



Administrative Services
Purchasing Division

CITY OF FORT COLLINS
INVITATION TO BID
BID #5757
CABLING – FIBER OPTIC AND COPPER

Sealed bids will be received and publicly opened at the office of the Director Of Purchasing and Risk Management, PO Box 580, 215 North Mason St., 2nd floor, Fort Collins, Colorado 80524, at the time and date noted on the bid proposal and/or contract documents. If delivered, they are to be delivered to 215 North Mason Street, 2nd Floor, Fort Collins, Colorado 80524. If mailed, the address is P.O. Box 580, Fort Collins, 80522-0580.

Bids must be received at the Purchasing Office prior to 2:00 p.m. (our clock), January 14, 2003.

Special Instructions

All bids must be properly signed by an authorized representative of the company with the legal capacity to bind the company to the agreement. Bids may be withdrawn up to the date and hour set for closing. Once bids have been accepted by the City and closing has occurred, failure to enter into contract or honor the purchase order will be cause for removal of supplier's name from the City of Fort Collins' bidders list for a period of twelve months from the date of the opening. The City may also pursue any remedies available at law or in equity. Bid prices must be held firm for a period of forty-five (45) days after bid openings.

Submission of a bid is deemed as acceptance of all terms, conditions and specifications contained in the City's specifications initially provided to the bidder. Any proposed modification must be accepted in writing by the City prior to award of the bid.

Only bids properly received by the Purchasing Office will be accepted. All bids should be clearly identified by the bid number and bid name contained in the bid proposal.

No proposal will be accepted from, or any purchase order awarded, to any person, firm or corporation in default on any obligation to the City.

Bids must be furnished exclusive of any federal excise tax, wherever applicable.

Bidders must be properly licensed and secure necessary permits wherever applicable.

Bidders not responding to this bid will be removed from our automated vendor listing for the subject commodities.

The City may elect where applicable, to award bids on an individual item/group basis or on a total bid basis, whichever is most beneficial to the City. The City reserves the right to accept or reject any and all bids, and to waive any irregularities or informalities.

Sales prohibited/conflict of interest: no officer, employee, or member of City Council, shall have a financial interest in the sale to the City of any real or personal property, equipment, material, supplies or services where such officer or employee exercises directly or indirectly any decision-making authority concerning such sale or any supervisory authority over the services to be rendered. This rule also applies to subcontracts with the City. Soliciting or accepting any gift, gratuity, favor,

entertainment, kickback or any items of monetary value from any person who has or is seeking to do business with the City of Fort Collins is prohibited.

Freight terms: unless otherwise noted, all freight is F.O.B. Destination, Freight Prepaid. All freight charges must be included in prices submitted on proposal.

Discounts: any discounts allowed for prompt payment, etc., must be reflected in bid figures and not entered as separate pricing on the proposal form.

Purchasing restrictions: your authorized signature of this bid assures your firm's compliance with the City's purchasing restrictions. A copy of the resolutions are available for review in the Purchasing Office or the City Clerk's Office. Request Resolution 91-121 for cement restrictions.

Collusive or sham bids: any bid deemed to be collusive or a sham bid will be rejected and reported to authorities as such. Your authorized signature of this bid assures that such bid is genuine and is not a collusive or sham bid.

Bid results: for information regarding results for individual bids send a self-addressed, self-stamped envelope and a bid tally will be mailed to you. Bid results will be posted in our office 7 days after the bid opening.


