



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 Tower Repairs to 5 Radio Towers at 3 Sites: Clendenin, Cross Lanes, and Malden

Date: February 5, 2021

Bid Opening: Bids must be received on or before Thursday, March 4, 2021 at 2:30 pm Eastern 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 Tower Repairs" 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. The Bid amount shall be all-inclusive, including, but not limited to, shipping and handling. All other costs will be considered non-compliant.
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. Any RFP addendums will be posted at metro911.org.

Item No.	Description	Amount
1	Radio Towers Repairs to 5 Radio Towers at 3 Sites: Clendenin, Cross Lanes, and Malden	\$.

Written Bid Amount: _____ Dollars _____ Cents

Vendor Name: _____

Address: _____ Date: _____

Telephone: _____

Signature: _____ E-Mail: _____

Bid expiration date: ____/____/____

Vendor Name _____

Metro Emergency Operations Center of Kanawha County Request for Proposals (RFP)

ITEM: Radio Towers Repairs to 5 Radio Towers at 3 Sites: Clendenin, Cross Lanes, and Malden

LOCATION AND TIME IN WHICH WORKED WILL BE COMPLETED: Tower 1 of 5 – Clendenin Tower #1: 130 Ford Pointe, Clendenin, WV 25045 – Global Positioning System (GPS) location: 38°31'46.7"N 81°24'12.3"

Tower 2 of 5 – Cross Lanes Tower #1: 300 Nan Pointe, Charleston, WV 25313 – Global Positioning System (GPS) location: 38°24'29.4"N 81°46'40.8"W

Tower 3 of 5 – Cross Lanes Tower #2: 300 Nan Pointe, Charleston, WV 25313 – Global Positioning System (GPS) location: 38°24'29.4"N 81°46'40.8"W

Tower 4 of 5 – Malden Tower #1: 250 Malden Pointe, Charleston, WV 25306 – Global Positioning System (GPS) location: 38°16'57.0"N 81°31'52.2"W

Tower 5 of 5 – Malden Tower #2: 250 Malden Pointe, Charleston, WV 25306 – Global Positioning System (GPS) location: 38°16'57.0"N 81°31'52.2"W

The successful bidder may perform work on days and during hours that it deems appropriate as long as it meets the Center's required timeframe listed in this RFP. The successful bidder shall initiate communication with the Center's project contact at least daily (on workdays) in order to provide progress updates.

CONTACT: David Armstrong
Kanawha County OES
409 Virginia Street,
Charleston, WV 25301
Telephone: 304-357-0037
rfp@metro911.org

BID DUE DATE: **Bids must be received in a sealed envelope on or before March 4, 2021 at 2:30 pm at the Center -- 200 Peyton Way, Charleston, WV 25309. Faxed or electronically-submitted bids will not be accepted.**

MANDATORY PRE-BID: The Center will hold a **mandatory pre-bid at 9:00 am on Friday, February 19, 2021** at the Center's facility located at 200 Peyton Way, Charleston, WV. Questions regarding the Center's expectations will be addressed during the mandatory pre-bid. During this time, the Center representatives will accompany pre-bid attendees/prospective bidders to each tower site; pre-bid attendees should allow approximately six hours for this mandatory pre-bid. No bid will be accepted from a Company that did not have a representative present at the pre-bid start time; thus, late arrival to the pre-bid will disqualify the Company from bidding.

Vendor Name _____

SPECIFICATIONS:

The following 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. Only new, in-box equipment will be deemed compliant. Quoting used or refurbished equipment will not be accepted and will result in the bid being rejected.

Bidders shall be responsible for possessing knowledge of all permits required to obtain and maintain compliance with all regulatory authorities as well as shall be responsible for obtaining and paying for all said permits prior to commencement of work and/or as work progresses, as appropriate.

