



KANAWHA COUNTY  
POLICE | FIRE | EMS

# METRO EMERGENCY OPERATIONS CENTER OF KANAWHA COUNTY

200 Peyton Way  
Charleston, WV 25309  
(304) 746-7911

## Request for Proposals (RFP)

Re: Radio Communications Tower Repair

Date: April 10, 2018

**Bid Opening:** Bids must be received on or before Monday, April 30, 2018 at 2:00 pm at the Metro Emergency Operations Center of Kanawha County (the "Center"), 200 Peyton Way, Charleston, WV 25309.

### INSTRUCTIONS TO VENDORS:

#### **\*PLEASE USE THIS FORM AS THE COVER SHEET FOR YOUR BID**

1. Bids must be received in a sealed envelope with the name and address of the vendor. The envelope must also show "Proposal for Radio Communications Tower Repair" with the date and time that bids are due on the outside of the envelope. Faxed bids or electronically-submitted bids will not be accepted.
2. Bids must include original and two copies.
3. Bids must be F.O.B. Delivery Point, unless otherwise indicated in bid.
4. Bids must be signed in ink, showing all facts and the total amount.
5. The Center reserves the right to accept or reject in part or in whole any bid submitted, whichever is in the best interest of the Center.
6. Please note that all times are Eastern unless otherwise stated.

Item No.	Description	Amount
1		\$ .
2		\$ .
3		\$ .

Written Bid Amount: \_\_\_\_\_ Dollars \_\_\_\_\_ Cents

Vendor Name: \_\_\_\_\_

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

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

Signature: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Vendor Name \_\_\_\_\_

**Metro Emergency Operations Center  
of Kanawha County  
Request for Proposals**

- PURPOSE AND SCOPE:** Metro Emergency Operations Center of Kanawha County (the Center) is soliciting proposals for radio communications tower repair.
- ITEM(S):**
1. Repair of the concrete foundation of a RADIANT (Drawing: A040380; attached hereto) 180-foot self-supporting radio tower, repairing cracking, chipping, and/or spalling, of the foundation as necessary, by adding a waterproof sealer to prevent water from entering and causing further deterioration to the foundation;
  2. Replacement of a damaged horizontal and other repairs in accordance with the standards, requirements, terms, and conditions specified by the entity, which are incorporated into this request.
  3. Warranty of a minimum term of 12 months (please indicate other available terms) on Items 1 and 2 above.
- LOCATION AND TIME IN WHICH WORKED WILL BE COMPLETED:** The Center -- 200 Peyton Way, Charleston, WV 25309 -- during its regular business hours of Monday-Friday 8:00 am to 5:00 pm, excluding Kanawha County Commission holidays
- SPECIFICATIONS:** The included specifications are intended to describe the requested work for the Center; the details contained in these specifications are not designed to exclude any vendor from bidding but, rather, are offered as a means of describing the needs of the Center. Where brand names may be used, the words "or equal" are assumed to follow. All specifications are minimum requirements.
- CONTACT:** Radio Group  
Metro Emergency Operations Center of Kanawha County  
(304) 746-7911 or [rfp@metro911.org](mailto:rfp@metro911.org)
- BID DUE DATE:** Bids must be received in a **clearly-labeled**, sealed envelope on or before Monday, April 30, 2018 at 2:00 pm at the Center -- 200 Peyton Way, Charleston, WV 25309. Faxed or electronically-submitted bids will not be accepted.
- OPTIONAL PRE-BID:** The Center will hold an optional pre-bid on Tuesday, April 17 at 2:00 pm at the Center -- 200 Peyton Way, Charleston, WV 25309. A phone-in option is available. Vendors must request phone-in instructions by Monday, April 16 at 2:00 pm by emailing [rfp@metro911.org](mailto:rfp@metro911.org); the Center will thereafter provide phone-in instructions to interested Vendors by Monday, April 16 at 5:00 pm.
- WALK-THROUGH:** To assist the Vendor with repair cost analysis, immediately following the optional pre-bid on Tuesday, April 17, the Center will hold an optional walk-through at the Center -- 200 Peyton Way, Charleston, WV 25309. Additional walk-throughs may be scheduled at the Center's discretion by emailing [rfp@metro911.org](mailto:rfp@metro911.org). Vendors may review photographs for deficiencies by requesting the photographs via email at [rfp@metro911.org](mailto:rfp@metro911.org). The Center will then send a password-protected link giving access to these photographs.
- ADDENDUM(S):** Any necessary RFP addendum will be posted on the Center's website at [metro911.org](http://metro911.org) by Thursday, April 19 at 2:00 pm.
- OTHER:** The Center will not be responsible for any expenses incurred in the preparation and/or presentation of bid or for the disclosure of any information or material received in connection with the solicitation, whether by negligence or otherwise.