James B. O'Neill II, CPPO, FNIGP
Director of Purchasing and Risk Management

BID PROPOSAL

BID #5757

BID OPENING: January 14, 2003, 2:00p.m., (our clock)

WE HEREBY ENTER OUR BID FOR THE CITY OF FORT COLLINS' REQUIREMENTS FOR **FIBER OPTIC & CATEGORY 5e OR BETTER COPPER CABLING** PER THE BID INVITATION AND ANY REFERENCED SPECIFICATIONS:

The City of Fort Collins is requesting bids using the following guidelines:

BIDDING GUIDELINES:

The City of Fort Collins is soliciting bids to establish a **Primary and a Secondary vendor** for fiber optic and category 5e or better copper cable installation work at various locations in and around Fort Collins. Bidders should supply requested prices and information on the attached Bid Sheet. The awards for fiber optic cable and Cat 5e or better copper cable may be awarded separately, so bidders can bid on only one category or the other, if they wish. Details on time frames for the bids are described in section IV below. It is our intent to enter into a Service Agreement with both a Primary and a Secondary vendor; based on the lowest responsible and responsive bidders under both the Fiber Optic the and Copper Cabling categories, that meet the requirements set forth in this bid proposal. It is possible that the same vendor may be awarded on both lists; so that we may award to as few as two or as many as four vendors. ***Please review the enclosed Work Order Service Agreement. Successful vendors will be expected to sign the Agreement without revision.*** Needed services during the contract period will be requested through issuance of work orders. There is no guaranteed minimum amount of services to be ordered. No work order exceeding \$50,000 will be issued. The City reserves the right to supply any or all materials.

Awarded service provider must enter into the attached service agreement (for your review) and provide the required insurance (Exhibit B). This agreement is effective for one year from the date on the service agreement. At the option of the City, the Agreement may be extended for additional one year periods not to exceed four (4) additional one year periods. Pricing changes shall be negotiated by and agreed to by both parties and may not exceed the Denver - Boulder CPI-U as published by the Colorado State Planning and Budget Office. Written notice of renewal shall be provided to the Service Provider and mailed no later than ninety (90) days prior to contract end.

I. Scope of Work: Fiber Optic Cable

A. Installation of Fiber Optic Cable

Pull fiber optic cable and innerduct through conduit following manufacturer's recommendations for installation. Installer must comply with specifications for cable bend radius and pull tension. Fiber optic cable must be hand-pulled unless Project Manager (the City-designated manager for the project) gives written permission for other pulling methods. All wiring and any necessary grounding shall comply with current NEC codes and local amendments.

Fiber optic cable must be protected by innerduct when run through conduits. Cable must be

run around the periphery of vaults unless this procedure would exceed the maximum bend radius. Slack cable shall be coiled, lashed to permanent support brackets, and properly identified. The Project Manager will specify slack cable to be provided at cable ends and vaults as needed for each cabling job. At cable terminations, any strands removed from cable sheath must be protected by fan-out tubing secured to the cable sheath. Fiber optic cable shall be terminated using ST style connectors. Individual connector loss shall not exceed EIA/TIA standards for db loss.

Only fusion splices will be allowed in fiber optic cable. The installer shall use a splice tray/enclosure to provide proper strain relief and protection to the splice. Splices shall not exceed EIA/TIA standards for db loss.

Fiber optic cable must be labeled in sequence from the origin, anywhere on the data communications backbone, to the destination. At the origin, the cable must be labeled with the destination name. At intervening vaults the labels must show the origin and destination. At the destination, labels must show the origin name. Fiber optic cable outside of conduit must be clearly labeled as: "Fiber Optic". All labels shall be heavy-duty, bright plastic markers acceptable to the Project Manager. When running cable from patch panel to patch panel, terminations should be in the same position and order in both panels. Conduit in the vaults shall also be labeled. All conduits shall have tracer wires in them. Empty conduits shall have tracer wire and pull strings in them. Tracer wire shall be included with all fiber cables. Tracer wire shall be grounded in each vault.

If cable is being installed in a duct bank containing high voltage electric cable, the vendor shall take all necessary precautions to safeguard the work crew from the dangers of working in a high voltage electrical environment. City of Fort Collins Light and Power personnel must be on hand when contractor employees are working in electrical vaults.

B. Testing

After fiber optic cable has been installed, terminated, and mounted in a patch panel, OTDR testing shall be done, with test results provided to the City. Test results shall be within the specifications of the EIA/TIA standards. Any splice that exceeds attenuation limits shall be reworked until the splice is within limits. The cable run must be replaced, at vendor's expense if it does not meet specifications.

