

OUTAGAMIE COUNTY
REQUEST FOR BID
FOR
FIRE ALARM AND DETECTION DEVICE REPLACEMENT
FOR
MAINTENANCE DEPARTMENT

Due Date: February 20, 2024 – 1:00 p.m. CT

Non-Mandatory Site Visit: February 6th at 7:30am (reference Section 3.0 for details)

1.0 Introduction and Background

Outagamie County is seeking bids from qualified contractors to upgrade existing fire alarm and detection devices in the County Sheriff's building located at 3030 E Goodland Drive, Appleton, WI 54911.

The building's current fire alarm and detection devices are TECC Security system devices. A new addition was recently added on the building. The new addition has a Notifier fire alarm system with a Notifier NWF-100X fire alarm panel. The scope of this project shall be to update all TECC Fire alarm devices in the old or existing part of the building to Notifier devices and then connect them into the new Notifier NFW-100X panel that was recently install as part of the new addition. See drawings labeled "Sheriff's building Prints 1-19-2024 "for general floorplan and device locations. The drawings are general building drawings that are intended as reference drawings. It shall be the contractors responsibility to perform a site visit prior to bidding to get a full understanding of the site, verify device locations and to account for all items needed to convert the existing TECC system to the Notifier system including any tie-ins needed to monitor the existing sprinkler system.

2.0 Scope of Work

Contractor shall provide a complete and functional Notifier fire alarm system. The following shall be included in the scope of work:

- Create CAD drawing for the new fire alarm system. Drawings and system shall meet all local and NFPA codes.
- Provide and install new Notifier components on a one to one basis to replace existing devices and panels. Any extra devices that are required in order to meet code requirements shall not be included in the base bid. If extra devices are required they will be added as a change order once the device requirement is determined. All devices shall be new and current Notifier devices that are compatible with the NFW-100X panel.
- Install device cabling as needed.
- Provide and connect 120 V circuits as needed.
- Remove existing TECC devices and turn them over to the owner. Owner shall be responsible for patching, painting and damaged ceiling tiles directly related to the project, however contractor shall work to minimize any damage.
- Obtain and pay for any needed permits and work with City inspectors as needed for an approved system.
- Work can be performed during normal business hours Mondays through Fridays excluding County observed holidays. The building will be occupied during this project and contractor must work to minimize disruptions as much as is reasonably possible. Testing of horns or other unusually loud activities shall be performed outside of normal business hours.
- Contractor shall coordinate device replacement in a manner that minimizes downtime of the alarm system. Contractor shall also notify TECC monitoring company as needed throughout the project. All devices shall be installed to manufactures recommendations and specifications.
- Program fire alarm system as needed to accept and recognize new devices.
- Contractor shall test each device and the system at the completion of the project to assure all devices are working as required.
- Provide a one-year labor and materials warranty for project.

Pricing shall be lump sum bid for all materials and labor associated with the replacement of the existing TECC system with a new Notifier fire alarm system.

3.0 Site Visit

There will be one non-mandatory site tour at 7:30am on February 6th. Contractors must RSVP for the site visit by 2:00pm February 5th. Upon registration, meeting location details will be provided. If no contractors RSVP for the site visit, it will be canceled, and contractors just showing up will not be accommodated.

4.0 Completion, Liquidated Damages and Site Restrictions

A PO will be issued by end of day February 21st. Project shall be substantially completed by 3pm June 28, 2024. Failure to achieve substantial completion by June 28th will result in a \$50 per calendar day liquidated damages penalty.

5.0 Insurance and Indemnification

See Attachment A for the requirements of the awarded bidder. This form must be completed and returned with your bid. However, only the awarded contractor will need to supply their Certificate of Insurance.

6.0 References

Include a minimum of three and a maximum of five references for similar projects your company has completed in the past five years. Include company name and location and contact name and phone number.

7.0 Contact Information

Site Information

Paul Farrell
Facilities Manager
Paul.Farrell@outagamie.org
920-832-1855

Bidding & Purchasing Information

Nicole Schoultz
Procurement Coordinator, Outagamie County
(920) 832-6083
Nicole.Schoultz@outagamie.org

8.0 Project Terms

Any deviation from said specifications must be approved in writing by a representative, as referenced in Section 7.0, of Outagamie County.

Background Check

All employee's working onsite will undergo a background check performed by the Outagamie County's Sheriff's Department. There is no cost to the contractor for this background check.

Owner's Right to Stop Work

If the contractor fails to correct Work which is not in accordance with the requirements of this RFB or fails to carry out Work in accordance with RFB, the County may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the County to stop Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity.

