



KANAWHA COUNTY
POLICE | FIRE | EMS

METRO EMERGENCY OPERATIONS CENTER OF KANAWHA COUNTY

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

Request for Proposals

RE: Microwave Antenna Installation

Date: July 10, 2018

Fiscal Year: 2019

Bid Opening: Bids must be received on or before Monday, July 23, 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 "Microwave Antenna Installation" 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.

Item No.	Description	Amount
1		\$.

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**

ITEM: Metro Emergency Operations Center of Kanawha County ("Metro," hereafter referred to as the Center) Microwave Antenna Installation

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

National Weather Service – RLX Radar Site, 400 Peyton Way, Charleston, WV 25309
38°18'49.3"N 81°43'22.9"W

WV Public Broadcasting Tower Site, 1556 Garfield Ave, Charleston, Kanawha County, WV 25387 – Latitude 38° 22' 33.08", Longitude -81° 39' 25.60"

Off-Air Time

RF shut-down or "off the air" work will be coordinated with WV Public Broadcasting, WV SIRN, and Metro. No period of RF shut-down or "off the air" is permitted to be longer than 8 hours, nor extended over a weekend or holiday unless agreed in advance, during normal business hours, and necessary to accommodate on-going work without a labor penalty to the Center. On-going work means is in occurrence and the site is not idle.

CONTACT: Jim Mangus, Communications Coordinator
Metro Emergency Operations Center of Kanawha County
200 Peyton Way, Charleston, WV 25309
(304) 746-7911, rfp@metro911.org

BID DUE DATE: Bids must be received in a sealed envelope on or before 2:00 pm Eastern on July 23, 2018 at the Center, 200 Peyton Way, Charleston, WV 25309. The envelope must also show "Microwave Antenna Installation" 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.

PURPOSE AND SCOPE: The Kanawha County Radio Group is soliciting quotations for installation of four (4) dish antenna, transmission line, and related hardware antenna, in the Charleston, WV area.

MANDATORY PRE-BID: The Center will not hold a pre-bid. However, the Center will allow a site walkthrough beginning at 9:00 am Eastern on both July 11 and July 18, 2018. Please email rfp@metro911.org to schedule a walkthrough.

An RFP addendum, if necessary, will be posted at metro911.org by 6:00 pm Eastern on July 18, 2018.

SCOPE OF WORK: Relevant sections of a path study report (report) will be provided upon request. Please email rfp@metro911.org with subject "RFP."
Installation of antennas, transmission lines, and related hardware on:
1 – 3 foot antenna on a 180 ± Foot Self-Supporting Tower;
1 – 3 foot antenna & 1 - 4 foot antenna on a 140 ± Foot Self-Supporting Tower; and
1 – 4 foot antenna on a 330 ± Foot Self-Supporting Tower.

Vendor Name _____

**LIMITATIONS,
EXCEPTIONS,
RESTRICTIONS, AND
QUALIFICATIONS:**

The Center expects the successful bidder to be the primary entity directly capable and responsible to execute this RFP. Submissions by non-contractors, tower management firms, and equipment sales companies acting as an agent on behalf of a third-party or not otherwise wholly-owned or direct subsidiary established tower construction and service firms, where the relationship is of a pass-through or “percentage of bid” only nature, without the established means to execute from personal and equipment sources retained “in house” will not be considered.

OTHER:

Prior to commencement of this project -- *Microwave Antenna Installation* – the Project *Antenna Removals from a 330± Foot Self-Supporting Tower* must be complete. The successful bidder shall coordinate timing of the antenna installation with the Center.

The successful bidder (hereafter referred to as “Bidder”) may be required to furnish the following information:

- Furnish evidence in writing that Bidder maintains a permanent place of business and has adequate equipment, finances, and personnel to furnish the service satisfactorily and expeditiously. Prior to the award of any contract, the Center reserves the right to inspect Bidder’s place of business and equipment for purposes of determining ability to meet terms and conditions as set forth herein.
- Documentation of at least 3 removals and/or installation of antenna systems at greater than 200 feet AGL.
- Number of crews
- Years of experience of each employee
- Qualifications and industry certifications (e.g. NATE, COMTRAIN) of personnel

Bidder will have responsibility of all crews.

Only qualified journeymen will be considered to work on this project. Apprentices and assistants must always be working under the direct supervision of Bidder’s qualified journeymen.

All employees used by Bidder pursuant to this RFP shall be thoroughly familiar with antenna removals, and adhere to all applicable safety procedures.

Rigging: Attachment and removal of rigging tower as necessary must be accomplished in a safe and efficient manner in accordance with established work practices.

Bidder shall realize the nature of working on a site with elevated levels of RF exposure, including both controlled and uncontrolled exposure. Bidder shall make all necessary efforts of procedure, practice, tools, and equipment necessary to the safety of all personnel within the vicinity of the site or within 20 feet of any potential source of RF radiation hazard.

