



**COUNTY OF MONTEREY
CONTRACTS/PURCHASING DIVISION
168 W. ALISAL STREET, 3rd FLOOR
SALINAS, CA 93901-2439
(831) 755-4990**

REQUEST FOR PROPOSALS # 10180

For

**MONTEREY COUNTY
TELECOMMUNICATIONS DEPARTMENT
LOW VOLTAGE CABLING CONTRACT**

**PROPOSALS DUE BY
Thursday January 7th, 2010
3:00 PM Sharp**

Jaime Ayala, Deputy Purchasing Agent

(THIS PAGE INTENTIONALLY LEFT BLANK)

TABLE OF CONTENTS:

GENERAL REQUIREMENTS SECTION	5
1.0 INTENT	7
2.0 BACKGROUND	7
3.0 CALENDAR OF EVENTS	8
4.0 COUNTY POINTS OF CONTACT	8
5.0 SCOPE OF WORK.....	9
6.0 CONTRACT TERM.....	25
7.0 SELECTION CRITERIA	25
8.0 PRE-PROPOSAL MEETING	28
9.0 PREVAILING WAGES.....	29
10.0 LIQUIDATED DAMAGES	29
11.0 ADDITION OF QUALIFIED CONTRACTOR(S).....	29
12.0 PREFERENCE FOR LOCAL CONTRACTORS	30
12.0 SEQUENTIAL CONTRACT NEGOTIATION.....	30
GENERAL PROVISIONS SECTION GP	31
GP 1.0 CONTRACT AWARDS.....	33
GP 2.0 PROPOSAL SUBMITTALS.....	33
GP 3.0 PROPOSAL FORMAT AND CONTENT	34
GP 4.0 PROPOSAL STANDARD INSTRUCTIONS AND CONDITIONS	35
GP 5.0 AGREEMENT TO TERMS AND CONDITIONS	36
GP 6.0 RIGHTS AND REMEDIES OF THE COUNTY FOR DEFAULT	36
GP 7.0 INDEMNIFICATION	37
GP 8.0 INSURANCE.....	37
GP 9.0 INVOICES.....	39
GP 10.0 RIGHTS TO PERTINENT MATERIALS	40
GP 11.0 CONTRACT AUDITS	40
GP 12.0 NON-DISCRIMINATION	40
GP 13.0 INDEPENDENT CONTRACTOR.....	41
GP 14.0 CONFLICT OF INTEREST	41
SAMPLE AGREEMENT SECTION	43
SAMPLE AGREEMENT	45
RECITALS	45
PERFORMANCE OF THE AGREEMENT	45
1.0 SCOPE OF SERVICE	46
2.0 TERM OF AGREEMENT.....	46
3.0 COMPENSATION AND PAYMENTS	46
4.0 NOTICES.....	47
APPENDICES	49
APPENDIX A.....	51
PRODUCT LIST	51
APPENDIX B.....	53
TELECOMMUNICATIONS CABLING AND PATHWAY SYSTEMS SPECIFICATIONS ..	53
PROPOSAL PACKAGE SECTION	65
SIGNATURE PAGE	67

(THIS PAGE INTENTIONALLY LEFT BLANK)

GENERAL REQUIREMENTS SECTION

(THIS PAGE INTENTIONALLY LEFT BLANK)

1.0 INTENT

This Request for Proposal (RFP) has been developed to assist the County of Monterey Telecommunications Department, herein after called “County” in the identification and evaluation of low voltage communications cabling service companies, herein after called “Contractor(s)”.

The County wants to establish agreements that will allow several Contractors to provide installation services for the County’s low voltage communication cabling infrastructure. The infrastructure will include but is not limited to the horizontal backbone cabling, multi-mode and single mode fiber and the build out of the data enclosures to the County’s voice and data specifications.

The objective of this RFP is to provide sufficient information for qualified low voltage communications cable services Contractor(s) to submit written proposals. The County will conduct a review of the responses received from this RFP, and a determination will be made which will result in the selection of the most qualified Contractor(s) to provide service to the County.

2.0 BACKGROUND

Monterey County occupies over 3,300 square miles on the central coast of California and has a permanent population of over 420,000 persons. The cities of Carmel, Del Rey Oaks, Gonzales, Greenfield, King City, Marina, Monterey, Pacific Grove, Salinas, Sand City, Seaside and Soledad are located within the County boundaries.

County operates telecommunications services from more than forty locations located throughout the County in County-owned or leased buildings. The County of Monterey Information Technology Department Telecommunications Division (CMTD) is solely responsible for the oversight of all low voltage communications cabling installations through out Monterey County entities, inside and outside plant. All low voltage communications cabling is done through selected certified Contractor(s) that can warranty their work.

