

**OUTAGAMIE COUNTY**  
**REQUEST FOR BID**  
**FOR**  
**HIGH SPEED FABRIC OVERHEAD DOOR & INSTALLATION**  
**FOR THE**  
**DEPARTMENT OF SOLID WASTE & RECYCLING**

**Due Date: May 17, 2016 – 2:00 p.m.**

## 1.0 **Introduction and Background**

The Outagamie County Department of Recycling and Solid Waste's Material Recovery Facility (MRF) is seeking a qualified contractor to replace a conventional metal panel overhead door between the production area and tipping floor with a high speed fabric overhead door. The MRF is located at 1419 Holland Rd in Appleton, WI.

## 2.0 **Scope of Work**

The Contractor will be responsible for providing all material and labor for the door replacement. They are also responsible for all permitting (if required) as well as all equipment needed for installation.

Site conditions are as follows –

- Doorway dimensions are 14' wide and 16' high (contractor shall field verify).
- Primary power supply is 3 phase, 480 VAC.
- The County will supply primary power to the control station of the replacement door.
- Any additional electrical work is the sole responsibility of the contractor, which includes but not limited to wiring from electric service disconnect to operator to control station.
- Removal of existing door, predetermining any obstructions which would hamper the installation of the replacement door and installation of the replacement door.
- Any identified obstructions will be the responsibility of the County.

The door replacement minimum specifications are listed below. They should be exact or as close to as reasonably possible to the ones referenced below. All equipment must be from the same manufacturer.

### Guide Tracks

- Vertical guide tracks must be one-piece design with removable front covers.
- Guide tracks must be self-supporting and constructed of a minimum 12 gauge steel.

### Weather Seals

- Twin brush seals must be provided for within the guide tracks.
- Lintel brush seal shall be provided for the full width of the top of the door.
- A vinyl loop seal shall be provided for the bottom of the door to ensure close fit with uneven floors.

### Door Panel

- Preferred color of the door is blue.
- Vision panels.
- Panel material shall be a minimum of; 1/8" thick, abrasion / puncture resistant, polyester reinforced 90 oz. per square yard, 2-ply PVC or equivalent.
- Panel materials must be able to maintain flexibility and stability from -20 degree to

+120 degree Fahrenheit.

- Designed for exterior or heavy negative pressure applications.
- Bottom profile must be designed to break away from the guide tracks in the event of an impact.
- Door to withstand 60 mph in closed position.
- Door panels must be fitted with a hood assembly for protections from environmental factors.

#### Emergency Operations

- Door must be able to be manually opened for emergency operations.

#### Drive Systems

- Opening speed shall be up to 60" per second.
- Ball bearings to be permanently lubricated type with drive shaft keyed directly into unitized motor/gearbox.
- Door shall be equipped with a minimum 1-phase variable speed direct-drive motor of continuous duty and have positive break release for manual override operation.
- Drive system shall be NEMA 4.

#### Control Panel

- Control box must include face mounted e-stop / re-set buttons and power disconnect.
- Must be equipment with a programmable drive system, with variable speed operation, and includes soft opening and closing.
- Must include an adjustable time delay.
- 460 w/ 3 phase / 60 Hz.
- Must include cycle count.
- Must include self-monitoring and self-diagnostic features and LCD to provide quick and straightforward information.
- Controls panels that require a portable computer unit, additional components or other devices for programming and/or troubleshooting will not be accepted.
- Door to use encoder to regulate door travel limits. Door limits to be adjustable without the use of tools from floor level at the control panel. Doors using mechanical limits switches or doors that require tools to set the limits will not be accepted.
- Local controls must be located on both the interior and exterior of the doorway.
- Must provide four (4) remote transmitters with the installation.

#### Counterbalance

- Door shall require no counter-balance or panel tensioning system requiring cables, chains, straps, springs or pulleys to be included.

#### Light Curtain

- The door shall have a light curtain with a detection range from 3" up to 32".
- The light curtain system shall be installed inside the guide tracks and allow the door to close normally but reverse the door if any object breaks the light beam.

#### Finishing

- All components to be factory finished.

#### Warranty

- Provide a 5-year warranty on motor and full 2-year warranty on other electrical and mechanical components.
- Warranties to cover parts, labor, travel and any other incidental expenses.

#### Installation Hours & Process

- The project must be completed during a weekend while the MRF is not running production.
- The weekend begins on Friday at midnight and ends Sunday at midnight.
- The installer must be trained and authorized by the door manufacturer.
- Installation must be accordance with the manufacturer's detailed instructions for installation.

#### Final Adjustments

- Make any necessary adjustments for safe, efficient operation of door.

#### Submittals from Awarded Contractor

- Shop drawings which indicate pertinent dimensions, anchorage methods, hardware locations and installation details.
- Samples of door slat material.

Seeking lump sum bid price for the project for all components as referenced in Section 2.0.

### 3.0 **Site Inspection**

It is strongly recommend the contractor familiarize themselves with the site. Please contact Jeff Tetzlaff (contact information in Section 10.0) to arrange a tour. The use of PPE (hard hat, safety vest, eye protection) is mandatory while touring the MRF. If you do not bring your own protection, PPE will be provided.

