6, Cable in the 1st Floor Communication Room onto open ports on the existing equipment.
3. Terminate [1] Category 6, Cable at the user end with a Category 6, Jack and mount into a 2-port Faceplate or Modular Furniture Faceplate.
4. All (Copper) Cables will be tested for connectivity; opens, shorts, reversals, miswires, and split pairs.

3.1 DEFINITIONS

Addenda: A written change to a solicitation.

Contract: The agreement to perform the services set forth in this document signed by both parties with any addenda and other attachments specifically incorporated.

Contractor: The vendor to whom award has been made.

County: Shall refer to Lake County, Florida.

Modification: A written change to a contract.

Proposal: Shall refer to any offer(s) submitted in response to a Request for Proposal.

Proposer: Shall refer to anyone submitting an offer in response to a Request for Proposal.

Request for Proposal (RFP): Shall mean this solicitation documentation, including any and all addenda. An RFP involves evaluation of proposals, and award may be made on a best value basis with price, technical, and other factors considered.

Solicitation: The written document requesting either bids or proposals from the marketplace.

Vendor: a general reference to any entity responding to this solicitation or performing under any resulting contract.

The County has established for purposes of this Request for Proposal (RFP) that the words "shall", "must", or "will" indicate an essential requirement or condition which may not be waived.

3.2 INSTRUCTIONS TO PROPOSERS

A. Proposer Qualification

It is the policy of the County to encourage full and open competition among all available qualified vendors. All vendors regularly engaged in the type of work specified in the solicitation are encouraged to submit proposals. Vendors may enroll with the County to be included on a mailing list for selected categories of goods and services. To be recommended for award the County requires that vendors provide evidence of compliance with the requirements below upon request:

1. Disclosure of Employment
2. Disclosure of Ownership.
3. Drug-Free Workplace.
4. W-9 and 8109 Forms – The vendor must furnish these forms as required by the Internal Revenue Service.
5. Social Security Number – The vendor must provide a copy of the primary owner's social security card if the social security number is being used in lieu of the Federal Identification Number (F.E.I.N.)
6. Americans with Disabilities Act (A.D.A.)
7. Conflict of Interest
8. Debarment Disclosure Affidavit.
9. Nondiscrimination
10. Family Leave
11. Antitrust Laws – By acceptance of any contract, the vendor agrees to comply with all applicable antitrust laws.

B. Public Entity Crimes

Pursuant to Section 287.133(2)(a) of the Florida Statutes, 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 on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids 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 of the Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

C. Request for Additional Information

Any communication or inquiries, except for clarification of process or procedure already contained in the solicitation, are to be made in writing to the attention of the procurement representative identified in the solicitation no later than five (5) working days prior to the proposal due date. Such inquiries or request for information shall be submitted to the procurement representative in writing and shall contain the requester's name, address, and telephone number. The Procurement Services office may issue an addendum in response to any inquiry received, which changes or clarifies the terms, provisions, or requirements of the solicitation. The proposer should not rely on any representation, statement or explanation whether written or verbal, other than those made in this solicitation document or in any addenda issued. Where there appears to be a conflict between this solicitation and any addenda, the last addendum issued shall prevail. It is the proposer's responsibility to ensure receipt of all addenda and any accompanying documentation. Failure to acknowledge each addendum may prevent the proposal from being considered for award.

D. Contents of Solicitation and Proposers' Responsibilities

The proposer shall become thoroughly familiar with the requirements, terms, and conditions of this solicitation. Pleas of ignorance of these matters by the proposer of conditions that exist or may exist will not be accepted as a basis for varying the requirements of the County, or the compensation to be paid.

E. Restricted Discussions

From the date of issuance of this solicitation until final County action, vendors should <u>not</u> discuss the solicitation or any part thereof with any employee, agent, or any other representative of the County except as expressly authorized by the designated procurement representative. The only communications that shall be considered pertinent to this solicitation are appropriately signed written documents from the vendor to the designated procurement representative and any relevant written document promulgated by the designated procurement representative.

F. Change or Withdrawal of Proposals

1. Changes to Proposal- Prior to the scheduled due date, a proposer may change its proposal by submitting a new proposal specified in the solicitation with a letter on the firm's letterhead, signed by an authorized agent stating that the new submittal replaces the original submittal. The new submittal shall contain the letter and all information as required for submitting the original proposal.

2. Withdrawal of Proposal – A proposal shall be irrevocable unless the proposal is withdrawn as provided herein. A proposal may be withdrawn, either physically or by written notice, at any time prior to the proposal due date. If withdrawn by written notice, that notice must be addressed to, and received by, the designated procurement representative prior to the designated receipt date and time. A proposal may also be withdrawn after expiration of the designated acceptance period, and prior to award, by submitting a letter to the designated procurement representative. The letter must be on company letterhead and signed by an authorized agent of the proposer.

G. Conflicts within the Solicitation

Where there appears to be a conflict between the General Terms and Conditions, Special Conditions, the Technical Specifications, the Pricing Section, or any addendum issued, the order of precedence shall be: the last addendum issued, the Proposal Price Section, the Technical Specifications, the Special Conditions, and then the General Terms and Conditions. It is incumbent upon the vendor to identify such conflicts to the designated procurement representative prior to the proposal due date.

H. Prompt Payment Terms

It is the policy of the County that payment for all purchases by County agencies shall be made in a timely manner and that interest payments will be made on late payments in accordance with Part VII, Chapter 218, Florida Statutes, known as the Florida Prompt Payment Act. The proposer may offer cash discounts for prompt payments; however, such discounts will not be considered in determining the lowest price during proposal evaluation.

