

**REQUEST FOR QUOTES (RFQ)
FOR
NETWORK CABLING
FOR LOWNDES COUNTY
SCHOOLS**

February 5, 2020

TO: All Interested Vendors

You are invited to submit a written quote for CABLING for the Lowndes County School System in accordance to the attached General Conditions and Specifications.

This package consists of:

- General Conditions
- Vendor's Statement of Qualifications
- Affidavit
- School District
- Responsibilities Vendor
- Responsibilities
- Scope of Work
- Detail Sheet
- Detailed Scope of Work
 - Cabling (Cat 6)
- Vendor Response Sheet

We will meet vendors on Thursday, February 13 (starting at Westside Elementary at 9 am) to walk through these locations: Westside Elementary, Lowndes High School, and Pine Grove Middle. If vendors wish to visit other sites, you can schedule a time with Scott Forthe.

Send all questions via email to alrowell@lowndes.k12.ga.us and scottforthe@lowndes.k12.ga.us.

Written quotes must be received by 2:30 pm on Thursday, February 27, 2020.

GENERAL CONDITIONS

1. Locations of Sites

The location of the work is on the property of Lowndes County School District at Clyattville Elementary School, Pine Grove Elementary School, Westside Elementary School, Lowndes Middle School, Pine Grove Middle School, and Lowndes High School.

2. Scope of Work

The following are the General Conditions for the work to be performed as outlined in the Specifications.

It is understood that except as otherwise specifically stated in the contract, the Vendor shall provide and pay for all material, labor, tools, equipment, transportation, temporary construction of every nature and all other services and facilities of every nature whatsoever, necessary to execute, complete and deliver the work within the specified time. Permits and licenses necessary for the execution of the work shall be secured and paid for by the Vendor.

3. Change in Contract

The Owner will not be responsible for any change in the work involving extra cost unless approval in writing is furnished by the Owner before such work is begun.

4. Affidavits

Before acceptance of work by Lowndes County School System, the Vendor will be required to furnish affidavits on enclosed forms.

5. Payments

Payment will be for each job only after inspection and approval by an approved Lowndes County Board of Education employee assigned by the Superintendent. Such approval will be given only after all debris, equipment, materials, etc., are removed from the property, all cleaning completed, and any damage repaired. Provisions for deposits must be clearly explained.

6. Application for Payment

All applications for payment shall be submitted, signed by the Vendor and mailed to:
Accounting Department
Lowndes County Schools 1592
Norman Drive
Valdosta, GA 31601

7. Addenda

Any addenda issued during the time of the request for proposal shall be covered in the proposal, and in closing the contract they shall become part thereof.

8. Contract Award and Interpretations

Lowndes County Schools may accept any RFQ offered on an all, part, or none basis, whichever is in the best interest of the School System.

9. Proposal Form

All responses must be submitted in the following format:

- I. Contractors Qualifications
- II. Scope of Work
- III. Completed Statement of Vendor's Qualifications Sheet
- IV. Completed Affidavit Sheets
- V. Pricing Summary
- VI. Materials List

10. Withdrawal of Proposal

A proposal cannot be withdrawn after it is filed, unless Vendor makes a request in writing to the Lowndes County School System prior to time set for opening of quotes, unless Lowndes County School System fails to accept bid within one hundred and twenty (120) days after date fixed for acceptance of quotes.

11. Vendor's Qualifications

Vendors may be required, before awarding of contract, to demonstrate to the complete satisfaction of the Lowndes County School System, that vendor has the necessary facilities, ability and financial resources to execute the work in a satisfactory manner and within the time specified; that vendor has had experience in construction work as same or similar nature; that vendor has past history and references which will assure the Lowndes County School System of his qualifications for executing the work.

12. Specifications

The vendor will provide materials as specified in this RFQ. Any substitutions must be approved in writing by the Lowndes County Schools.

13. Accident Prevention

Precaution shall be exercised at all times for the protection of persons (including employees) and property and hazardous conditions shall be guarded against or eliminated.

14. Contract Form

Upon Contract award, the standard written Purchase Order form or completely executed contract mailed, or otherwise furnished, to the successful vendor results in a binding contract.