The Telecommunications Department requires adherence to all voice and data industry standards along with site specific requirements for installation of all low voltage communications cabling. Telecommunications Technicians work with County departments to document their needs and then coordinate the installation with an approved low voltage contractor. After the installation has been completed, the telecommunications technician reviews the installation to ensure that it has been completed to published standards, conducts a finale walk-through, reviews as-built drawings, and reviews certification test results with customer and contractor to insure customer satisfaction.

As a result of this RFP, Telecommunications department intends to streamline the process of certain cabling quotes using one itemized price sheet from each contractor based on the pricing supplied in the response to this RFP.

The County encourages bidders who work only in certain regions of the County to bid and indicate their geographic limitations on their bid.

The County does not guarantee any minimum or maximum amount of dollars to be spent under this Contract.

3.0 CALENDAR OF EVENTS

3.1	Issue RFP	Wednesday December 2 nd , 2009
3.2	Pre-Proposal Meeting	3:00 p.m., Local Time, December 10 th , 2009
3.3	Deadline for Written Questions	3:00 p.m., Local Time, December 22 nd , 2009
3.4	Proposal Submittal Deadline	3:00 p.m., Local Time, Thursday January 7 th , 2009
3.5	* Estimated Notification of Selection	January, 2010
3.6	* Estimated AGREEMENT Date	March 2010

**** This schedule is subject to change as necessary.***

4.0 COUNTY POINTS OF CONTACT

4.1 Questions and correspondence regarding this RFP shall be directed to:

4.1.1 Proposal Format or Content: **Jaime Ayala, Deputy Purchasing Agent**
 168 W. Alisal Street, 3rd Floor
 Salinas, CA 93901-2439
 PHONE: (831) 755-4998 FAX: (831) 755-4969
 Email: ayalaj@co.monterey.ca.us

4.1.2 Technical Information: **Mike Perez, Senior Telecom Technician**
 1590 Moffett St
 Salinas, CA 93905
 PHONE (831) 759-6908 FAX: (831) 796-8508
PerezM4@co.monterey.ca.us

- 4.2 FUTURE ADDENDA;** CONTRACTORS who received notification of this RFP by means other than through a County of Monterey mailing, shall contact the person designated in Section 4.0 COUNTY POINTS OF CONTACT to request to be added to the mailing list. Inclusion on the mailing list is the only way to ensure timely notification of any addenda that may be issued prior to the proposal submittal date. **IT IS THE CONTRACTORS' RESPONSIBILITY TO ENSURE THAT THEY RECEIVE ANY AND ALL ADDENDA FOR THIS RFP** by either informing the County of their mailing information or by regularly checking the County's Solicitation Center web page at www.co.monterey.ca.us/admin/solicitcenter.htm. Addenda will be posted on the website the day they are released.
- 4.3** All questions regarding this RFP shall be submitted in writing (E-mail or FAX is acceptable). The questions will be researched and the answers will be communicated to all known interested CONTRACTOR(s) after the deadline for receipt of questions.
- 4.4** The deadline for submitting written questions regarding this RFP is indicated in **GR Section 2.0 CALENDAR OF EVENTS**.
- 4.5** Questions submitted after the deadline will not be answered. Only answers to questions communicated by formal written addenda will be binding.
- 4.6** Prospective CONTRACTOR(s) shall not contact County officers or employees with questions or suggestions regarding this Request for Proposals without first contacting the persons listed above. **Any unauthorized contact may be considered undue pressure and cause for disqualification of the CONTRACTOR.**

5.0 SCOPE OF WORK

5.1 WORK INCLUDED BUT NO LIMITED TO:

- 5.1.1. The work considered in this RFP includes the construction described and implied, all labor required to perform and complete such construction, all materials required to perform and complete such construction, all services, facilities, tools, travel, and equipment required to perform and complete such construction, and coordination with County Telecommunications Staff and the General Contractor and all other trades (if applicable).
- 5.1.2. The scope of this work includes, but is not limited to:
- 5.1.2.1. Provide telecommunications cable and termination equipment with performance levels and capacities as noted herein.
 - 5.1.2.2. Provision, installation, termination, identification, and testing of optical fiber backbone cable and high pair count Unshielded Twisted Pair "UTP" copper between the Building Distribution Frame "BDF" Main Distribution Frames "MDF" and all Intermediate Distribution Frames "IDFs".