C. Certification

Vendor shall be industry certified. Bidder shall include evidence of such certification with the bid response along with resumes, including certifications, for technicians who will be used on City cable splicing jobs.

Required Documentation

At the completion of each cabling project the vendor must supply the Project Manager with two (2) copies of the following:

1. Printed and computer diskette copies of OTDR test results. Diskette copies must be in a format approved by the Project Manager. Test strips and power meter records shall be labeled by strand number and the color which identifies the strand within the sheath.

2. Diagram of completed cable installation, detailing cable coils, splice points and vaults.

II. Scope of Work: Category 5e or better Cable

- A. Installation of Category 5e or better copper cabling.

Vendor must perform end to end Category 5e or better cabling for 10/100/1000BaseT Ethernet networks. Work will originate in a wiring closet and will require installing a new patch panel if one is not already in place. Category 5e or better, plenum rated cable is to be installed in ceilings and walls. Cabling jobs will require installing cable in finished ceilings, installing cable above drop ceilings, and running cable through walls or surface-mounted raceways, ending in flush-mounted or surface-mounted boxes with faceplates. Vendor must supply appropriate raceway, boxes and faceplates where needed. Both ends of cable must be terminated with Siemons Category 5e or better (EIA-T568B) jacks. Cable runs must be labeled at the patch panel and at the faceplate. Cable must be run neatly, using Velcro tie wraps, raceways, etc. to hang cable above ceiling tiles and in any other area where cable is exposed. All cabling components (jacks face plates, etc.) shall be of Siemons manufacture or can be AT&T manufacture in special cases approved by the City project manager.

- B. Testing

Completed runs must be tested using an appropriately rated tester approved by the Project Manager and results provided to the City.

- C. Certification

Vendor shall be Siemons certified. Bidder shall include evidence of such certification with the bid response along with resumes, including certifications, for technicians who will be used on City cabling jobs.

III. Repair

The selected vendors shall give evidence of the ability to offer emergency, off-hours repairs and list the hourly labor costs that would be charged to the City. This emergency repair is intended for such situations as a fiber-optic or copper cable that gets cut or damaged. An example would be a backhoe operator inadvertently hitting a City duct bank in the street. **The requirement will be that this repair crew can be brought on site and ready to make repairs within two hours of contact by the appropriate City personnel.**

IV. Method of Award

The City of Fort Collins will sign a Work Order Service Agreement (see attached sample) with the two lowest responsible and responsive bidders that meet the requirements **in each category** set forth in this bid proposal. Such Agreements will be for a period of one year, unless sooner terminated. In addition, at the option of the City, the award may be extended for additional one-year periods, as specified in the Service Agreement with the expectation of up to a five year continuing relationship as City funding permits. Each year pricing changes shall be negotiated by and agreed to by both parties, subject to the limits set forth in the Service Agreement. Price increases shall be justified by evidence of increased costs, such as supplier's invoices. Prices of materials are quoted for one year on a "not greater than" basis with the expectation that the bidder can pass on

discounted prices to the City of Fort Collins if available.

V. Use of Vendor List

The Primary Vendor will be contacted by the Project Manager and asked to provide a price quote for a specific cabling job, **based on the rates they have bid on the enclosed Bid Sheet**. The Vendor must advise the Project Manager if they cannot provide a quote or would not be able to complete a cabling job on schedule because of prior commitments, or for any other reason. In this case the Project Manager will contact the Secondary Vendor to provide the service. A Work Order form shall be completed and signed for each job, in accordance with the Work Order Service Agreement. A vendor's inability to quote on a job will not affect their inclusion in the vendor list.

VI. Special Conditions and Instructions

The City of Fort Collins reserves the right, based on the Vendor's subsequent performance, to terminate this agreement after written notice of any infractions is given and corrective actions are not satisfactory, or for misrepresentation of the claims stated in his/her bid.