15. Indemnification

Vendor agrees to hold the Lowndes County School System harmless and to indemnify the Lowndes County School System from every expense, liability or payment arising out of or through injury (including death) to any person or persons or damage to property (regardless of who the owner may be of the property) of any place in which work is located arising out of or suffered through any act or omission of the Vendor or subcontractor.

16. Vendor's Representative

Lowndes County School System reserves the right, with sole discretion, to refuse to allow any representative of the Vendor to service the contract in any manner. In this event the Vendor shall furnish another representative that is acceptable to Lowndes County School System. Representatives will be expected to pass a sexual offender check through the system's CheckMate visitor check-in service at the schools.

17. School District Regulations

The Vendor and his representatives shall follow all applicable Lowndes County School System regulations while on school district property, including the no smoking, no weapons and drug-free policies. No work shall interfere with school activities or environment unless permission is given by the Principal or an approved Lowndes County Board of Education employee assigned by the Superintendent.

18. Governing Law

All documents submitted to the Lowndes County School System by vendors are governed under the laws of the state of Georgia.

19. Special Stipulations

Attached to these General Conditions are certain conditions specific to the job to be performed.

20. Comprehensive List of References

Attach a detailed list of references along with contact person, dates of work, mailing address, and telephone numbers.

STATEMENT OF VENDOR'S QUALIFICATIONS

INCLUDE WITH YOUR QUOTE A COPY OF YOUR LOW VOLTAGE LICENSE

Name of Vendor _____

Telephone Number _____

Business Address _____

When Organized? _____

Where Organized? _____

Product Certifications of Cabling Installers: _____

How many years have you been engaged in this business under the present firm name? _____

If no past satisfactory experience with the Lowndes County Schools, please attach to this statement two references, including name, address, title, email or phone number and brief description of work performed, including dates of work)

Private Employer Affidavit Of Compliance Pursuant To O.C.G.A. § 36-60-6(d)

By executing this affidavit, the undersigned private employer verifies its compliance with O.C.G.A. § 36-60-6, stating affirmatively that the individual, firm or corporation employs more than ten employees and has registered with and utilizes the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-90. Furthermore, the undersigned private employer hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Private Employer

I hereby declare under penalty of perjury that the foregoing is true and correct. Executed on _____, 2019 in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 2019 .

NOTARY PUBLIC

My Commission Expires:

SCHOOL DISTRICT RESPONSIBILITIES

Access for Installation

The school district will, during the progress of the installation allow the vendor and its employees access to the premises and facilities at all reasonable hours or at such hours as the school district and vendor agree.

Provide free and clear access to existing conduit or the placement of new conduit if necessary to all work locations, floors, buildings, etc., to support the media installation and provide vendor access to these adjacent areas where and when required.

Hazardous Conditions

Take such action as necessary to ensure that the premises are dry and free from dust and hazardous materials or chemicals, (i.e., asbestos) and in such condition as not to be hazardous to the installation personnel or the material to be installed.

Heating/Cooling

Provide heat or cooling when required and general illumination in rooms in which work is to be performed by the vendor.

Building Plans

If available, furnish adequate detailed drawings of the buildings to allow installation of equipment and cables by the vendor.

Inspections

Promptly make inspections when notified by the vendor that the work is ready for acceptance.

VENDOR RESPONSIBILITIES

Provision

The vendor must: provide all supervision, labor construction tools, equipment, hardware and wiring materials as specified, transportation, erection, construction, unloading, inspecting, keeping inventory, and returning spare or unused material as specified in attached contract documents. Whenever in this RFQ the terms "provide," "furnish," "supply," or "install," etc., can be interpreted as requiring the vendor to both furnish and/or install materials, unless specific provisioning/installation of the materials by the school district is denoted.

Permits

The vendor shall obtain all necessary county, municipal or state work/building permits.

Damage

The vendor will be responsible for and repair all damage to the building due to negligence of its workmen, and report to the school district any such damage to the building that may exist or may occur during the occupancy of the facilities.

Fire Fighting Apparatus

Take necessary steps to ensure that required firefighting apparatus is accessible at all times. Flammable materials shall be kept in suitable places outside the building.

Installation

Install the wire, cable, and associated hardware in accordance with the manufacturer's specifications, EIA/TIA 568A standards, and the National Electric Code.