- 5.1.2.3. Provision, installation, termination, identification, and testing of inside plant UTP workstation cables between the MDFs/IDFs/BDF and the workstations located in the building. This includes all termination components to complete the horizontal links to each workstation outlet.
 - 5.1.2.4. Provision, installation and grounding of all telecommunications racks, cabinets, cables (as required), and all cable pathways requiring grounding under Telecommunication Industry Association "TIA" standards and Building Industry Consulting Services, International "BICSI" guidelines.
 - 5.1.2.5. Provide labeling and documentation of all cables, racks, grounding buss-bars, pathways and spaces, faceplates, patch panels and termination blocks installed under this work.
 - 5.1.2.6. Provision and installation of wire management components, ladder-type cable runway, any surface-mount raceways and miscellaneous "nuts & bolts" type components to provide a complete and working cable system.
 - 5.1.2.7. Fire stopping of floor and rated wall penetrations specifically provided for the distribution of telecommunications cables. Required floor and wall ratings shall be maintained
 - 5.1.2.8. Provision and installation of AC grade or better plywood on the BDF and IDF walls, as indicated in the drawings. Plywood shall be at least ¾" thick and treated on all sides with at least two coats of fire-resistant paint, standard white color or as specified in writing by the Telecommunications department representative.
 - 5.1.2.9. Preparation and submission of shop drawings, termination schedules, test results, as-built drawings, and component documentations described within this Scope of Work.
 - 5.1.2.10. It is the intent of these specifications for the Contractor to provide a complete, functional, standards-based cabling infrastructure for the County's use utilizing category 6 cabling to support high speed data applications up to and in excess of 100Mbps horizontally and up to ten gigabit Ethernet in the backbone system.
- 5.2 RELATED WORK NOT INCLUDED IN THIS AGREEMENT AND SPECIFIED ELSEWHERE, UNLESS OTHERWISE NOTED**
- 5.2.1 Installation of conduits, pull-boxes and floor-boxes (provided under electrical Work).
 - 5.2.2 Installation of workstation devices, computers, terminals and similar equipment (installed by County representatives and their additional representatives).
 - 5.2.3 Installation, provisioning or supply of active data and telephone switch equipment is not included in this scope of work.
- 5.3 SPECIFICATIONS**
- 5.3.1 Telecommunications Cabling and Pathway Systems Specifications is made a part of this RFP and Agreement by reference. This specification is an equipment and performance specification. Actual installation shall be as indicated on the

Telecommunications Drawings and / or Specifications for a specific project. Any discrepancies found between the Specifications and the Drawings shall be immediately brought to the attention of the County Telecommunications department representative for interpretation.

- 5.2.4 Contract Documents and Drawings depict equipment installation and wiring in a diagrammatic fashion and indicate the general arrangement of equipment and wiring. The most direct routing for conduits and telecommunications pathways is not assured. Exact requirements shall be governed by architectural, structural and mechanical condition/features of the job. Consult all other drawings and specifications.

5.4 PARTS, EQUIPMENT, AND MATERIALS

- 5.4.1 Where specific items are called out in the specification or indicated on the drawings for a specific application, Contractor shall use those products or materials, or approved substitutes. Where no specific call outs are made, Contractor shall use premium products and materials.

- 5.4.2 Any given item of equipment or material shall be the product of NextLan, one manufacturer throughout the facility. Multiple manufacturers of any one item will not be permitted, unless specifically noted otherwise or approved in writing by the County prior to purchase and use.

5.4.3 Component Manufacturers

- 5.4.3.1 Subject to compliance with technical requirements of this section and the bid requirements provided in General Conditions, Contractor shall provide cable and equipment from the manufacturers as a connectivity and distribution “system”.

- 5.4.3.2 Horizontal cables and terminations must be certified as a system. Manufacturers’ specifications and guarantees of system compliance must be provided for acceptance.

- 5.4.3.3 Approved suppliers of the structured cabling system are Superior/Essex and Leviton NexLAN with the exception of Natividad Medical Center where CommScope face plates and connectivity shall be used to match the existing infrastructure. Approved supplier of the support infrastructure components is Chatsworth Products.

5.4.4 Product Data – Contractor shall:

- 5.4.4.1 Provide, as part of the bid, manufacturers’ product data sheets for all material and equipment whose products are proposed. Only specified or accepted manufacturers or suppliers shall appear in the Product Data Submittal. Bid shall not be considered without a complete Product Data Submittal.

- 5.4.4.2 Provide, as part of the bid, manufacturer’s product data sheets for all fire stopping materials proposed for use on the project.

- 5.4.4.3 Mark each copy to show applicable choices and options. Where product data includes information on several products, some of which are not required, mark copies to indicate the applicable information.

- 5.4.4.4 Submit requests for substitutions of equipment or materials in advance of bid submittal. These substitutions must be approved by the County in writing, in advance. Unapproved substitutions may be considered non-responsive.

5.4.5 Substitutions

- 5.4.5.1 All products described by attributes and noted with the optional “or equal”, “or equivalent”, and “or acceptable substitute” indicate that an alternate product that equals or exceeds the specified product attributes may be substituted for that product so specified if approved by the County Telecommunications representative in writing prior to bid.
- 5.4.5.2 The Contractor shall submit a written request for the County Telecommunications department representative for approval of their use of substituted materials no later than fourteen (14) elapsed days after the first pre-bid meeting date. This request shall include two (2) independent sources, the original product’s specification sheet, the proposed substitute product cut sheet, and a written request to review the substitute product that includes any cost impact (increase or decrease) associated with the request.
- 5.4.5.3 The alternate or equal designated products must be submitted for review and judgment to the County Telecommunications representative prior to inclusion in a Contractor’s bid. The Contractor-proposed alternate products or components that meet or exceed the specified attributes must be verified by two (2) independent sources within the past 6 months.

