

OUTAGAMIE COUNTY
REQUEST FOR BID
FOR
ELEVATOR INFRARED DOOR SAFETY EYES REPLACEMENT
FOR THE
JUSTICE CENTER

DUE: August 13, 2019 – 2:00 PM CT

1.0 Overview

Outagamie County is seeking bids from qualified contractors to provide and install new infrared safety eyes on five elevators within the Outagamie County Justice Center located at 320 S Walnut St., Appleton WI 54911. The new infrared safety eyes shall be Optiguard door protection system or equivalent. The five elevators to be included in this project are elevator #1, #2, #5, #6 and #7.

2.0 Scope of Work

Scope of work shall include installation of solid state infrared passenger protection to be installed on the car doors. The system must use 154 infrared emitters and detectors to create an invisible safety net across the elevator entrance. The light ray system must continuously scan for interrupted beams. The system must engage the door to re-open in the event of an interrupted beam. All material provided must be manufactured and installed in accordance with the ASME A17.1 Safety Code for Elevators and Escalators.

Scope of work shall include the following:

- Remove and site clear existing door safety devices.
- Install new infrared door safety eyes.
- Power units up and then test and adjust as needed to assure the eyes are working per the manufacturer's recommendation.
- Clean up of work area.
- One year materials and workmanship warranty.

3.0 Site Visit

There will not be a formal site visit. If you would like to see the site, contact Paul Farrell (contact information in Section 7.0).

4.0 Work Hours, Completion & Liquidated Damages

Notice of award will be by August 16th. The awarded contractor must achieve final completion no later than 4:00 pm CT on December 20, 2019. Work can be performed anytime between 6:00 am to 8:00 pm Monday through Friday, with the exception of holidays. However, all work must be scheduled at least 1 week ahead of time so the County can plan accordingly. Work must be scheduled in a manner that minimizes elevator downtime as much as possible.

5.0 Site Restrictions

Outagamie County will require background checks on any personnel working on this project. The background check is done by the County at no cost to the contractor.

The work area is located near numerous courtrooms. Work that would cause noise to vibrate through the building into the courtrooms could not be done while court is in session. That is usually Monday – Friday from 8am – 5pm; however it could run later into the evenings for special trials. Examples of work which would cause the vibration is; jack hammering or hammer drilling. This work could be done prior to 8am or after 5pm.

6.0 Insurance and Indemnification

See Attachment A for the requirements of the awarded bidder. Complete and return this form with your bid. However, only the awarded contractor will need to supply their

Certificate of Insurance.

7.0 **Contact Information**

Site Information

Paul Farrell
Maintenance Supervisor
Paul.Farrell@outagamie.org
920-832-1855

Bidding / Purchasing Policy & Procedure Information

Nicole Schoultz
Procurement Coordinator, Outagamie County
(920) 832-6083
Nicole.Schoultz@outagamie.org

8.0 **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 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).

9.0 **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 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 bid 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.

10.0 Bid Submittal & Closing Date

Outagamie County will receive sealed bids up to 2:00 p.m. CT August 13, 2019.

Deliver or mail bids to -

Outagamie County Purchasing
Attn: Nicole Schoultz
320 S Walnut St
Appleton, WI 54911

The sealed envelope containing your bidder shall show the name of the bidder and must be clearly marked "**Bid – Elevator Infrared Safety Eyes**". Any bid or unsolicited amendments to a bid received after the closing date and time will not be considered.

Your bid must include the following:

- Completed Bid Form
- Completed Attachment A
- References – a list of organizations, including points of contact (name, address and telephone number) for similar work. Include a minimum of three and maximum of five.
- Any deviation(s) from the requested specifications

Bids will be publically read at 2:05 p.m. on August 13th in the Purchasing Department.

11.0 Fax or Email of Bids

Fax or email bids are not acceptable.

12.0 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.

13.0 Taxes

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

OUTAGAMIE COUNTY BID FORM
Justice Center Elevator Infrared Door Safety Eyes

Bid Due: August 13, 2019 - 2:00 p.m. CT

Mail / Delivery Bids To: Outagamie County Purchasing
Attn.: Nicole Schoultz
320 S Walnut St
Appleton, WI 54911

LUMP-SUM BASE BID PRICE \$_____

WRITTEN _____ Dollars _____ Cents

Include information as requested in Section 10.0 with your Bid

Acknowledgement of Addendum(s)

Addendum _____ Date Issued _____

Firm Name: _____

Authorized Signature: _____

Name / Title: _____

Date: _____

Address: _____

Telephone: _____

E-mail: _____