3.3 PREPARATION OF PROPOSALS

A. The Pricing Section of this solicitation defines requirements of items to be purchased, and must be completed and submitted with the proposal. Use of any other form or alteration of the form may result in rejection of the proposal

B. The proposal submitted must be legible. Bidders shall use typewriter, computer or ink. All changes must be crossed out and initialed in ink. Failure to comply with these requirements may cause the bid to be rejected.

C. An authorized agent of the proposers firm must sign the proposal. <u>FAILURE TO SIGN THE PROPOSAL MAY</u>

BE CAUSE TO REJECT THE PROPOSAL.

D. The proposer may submit alternate proposal(s) for the same solicitation provided that such offer is allowable under the terms and conditions. The alternate proposal must meet or exceed the minimum requirements and be submitted as a separate proposal marked "Alternate Proposal".

E. When there is a discrepancy between the unit prices and any extended prices, the unit prices will prevail.

F. Any proposal received after the designated receipt date through no fault or error of the County will be considered late, and, except under the most exceptional circumstances, may not be considered for award

3.4 COLLUSION

Where two (2) or more related parties, as defined herein, each submit a proposal for the same contract, such proposals shall be presumed to be collusive. Related parties shall mean proposer or the principals thereof which have a direct or indirect ownership interest in another proposer for the same contract or in which a parent company or the principals thereof of one proposer have a direct or indirect ownership interest in another proposer for the same contract. Furthermore, any prior understanding, agreement, or connection between two (2) or more corporations, firms, or persons submitting a proposal for the same materials, supplies, services, or equipment shall also be presumed to be collusive. Proposals found to be collusive shall be rejected. Proposers which have been found to have engaged in collusion may be considered non-responsible, and may be suspended or debarred. Any contract resulting from collusive bidding may be terminated for default.

3.5 PROHIBITION AGAINST CONTINGENT FEES

The vendor warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the vendor to solicit or secure the contract and that they have not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the vendor, any consideration contingent upon or resulting from the award or making of the contract.

3.6 CONTRACTING WITH COUNTY EMPLOYEES

Any County employee or member of his or her immediate family seeking to contract with the County shall seek a conflict of interest opinion from the County Attorney prior to submittal of a response to contract with the County. The affected employee shall disclose the employee's assigned function within the County and interest or the interest of his or her immediate family in the proposed contract and the nature of the intended contract.

3. 7 INCURRED EXPENSES

This RFP does not commit the County to make an award nor shall the County be responsible for any cost or expense which may be incurred by any proposer in preparing and submitting a proposal, or any cost or expense incurred by any proposer prior to the execution of a purchase order or contract.

3.8 COUNTY IS TAX-EXEMPT

When purchasing on a direct basis, the County is generally exempt from Federal Excise Taxes and all State of Florida sales and use taxes. The County will provide an exemption certificate upon request by the seller for such purchases. Except for item(s) specifically identified by the vendor and accepted by the County for direct County purchase under the Sales Tax Recovery Program, Contractors doing business with the County are not exempt from paying sales tax to their suppliers for materials to fulfill contractual obligations with the County, nor shall any contractor be authorized to use any of the County's Tax Exemptions in securing such materials.

3.9 PROPRIETARY/CONFIDENTIAL INFORMATION

Proposers are hereby notified that all information submitted as part of a proposal will be available for public inspection in compliance with Chapter 119 of the Florida Statutes (the "Public Record Act"). The proposer should not submit any information in response to this RFP which the proposer considers proprietary or confidential. The submission of any information to the County in connection with this solicitation shall be deemed conclusively to be a waiver from release of the submitted information unless such information is exempt or confidential under the Public Records Act.

3.10 CANCELLATION OF SOLICITATION

The County reserves the right to cancel, in whole or in part, any solicitation when doing so reflects the best interest of the County.

3.11 AWARD

A. The contract resulting from this solicitation may be awarded to the responsible proposer which submits a proposal determined to provide the best value to the County with price, technical, and other applicable factors considered. The County reserves the right to reject any and all proposals, to waive irregularities or technicalities and to re-advertise for all or any part of this solicitation as deemed in its best interest. The County shall be the sole judge of its best interest.

B. When there are multiple line items in a solicitation, the County reserves the right to award on an individual item basis, any combination of items, total low bid or in whichever manner deemed in the best interest of the County. This provision specifically supersedes any method of award criteria stated in the solicitation when such action is clearly necessary to protect the best interests of the County.

C. The County reserves the right to reject any and all proposals if it is determined that prices are excessive or determined to be unreasonable, or it is otherwise determined to be in the County's best interest to do so.

D. Award of this solicitation will only be made to firms that satisfy all necessary legal requirements to do business with the County. The County may conduct a pre-award inspection of the proposer's site or hold a pre-award qualification hearing to determine if the proposer is capable of performing the requirements of this solicitation.

E. The proposer's performance as a prime contractor or subcontractor on previous County contracts shall be taken into account in evaluating the responsibility of a proposer that submitted a proposal under this solicitation.

F. Any tie situations will be resolved in consonance with current written procedure in that regard.

G. Award of the contract resulting from this solicitation may be predicated on compliance with and submittal of all required documents as stipulated in the solicitation.

H. A vendor wishing to protest any award decision resulting from this solicitation shall do so as set forth in the County's Purchasing Procedure Manual.

3.12 GENERAL CONTRACT CONDITIONS

The contract shall be binding upon and shall inure to the benefit of each of the parties and of their respective successors and permitted assigns. The contract may not be amended, released, discharged, rescinded or abandoned, except by a written instrument duly executed by each of the parties hereto. The failure of any party hereto at any time to enforce any of the provisions of the contract will in no way constitute or be construed as a waiver of such provision or of any other provision hereof, nor in any way affect the validity of, or the right thereafter to enforce, each and every provision of the contract. Any dispute arising during the course of contract performance that is not readily rectified by coordination between the vendor and the County user department shall be referred to Procurement Services office for resolution.