Vendor Name \_\_\_\_\_

Bids may be withdrawn prior to the scheduled date and time, or postponement thereof, of the opening of bids. Bids will not be accepted after the scheduled date and time. No vendor may withdraw a bid after bid opening. Once bids are unsealed, all bid documents become public record. The Center reserves the right to reject any and/or all bids, with or without cause, and to waive any informality in bidding. The Center further reserves the right to resolicit proposals.

Payment will be released within 30 days of completion of work that is satisfactory to the Center.

### **Pricing Pages**

'Pricing Pages' refers to the schedule of prices, order quantity, and totals, provided by the Vendor, and shall be attached in the Vendor's response as *Exhibit A*.

Vendor should complete the Pricing Pages by placing a per item price in the "Unit Price" section of the pricing pages and then multiplying that price by the "Extended Price" field. Vendor shall then total the amount listed for all quoted items in the "Total" field on the Pricing Page. Vendor should complete the Pricing Pages in their entirety as failure to do so may result in Vendor's proposal being disqualified.

The Pricing Pages contain a list of the contract items and estimated purchase volume. The estimated purchase volume for each item represents the approximate volume of anticipated purchases only. No future use of the Contract or any individual item is guaranteed or implied.

Vendor should type or electronically enter the information into Pricing Pages to prevent errors in the evaluation. The Pricing Pages can be created by Microsoft Excel or other compatible spreadsheet program. Vendor shall have copies of the generated spreadsheets (Exhibit A) available upon request of the Center.

### **General Information and Requirements**

The proposal must include pricing for all work to meet the specifications below. Details must be provided where proposed specifications are not exactly as requested.

- Provide anticipated concepts and proposed methods of approach for:
  - Site not draining properly
    - Install a system that is non-clogging (would consider trench/U or V channel/SmartDitch material/filled with rock/other suggestions).
  - Clean the foundation, epoxy/grout cracks, and seal foundation.
  - Furnish and/or replace rusty and/or damaged horizontal(s) on RADIANT 180-foot tower (Drawing: A040380; attached hereto).
  - Furnish/replace/properly install structural bolts as required. Bolts should be installed from the bottom up.

Vendor Name \_\_\_\_\_

- Properly torque tower structural bolts.
- Furnish and install pal nuts or lock nuts on all structural bolts as required.
- Furnish/replace/properly install/re-torque all loose tower ladder structural bolts as required.
- Wire brush and cold galvanize structural bolts as required.
- Furnish/replace/properly install bolts on cross member bracing with Pal/lock nuts.
- Furnish/replace/properly install missing antenna mounting hardware as required.
- Wire brush and cold galvanize antenna mounting hardware as required.
- Furnish/replace/properly install clips or band-it(s) (or other stainless-steel cable tie to properly secure feedlines).
  - Nylon Tie wraps will not be utilized.
- Furnish and install buss bar(s).
- Furnish and install lightning rod extension as required.
- Discuss before removal should the tower have unused hardware, lines/antenna(s), and/or equipment (stripping tower)
- Furnish and apply sealant to antenna connections and repair as necessary
  - Scotch-coat or other approved sealant
- Repairs for the foundation should, when applicable, maintain all industry standards, including, but not limited to, ANSI, EIA, ASTM, TIA, or other tower industry best practices (222G/F, R56).
  - Including, but not limited to, rebar, bonding agent, weep holes, grout, sealant, cathodic protection, concrete testing with reports to be provided to the Center.
  - Successful Vendor is to consider PolyPatch repair or similar product which can be applied to the foundation cap.
  - Successful Vendor is to present a repair life span estimate which provides all design repairs and construction plans for the foundation repair(s) with a projected longevity/duration/life span/MTBF estimate.
- Design repairs for improving the existing grounding system to enhance protection from lightning for the tower, ice bridge, entry port, cable routing trays, equipment room (all electronic equipment, racks, cable trays, two-way radios, computers, and telephones), to current industry standards, including, but not limited to ANSI, EIA, ASTM, TIA, or other lightning protection industry best practices (222H,G/F, R56).

