

OUTAGAMIE COUNTY
REQUEST FOR BID
FOR
FIRE ALARM AND DETECTION DEVICE REPLACEMENT
FOR
MAINTENANCE DEPARTMENT

Due Date: July 11, 2023 – 1:00 p.m. CT

1.0 **Introduction and Background**

Outagamie County is seeking bids from qualified contractors to upgrade existing fire alarm and detection devices in the County's Human Services South Building located at 320 S Walnut St, Appleton WI. See drawing labeled "South Building Fire Alarm Devices" including drawing dated 7/31/2017 showing device locations within the building. These drawings do show a couple different buildings, however only the devices in the south building shall be included in this project

2.0 **Scope of Work**

Awarded contractor shall provide parts and labor to replace existing devices with the following listed Notifier brand devices:

Remove and replace (Quantity of 60) FSP-951 smoke detectors

 Remove and replace (Quantity of 15) FST-951R heat detectors

 Remove and replace (Quantity of 8) bulk packs of B300-6-BP detector bases

 Remove and replace (Quantity of 15) NBG-12LX manual pull stations

 Remove and replace (Quantity of 5) FMM-1 monitor modules

 Remove and replace (Quantity of 5) FRM-1 relay modules

 Remove and replace (Quantity of 3) ISO-X Isolation modules

- Work can be performed during normal business hours Mondays through Fridays excluding County observed holidays.
- Contractor shall replace devices as they are removed so the system can be re-enabled at the end of each day. All devices shall be installed to manufacturers recommendations and specifications.
- Program fire alarm system as needed to accept and recognize new devices.
- Contractor shall test each device and the system at the completion of the project to assure all devices are working as required.
- Existing wiring to devices shall remain. Contractor is not responsible for replacing wiring to devices.
- Contractor shall take care not to damage surfaces such as walls, ceiling and floors, however contractor will not be responsible for patching and painting of walls and ceilings if needed due to device replacement.
- Contractor shall be responsible for any permits that are required for this project and all work shall meet all local codes.
- Provide a one-year labor and materials warranty for project.

Pricing shall be lump sum bid for all materials and associated with the replacement of the listed devices.

3.0 **Site Visit**

There will not be a formal site tour. If you would like to have a site tour contact Paul Farrell (information in Section 7.0), to arrange a time to meet. Contractors just showing up without a scheduled time will not be accommodated.

4.0 **Completion, Liquidated Damages and Site Restrictions**

A PO will be issued by end of day July 14, 2023. Project shall be substantially completed by 3pm December 8, 2023. Failure to achieve substantial completion by December 8th will result in a \$50 per calendar day liquidated damages penalty.

5.0 **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.

6.0 **References**

Include a minimum of three and a maximum of five references for similar projects your company has completed in the past five years. Include company name and location and contact name and phone number.

7.0 **Contact Information**

Site Information

Paul Farrell

Facilities Manager

Paul.Farrell@outagamie.org

920-832-1855

Bidding & Purchasing Information

Nicole Schoultz

Procurement Coordinator, Outagamie County

(920) 832-6083

Nicole.Schoultz@outagamie.org

8.0 **Project Terms**

Any deviation from said specifications must be approved in writing by a representative, as referenced in Section 7.0, of Outagamie County.

Owner's Right to Stop Work

If the contractor fails to correct Work which is not in accordance with the requirements of this RFB or fails to carry out Work in accordance with RFB, the County may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the County to stop Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity.

Owner's Right to Carry Out Work

If the Contractor defaults or fails or neglects to carry out the Work in accordance with the RFB, or fails to perform a provision of the RFB, the County, after 10 days' written notice to the Contractor and without prejudice to any other remedy the County may have, may make good such deficiencies and may deduct the reasonable cost thereof. Including County's expenses and compensation for the Architect's services made necessary thereby, from the payment then or thereafter due the Contractor.

Labor and Materials

Unless otherwise provided in the RFB, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Contract. The Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them.

The Contractor shall deliver, handle, store and install materials in accordance with manufacturer's instructions.

Assignment

Neither party shall assign the project without written consent of the other.

Governing Law

The Work shall be governed by the laws of the State of Wisconsin. Any lawsuits arising out of disputes under this award shall be considered and tried in Outagamie County, Wisconsin.

Termination by the County

The County may terminate the project if the Contractor:

1. Persistently or repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
2. Fails to make payment to subcontractors for materials or labor in accordance with the respective agreements between the contractor and the Subcontractors;
3. Persistently disregards laws, ordinances, or rules, regulations or orders of a public authority having jurisdiction; or
4. Otherwise is guilty of substantial breach of a provision of this agreement.

9.0

Clarification and/or Revisions to the Specifications and Requirements

Bidder must examine the documents carefully and before submitting a Bid, may request from the County's contact person(s) 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 a written addendum prior to the Bid due date. 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. Upon posting, such addenda shall become part of the document and binding on Bidder(s).

Any questions that come up and require additional information will be posted online at www.outagamie.org then Bids / Proposals.

10.0 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.

11.0 Closing Date

Outagamie County will receive sealed bids up to 1:00 p.m. CT July 11, 2023.

Deliver or mail bids to –

Outagamie County Government Center
Attn: Nicole Schoultz - Purchasing
320 S Walnut St, 4th Floor
Appleton, WI 54911

The sealed envelope containing your bidder shall show the name of the bidder and must be clearly marked "**Bid – Fire Alarm 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 1:00 p.m. on July 11th in the Purchasing Department.

12.0 Facsimile or Email of Bids

Facsimile or email bids are not acceptable.

13.0 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.

14.0 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: FIRE ALARM REPLACEMENT

Bid Due: July 11, 2023 - 1:00 p.m. CT

Mail / Delivery Bids To: Outagamie County Government Center
Attn: Nicole Schoultz - Purchasing
320 S Walnut St, 4th Floor
Appleton, WI 54911

Lump Sum Bid: \$_____

Include: References and Attachment A

Acknowledgement of Addendum(s)

Addendum _____ Date Issued _____

Firm Name: _____

Signature / Date: _____

Name / Title: _____

Address: _____

Telephone: _____

E-mail: _____