Guidelines for EIA/TIA 568, T568A AND T568B Communication Outlets

The T568B configuration is required.

Guidelines to assist in the installation of building wiring with respect to the use of the two communication outlet wiring configurations:

- Entire wiring system should use only one standard communications outlet configuration of EIA/TIA-568, T568B.
- Modular jack distribution hardware used as the station (blue) field should be wired to match I/Os, providing straight through wiring of the circuit connections from the closet to the I/O.
- Pair color terminations for 4-pair and 25-pair cables should always follow the standard termination convention. (For 4-pair cables: Pair 1=Blue, Pair 2=Orange, Pair 3=Green, Pair 4=Brown.)
- Equipment cables that provide the correct pair color assignments for the particular I/O should be used so that no cross-over is needed.

Tests and Expectations

Conduct tests and inspections in the presence of the school district after installation has been completed in order that the school district may be assured that the requirements for the installation are met.

Completion Notification

Promptly notify the school district of the completion of work on equipment of such portions thereof that is ready for inspection.

Intended Completion

Give the school district notice of intended completion of the installation at least one week prior to completion.

Defects

The vendor will promptly correct all defects for which the vendor is responsible.

School District Contact

The vendor must coordinate all work with the school district contact that will be designated at a future date before the commencement of the installation.

Clean Up

Upon completion of the work each day, the vendor must remove all tools, equipment, rubbish and debris from the premises and must leave the premises clean and neat.

Firewalls

Provide for the installation of all conduits and sleeves through firewalls as required to meet codes.

Ceiling Tiles

Provide for the removal and re-installation of all ceiling tiles required for the installation of all above ceiling wire.

Subcontractors

Should a Contractor use subcontractors for portions of the work, Lowndes County Board of Education reserves the right to reject any subcontractor without explanation or recourse by the Contractor or subcontractor.

SCOPE OF WORK

INTRODUCTION

The Lowndes County School System is a public K-12 school system in Lowndes County, Georgia, that serves over 10,000 students at eleven schools. The system has in place a variety of analog and IP security cameras on some campuses. The System is requesting installation of cabling for security cameras at three elementary schools, two middle schools, and J-wing at Lowndes High School.

CURRENT NETWORK DESIGN

Lowndes County Schools has implemented a star topology with all system locations connected to the Board of Education via 10Gbps leased fiber links.

We use HP Intelligent Management Center (IMC) Standard to manage our network infrastructure. Our current system standard for switches is HP Procurve, and our edge switches at each site are HP Procurve switches. Each school LAN is configured with a star topology with each IDF connected to the MDF via multimode fiber.

For this project the selected vendor will run Cat 6 cable from the nearest MDF/IDF for each specified camera location.

- For interior cameras or interior computer drops (marked with a blue arrow symbol or blue star on the drawings), the vendor will connect to existing patch panel and terminate in a “biscuit box” above the ceiling at each designated location.
- For exterior cameras (marked with a green arrow symbol on the drawings), the vendor will connect to existing patch panel, penetrate the exterior wall, and terminate the cabling with an RJ-45 end in a single gang weatherproof bell box 3/4 knock out the vendor will attach to the building. For dual camera locations a double gang weatherproof bell box is required.

Detail Sheet

Quotes can be emailed directly to alrowell@lowndes.k12.ga.us or mailed/hand delivered to Al Rowell, Director of Technology, at 1592 Norman Drive, Valdosta, GA 31601.

Quotes must be received by 2:30 pm on Thursday, February 27, 2020.

Questions may be submitted to:

Lowndes County Schools

Attn: Al Rowell

(alrowell@lowndes.k12.ga.us) or Scott
Forthe (scottforthe@lowndes.k12.ga.us)

1592 Norman Drive

Valdosta, GA 31601

(229)316-1864

Cabling

Cat 6

New CAT6 cabling infrastructure is to be added to existing network to support installation of IP security cameras.