Vendor Name \_\_\_\_\_

- Furnish/replace/properly install grounding as needed
- Furnish/replace/properly ground feedlines at entry point
- Furnish/replace/properly install down conductor
- Furnish/replace/properly ground tower legs to halo, if needed
- Prepare the necessary bid documents.
- Successful Vendor is to prepare all contract and all other documents associated with the approved designed repairs and modifications.
- Successful Vendor is to provide construction monitoring.
  - The Center requires the Successful Vendor to provide project management of all aspects if subcontractors are utilized.
  - Successful Vendor shall be available on site for critical repair construction phase inspections, any and all unforeseen problems, issues that may arise, and/or requests by construction superintendent(s), the Center.
  - The Center requires the Vendor Project Management Team to respond to all telecommunications (telephone, email, SMS/Text) within 1 hour.
- Upon completion of all work, Successful Vendor is to provide a standard tower annual inspection report, listing critical, safety, off the air, routine, etc. deficiencies, if any.
- If construction drawings are utilized, the Successful Vendor shall provide two (2) sets of "As Built" / close-out package of construction drawings, construction phase photographs (initial, preparation, start, progress, completion), and create PDF files on CD/DVD(s) of said close-out package.
- Please quote warranty, including materials and workmanship, to be considered when evaluating the radio communications tower for inspection per EIA 222-G/FAA and FCC rules. Vendor agrees that any recommended repairs deemed necessary pursuant to independent inspections within the warranty period will be the responsibility of the Vendor. These include, but are not limited to, any issues that pose threat to safety or threat to the lasting structural integrity of the tower. These do not include future issues that were not present at the time of the Vendor's repairs if those issues could not have been prevented.

**Installation Services:**

Vendor should type or electronically enter the information into Pricing Pages (Exhibit A) to prevent errors in the evaluation. The Pricing Pages (Exhibit A) can be created by Microsoft Excel or another compatible spreadsheet program.

**Return of Unacceptable Items**

If the Center deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor

Vendor Name \_\_\_\_\_

at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Center to arrange for the return and reimburse the Center for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Center with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Center. The returned product shall either be replaced, or the Center shall receive a full credit or refund for the purchase price, at the Center's discretion.

### **Reservations of Rights by the Center**

The issuance of this RFP does not constitute an agreement by the Center that any contract will actually be entered into by the Center. The Center expressly reserves the right at any time to:

- Waive or correct any defect or informality in any response
- Reject any or all responses
- Reissue a *Request for Proposals*
- Prior to submission deadline for proposals, modify all, or any portion, of the selection procedures, including deadlines for accepting responses, the specifications or requirements for any materials, equipment, or services to be provided under this RFP, or the requirements for contents or format of the proposal; such modifications will be posted in a properly-posted addendum
- Procure any materials, equipment, or services specified in this RFP by any other means or
- Determine that no project will be pursued

### **Miscellaneous**

**No Substitutions:** Vendor shall supply only Contract Items submitted in response to the RFP unless a contract modification is approved in accordance with the provisions contained in this Contract.

**Vendor Supply:** Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.

### **Documentation Requirements**

**Real Estate and Personal Property Taxes:** No bid contract will be awarded to a vendor who is listed on the last published list of delinquent real or personal property taxes in Kanawha County; however, the Center will accept bids from vendors who provide satisfactory proof of payment of current taxes or a certification from the Sheriff that no taxes are due prior to award of said contract.

**Required Forms:** Vendor shall complete and submit, or have on file with the Center, a Vendor Registration and Disclosure Statement Form and a State of West Virginia No Debt Affidavit, both of which can be found on the Center's website at metro911.org, as well as a completed IRS Form W9.

Before any work begins, the vendor must provide the Center with a current Certificate of Insurance with proof of minimum one million-dollar-liability coverage and proof of workers' compensation insurance as well as a copy of the vendor's current WV Contractor's License.