5.5 CONTRACTOR REQUIREMENTS:

- 5.5.1 At a minimum, fifty percent (50%) of Contractor-provided field technicians at any time shall be factory-certified within 12 months by the manufacturer of the telecommunications system components to install the Contractor-selected and County-approved system components. Proof of certification shall be available on site for review at all times for each field technician or a copy should be provided to the County’s Telecommunications Department for reference upon request.
- 5.5.2 Craft personnel shall be qualified to perform the work activities and be knowledgeable of the following:
 - 5.5.2.1 Color coding of standard UTP cables.
 - 5.5.2.2 Bonding and grounding of cable tray and equipment racks.
 - 5.5.2.3 Testing conductors for electrical continuity.
 - 5.5.2.4 Testing of copper conductors for wire mapping, attenuation and worst case near end cross talk and other tests as required by ANSI/EIA/TIA 568-B.1 and B.2
 - 5.5.2.5 Termination or connectorization of unshielded twisted pair cable on all specified connectors and termination.
 - 5.5.2.6 Generally accepted industry standards, as well as manufacturers written installation instructions, will be used for in-process quality control and final acceptance of the work installation.

- 5.5.3 Contractor shall be in good standing with the selected manufacturer(s) of system components and be able to provide the County's Telecommunications department with the extended warranty for the installation offered by the manufacturer.
- 5.5.4 All work performed by the Contractor shall be available for observation and approval by the Manufacturer, the County Telecommunications department, and the system Designer in order to verify the systems integrity and increase the performance of the system under the installation and performance guidelines described in the Contract Documents.

5.6 CODES, REGULATIONS & STANDARDS

- 5.6.1 All work completed under this RFP and the resulting Agreement shall comply with the specifications indicated - COUNTY OF MONTEREY - INFORMATION TECHNOLOGY DEPARTMENT - TELECOMMUNICATIONS DIVISION - TELECOMMUNICATIONS CABLING AND PATHWAY SYSTEMS. All equipment and installation methods shall be equal to or exceed the minimum requirements of NEMA, IEEE, ASME, ANSI, TIA BICSI, and Underwriters' Laboratories, where applicable.
- 5.6.2 The installation shall comply fully with all government authorities, laws and ordinances, regulations and codes applicable to the installation.
- 5.6.3 Should any change in plans or specifications be required to comply with governmental regulations, the Contractor shall notify the County Telecommunications department representative at the time of submitting the construction schedule.
- 5.6.4 Local electrical and building codes may differ with national codes. Contractor shall follow the most stringent code or recommendations. Where there are instances of ambiguity, Contractor shall refer to the County Telecommunications department representative for interpretation.
- 5.6.5 The Construction Documents define the minimum acceptable quality by designating a manufacturer's trade or brand name and part number, by describing attributes, performance, or other standards. It is the responsibility of the Contractor to verify that all Contractor-proposed products and system components meet or exceed the minimum acceptable performance requirements outlined in the RFP.
- 5.6.6 All products designated as "or equal", "or equivalent", and "or acceptable substitute" indicate that an alternate product that equals or exceeds the product attributes may be substituted for that product so specified. The proposed alternate component(s) performance must be independently verified and documented. This independent verification documentation must be presented to the County Telecommunications department representative for review and approval during the bid submittal process. The alternate product must be approved in writing by the County Telecommunications department representative prior to purchase, installation, and/or certification. Purchase and/or installation of any component without written approval of materials by a County Telecommunications department representative is done at the Contractor's own risk.

- 5.6.7 Any part numbers provided in this Specification have been coordinated with the manufacturers latest available product literature. Part numbers are subject to change without notice by the manufacturers. Where a specific part number is invalid, Contractor shall provide product meeting component description.
- 5.6.8 All cable shall be rated and installed for the specific construction environment, unless otherwise noted in the Construction Documents. It is the responsibility of the Contractor to verify the installation environment prior to bid.
- 5.6.9 All products shall be new, unused, in perfect working condition, and in the original packaging containers upon arrival at the Project Site and also prior to installation. It shall be the Contractor's responsibility to verify the status of the products and report, in writing to the County's Telecommunications department representative, any products that do not conform to the requirements described within the Construction Documents. Commencement of any Work under this Agreement constitutes the Contractor's acceptance of new, unused products as stated, being installed. Any products found to be non-conforming shall be replaced with conforming products by the Contractor at their expense immediately.