3.13 OTHER AGENCIES

With the consent of the vendor, other agencies may make purchases in accordance with the contract. Such purchases shall be governed by the same terms and conditions as stated herein with the exception of the change in agency name.

3.14 CONTRACT EXTENSION

The County has the unilateral option to extend a contract for up to ninety (90) calendar days beyond the current contract period. In such event, the County will notify the vendor(s) in writing of such extensions. The contract may be extended beyond the initial ninety (90) day extension upon mutual agreement between the County and the vendor(s). Exercise of the above options requires the prior approval of the Procurement Services Manager.

3.15 WARRANTY

All warranties express and implied, shall be made available to the

County for goods and services covered by this solicitation. All goods furnished shall be fully guaranteed by the vendor against factory defects and workmanship. At no expense to the County, the vendor shall correct any and all apparent and latent defects that may occur within the manufacturer's standard warranty period. The special conditions of the solicitation may supersede the manufacturer's standard warranty.

3.16 ESTIMATED QUANTITIES

Estimated quantities or dollars are for vendor's guidance only. No guarantee is expressed or implied as to quantities or dollar value that will be used during the contract period. The County is not obligated to place any order for a given amount subsequent to the award of this solicitation. The County may use estimated quantities in the award evaluation process. Estimated quantities do not contemplate or include possible additional quantities that may be ordered by other entities that may utilize this contract. In no event shall the County be liable for payments in excess of the amount due for quantities of goods or services actually ordered.

3.17 NON-EXCLUSIVITY

It is the intent of the County to enter into an agreement that will satisfy its needs as described within this solicitation. However, the County reserves the right to perform, or cause to be performed, all or any of the work and services herein described in the manner deemed to represent its best interests. In no case will the County be liable for billings in excess of the quantity of goods or services actually provided under this contract.

3.18 CONTINUATION OF WORK

Any work that commences prior to, and will extend, beyond the expiration date of the current contract period shall, unless terminated by mutual written agreement between the County and the vendor, continue until completion without change to the then current prices, terms and conditions.

3.19 LAWS, RULES, REGULATIONS AND LICENSES

The vendor shall comply with all federal, state, and local laws and regulations applicable to provision of the goods and/or services specified in this solicitation. During the term of the contract the vendor assures that it is in compliance with Title VII of the 1964 Civil Rights Act, as amended, and the Florida Civil Rights Act of 1992, in that the vendor does not on the grounds of race, color, national origin, religion, sex, age, disability or marital status, discrimination in any form or manner against the end/or employees or applicants for employment. The vendor understands that any contract is conditioned upon the veracity of this statement.

3.20 SUBCONTRACTING

Unless otherwise stipulated herein, the vendor shall not subcontract any portion of the work without the prior written consent of the County. Subcontracting without the prior consent of the County may result in termination of the contract for default.

3.21 ASSIGNMENT

The vendor shall not assign or transfer any contract resulting from this solicitation, including any rights, title or interest therein, or its power to execute such contract to any person, company or corporation without the prior written consent of the County. This provision specifically includes any acquisition or hostile takeover of the awarded vendor. Failure to comply in this regards may result in termination of the contract for default.

3.22 RESPONSIBILITY AS EMPLOYER

The employee(s) of the vendor shall be considered at all times its employee(s), and not an employee(s) or agent(s) of the County, The contractor shall provide employee(s) capable of performing the work as required. The County may require the contractor to remove any employee it deems unacceptable. All employees of the contractor may be required to wear appropriate identification.

3.23 INDEMNIFICATION

To the extent permitted by law, the vendor shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorney's fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of the agreement by the vendor or its employees, agents, servants, partners, principals or subcontractors. The vendor shall pay all claims and losses in connection therewith, and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may be incurred thereon. The vendor expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the vendor shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

3.24 MODIFICATION OF CONTRACT

Any contract resulting from this solicitation may be modified by mutual consent of duly authorized parties, in writing through the issuance of a modification to the contract and/or purchase order as appropriate. This presumes the modification itself is in compliance with all applicable County procedures.

3.25 TERMINATION FOR CONVENIENCE

The County, at its sole discretion, reserves the right to terminate this contract upon thirty (30) days written notice. Upon receipt of such notice, the vendor shall not incur any additional costs under this contract. The County shall be liable only for reasonable costs incurred by the vendor prior to notice of termination. The County shall be the sole judge of "reasonable costs."

3.26 TERMINATION DUE TO UNAVAILABILITY OF CONTINUING FUNDING

When funds are not appropriated or otherwise made available to support continuation of performance in a current or subsequent fiscal year, the contract shall be cancelled and the vendor shall be reimbursed for the reasonable value of any non-recurring costs incurred amortized in the price of the supplies or services/tasks delivered under the contract.

3.27 TERMINATION FOR DEFAULT

The County reserves the right to terminate this contract, in part or in whole, or affect other appropriate remedy in the event the vendor fails to perform in accordance with the terms and conditions stated herein. The County further reserves the right to suspend or debar the vendor in accordance with the County ordinances, resolutions and/or administrative orders. The vendor will be notified by letter of the County's intent to terminate. In the event of termination for default, the County may procure the required goods and/or services from any source and use any method deemed in its best interest. All re-procurement cost shall be born by the vendor.

3.28 FRAUD AND MISREPRESENTATION

Any individual, corporation or other entity that attempts to meet its contractual obligations through fraud, misrepresentation or other material misstatement, may be debarred for up to five (5) years. The County as a further sanction may terminate or cancel any other contracts with such individual, corporation or entity with such vendor held responsible for all direct or indirect costs associated with termination or cancellation, including attorney's fees.