#### *Required Forms Checklist*

\_\_\_ *Vendor Registration Form, if not already on file with the Center*

\_\_\_ *State of WV No Debt Affidavit*

\_\_\_ *IRS Form W9, if not already on file with the Center*

\_\_\_ *Current Certificate of Insurance with proof of current minimum one-million-dollar-per-occurrence*

Vendor Name \_\_\_\_\_

*commercial general liability coverage with the Center named as additional insured*

\_\_\_ *Certificate of Insurance with proof of workers' compensation insurance*

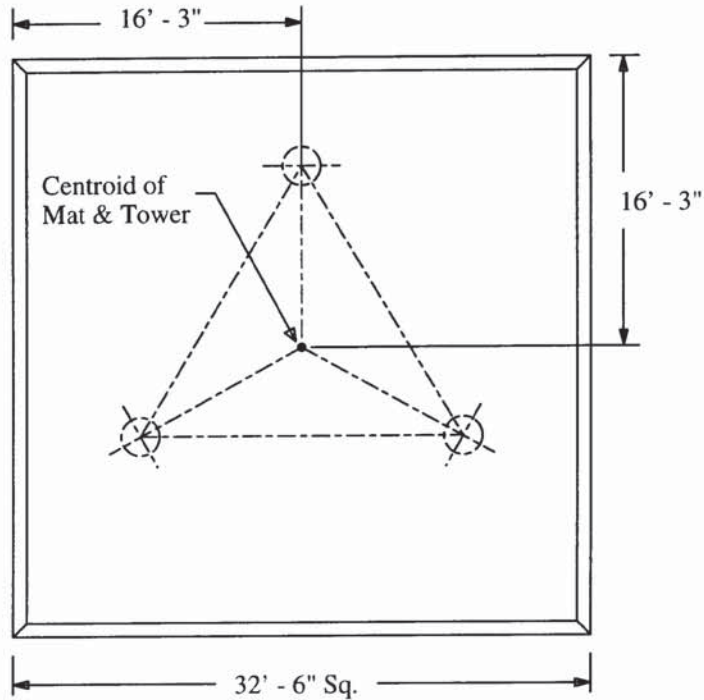
\_\_\_ *Copy of WV Contractor's License*

**Bid Documents:** All documents and information submitted in response to this solicitation shall, pursuant to the WV Freedom of Information Act, become public record.

**References:** Please include the name, address, and contact information for three business-type references.

**Conflict of Interest – Mandatory:** Affirm that your firm and all individuals that will be assigned to this transaction are free from all obligations and interest which conflict with the interest of the Center.

**NOTE : SEE TOWER ASSEMBLY DRAWING FOR FOUNDATION LAYOUT AND ANCHORAGE EMBEDMENT DRAWING NUMBER.**



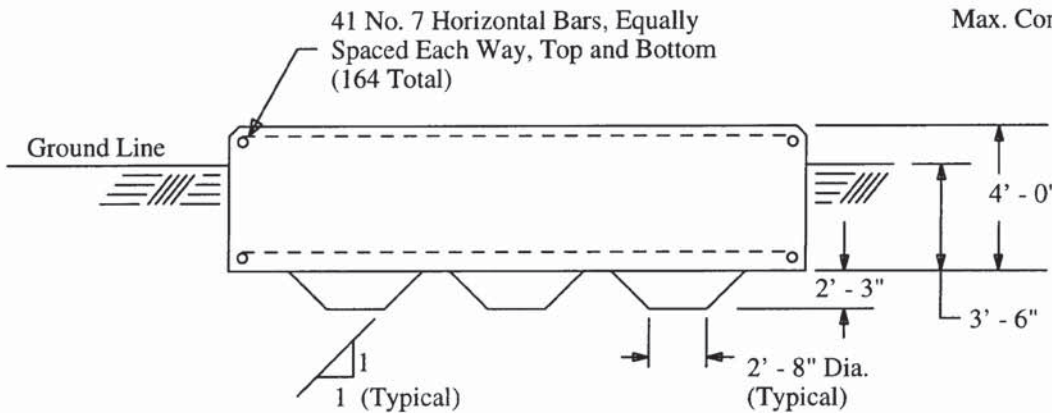
**PLAN**

**VOLUME OF CONCRETE**

161.6 Cu. Yds.

**REACTIONS**

Maximum OTM = 5895.1 Ft-Kips  
 Total Tower Wt = 40.1 Kips  
 Total Shear = 58.0 Kips  
 Max. Shear/Leg = 38.7 Kips  
 Max. Ten./Leg = 283.9 Kips  
 Max. Comp./Leg = 312.4 Kips