5.7 PRICING

- 5.7.1 Pricing shall be as indicated in Appendix A – PRICE LIST. This Price List or Appendix A which will be used for small standard jobs and pricing shall include all parts, labor, and incidentals to assist the Telecommunications technician in quoting cabling work for different County departments in a timely manner.
- 5.7.2 For projects not identified in the Price List such as but not limited to large moves, Contractor shall follow the Monterey County Telecommunications Department New Project Contractor Bid Procedure.
- 5.7.3 For projects identified in the price list such as but not limited to small jobs of 2 voice cables, Contractor shall follow the Monterey County Telecommunications Department New Work Order Procedure.
- 5.7.4 Pricing shall include any item not specifically shown on the drawings or called for in this section of the project specifications, but normally required to conform with the system design intent, are to be considered as part of the Contract and shall be included in the Contractor's scope of work.
- 5.7.5 All local fees, permits and services of inspection authorities shall be obtained and paid for by the Contractor, The Contractor shall cooperate fully with local utility Contractor(s) with respect to their services.

5.8 SITE VISIT & FIELD CONDITIONS

- 5.8.1 Contractor shall examine the site conditions and telecommunications spaces associated with the work and the conditions under which the work would be performed prior to beginning work. Contractor shall remedy conditions detrimental to the proper and timely completion of the Work or notify County of any conditions that may affect the work proposed. Contractor shall not proceed until unsatisfactory conditions have been corrected. Contractor shall be responsible for any assumptions made at that site visit.

5.8.2 Contractor shall check actual job conditions prior to start of any work and ensure all preceding trade work associated with the telecommunications system is accurate before proceeding with the installation. The Contractor will be responsible for inspecting the previously performed work of other trades, and commencement of work will serve as evidence of the acceptance of this work as suitable for the work to follow. Contractor shall notify the County in writing to the Telecommunications department representative of any discrepancies that will impact the telecommunications system prior to commencement of said work. Examples of work which must be checked include, but are not limited to:

5.8.2.1 Electrical requirements (conduit installation and capacity)

5.8.2.2 The telecommunications rooms are the size shown on the Project Drawings.

5.8.2.3 Adequate clearances of doors, riser spaces and ceilings for all component of the telecommunications system.

5.8.3 Contractor shall verify all dimensions and distances in the field and document the cable lengths and materials to be furnished and installed. Contractor shall also be responsible for the provision and installation of non-specified miscellaneous components and hardware, i.e. drag lines, nuts, bolts and tie wraps.

5.8.4 Contractor shall be responsible for carefully reviewing existing site conditions, contract documents, and any overall construction schedule to determine all required interfacing and timing of the work. All such documents shall be available through the General Contractor or County Telecommunications representative.

5.8.5 Contractor shall review and adhere to any and all site requirements set by the individual department or organization such as, but not limited to rules and guidelines that are set by Natividad Medical Center. These rules may include, but are not limited to: a check in and check-out policy, policies and requirements outlined in the “Natividad Medical Center Above Ceiling Work and Firestop Program”, and any permit requirements for Natividad Medical Center or other County departments.

5.8.6 For any facilities leased by the County, Contractor shall comply with any requirements of the site owner or lessor.

5.8.7 The installation shall comply fully with all National, State, and Local government authorities, laws and ordinances, as well as, all regulations, codes, and industry guidelines governing the work or interpreted to govern the work by the authority having jurisdiction (AHJ) at the site. This includes all County-specific standards and guidelines related to the Work.

5.8.8 Should any change in the current plans or specifications be required to comply with any Code, Regulation or Standard noted above, the Contractor shall notify the County’s Telecommunications department representative in writing at the time of submitting the construction schedule.

5.9 SUBMITTALS – when not applicable to price sheet

5.9.1 For jobs that can be identified in the Exhibit A Price Sheet, Contractor shall follow the County of Monterey Standard Work Order. Contractor may submit alternate process but that process must be approved by the County, in advance

before Contractor submits quotes based on that process. County reserves the right to make changes to this process upon 30 days written notice to Contractor.

5.9.2 For extensive projects that require additional site visits, planning, etc.; Contractor shall follow the standard work order procedures. Contractor may submit alternate process but that process must be approved by the County, in advance before Contractor submits quotes based on that process. County reserves the right to make changes to this process upon 30 days written notice to Contractor.

5.9.3 Contractor shall provide product submittals adequate to clearly demonstrate the conformance of the specific product to the attributes, performance, and standards set forth within the Construction Documents for all products prior to use after the bid submittal phase. Alternates proposed after the bid submittal phase are required to have written approval for use by the County Telecommunications Department.

5.9.3.1 Shop Drawings - Contractor shall:

5.9.3.1.1 Provide, for County's action, shop drawings for the installation of the Work prior to beginning Work. Drawings shall be in printed form and on compact disk in AutoCAD 2004 dwg format.

5.9.3.1.2 Provide detailed plan views and elevations of all equipment racks, termination blocks, patch panels and cable paths, if the elevation and plan views are not identical to the T-series bid drawings.