General Information and Requirements

- Mounting of 4 antennas with side arms, alignment(s), etc.
- Elliptical Waveguide Standard, 10.2-11.7 GHZ, BLACK PE JACKET
- Any and all necessary hardware and accessories
- Bidder shall plan on transporting any and all supplied parts by the Center to the installation sites.

Vendor Name _____

A path survey can be provided upon request to rfp@metro911.org with email subject "Request for Tower Mapping File."

Prevailing Wage

Bidder is expected to be knowledgeable and responsible for performing services in compliance with Davis-Bacon Prevailing Wage requirements.

Equipment

- Antenna/Accessories Provided:
 - Quant-2/Metro to NWS) Antenna, 10/11 GHZ, 1.0 M (3FT), VALULINE, HPLP, REMOTE MOUNT, DISH (STD: WHITE), 10.125-11.7 GHZ, RADOME (STD: GRAY), CPR90G, SINGLE POL., CLASS III/FCC101A/B, SINGLE PIECE REFLECTOR, 250 KMPH, 180 KMPH (VHLP3-11W-6WH/A)
 - (Quant-2/NWS to Garfield WV Pub Broadcasting) ANTENNA, 10/11 GHZ, 1.2 M (4FT), VALULINE, HPLP REMOTE MOUNT, DISH (STD: WHITE), 10.125-11.700 GHZ, RADOME (STD:GRAY), CPR90G SINGLE POLARIZED, CLASS III/FCC101A/B, SINGLE PIECE REFLECTOR, 250 KMPH (SURVIVAL), 200 KMPH (OPERATIONAL) (VHLP4-11W-6WH/A)
- Feedline Accessories Provided:
 - 970 ft - ELLIPTICAL WAVEGUIDE STANDARD, 10.2-11.7 GHZ, BLACK PE JACKET, PER FOOT (EW90-F) 220-Metro, 470-NWS, 280-Garfield
 - 11 - HARDWARE-KIT (ONE KIT PER 100FT) (HARDWARE-KIT) AND-HARDWARE-KIT 3-Metro, 5-NWS, 3-Garfield
 - 4- EW90INSTALL-KIT (ONE KIT PER WAVEGUIDE RUN) (EW90INSTALL-KIT) 1-Metro, 2-NWS, 1-Garfield
 - 33 -HANGER KIT OF 10 FOR EWP90 (42396A-5) 8-Metro, 16-NWS, 9-Garfield
 - 4- WAVEGUIDE BOOT FOR EWP90, 4 IN (WGB4-90) 1-Metro, 2-NWS, 1-Garfield
 - 0 - ENTRANCE PANEL, 1 PORT, 4 INCH port size (204673-1)
 - 3- ENTRANCE PANEL, 2 PORT, 1 X 2, 4INCH port size (204673-2A) 1-Metro, 1-NWS, 1-Garfield
- Pressurization and Accessories Provided:
 - DEHYDRATOR,8 CFH,3PSI,120/240V,50/60HZ (MT050C) 1-Metro, 1-NWS, 1-Garfield
 - DISTRIBUTION MANIFOLD,2-PORT,0-15.0 PSIG,25 FEET OF TUBING PER PORT, WALL MOUNTABLE (6600D-2) 1-Metro, 1-NWS, 1-Garfield
- Bidder Shall Provide:
 - The Center is NOT providing antenna tower mounts at any of the 3 locations; therefore 4 galvanized steel antenna mounts utilizing, if necessary, stand-off/angled-offset for proper alignment will be provided by Bidder.
 - Bidder shall furnish and supply any additional/necessary hangers, grips, adaptors, hoists, and grounding materials to insure compliance with industry standards and common industry practice(s).
 - Bidder will install for 2 - EW90-F's conduit drop from one NWS building to a NWS storage building, similar in appearance and routing to other existing conduits and entries. An approximate location has been identified (see path study photos). The conduit will be sealed against weather penetration.

Vendor Name _____

- Bidder Shall Fabricate:
 - Bidder shall fabricate a quantity of four (4) - 3rd arm bracing, one for each antenna to better insure stability and reduce antenna miss alignment during high wind events.

Project Coordination

Prior to commencement of this project – Microwave Antenna Installation – the Project *Antenna Removals from a 330± Foot Self-Supporting Tower* must be complete. Bidder shall coordinate timing of the antenna installation with the Center.