A bid surety in the form of a cashier's or certified check, or a bond written by a company licensed to do business in West Virginia in the amount of five percent (5%) of the total amount of the bid, made payable to the Metro Emergency Operations Center of Kanawha County, must accompany all bids. The bid surety will be forfeited to the Center if the bidder fails to execute a contract within 10 calendar days from date of notification that Bidder has been awarded the contract. Unsuccessful bidders will receive a full refund of their surety. The successful bidder will receive a full refund upon executing the contract.

A 100% performance bond and a 100% payment bond are to be submitted by successful bidder prior to the execution of the Contract.

Additional Requirements

The successful bidder shall:

- provide construction monitoring.
- provide project management of all aspects if subcontractors are utilized.
- be available on-site for critical repair construction phase inspections, any foreseeable issues, and/or requests by construction superintendent(s).
- respond to all Center representative telecommunications (telephone, email, SMS/text) within one hour.

Upon completion of the work identified in this RFP, the successful bidder shall provide an inspection of all tower(s) showing the towers meet the standard(s).

If construction drawings are utilized, the successful bidder shall provide two 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.

Bidders shall quote a 12-month warranty that will commence after the completion of all repairs/payment is issued, including materials and workmanship, to be considered when evaluating the radio communications tower for inspection per EIA 222-G/FAA and FCC rules. Bidders agree that any recommended repairs deemed necessary pursuant to independent inspections within the warranty period will be the responsibility of the Successful Bidder. 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 Success Bidder's repairs if those issues could not have been prevented.

Tower 1 of 5 – Clendenin Tower #1

1. Excave anchors to the block and inspect the anchor rods, determine if the Anchor system need to be replaced, make suggestion on replacing anchor if needed.
2. Re-guy tower with all new EHS guy strand and proper size hardware including performs, turnbuckles, thimbles, compression clips and stainless-steel cotter pins.
3. Plumb the tower and tension the guy wires to 10% of manufacturer's rated breaking strength after the re-guy completion.
4. Repair any bent members.
5. Properly dispose of the old guy anchors and guy systems materials.
6. Wire brush clean, spot prime and paint the tower with Aviation Orange and Aviation White industrial pant.
7. Paint the feedlines affixed to the outside of the tower.
8. Furnish and install yellow guy wire markers to the bottom guy wire at each anchor. These need to be at an 8-ft. minimum.
9. Apply a waterproof sealer to the tower foundation.
10. Furnish and install a waveguide/ice bridge from the tower to the building.
11. Furnish and install (1) one OSHA approved safety climb system.
12. Furnish and install an anti-climb device.
13. Wire brush and cold galvanize the rusty antenna hardware.
14. Properly secure coax. No tape product is to be used.
15. Furnish and install guy anchor grounding, and CAD welded to the grounding grid.
16. Furnish and install new guy wire grounding, and CAD welded to the grounding grid.
17. Properly ground the feedlines at the entry port, and CAD welded to the grounding grid.
18. Furnish and install a copper ground bus bar, lightning rod and down conductor, and CAD welded to the grounding grid.
19. Furnish and install FAA/FCC updated lighting systems and bring to compliance with current standards.
20. Furnish and install the hoisting grips as needed.
21. Remove unused antennas and coax, along with the mounts from the tower and dispose of the decommissioned materials as directed by the Center.

Tower 2 of 5 – Cross Lanes Tower #1

1. Excave anchors to the block and inspect the anchor rods, determine if the Anchor system need to be replaced, make suggestion on replacing anchor if needed.
2. Re-guy tower with all new EHS guy strand and proper sized hardware including preforms, turnbuckles, thimbles, compression clips and stainless-steel cotter pins.
3. Plumb the tower and tension guy wires to 10% of the manufacturer's rated breaking strength after the re-guy completion.
4. Properly dispose of the old guy anchors and guy system materials.