1. To each specified interior location the vendor will add one Cat 6 network drop, terminated above the ceiling with 568B Cat 6 jack (COMMSCOPE (FORMERLY TE CONN) | 1375055-6 1-Port Modular Jack 110 8W8P UTP T568A/B Category 6 SL Series Blue) into an AMP “biscuit box” single port surface box (COMMSCOPE (FORMERLY TE CONN) | 1116697-1 1-Port Surface Mt Unloaded 2-Side Tape & Screws Almond MFR PART # 1116697-1).
2. To each specified exterior location the vendor will add one Cat 6 network drop, terminated with a 568B Cat 6 end into a weatherproof single gang bell box 3/4 ko attached to the outside of the building. Double gang for dual camera locations.
3. All new cabling must strictly adhere to IEEE and other industry recognized standards for low voltage data cabling.
4. New connections must be a continuous point to point link with no splicing occurring between distribution area and classroom RJ45 jack or end.
5. When feasible, existing data cabling paths must be used.
6. All firewall penetrations must be properly re-sealed or closed after cabling is installed, and fill ratio for firewall penetrations must remain below acceptable IEEE levels.
7. If fill levels of current penetrations are at their maximum, notify Scott Forthe, Network System Administrator, Lowndes County Schools.
8. Horizontal cable to be used will be Hitachi Cat6 Plenum cable.
9. Labeling scheme for network drops must remain consistent with pre-established labeling scheme in each individual building.
10. If existing cable path cannot be used for any reason (fill ratio for J-hooks exceeded, etc) notify Scott Forthe, System Network Administrator, Lowndes County Schools.
11. Testing results must be provided at completion of project for each new network drop.
12. Lowndes County Schools will install 24-port patch panels(AMP) into any IDF or MDF location lacking capacity to receive the Cat6 cables pulled for this project.

The number of cameras to be served by each MDF/IDF will be indicated on the drawings.

	Interior	Exterior
Clyattville Elementary	32	0
Pine Grove Elementary	0	4
Westside Elementary	25	3
Lowndes Middle	20	5
Pine Grove Middle	33	0
Lowndes High J-wing	16	8

School Diagram

Digital .pdf copies of the diagrams for each school will be provided via email to individuals participating at the walkthrough who provide a corporate email address.

VENDOR RESPONSE SHEET

Lowndes County Schools RFQ for

Network Cabling

We propose to furnish and deliver any and all of the deliverables and/or services named in the attached Request for Proposal (RFQ) for which prices have been set. The price or prices offered herein shall apply for the period of time stated in the RFQ.

We further agree to strictly abide by all specifications, terms and conditions contained in the RFQ, all of which are made a part hereof. Any exceptions are noted in writing and included with this proposal.

It is understood and agreed that this proposal constitutes an offer, which when accepted in writing by the Lowndes County School System, and subject to the terms and conditions of such acceptance, will constitute a valid and binding contract between the undersigned and the Lowndes County School System. Award of the proposal is contingent upon the award of the Classroom Connections grant, and each proposed school project may be awarded separately or not at all.

It is understood and agreed that we have read the Lowndes County School System's specifications shown or referenced in the RFQ and that this proposal is made in accordance with the provisions of such specifications. By our written signature on this proposal, we guarantee and certify that all items included in this bid/proposal meet or exceed any and all such Lowndes County School System specifications. We further agree, if awarded a contract, to deliver goods and services that meet or exceed the specification.

Contract Value for ALL Requirements including All Equipment, Materials, Deliveries, Installation, and any other costs Associated with this Contract for network drops at Clyattville Elementary is:

(\$ _____)

Contract Value for ALL Requirements including All Equipment, Materials, Deliveries, Installation, and any other costs Associated with this Contract for network drops at Pine Grove Elementary is:

(\$ _____)

Contract Value for ALL Requirements including All Equipment, Materials, Deliveries, Installation, and any other costs Associated with this Contract for network drops at Westside Elementary is:

(\$ _____)

Contract Value for ALL Requirements including All Equipment, Materials, Deliveries, Installation, and any other costs Associated with this Contract for network drops at Lowndes Middle is:

(\$ _____)

Contract Value for ALL Requirements including All Equipment, Materials, Deliveries, Installation, and any other costs Associated with this Contract for network drops at Pine Grove Middle is:

(\$ _____)

Contract Value for ALL Requirements including All Equipment, Materials, Deliveries, Installation, and any other costs Associated with this Contract for network drops at Lowndes High J-wing is:

(\$ _____)

Vendor Name: _____

Authorized Signature: _____

Print Name: _____ Date: _____