Owner's Right to Carry Out Work

If the Contractor defaults or fails or neglects to carry out the Work in accordance with the RFB, or fails to perform a provision of the RFB, the County, after 10 days' written notice to the Contractor and without prejudice to any other remedy the County may have, may make good such deficiencies and may deduct the reasonable cost thereof. Including County's expenses and compensation for the Architect's services made necessary thereby, from the payment then or thereafter due the Contractor.

Labor and Materials

Unless otherwise provided in the RFB, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Contract. The Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them.

The Contractor shall deliver, handle, store and install materials in accordance with manufacturer's instructions.

Assignment

Neither party shall assign the project without written consent of the other.

Governing Law

The Work shall be governed by the laws of the State of Wisconsin. Any lawsuits arising out of disputes under this award shall be considered and tried in Outagamie County, Wisconsin.

Termination by the County

The County may terminate the project if the Contractor:

1. Persistently or repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
2. Fails to make payment to subcontractors for materials or labor in accordance with the respective agreements between the contractor and the Subcontractors;

3. Persistently disregards laws, ordinances, or rules, regulations or orders of a public authority having jurisdiction; or
4. Otherwise is guilty of substantial breach of a provision of this agreement.

9.0 Clarification and/or Revisions to the Specifications and Requirements

Bidder must examine the documents carefully and before submitting a Bid, may request from the County's contact person(s) additional information or clarification. A Bidder's failure to request additional information or clarification shall preclude the Bidder from subsequently claiming any ambiguity, inconsistency, or error.

The County is relying on the bidder to provide its professional (experience and expertise with regard to industry standards for the project being bid). If bidder believes specifications are not within industry standards, bidder must bring its objection or concern to the County's attention.

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in a written addendum prior to the Bid due date. Bidders should rely only on the representations, statements or explanations that are contained in this document and any written addendum to this document. Where there appears to be a conflict between the document and any addendum issued, the last addendum issued will prevail.

It is the Bidder's responsibility to assure receipt of all addenda. All documents will be posted online at www.outagamie.org then Bids / Proposals. Upon posting, such addenda shall become part of the document and binding on Bidder(s).

Any questions that come up and require additional information will be posted online at www.outagamie.org then Bids / Proposals.

10.0 County Reservation

- a. This bid request does not commit Outagamie County to make an award or to pay any costs incurred in the preparation of a proposal in response to this bid.
- b. The bid will become part of Outagamie County's files without any obligation on Outagamie County's part.
- c. The bidder shall not offer any gratuities, favors, or anything of monetary value to any official or employee of Outagamie County for any purpose.
- d. The vendor shall report to Outagamie County any manufacturer product price reductions, model changes, and product substitutions. No substitutions are allowed without prior approval from Outagamie County.
- e. Outagamie County has the sole discretion and reserves the right to cancel this bid and to reject any and all bids received prior to award, to waive any or all informalities and or irregularities, or to re-advertise with either an identical or revised specification.
- f. Outagamie County reserves the right to request clarifications for any bid.

11.0 Closing Date

Outagamie County will receive sealed bids up to 1:00 p.m. CT February 20, 2024.

Deliver or mail bids to –

Outagamie County Government Center
Attn: Nicole Schoultz - Purchasing
320 S Walnut St, 4th Floor
Appleton, WI 54911

The sealed envelope containing your bidder shall show the name of the bidder and must be clearly marked "**Bid – Fire Alarm Replacement**". Any bid or unsolicited amendments to a bid received after the closing date and time will not be considered.

Bids will be publically read at 1:00 p.m. in the Purchasing Department.

12.0 Facsimile or Email of Bids

Facsimile or email bids are not acceptable.

13.0 Method of Procurement

The method for this procurement is competitive sealed bid, pursuant to §66.0901 and Chapter 22 and 50 of the Outagamie County Code of Ordinances.

14.0 Taxes

Effective January 1, 2016 all materials used on this project are tax-exempt under Wisconsin State Statute 77.54(9m).

OUTAGAMIE COUNTY BID FORM: FIRE ALARM REPLACEMENT

Bid Due: February 20, 2024 - 1:00 p.m. CT

Mail / Delivery Bids To: Outagamie County Government Center
Attn: Nicole Schoultz - Purchasing
320 S Walnut St, 4th Floor
Appleton, WI 54911

Lump Sum Bid: \$ _____

Include: References and Attachment A

Acknowledgement of Addendum(s)

Addendum _____ Date Issued _____

Firm Name: _____

Signature / Date: _____

Name / Title: _____

Address: _____

Telephone: _____

E-mail: _____