5.9.3.1.3 Provide drawings to show evidence of coordination with other trades where applicable.

5.9.3.1.4 Acceptance of any submitted data or Shop Drawings for material, equipment apparatus, devices, arrangement and layout shall not relieve Contractor from responsibility of furnishing same of proper dimensions and weight, capacities, sizes, quantity, quality and installation details to perform efficiently the requirements and intent of the Contract. Such acceptance shall not relieve Contractor from responsibility for errors, omissions or inadequacies of any sort on submitted data or Shop Drawing.

5.9.3.1.5 Submit all Shop Drawings sufficiently in advance of field requirements to allow ample time for review and re-submittal as may be required. All Submittals shall be complete and contain all required and detailed information.

5.9.3.1.6 Clearly identify job name/title and reference to the applicable Drawing and Specification article for reference by the reviewer in each drawing.

5.9.3.1.7 Provide for County's documentation, a Finish Statement in form stipulated by the Architects, signed by the Contractor, stating that the Work was provided in compliance with the Contract Documents and that the installation was proper for the conditions of application and use.

5.9.3.1.8 Submit Record Drawings for County's Telecommunications representative's documentation:

5.9.3.1.8.1 Provide Record Drawings annotated with the changes made during the installation of the Work so as to be a complete set of “as installed” plans. Drawings shall be in printed form and on compact disk in AutoCAD 2004 dwg format.

5.9.3.1.8.2 Provide County representative with two (2) sets of Operation and Maintenance Manuals including wiring diagrams, parts lists, shop drawings and manufacturers’ information on all equipment and cables provided under this Work. Provide manuals in a high quality, 3-ring binder, completely indexed. Provide manuals to the County representative not more than 1 week after project completion.

5.10 METHODS AND PROCEDURES – Contractor shall:

5.10.1 Examine and compare the Telecommunications Drawings and Specifications with the Drawings and Specifications of the other trades. Report any discrepancies between them to the County Telecommunications department representative and obtain from County written instructions for changes necessary in the work. At time of bid, the most stringent requirements shall be included in the bid.

5.10.2 Install and coordinate the telecommunications cabling Work in cooperation with other trades installing interrelated work. Before installation, Contractor shall make proper provisions to avoid interference in a manner accepted by the County Telecommunications department representative. Any repairs or changes made necessary in the Contract Work, caused by the Contractor’s neglect, shall be made by Contractor at his own expense.

5.10.3 Maintain a complete file of Shop Drawings and other submissions, including the Project specifications and the drawings, at the job site at all times. Shop Drawings and all other submissions shall be made available to the Architect and County Telecommunications representative at their request.

5.10.4 Follow manufacturers’ instructions for installing components and adjusting all equipment and telecommunications cables, submit two (2) copies of such instructions to the County’s Telecommunications department representative before installing any equipment and provide a copy of such instructions at the equipment during any work on the equipment. Where no instructions are included with the equipment, follow accepted industry practices and workmanlike installation standards.

5.10.5 Perform all tests required by local authorities in addition to test specified herein.

5.10.6 Contractor shall not allow telecommunication cables to run parallel with electrical cables/conduits, unless they are separated by a minimum of 12 inches. Note: any telecommunications cables that must cross over electrical cables/conduits shall do so only at 90-degree angles.

5.10.7 Ensure that all telecommunications cable supports (conduits, support grips, J hooks) are fully installed before proceeding with cable installation. At no times shall cables be installed and left unsupported. At no times shall cables be tie-wrapped to any other supporting structure in lieu of specified cable supports.

Contractor shall not bundle or tie-wrap the cables even within the approved cable supports.

- 5.10.8 For installation of Non-Continuous Cable supports (Multi Tiered J Hook Assemblies), ensure cable is supported with a J Hooks every 4 to 5 feet. No cable shall remain unsupported for more than 5 feet.
- 5.10.9 Contractor shall not lay telecommunications cables unprotected on the floor at any time. If cables must be left on any floor, Contractor shall protect the cables so that they may not be walked on or have any material or equipment placed or rolled on top of them at any time.
- 5.10.10 Maintain manufacturers' recommended minimum bend radius of the cables, at all times (minimum bend radius may be as small as 1 inch for 4-pair UTP). Do not stretch, stress, tightly coil, bend or crimp the workstation cables during the installation or when leaving them out of the way of other trades during the staging work. The Contractor, at the Contractors expense, shall replace all abused or stressed cables.
- 5.10.11 Keep all items protected before and after installation, with dust and waterproof barrier materials as necessary. The Contractor shall be responsible to ensure the integrity of the protective measures throughout the life of the project.
- 5.10.12 Clean up and remove all debris generated by installation activities. Keep the telecommunications areas free of debris at all times.
- 5.10.13 Deliver to County's Telecommunications department representative two sets of all special tools specifically needed for proper operation, adjustment and maintenance of cable and cable termination hardware installed under this Contract.
- 5.10.14 Upon project completion, provide as-built drawings and documentation as defined herein.

