

**OUTAGAMIE COUNTY**  
**REQUEST FOR BID**  
**FOR**  
**CAT 6 CABLING ROUTES**  
**FOR**  
**DEPARTMENT OF RECYCLING AND SOLID WASTE**

**Due Date: July 30, 2025 – 1:00 p.m.**

**Mandatory Site Visit: July 23<sup>rd</sup> at 8:00 a.m. (reference Section 3.0 for details)**

## 1.0 **Specifications and Scope of Service**

Requesting bids from a Panduit certified contractor to provide all materials and labor for CAT 6 cabling routes at the department of Recycling and Solid Waste, located at 1419 Holland Rd in Appleton.

Contractor shall provide all materials and complete all work per the following:

- Specification Manual, dated July 10, 2025 (5 pages)
- Drawing, dated July 10, 2025 (1 page)

## 2.0 **Completion and Liquidated Damages**

A PO will be issued by end of day July 31<sup>st</sup>. Substantial completion must be done by 2:00 pm CT October 31, 2025. Failure for the contractor to achieve substantial completion by that time will result in a \$100.00 per calendar day, past October 31<sup>st</sup>, liquidated damages penalty.

## 3.0 **Site Visit**

There will be one mandatory site visit at 8:00am CT on July 23, 2025. All contractors will meet at the Department of Recycling and Solid Waste.

## 4.0 **Indemnification, Responsible Bidder and Insurance**

The awarded bidder must comply with the requirements set forth in Attachment A. Complete and return Attachment A with your bid, however the Certificate of Insurance is only required form the awarded bidder.

## 5.0 **Project Terms**

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

### **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.

## 6.0 **References**

References are required only by contractors that have not been directly hired by Outagamie County for similar work in the past three years. Provide three references for similar projects your company has completed in the past five years. Include company name, location, contact name, phone number and email and project description. For contractors that do not need to submit references, complete the recent project question on the bid form.

## 7.0 **Contact Information**

### **Technical & Site Information**

Darek Flanigan  
Network Engineer  
(920) 832-5600  
[Darek.Flanigan@outagamie.org](mailto:Darek.Flanigan@outagamie.org)

### **Purchasing & Contract Information**

Nicole Schoultz  
Procurement Coordinator  
(920) 832-6083  
[Nicole.Schoultz@outagamie.org](mailto:Nicole.Schoultz@outagamie.org)

## 8.0 **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](http://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](http://www.outagamie.org) then Bids / Proposals.

## 9.0 **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.

#### 10.0 **Closing Date**

Outagamie County will receive sealed bids up to 1:00 p.m. CT July 30, 2025. Late bids will not be accepted.

Send bids using a commercial carrier or USPS to –  
Outagamie County Purchasing  
Attn: Nicole Schoultz  
320 S Walnut St  
Appleton, WI 54911

Hand delivery of bids:

Bids that are hand delivered must be deposited in the secure bid deposit box. This secure box is located inside the Door #1 entrance of the County Government Center located at 320 S Walnut St in Appleton. Box is located on the far or east side of the Door #1 entry vestibule. The secure bid deposit box is accessible Monday – Friday (excluding County observed holidays) from 7:30am – 5:00pm. Since this secure box is under 24x7 video surveillance, no bid receipt will be given.

The sealed envelope containing your bidder shall show the name of the bidder and must be clearly marked "**Bid – CAT 6 Cabling**". 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 pm on July 30<sup>th</sup> inside the Door #1 entrance of the County Government Center.

#### 11.0 **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.

#### 12.0 **Taxes**

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

**OUTAGAMIE COUNTY BID FORM  
CAT 6 Cabling**

**Bid Dues:** July 30, 2025 - 1:00 p.m. CT

**Deliver Bids To:** Outagamie County Government Center  
Attn: Nicole Schoultz - Purchasing  
320 S Walnut St  
Appleton, WI 54911  
*If hand delivering, see note in Section 11.0*

Lump Sum Project Cost \$ \_\_\_\_\_

If you have been hired directly by the county (not as a sub) for a similar project in the past three years, reference the project below. If not, include references as requested in Section 7.0.

Project \_\_\_\_\_

**Include Completed Attachment A and References (if needed)**

Acknowledgement of Addendum(s)

Addendum \_\_\_\_\_ Date Issued \_\_\_\_\_

Firm Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Title/Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_