3.29 RIGHT TO AUDIT

The County reserves the right to require the vendor to submit to an audit by any auditor of the County's choosing. The Contractor shall provide access to all of its records, which relate directly or indirectly to this Agreement at its place of business during regular business hours. The vendor shall retain all records pertaining to this Agreement and upon request make them available to the County for a minimum of three (3) years, or as required by Florida law, whichever is longer, following expiration of the Agreement. The vendor agrees to provide such assistance as may be necessary to facilitate the review or audit by the County to ensure compliance with applicable accounting and financial standards. Additionally, CONTRACTOR agrees to include the requirements of this provision in all contracts with subcontractors and material suppliers in connection with the work performed hereunder. If an audit inspection or examination pursuant to this section discloses overpricing or overcharges of any nature by the CONTRACTOR to the COUNTY in excess of one percent (1%) of the total contract

billings, in addition to making adjustments for the overcharges, the reasonable actual cost of the COUNTY's audit shall be reimbursed to the COUNTY by the CONTRACTOR. Any adjustments and/or payments which must be made as a result of any such audit or inspection of the CONTRACTOR's invoices and/or records shall be made within a reasonable amount of time, but in no event shall the time exceed ninety (90) days, from presentation of the COUNTY's audit findings to the CONTRACTOR.

3.30 PUBLIC RECORDS/ COPYRIGHTS

Pursuant to Section 119.0701, Florida Statutes, the awarded contractor shall comply with the Florida Public Records' laws, and shall: 1. Keep and maintain public records that ordinarily and necessarily would be required by the County in order to perform the services identified herein. 2. Provide the public with access to public records on the same terms and conditions that the County would provide the records and at a cost that does not exceed the cost provided for by law. 3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law. 4. Meet all requirements for retaining public records and transfer, at no cost, to the County all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the County in a format that is compatible with the information technology systems of the County. Failure to comply with this section shall be deemed a breach of the contact and enforceable as set forth in Section 119.0701, Florida Statutes.

Any copyright derived from this Agreement shall belong to the author. The author and the CONSULTANT shall expressly assign to the COUNTY nonexclusive, royalty free rights to use any and all information provided by the CONSULTANT in any deliverable and/or report for the COUNTY's use which may include publishing in COUNTY documents and distribution as the COUNTY deems to be in the COUNTY's best interests. If anything included in any deliverable limits the rights of the COUNTY to use the information, the deliverable shall be considered defective and not acceptable and the CONSULTANT will not be eligible for any compensation.

3.31 GOVERNING LAWS

The interpretation, effect, and validity of any contract(s) resulting from this solicitation shall be governed by the laws and regulations of the State of Florida, and Lake County, Florida. Venue of any court action shall be in Lake County, Florida. In the event that a suit is brought for the enforcement of any term of the contract, or any right arising there from, the parties expressly waive their respective rights to have such action tried by jury trial and hereby consent to the use of non-jury trial for the adjudication of such suit.

3.32 STATE REGISTRATION REQUIREMENTS

Any corporation submitting a bid in response to this RFP shall either be registered or have applied for registration with the Florida Department of State in accordance with the provisions of Chapter 607, Florida Statutes. A copy of the registration/ application may be required prior to award of a contract. Any partnership submitting a bid in response to this RFP shall have complied with the applicable provisions of Chapter 620, Florida Statutes. For additional information on these requirements, please contact the Florida Secretary of State's Office, Division of Corporations, 800.755.5111 (http://www.dos.state.fl.us).

3.33 PRIME CONTRACTOR

The vendor awarded the contract shall act as the prime contractor and shall assume full responsibility for the successful performance under the contract. The vendor shall be considered the sole point of contact with regard to meeting all requirements of the contract. All subcontractors will be subject to advance review by the County in regards to competency and security concerns. After the award of the contract no change in subcontractors will be made without the consent of the County. The vendor shall be responsible for all insurance, permits, licenses, and related matters for any and all subcontractors. Even if the subcontractor is self-insured, the County may require the contractor to provide any insurance certificates required by the work to be performed.

3.34 FORCE MAJEURE

The parties will exercise every reasonable effort to meet their respective obligations hereunder, but shall not be liable for delays resulting from force majeure or other causes beyond their reasonable control, including, but not limited to, compliance with revisions to Government law or regulation, acts of nature, acts or omissions of the other party, fires, strikes, national disasters, wars, riots, transportation problems and/or any other cause whatsoever beyond the reasonable control of the parties. Any such cause may be cause for appropriate extension of the performance period.

3.35 NO CLAIM FOR DAMAGES

No claim for damages or any claim other than for an extension of time shall be made or asserted against the County because of any delays. No interruption, interference, inefficiency, suspension, or delay in the commencement or progress of the Work shall relieve the vendor of duty to perform, or give rise to any right to damages or additional compensation from the County. The vendor's sole remedy shall be the right to seek an extension to the contract time. However, this provision shall not preclude recovery of damages by the vendor for hindrances or delays due solely to fraud, bad faith, or active interference on the part of the County.

3.36 TRUTH IN NEGOTIATION CERTIFICATE

For each contract that exceeds One Hundred Ninety Five Thousand dollars ($195,000.00), any organization awarded a contract must execute a truth-in-negotiation certificate stating that the wage rates and other factual unit costs are accurate, complete, and current, at the time of contracting. Any contract requiring this certificate shall contain a provision that the original contract price and any additions shall be adjusted to exclude any significant sums by which the County determines the contract price was increased due to inaccurate, incomplete, or non-current wage rates and other factual unit costs. All such contract adjustments shall be made within one (1) year following the end of the contract.

3.37 GRANT FUNDING

In the event any part of the contract is to be funded by federal, state, or other local agency monies, the vendor hereby agrees to comply with all requirements of the funding entity applicable to the use of the monies, including full application of requirements involving the use of minority firms, women's business enterprises, and labor surplus area firms. Vendors are advised that payments under the contract may be withheld pending completion and submission of all required forms and documents required of the vendor pursuant to the grant funding requirements.