5. Repair any bent members.
6. Wire brush clean, spot prime and paint the tower with Aviation Orange and Aviation White industrial paint.
7. Paint the feedlines affixed to the outside of the tower.
8. Furnish and install yellow guy wire markers to the bottom guy wire at each anchor. These need to be an 8 ft. minimum.
9. Apply a waterproof sealer to the tower foundation.
10. Furnish and install a waveguide/ice bridge from the tower to the building.
11. Furnish and install (1) one OSHA approved safety climb system.
12. Furnish and install an anti-climb device.
13. Wire brush and cold galvanize the rusty antenna hardware.
14. Properly secure coax. No tape products are to be used.
15. Furnish and install guy anchor grounding, and CAD welded to the grounding grid.
16. Furnish and install new guy wire grounding, and CAD welded to the grounding grid.
17. Properly ground the feedlines at the entry port, and CAD welded to the grounding grid.
18. Furnish and install a lightning rod and down conductor, and CAD welded to the grounding grid.
19. Furnish and install new perimeter fence grounding and CAD welded to the grounding grid.
20. Furnish and install hoisting grips as needed.
21. Remove unused antennas and coax, along with the mounts from the tower and dispose of the decommissioned materials as directed by the Center.

Tower 3 of 5 – Cross Lanes Tower #2

1. Excave anchors to the block and inspect anchor rods. Determine if anchors need to be replaced make suggestion on replacement.
2. Re-guy tower with all new EHS guy strand and proper sized hardware including preforms, turnbuckles, thimbles, compression clips and stainless-steel cotter pins.
3. Plumb the tower and tension guy wires to 10% of the manufacturer's rated breaking strength after the re-guy completion.
4. Properly dispose of the old guy anchors and guy system materials.
5. Repair any bent members.
6. Wire brush clean, spot prime and paint the tower with Aviation Orange and Aviation White industrial paint.
7. Paint the feedlines affixed to the outside of the tower.
8. Furnish and install yellow guy wire markers to the bottom guy wire at each anchor. These need to be an 8 ft. minimum.
9. Apply a waterproof sealer to the tower foundation.
10. Furnish and install a waveguide/ice bridge from the tower to the building.
11. Furnish and install (1) one OSHA approved safety climb system.
12. Furnish and install an anti-climb device.
13. Wire brush and cold galvanize the rusty antenna hardware.
14. Properly secure coax. No tape products are to be used.
15. Furnish and install guy anchor grounding, and CAD weld to the grounding grid.

16. Furnish and install new guy wire grounding, and CAD weld to the grounding grid.
17. Properly ground the feedlines at the entry port, sand CAD weld to the grounding grid.
18. Furnish and install a grounding bus, lightning rod and down conductor, and CAD weld to the grounding grid
19. Furnish and install new perimeter fence grounding, and CAD weld to the grounding grid.
20. Furnish and install hoisting grips as needed.
21. Remove unused antennas and coax, along with the mounts from the tower and dispose of the decommissioned materials as directed by the Center.

Tower 4 of 5 – Malden Tower #1

1. Excave anchors to the block and inspect the anchor rods. Determine if the anchor is bad and make suggestion to replace.
2. Re-guy tower with all new EHS guy strand and proper sized hardware including preforms, turnbuckles, thimbles, compression clips and stainless-steel cotter pins.
3. Plumb the tower and tension guy wires to 10% of the manufacturer's rated breaking strength after the re-guy completion.
4. Properly dispose of the old guy anchors and guy system materials.
5. Repair any bent members.
6. Wire brush clean, spot prime and paint the tower with Aviation Orange and Aviation White industrial paint.
7. Paint the feedlines affixed to the outside of the tower.
8. Furnish and install yellow guy wire markers to the bottom guy wire at each anchor. These need to be an 8 ft. minimum.
9. Apply a waterproof sealer to the tower foundation.
10. Furnish and install a waveguide/ice bridge from the tower to the building.
11. Furnish and install (1) one OSHA approved safety climb system.
12. Furnish and install an anti-climb device.
13. Wire brush and cold galvanize the rusty antenna hardware.
14. Properly secure coax.
15. Furnish and install guy anchor grounding, and CAD weld to the grounding grid
16. Furnish and install new guy wire grounding, and CAD weld to the grounding grid
17. Properly ground the feedlines at the entry port, and CAD weld to the grounding grid.
18. Furnish and install a ground bus bar, lightning rod and down conductor, and CAD weld to the grounding grid.
19. Furnish and install new perimeter fence grounding, and CAD weld to the grounding gird.
20. Furnish and install hoisting grips as needed.
21. Remove unused antennas and coax, along with the mounts from the tower and dispose of the decommissioned materials as directed by the Center.