**ELEVATION**

SITE: KANAWHA OPERATIONS CENTER  
 SHEET 1 OF 3

No.	Revision Description	Date	Rev By	Ckd By	Appd By
THIS DRAWING IS THE PROPERTY OF RADIAN. IT IS NOT TO BE REPRODUCED, COPIED OR TRACED IN WHOLE OR IN PART WITHOUT OUR WRITTEN CONSENT.					
Scale: NONE			<p style="text-align: center;"><b>RADIAN</b></p> <p style="text-align: center;"><b>Mat Foundation Detail</b></p> <p style="text-align: center;">For <b>KANAWHA COUNTY, WV</b></p>		
By:	MAR	10/20/04			
Checked:	HA	10/20/04			
App. Eng.:	HA	10/20/04			
ENG. FILE: 56686eh/0670007			DRAWING NO.: A040380-1		



# Foundation General Notes

1. Foundation Design has been developed in accordance with generally accepted professional engineering principles and practices within the limits of the subsurface data provided. Foundation design modifications may be required in the event the following design parameters are not applicable for the subsurface conditions encountered.
  - A. Allowable net bearing pressure at 3.5 foot depth = 4.0 ksf.
  - B. Maximum frost depth less than depth of foundation.
  - C. Ground water table below depth of foundation.
2. Work shall be in accordance with local codes, safety regulations and unless otherwise noted, the latest revision of ACI 318, "Building Code Requirements for Reinforced Concrete". Procedures for the protection of excavations, existing construction and utilities shall be established prior to foundation installation.
3. Concrete materials shall conform to the appropriate state requirements for exposed structural concrete.
4. Proportions of concrete materials shall be suitable for installation method utilized and shall result in durable concrete for resistance to local anticipated aggressive actions. The durability requirements of ACI 318 Chapter 4 shall be satisfied based on the conditions expected at the site. As a minimum, concrete shall develop a minimum compressive strength of 3000 psi (20.7 MPa) in 28 days.
5. Maximum size of aggregate shall not exceed size suitable for the installation method utilized or 1/3 clear distance behind or between reinforcing. Maximum size may be increased to 2/3 clear distance provided workability and methods of consolidation such as vibrating will prevent honeycombs or voids.
6. Reinforcement shall be deformed and conform to the requirements of ASTM A615 grade 60 unless otherwise noted. Splices in reinforcement shall not be allowed unless otherwise indicated.
7. Welding is prohibited on reinforcing steel and embedments.
8. Minimum concrete cover for reinforcement shall be 3 inches (76 mm) unless otherwise noted. Approved spacers shall be used to insure a 3 inch (76 mm) minimum cover on reinforcement.
9. Foundation design assumes structural backfill to be compacted in 8 inch (200 mm) maximum layers to 95% of maximum dry density at optimum moisture content in accordance with ASTM D698. Additionally, structural backfill must have a minimum compacted unit weight of 100 lb./cu.ft. (15.7 kn/m<sup>3</sup>).
10. Foundation design has been based on geotechnical report dated 10/11/02 by American Geotech, Inc.
11. Foundation depth indicated is based on the grade line described in the referenced geotechnical report. Foundation modification may be required in the event cut or fill operations have taken place subsequent to the geotechnical investigation.
12. Foundation design assumes level grade at site.
13. Foundation design assumes the recommendations in the referenced geotechnical report concerning verification of subsurface conditions are implemented prior to placement of concrete.

14. Foundation installation shall be supervised by personnel knowledgeable and experienced with the proposed foundation type. Construction shall be in accordance with generally accepted installation practices.
15. Foundation design assumes installation procedures will incorporate the procedures recommended in the referenced geotechnical report.
16. Foundation design assumes field inspections will be performed to verify that construction materials, installation methods and assumed design parameters are acceptable based on conditions existing at the site.
17. For foundation and anchor tolerances see drawing A810214.
18. Loose material shall be removed from bottom of excavation prior to concrete placement. Sides of excavation shall be rough and free of loose cuttings.
19. Concrete shall be placed in a manner that will prevent segregation of concrete materials, infiltration of water or soil and other occurrences which may decrease the strength or durability of the foundation.
20. Concrete preferably shall be placed against undisturbed soil. When forms are necessary, they shall be removed prior to placing structural backfill.
21. Foundation design assumes continuous concrete placement without construction joints.
22. Top of foundation outside limits of anchor bolts shall be sloped to drain with a floated finish. Area inside limits of anchor bolts shall be level with a scratched finish.
23. Exposed edges of concrete shall be chamfered 3/4" x 3/4" (19mm x 19mm) minimum.