3.38 TOBACCO PRODUCTS

Due to the acknowledged hazards arising from exposure to tobacco products, and to protect the public and employees' health, safety, comfort and environment, tobacco use is prohibited on any County owned building and property. Tobacco products include both smoking and smokeless tobacco.

RFP TITLE: Voice and Data Cabling Infrastructure Services

NOTES:

- When purchasing on a direct basis, Lake County is exempt from all taxes (Federal, State, Local). A Tax Exemption Certificate will be furnished upon request for such purchases. **However, the vendor will be responsible for payment of taxes on all materials purchased by the vendor for incorporation into the project (see provision 3.8 for further detail).**
- The vendor shall not alter or amend any of the information (including, but not limited to stated units of measure, item description, or quantity) stated in the Pricing Section. If any quantities are stated in the pricing section as being "estimated" quantities, vendors are advised to review the "Estimated Quantities" clause contained in Section 3 of this solicitation.
- Any bid containing a modifying or "escalator" clause not specifically allowed for under the solicitation will not be considered.
- All pricing shall be FOB Destination unless otherwise specified in this solicitation document.
- All pricing submitted shall remain valid for a 90 day period. By signing and submitting a response to this solicitation, the vendor has specifically agreed to this condition.
- **Vendors are advised to visit our website at http://www.lakecountyfl.gov and register as a potential vendor. Vendors that have registered on-line receive an e-mail notice when the County issues a solicitation matching the commodity codes selected by a vendor during the registration process.**

ACKNOWLEDGEMENT OF ADDENDA

INSTRUCTIONS: Complete Part I or Part II, whichever applies

Part I:

The bidder must list below the dates of issue for each addendum received in connection with this RFP:

Addendum #1, Dated: March 9, 2015

Addendum #2, Dated: _____

Addendum #3, Dated: _____

Addendum #4, Dated: _____

Part II:

☐ No Addendum was received in connection with this RFP.

PRICING SECTION

The pricing table below is for provision of the required goods and services. Please note that this job-specific pricing table will be used, along with additional items as stated in Section 1.3, to obtain a specific vendor for the initial project, and select the vendors for future spot-bidding of voice and/or data cabling infrastructure projects.

This is an indefinite quantity contract with no guarantee of a volume of service that may be required. The County does not guarantee a minimum or maximum dollar amount to be expended on any contract resulting from this Request for Proposal beyond the initial project.

The total cost to complete this project will not include the removal of existing cabling. The existing cabling will remain in place and will be used.

	Description:	Total Cost:
1	Total cost to complete all work as stated in statement of work and drawings for Work Segment A, Category 6, Cabling at 350 N, Sinclair Avenue. Prices and payment will be full compensation for all work performed as specified in Section 2, Scope of Services, including delivery, materials, labor, installation and all incidental costs.	$11,047.90
2	Total cost to complete all work as stated in statement of work and drawings for Work Segment B, Copper Backbone Cabling at 350 N. Sinclair Avenue. Prices and payment will be full compensation for all work performed as specified in Section 2, Scope of Services, including delivery, materials, labor, installation and all incidental costs.	$760.88
3	Total cost to complete all work as stated in statement of work and drawings for Work Segment C, 323 N. Sinclair to 350 N. Sinclair Avenue Backbone Cabling and Conduit. Prices and payment will be full compensation for all work performed as specified in Section 2, Scope of Services, including delivery, materials, labor, installation and all incidental costs.	$7,750.58
4	Total cost to complete all work as stated in statement of work and drawings for Work Segment D, 350 N. Sinclair Avenue to Emergency Operations Backbone Cabling. Prices and payment will be full compensation for all work performed as specified in Section 2, Scope of Services, including delivery, materials, labor, installation and all incidental costs.	$11,408.25
5	Total cost to complete all work as stated in statement of work and drawings for Work Segment E, Communication Vault. Prices and payment will be full compensation for all work performed as specified in Section 2, Scope of Services, including delivery, materials, labor, installation and all incidental costs.	$5,366.00
Grand Total - The sum includes all materials, labor, supplies, etc. to provide a 100% completed project		$36,333.61

Unit Pricing for Optional Work Items at 350 N. Sinclair Avenue		
Description	Single Drop	Double Drop
1. Install [1] 4-pair Category 6, PVC Data Cable from the 1st Floor Communication Room (MDF) to the Customer designated location.	$95.00	$160.00
2. Terminate [1] additional Category 6, Cable in the 1st Floor Communication Room onto open ports on the existing equipment.	$10.50	$21.00
3. Terminate [1] Category 6, Cable at the user end with a Category 6, Jack and mount into a 2-port Faceplate or Modular Furniture Faceplate.	$10.50	$21.00
Work Notes: All (Copper) Cables will be tested for connectivity; opens, shorts, reversals, miswires, and split pairs. Bid amount includes As Built Drawing and copies of Category 6, Test Results upon completion of the project. All Cables will be run in the most appropriate and efficient manner possible following all codes and regulations. All fire wall and or building penetrations will be properly sleeved and fire stopped per all local codes and regulations. All Cables will be properly terminated, tested and labeled for future reference.	✓	✓

Mandatory Vendor Acknowledgement: Vendor acknowledges that the initial project located at 350 N. Sinclair Avenue, Tavares, Florida shall shall commence within seven (7) calendar days after issuance of a Notice to Proceed by the County, with work to be completed within the timeframe stated in the Notice to Proceed. The completion date shall be completed before April 30, 2015. Vendor acknowledges and accepts this requirement by initialing here:

RS

Other Items for Completion by Vendor:

By Signing this Proposal the Proposer Attests and Certifies that:

- It satisfies all legal requirements (as an entity) to do business with the County.
- The undersigned vendor acknowledges that award of a contract may be contingent upon a determination by the County that the vendor has the capacity and capability to successfully perform the contract.
- The proposer hereby certifies that it understands all requirements of this solicitation, and that the undersigned individual is duly authorized to execute this proposal document and any contract(s) and/or other transactions required by award of this solicitation.