Tower 5 of 5 – Malden Tower #2

1. Excave anchors to the block and inspect the anchor rods. Determine if anchor is bad make suggestion on replacement.
2. Re-guy tower with all new EHS guy strand and proper sized hardware including preforms, turnbuckles, thimbles, compression clips and stainless-steel cotter pins.
3. Plumb the tower and tension guy wires to 10% of the manufacturer's rated breaking strength after the re-guy completion.
4. Properly dispose of the old guy anchors and guy system materials.
5. Repair any bent members.
6. Wire brush clean, spot prime and paint the tower with Aviation Orange and Aviation White industrial paint.
7. Paint the feedlines affixed to the outside of the tower.
8. Furnish and install yellow guy wire markers to the bottom guy wire at each anchor. These need to be an 8 ft. minimum.
9. Apply a waterproof sealer to the tower foundation.
10. Furnish and install a waveguide/ice bridge from the tower to the building.
11. Furnish and install (1) one OSHA approved safety climb system.
12. Furnish and install an anti-climb device.
13. Wire brush and cold galvanize the rusty antenna hardware.
14. Properly secure coax. No tape products are to be used.
15. Furnish and install guy anchor grounding, and CAD weld to the grounding grid.
16. Furnish and install new guy wire grounding, and CAD weld to the grounding grid.
17. Properly ground the feedlines at the entry port, and CAD weld to the grounding grid.
18. Furnish and install a copper ground bus, lightning rod and down conductor, and CAD weld to the grounding grid.
19. Furnish and install new perimeter fence grounding, and CAD weld to the grounding grid.
20. Furnish and install hoisting grips as needed.
21. Remove unused antennas and coax, along with the mounts from the tower and dispose of the decommissioned materials as directed by the Center.

The Center requires the work to begin within 10 calendar days of award of bid. The only exception to this requirement is an extension granted by the Center as a result of extenuating circumstances. The work shall be completed in the following order:

- 1. Clendenin Tower**
- 2. Cross Lanes Towers**
- 3. Malden Towers**

The Center requires that the requested specifications be completed in total within 135 calendar days of award of bid (and, further, within 45 days at each site) and reserves the right to assess a \$500 penalty to the successful bidder for each day that each tower location – Clendenin, Cross Lanes, and Malden sites – respectively, does not have the requested specifications completed, beginning with calendar

Vendor Name _____

day #46 at each site. The only exception to this requirement is an extension granted by the Center as a result of extenuating circumstances.

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.

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 bidder 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 total completion of work (including, but not limited to, all five towers' repair with respective tower inspections showing the towers meeting standards) that is satisfactory to the Center. At project-end, an authorized Center representative must sign an acceptance document provided by the successful bidder.

SHIPPING AND OTHER INCIDENTAL CHARGES:

Unless explicitly stated in amount on the submitted bid, the Center assumes that shipping and all other incidental charges are included in the bid price. Additional costs beyond the amount stated in the bid will be considered non-compliant.