5.11 INSTALLATION / COORDINATION OF THE WORK - Contractor shall:

- 5.11.1 Carefully check space requirements and the physical confines of the area of work before beginning work to insure that all material can be installed in the spaces allotted thereto, including conduits and cable supports.
- 5.11.2 Transmit to other trades in a timely manner all information required for work to be provided under the respective Sections in ample time for installation.
- 5.11.3 Coordinate with other trades, when work interconnects with or contacts the work of other trades, to insure that all trades have the information necessary so that they may properly install all the necessary connections and equipment.
- 5.11.4 Coordinate project and schedule work with the General Contractor and County's Telecommunications representative in accordance with the construction sequence when, due to the type of installation, a fixed sequence of operation is required to properly install the complete systems.
- 5.11.5 Make reasonable modifications in the layout as needed at no additional charge, to prevent conflict with work of other trades or for proper compliance with the design intent

- 5.11.6 Have 10 days from receiving authorization from the County Telecommunications Department to commence work.
- 5.11.7 Provide status of the installation to the General Contractor & the County's Telecommunication representative, where applicable to allow them to update their project schedules.
- 5.11.8 Coordinate with a County's Telecommunications department representative before, during and after work.
- 5.11.9 Permit the County's Telecommunications department to conduct a site survey with the customer to insure that the installation meets the requirements of the customer and adheres to the installation guidelines outlined in this RFP
- 5.11.10 Identification- Contractor shall:
 - 5.11.10.1 Attach machined-generated labels with the outlet ID per EIA/TIA-606A standards on all outlet faceplates installed under this Agreement. All labels shall be readily visible and approved by the County prior to installation.
 - 5.11.10.2 Attach machine-generated designation strips with the cable ID and pair number, in uppercase lettering on all termination panels installed under this Agreement. All labels shall be readily visible and approved by the County prior to installation.
 - 5.11.10.3 Attach machine-generated label with the cable ID, and fiber strand number in uppercase lettering on all patch panels installed under this Agreement. All labels shall be approved by the County prior to installation.
 - 5.11.10.4 Attach a machine-generated label with the cable ID, in black uppercase lettering on a permanent adhesive, white label stock, covered with permanent water resistant sealer on all telecommunications cables installed under this work. Labels shall be placed on both ends of the cable and no more than 6" from the point at which the cable is broken out into individual copper pairs or strands from the connector or termination block or patch panel. Labels shall be placed parallel with the cable. All labels shall be readily visible and approved by the County prior to installation.
 - 5.11.10.5 Not use hand lettered label stock except for temporary labeling used during construction phases. Hand lettered label stock will not be accepted for final installation.
 - 5.11.10.6 If at any time during the project, the label becomes illegible or removed, the Contractor shall immediately replace it with a duplicate preprinted label.
 - 5.11.10.7 All cable IDs shall be both physically and visually accessible upon completion of the project.

5.12 FIRE STOP – PENETRATION SEALANT – Contractor shall:

- 5.12.1 Provide fire-resistant materials of a type and composition necessary to restore fire ratings to all wall or floor ceiling penetrations. Material must be properly classified and meet all national and local codes.
- 5.12.2 All penetrations through fire rated floors and walls shall be sealed to prevent the passage of cold smoke, fire, toxic gas or water through the penetrations, before, during or after a fire. The fire rating of the penetration seal shall be at least that of the floor or wall into which it is installed, so that the original fire rating of the floor or wall is maintained as required by Article 300-21 of the National Electrical Code.
 - 5.12.2.1 No flammable material may be used to line the chase or hole in which the fire stop material is to be installed.
 - 5.12.2.2 All damming materials to be left in place after the seal is complete shall be non-flammable.
 - 5.12.2.3 The sealant shall remain resilient and pliable to allow the removal and or addition of cable without necessity of drilling holes. It shall adhere to itself perfectly to allow any and all repairs to be made with the same material. It shall allow for vibration, expansion and/or contraction of anything passing through the penetration without affecting the seal, or cracking, crumbling and spalling.
 - 5.12.2.4 When sealant is injected into a penetration, the material shall expand to surround all the items within the penetration and maintain pressure against the walls of the penetration as well as the pass-through items. The material shall cure within five minutes and be fire resistant at that time. No heat shall be required to further expand the material to prevent the passage of fire and smoke or water.
 - 5.12.2.5 The materials shall have been subjected to fire exposure in accordance with standard time-temperature curve in the Standard, UL ASTM E 119 and NFPA 251. The fire stop material shall have also been subjected to the hose stream test in accordance with UL 10B.

5.13 DELIVERY, STORAGE AND HANDLING – Contractor shall:

- 5.13.1 Deliver materials (except bulk materials) in manufacturer's unopened container fully identified with the manufacturer's name, trade name, type, class, grade, size and color.
- 5.13.2 Store materials suitably sheltered from the elements, but readily accessible for inspection until installed. Store all items subject to moisture damage in dry spaces. Provide space requirements for storage in submittals list. The County Telecommunications Department or General Contractor shall assign storage space.