Certification Regarding Felony Conviction

Has any officer, director, or an executive performing equivalent duties, of the bidding entity been convicted of a felony during the past ten (10) years? ☐ Yes ☑ No (Check one)

Reciprocal Vendor Preference:

Vendors are advised the County has established, under Lake County Code, Chapter 2, Article VII, Sections 2-221 and 2-222; a process under which a local vendor preference program applied by another county may be applied in a reciprocal manner within Lake County. The following information is needed to support application of the Code:

1. Primary business location of the responding vendor (city/state): Chesapeake, Virginia
2. Does the responding vendor maintain a significant physical location in Lake County at which employees are located and business is regularly transacted: ☐ Yes ☑ No If "yes" is checked, provide supporting detail:

Conflict of Interest Disclosure Certification

Except as listed below, no employee, officer, or agent of the firm has any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and, this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud.

N/A

DUNS Number (Insert if this action involves a federal funded project): 798340725

General Vendor Information and Proposal Signature:

Firm Name: Bazon-Cox & Associates, Inc.

Street Address: 115 Hickory St., Suite 203 W. Melbourne, FL 32904

Mailing Address (if different): 1244 Executive Blvd., Suite B113 Chesapeake, VA 23320

Telephone No.: 800-769-1763 Fax No.: 757-410-2650 E-mail: j.lentini@bazcox.com

FEIN No. 54 - 1635186 Prompt Payment Terms: .05 % 15 days, net 15

Signature: Date: 03-13-15

Print Name: John Lentini Title: President

Award of Contract by the County: (Official Use Only)

By signature below, the County confirms award to the above-identified vendor under the above identified solicitation. A separate purchase order will be generated by the County to support the contract.

Vendor awarded as:

☐ Sole vendor ☒ Pre-qualified pool vendor based on price

☒ Pre-qualified pool vendor (spot bid) ☐ Primary vendor for items:

☐ Secondary vendor for items: ☐ Other status:

Signature of authorized County official: Sandra Rogers Date: 04-09-15

Printed name: Sandra Rogers Title: Contracting Officer

THE FOLLOWING DOCUMENTS ARE ATTACHED

Attachment 1: Work References
Attachment 2: Vendor Profile Form
Attachment 3: Similar Projects Form
Attachment 4: Map of Location – 350 N Sinclair Avenue, Floor 1
Attachment 5: Map of Location – 350 N. Sinclair Avenue, Floor 2
Attachment 6: Map of Location - Outside locations

WORK REFERENCES

Agency	
Address	
City,State,ZIP	
Contact Person	
Telephone	
Date(s) of Service	
Type of Service	
Comments:	

Agency	
Address	
City,State,ZIP	
Contact Person	
Telephone	
Date(s) of Service	
Type of Service	
Comments:	

Agency	
Address	
City,State,ZIP	
Contact Person	
Telephone	
Date(s) of Service	
Type of Service	
Comments:	

VENDOR PROFILE FORM

1. Bidder Name & Address:	1d. Licensed to do business in the State of Florida? _____ Yes _____ No
	1e. Name, Title & Telephone Number of Principal to Contact.
1a. FEIN # _____	1f. Address of office to perform work, if different from Item 1.
1b. Year Firm was established _____ 1c. Are you a "Not for Profit" 501(c)(3) organization? Yes _____ No _____ If you answered yes, please provide proof.	

2. Please list the key personnel that your firm will commit to the County project and attach a copy of each key person's resume.