Breakdown of Price	Price
<i>Tower 1 of 5 – Clendenin Tower #1:</i>	
Specifications #1-21	\$
12-month warranty, including materials and workmanship, to be considered when evaluating the radio communications tower for inspection per EIA 222-G/FAA and FCC rules	\$
Standard tower annual inspection report listing critical, safety, off the air, routine, etc. deficiencies, if any	\$
<i>Tower 2 of 5 – Cross Lanes Tower #1:</i>	
Specifications #1-21	\$
12-month warranty, including materials and workmanship, to be considered when evaluating the radio communications tower for inspection per EIA 222-G/FAA and FCC rules	\$
Standard tower annual inspection report listing critical, safety, off the air, routine, etc. deficiencies, if any	\$

Vendor Name _____

<i>Tower 3 of 5 – Cross Lanes Tower #2:</i>	
Specifications #1-21	\$
12-month warranty, including materials and workmanship, to be considered when evaluating the radio communications tower for inspection per EIA 222-G/FAA and FCC rules	\$
Standard tower annual inspection report listing critical, safety, off the air, routine, etc. deficiencies, if any	\$
<i>Tower 4 of 5 – Malden Tower #1:</i>	
Specifications #1-21	\$
12-month warranty, including materials and workmanship, to be considered when evaluating the radio communications tower for inspection per EIA 222-G/FAA and FCC rules	\$
Standard tower annual inspection report listing critical, safety, off the air, routine, etc. deficiencies, if any	\$
<i>Tower 5 of 5 – Malden Tower #2:</i>	
Specifications #1-21	\$
12-month warranty, including materials and workmanship, to be considered when evaluating the radio communications tower for inspection per EIA 222-G/FAA and FCC rules	\$
Standard tower annual inspection report listing critical, safety, off the air, routine, etc. deficiencies, if any	\$
TOTAL:	\$
Options (*note if included in price above)	
	\$
	\$
	\$

Required:

1. The proposal must include pricing for all work to meet the specifications listed above. Please provide details where proposed specifications are not exactly as requested.

Specifications	Proposal Compliant: Yes/No/Comments
As listed above for the Clendenin Tower Site	
As listed above for the Cross Lanes Tower Site	
As listed above for the Malden Tower Site	

Vendor Name _____

2. The Center requires the successful bidder to be knowledgeable of related regulations and requires the successful bidder to obtain and maintain permits required to comply with said regulations.

Does your proposal comply? Yes: _____ No: _____

3. The Center requires that work begin on this project within 10 calendar days of award of bid and that work at each tower be completed with 45 calendar days per location, 135 days in total.

Does your proposal comply? Yes: _____ No: _____

4. The Center requires that the work be completed in the following order:

Clendenin Tower
Cross Lanes Towers
Malden Towers

Does your proposal comply? Yes: _____ No: _____

5. The Center requires, if construction drawings are utilized, that the successful bidder provide two 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.

Does your proposal comply? Yes: _____ No: _____

6. The Center requires all bidders to submit bid surety (5% of respective total amount of the bid), and the Center requires the successful bidder to submit 100% performance bond and 100% payment bond before the contract is executed.

Does your proposal comply? Yes: _____ No: _____

7. The Center requires the successful bidder to quote cost of 12-month warranty at each tower.

Does your proposal comply? Yes: _____ No: _____

8. The Center requires that, upon completion of the work identified in this RFP, the successful bidder will provide an inspection of the towers showing the towers meet the standard(s).

Does your proposal comply? Yes: _____ No: _____

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.

Vendor Name _____

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

___ Certificate of Insurance with proof of minimum one-million-dollar liability coverage

___ Certificate of Insurance with proof of workers' compensation insurance

___ Copy of WV Contractor's License

___ Bid surety in the amount of five percent (5%) of total amount of bid

(100% performance bond and 100% payment bond to be submitted by the successful bidder prior to execution of Contract)

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 of three business-type references for which the bidder has performed work on a comparable-sized project to what the Center's RFP requests.

1) **Contact Name & Company:** _____

Address: _____

Contact Information: _____

Description of Work Performed: _____

2) **Contact Name & Company:** _____

Address: _____

Contact Information: _____

Description of Work Performed: _____

3) **Contact Name & Company:** _____

Address: _____

Contact Information: _____

Description of Work Performed: _____

Vendor Name _____

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

Signature _____ Date _____