Please complete and return the bid form. If you have any questions, contact Ed Bonnette, C.P.M., Buyer, Purchasing Office, at 970-416-2247. For technical questions call Dick Heyman, IT, 970-221-6283.

Fiber Optic and Copper Cabling Bid Sheet				
	PARTS	% Material Mark-up		
DESCRIPTION	PRICE PER UNIT			
ST to ST MMF patch cord 1 meter				
ST to ST MMF patch cord 2 meter				
ST to ST SMF patch cord 1 meter				
ST to ST SMF patch cord 2 meter				
Duplex ST-SC SMF 3m patch cords				
Connectors MMF				
Connectors SMF				
Siemons 24 port MMF patch panel				
Siemons 12 port MMF patch panel				
Siemons 24 port SMF patch panel				
Siemons 12 port SMF patch panel				
12 Strand MMF outside plant grade				
24 Strand MMF outside plant grade				
12 Strand SMF outside plant grade				
24 Strand SMF outside plant grade				
24 port MMF splice case				
48 port MMF splice case				
24 port SMF splice case				
48 port SMF splice case				
2 inch PVC conduit (per foot)				
3 inch PVC conduit (per foot)				
4 inch PVC conduit (per foot)				
Innerduct (per foot)				
Pull Tape (per foot)				
Tracer Wire (per foot)				
CAT 5e or better plenum rated cable				
Siemons CAT 5e or better EIA-T568B Jacks				
Siemons CAT 5e or better 24 port patch panel				

Fiber Optic and Copper Cabling Bid Sheet				
	PARTS	% Material Mark-up		
DESCRIPTION	PRICE PER UNIT			
Siemons CAT 5e or better 48 port patch panel				
Siemons 110 block field termination kits - wall mount				
Siemons 110 block field termination kits - rack mount				
84" by 19" rack				
Siemons Wall Mount bracket - dual port				
Siemons Surface Mount Box - dual port				
Siemons Face Plate - dual port				
Siemons Wall Mount Bracket - quad port				
Siemons Surface Mount Box - quad port				
Siemons Face Plate - quad port				
CAT 5e or better patch cord - 3 feet				
CAT 5e or better patch cord - 4 feet				
CAT 5e or better patch cord - 5 feet				
CAT 5e or better patch cord - 7 feet				
CAT 5e or better patch cord - 10 feet				
CAT 5e or better patch cord - 15 feet				
CAT 5e or better patch cord - 25 feet				
CAT 5e or better patch cord - 50 feet				
50 pair 24 AWG IWC plenum cable (per foot)				
100 pair 24 AWG IWC plenum cable (per foot)				
200 pair 24 AWG IWC plenum cable (per foot)				
50 pair 24 AWG Gel Filled Outside Plant (for exterior conduit) (per foot)				
100 pair 24 AWG Gel Filled Outside Plant (for exterior conduit) (per foot)				

Fiber Optic and Copper Cabling Bid Sheet				
	PARTS	% Material Mark-up		
DESCRIPTION	PRICE PER UNIT			
200 pair 24 AWG Gel Filled Outside Plant (for exterior conduit) (per foot)				
	LABOR			
Installing exterior conduit - labor (per hour)				
Pulling innerduct, trace wire and fiber cable - labor (per hour)				
Splicing fiber - labor (per hour)				
Terminating fiber - labor (per hour)				
Installing interior conduit - labor (per hour)				
Pulling interior CAT 5e or better copper cable - labor (per hour)				
Terminating CAT 5e or better copper cable - labor (per hour)				

City of Fort Collins will award Service Agreements to a Primary and a Secondary Vendor for both the Fiber Optic and the Copper Cabling categories, based on OVERALL ranking of Line Item results on this Bid Sheet. BIDDERS: PLEASE INDICATE THE PERCENTAGE OF MATERIAL MARK-UP YOU ARE PROPOSING TO CHARGE THE CITY, FOR EACH PARTS PRICE BID.

FIRM NAME: _____	PHONE/FAX: _____
ADDRESS: _____	
BIDDER'S NAME: _____	DATE: _____
SIGNATURE: _____	