3. The foregoing is a statement of facts.

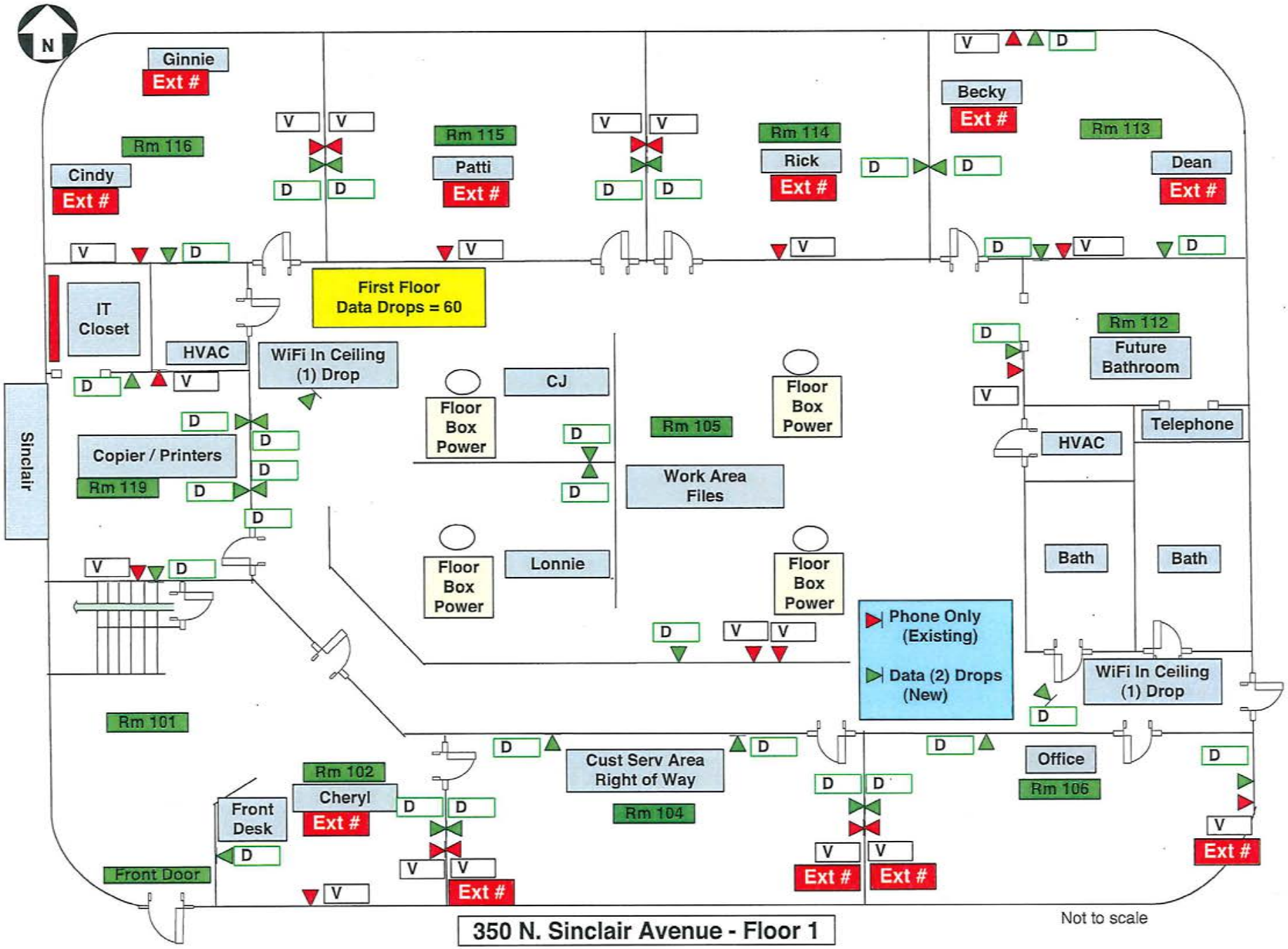
Signature: _____ Date: _____

_____
(Typed or Printed Name) (Title)

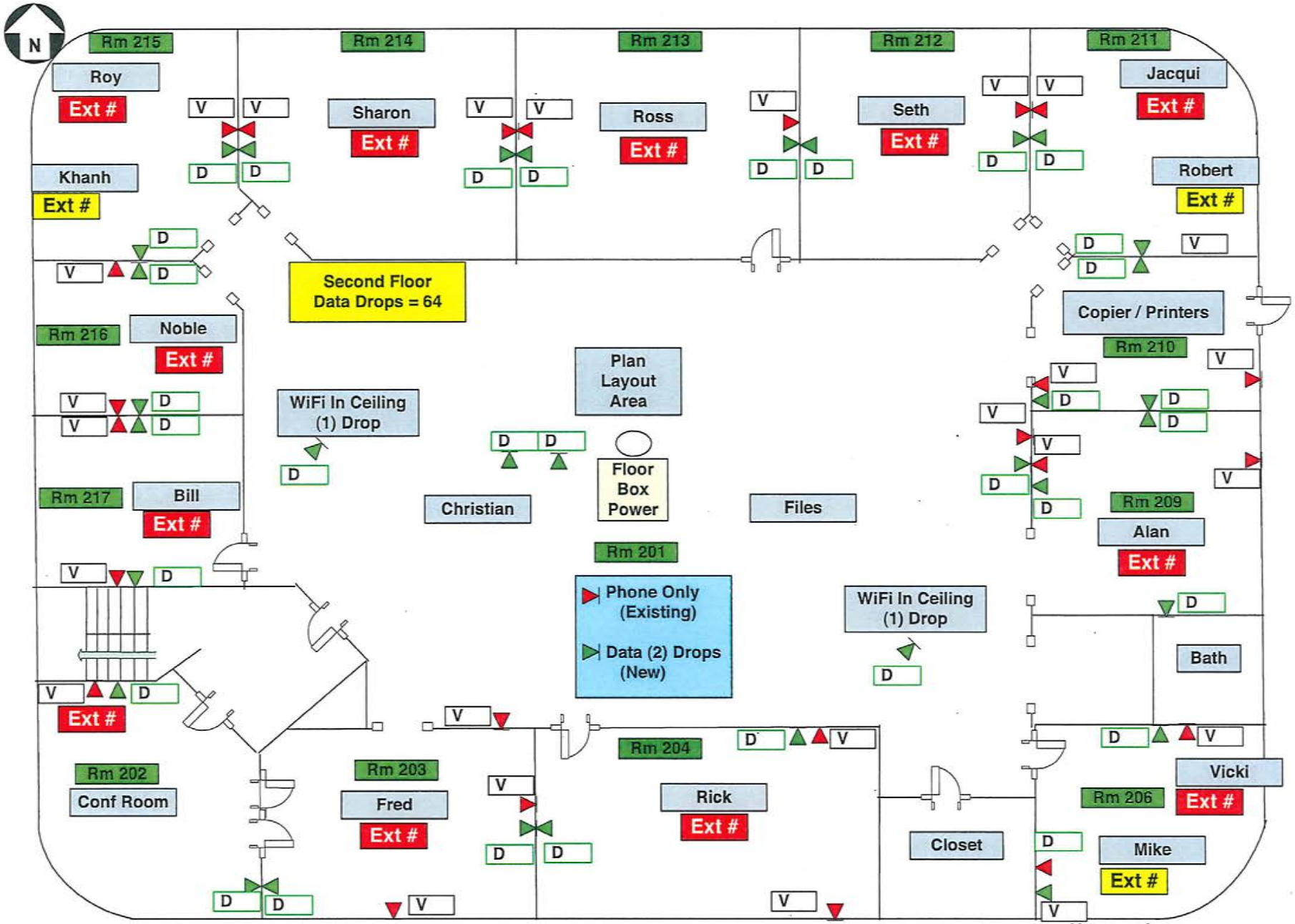
SIMILAR PROJECTS FORM

Work by firm or individual which best illustrates current qualifications relevant to the County's project that has been/is being accomplished by personnel that shall be assigned to the County's project. List no more than ten (10) projects. (This form may be reproduced.)