Installation

- Drilling may be required for port entries. Metro and Garfield will need a 2-port entry cushion (7/8" & EWP90-F) and NWS will most likely need a 2-port EWP90-F entry cushion; Bidder shall place a conduit between the two NWS buildings.
 - No additional ice bridges needed
- Mechanical Completeness
 - Furnish all necessary brackets, struts, rods, couplings, nuts, washers, bolts, flanges, hangers, grips, hoists, clamps, gussets, rounds or angled member adaptors, and/or any other adaptors or other structural accommodations necessary for the proper, secure, and prolonged mounting of antenna, cables, coaxial cables, transmission lines, patch bays, and entry ports.
 - Assemblies of nuts, bolts, and washers to be done per acceptable recommended practice. The "up and out" manner of attachment shall be followed. Proper placement and sequence of nut/bolt/washer shall be followed and torque to manufacturer's specifications.
- Building Materials
 - Furnish and install all caulk, paint, fastening, building, and insulating materials necessary to the preparation and repair of areas disturbed on interior and exterior building surfaces or the equipment and structures thereupon.
- RF System Completeness
 - Furnish and install all necessary O-rings, greases, flanges, anchor-insulators, couplings, elbows, transitions, connectors, and terminations necessary.
 - Installation shall be complete to the proper installation and operation of the RF microwave output of transmitter to the antenna(s).
 - All exterior RF components are to be mounted, supported, and secured at an interval and manner recommended by the manufacturer to reduce friction, wear, and deformation (maintain impedance) due to weight-induced sag. Exterior components are to be suitable to the environment, air-dielectric, and sealed with demonstration of integrity.
 - Interior components: All RF transmission chain components are to be mounted, supported, and secured at an interval and manner recommended by the manufacturer to reduce friction, wear, and deformation (maintain impedance) due to weight-induced sag.
- Electrical Grounding and Bonding
 - Bidder shall provide any additional ground kits required to bond to tower ground buss where coax enters and leaves the tower (antenna and base) and at building entry.
 - Bidder shall provide any additional ground buss bars and insulated standoffs for transmission

Vendor Name _____

line ground kits upon tower, bonding to tower and at entrance ports to new building. Grounding to equipment, feedline, etc. is to be not less than green #6 AWG copper stranded wire with two-hole lugs.

- Bidder must comply with rules/regulations/requests from the NWS.
- Bidder should plan on returning trip(s) to each site for the final antenna adjustments (optimization – level setting, power adjustment, etc.), assuring microwave paths have path reliabilities of not less than 99.995% and a fade margin of not less than 30 dB for the 2 microwave hops.
 - NOTE: Delay may be because of the physical installation of the microwave equipment.

Mandatory Completion Date

The project – Microwave Antenna Installation – must be completed and invoiced to the Center at finance@metro911.org by August 15, 2018. The only exception to this deadline is a weather-induced delay approved by the Center. In the case of weather-induced delay, the project must be completed and invoiced to the Center by August 22, 2018. Vendors shall not submit a bid if they are unable to meet this date requirement.

All work completed beyond the mandatory completion date above must be reauthorized by the Center and may incur up to 25% penalty or actual cost to the Center for delay.

Remaining Supplies

- Remaining supplies, coaxial cable, materials, and consumable contents of any crates, cartons, bags, or boxes are the property of the Center and shall be retained on site unless agreed otherwise with the Center's management.
- Any cables, adaptors, connectors, tools, software, etc. provided with a product shall remain with the Center.
- Offeror shall remove any and all supplies and packaging not retained by the Center (see Clean-Up listed below).

Clean-Up

The will be responsible for the clean-up of any waste, extraneous or used material, packing material, shipping support structures, spillages, by-product resulting from the delivery, and/or unloading and/or removal of equipment. Bidder shall be liable and in all respects responsible for all costs of clean-up and immediate action required on account of the release of any hazardous substance or regulated substance which is brought on premises by Bidder, to the extent that Bidder is the cause of any such release. Bidder shall be responsible for penalties, fines, costs, and expenses or claims which may be assessed against the Center or for which the Center may become liable as a direct result of personal injury or property damage resulting from any such release caused by Bidder.

Bidder shall, from day-to-day, clean up and remove waste materials and rubbish, leaving the areas used by bidder clear of all obstruction. Upon removal, Bidder shall remove from the site all tools and machinery owned or rented by Bidder and all rubbish and material.

Commission and Testing

Vendor Name _____

If necessary, Bidder shall VNA sweep test each antenna and approve before RF power is applied.

A passing test of each antenna system must operate to antenna manufacturer's specification.

Options

The specifications are intended to describe the requested work for the Center; the details contained herein are not designed to exclude any vendor from bidder, but rather are offered as a means of describing the needs of the Center.

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.

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.

Return of Unacceptable Items:

If the Center deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor 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 Center's discretion.

Miscellaneous

No Substitutions: Vendor shall supply only contract Items submitted in response to the RFQ 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.

Vendor Name _____

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 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.

Reservation 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 response, 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 proposals;
- Procure any materials, equipment, or services specified in this RFP by any other means; or
- Determine that no project will be pursued.