### 4.0 **Liquidated Damages**

The awarded Contractor will list their completion time on the bid form. They must achieve substantial completion within that timeframe. If the awarded Contractor does not complete in that timeframe, liquidated damages, which will be equal to \$500.00 per calendar day will be payable to Outagamie County.

## 5.0 **Bid and Performance Bond**

Each bid submitted must be accompanied by a cashier's check, certified check, or a bid bond prepared on the surety's standard form duly executed by the bidder as principal and having as surety thereon a surety company licensed in the State of Wisconsin, in the amount of five percent (5%) of your total bid price, payable to the owner as a guarantee that if the bid is accepted, the successful bidder will execute and file with the owner within ten (10) days from the date the lowest responsible bidders bid is accepted, the required insurance certificate, a performance bond and a labor and material payment bond, for the faithful performance of this project, and for the complete payment of all persons either performing labor or furnishing materials for the completion of this project. If the bidder fails to file such certificate and bonds within ten (10) days from the acceptance, the bid security shall be forfeited to the owner as liquidated damages. If you submit more than one bid, you need only to submit one bid bond in the amount of five percent (5%) of your highest bid price. Attorney's-in-fact who sign bid bonds, performance bonds, labor and material payment bonds must file with each bond a certified and currently dated copy of their power of attorney. **Failure to submit a bid bond will result in the rejection of your bid.**

Cashier's or Certified Checks used as bid security will be returned to all except the successful bidder within ten (10) business days of the award to the successful bidder. The bid security will be returned to the successful bidder upon satisfactory receipt of performance bond, certificate of insurance, payment bond, and /or any other forms required which may be pertinent to the project. In the event the successful bidder is unable or unwilling to perform pursuant to the terms and conditions of its accepted bid, Outagamie County, may at its discretion, cause the forfeiture of the full amount of the security or bond.

The awarded contractor will be required to obtain a performance and payment bond equal to the contract sum.

## 6.0 **AIA Document**

AIA Document A101 with owner revisions will be the only contract which is used.

## 7.0 **Insurance and Indemnification**

See Attachment A for the requirements of the awarded bidder. This form must be completed and returned with your bid. However, only the awarded contractor will need to supply their Certificate of Insurance.

## 8.0 **References**

Include a minimum of three and a maximum of five references that are using similar doors. Also provide three similar installations (they could be the same as the ones that are using similar door). Include company name and location and contact name and phone number.

## 9.0 **Bid Submittal**

Include the following –

- Bid Form
- Bid Bond
- Any deviation from specifications
- Completed Attachment A as Referenced in Section 7.0
- References as Outlined in Section 8.0
- Provide product data. Include general construction, component connections and details and electrical equipment, operation instructions and information.
- Provide information on the proposed maintenance program including periodic adjustments, suggested schedule maintenance, manufacturer's data sheets and equipment inter-connection diagrams.

Failure to provide requested information may result in the rejection of your bid.

## 10.0 **Contact Information**

All requests for further information should be directed as follows:

### **Site Information**

Jeff Tetzlaff

Maintenance Supervisor, MRF

(920) 832-2169

[Jeff.Tetzlaff@outagamie.org](mailto:Jeff.Tetzlaff@outagamie.org)

### **Bidding Procedure & Policy Information**

Nicole Schoultz

Purchasing Coordinator, Outagamie County

(920) 832-6083

[Nicole.Schoultz@outagamie.org](mailto:Nicole.Schoultz@outagamie.org)

## 11.0 **Clarification and/or Revisions to the Specifications and Requirements**

Bidder must examine the documents carefully and before submitting a Bid, may request 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 written addendum prior to the Bid due date, such responses will be published on the County's website for all bidders to view. 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. In addition, Bidder(s) may inspect the documents in the County's Purchasing Department. Upon posting, such addenda shall become part of the document and binding on Bidder(s).

**12.0 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.

**13.0 Closing Date**

Outagamie County will receive sealed bids up to 2:00 p.m. CT May 17, 2016.

Deliver or mail bids to –

Outagamie County Purchasing  
Attn: Nicole Schoultz  
410 S Walnut St – 4<sup>th</sup> Floor  
Appleton, WI 54911

The sealed envelope containing your bidder shall show the name of the bidder and must be clearly marked "**Bid – MRF Door Replacement**". 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 2:05 pm on May 17<sup>th</sup>.

**14.0 Facsimile or Email of Bids**

Facsimile or email bids are not acceptable.

**15.0 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.

**16.0 Taxes**

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

**OUTAGAMIE COUNTY BID FORM**  
**MRF Door Replacement**

**Bid Due:** May 17, 2016 2:00 p.m. CT

**Mail / Delivery Bids To:** Outagamie County Purchasing  
Attn: Nicole Schoultz  
410 S Walnut St – 4<sup>th</sup> Floor  
Appleton, WI 54911

Lump Sum Bid Price \$\_\_\_\_\_

Written \_\_\_\_\_ Dollars and \_\_\_\_\_ Cents

Completion will be \_\_\_\_\_ calendar days after contract signing.

**Include all information as requested in Section 9.0**

Acknowledgement of Addendum(s)

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

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

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

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

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

Title: \_\_\_\_\_

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

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

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

Fax: \_\_\_\_\_

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