Project Name, Entity Name, Address & Location	Contact Person: Title:
Completion Date (Actual or Estimated) _____ Project Cost: $_____	Telephone Number
Scope of Entire Project: List the tasks accomplished (Attach samples of deliverables, outlines or descriptions of items).	
Firm's personnel (name/project assignment) that worked on the stated project that shall be assigned to the County's project.	

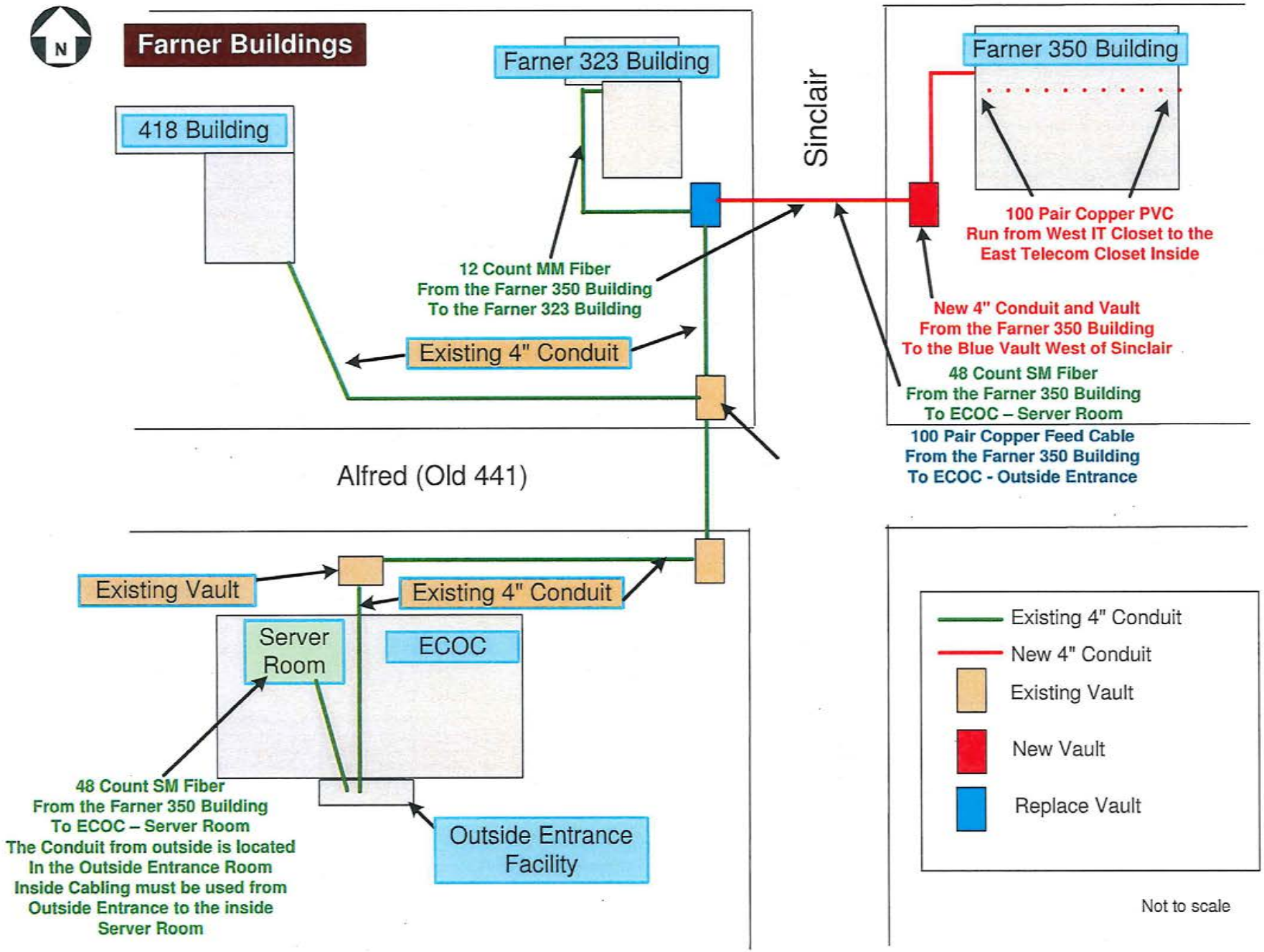


350 N. Sinclair Avenue - Floor 1



Not to scale

350 N. Sinclair Avenue - Floor 2


N
Farner Buildings
Farner 323 Building
418 Building
Sinclair
Farner 350 Building
100 Pair Copper PVC
Run from West IT Closet to the
East Telecom Closet Inside
12 Count MM Fiber
From the Farner 350 Building
To the Farner 323 Building
New 4" Conduit and Vault
From the Farner 350 Building
To the Blue Vault West of Sinclair
Existing 4" Conduit
48 Count SM Fiber
From the Farner 350 Building
To ECOC – Server Room
100 Pair Copper Feed Cable
From the Farner 350 Building
To ECOC - Outside Entrance
Alfred (Old 441)
Existing Vault
Existing 4" Conduit
Server Room
ECOC
48 Count SM Fiber
From the Farner 350 Building
To ECOC – Server Room
The Conduit from outside is located
In the Outside Entrance Room
Inside Cabling must be used from
Outside Entrance to the inside
Server Room
Outside Entrance Facility
Existing 4" Conduit
New 4" Conduit
Existing Vault
New Vault
Replace Vault
Not to scale