5.14 AS BUILT DRAWINGS AND CABLE LIST

- 5.14.1 The Contractor shall provide the following "As-Built" drawings to the County's Telecommunications department. Drawings shall be in printed form and on

compact disk in AutoCAD 2004 dwg format. These as-built drawings shall include all work described within this specification section, including, but not limited to the following:

- 5.14.1.1 A complete backbone connectivity diagram showing backbone interconnection and cable routing. Each cable type and routing shall be noted.
- 5.14.1.2 Finalized, detailed elevations of the Voice and Data MDF illustrating all punch-down locations and rack elevations.
- 5.14.1.3 Finalized, detailed elevations of the IDF(s) illustrating punch-down locations and equipment rack locations
- 5.14.1.4 Finalized equipment rack elevations illustrating vertical location of termination hardware (e.g. fiber boxes, patch panels, etc.) within all telecommunications areas.
- 5.14.1.5 Finalized outlet layout floor plans including room/area numbers, outlet numbers and the corresponding cable identification numbers

5.15 MANUFACTURER'S LITERATURE

- 5.15.1 Where the Specifications and/or Project Drawings call for an installation to be made in accordance with the Manufacturer's recommendations, a copy of such recommendations shall always be kept on the job site, and shall be available to the County.
- 5.15.2 Contractor shall follow manufacturer's instructions where they cover points not specifically indicated on Project Drawings and Specifications. If said instructions differ from the Project Drawings and Specifications, it is the responsibility of the Contractor to obtain clarification from the Owner in writing before commencing work.

5.16 TEST DOCUMENTATION

- 5.16.1 A complete set of test results shall be presented to the County at least one(1) week before the placement of active electronics in the IT spaces. The Contractor shall identify the types of cable tester(s) used during the testing and verification when presenting the results for each type of cable and each test procedure, unless otherwise indicated.
- 5.16.2 All verification and test results shall be submitted to the County in electronic formats via e-mail. All test results shall include the following information: County Department name, building address, cable ID, floor and IDF/MDF. The County prefers a single system for receipt of all testing data in a single searchable database such as the LinkWare Software associated with FLUKE DTX 1800 with test results in .tst format. The County reserves the right to require Contractor(s) to standardize on a single tester and software for storage of test documents if an Agreement is awarded to multiple Contractor(s).
- 5.16.3 Contractor shall warrant in writing that one hundred percent (100%) of the installation meets requirements specified in this Agreement and associated appendices. County reserves the right to conduct a random re-test of up to five

(5) percent of the cable plant, using Contractor equipment and / or labor to confirm documented results. Complete (100%) random re-testing, if performed, shall be at the expense of the County, using standard labor rates if no failures are found. If any failures are found in the 5% verification testing performed by the County, the re-testing expense shall be the Trade Contractor's. Any failing cabling shall be re-tested and restored to a passing condition. In the event more than two percent (2%) of the cable plant fails during re-test, the entire cable plant shall be re-tested and restored to a passing condition at no additional cost to the County.

5.17 QUALITY ASSURANCE

- 5.17.1 Contractor is solely responsible for quality control of the Work. Contractor shall comply with any Quality Control requirements specified in the RFP/Agreement.
- 5.17.2 All materials furnished shall be new and unused. All materials shall meet all applicable codes provided a standard has been established for the material in question.

5.18 PROJECT CLOSEOUT AND ACCEPTANCE

- 5.18.1 Following the completion and compliance of all requirements noted above and, the County will issue a Notice of Completion confirming that the Technology Portion of the project is complete. A forty-five (45) day Acceptance period will begin immediately following the issuance of this Notice of Completion
- 5.18.2 The installed System will not be accepted until all work is complete and properly documented and all punch list items discovered are completed to the County's Telecommunications department's complete satisfaction and the acceptance period defined in Section 5.18.3 below has ended. The County reserves the right to withhold payment until the acceptance period is complete.
- 5.18.3 The warranty will not begin until after the forty-five (45) day acceptance period to judge the performance of the installed Voice Data Communication System.
 - 5.18.3.1 Throughout the acceptance period, the Voice data infrastructure Communication System, as described herein and in the Project Drawings, must be up and operational. If there is a major system failure, the Acceptance period will restart, once the failure is resolved and the system is operational. Major system failures are defined as failures that impact 10% or more of the user connections.
 - 5.18.3.2 If during this forty five (45) day period the installed system does not perform adequately, Contractor shall repair the installation within two (2) days to the satisfaction of the County's Telecommunications department and/or the Contract Documents at no cost to the County and the forty five (45) day acceptance period will restart from the date of the resolution. If Contractor fails to complete the repair in the time specified or during any other time agreed to in writing by the County, the County reserves the right to have that work completed by County staff or other contractors. Any costs resulting from that rework shall be deducted from any monies owed to the Contractor.

- 5.18.3.3 This Acceptance period shall be considered outside any Warranty period provided by the Contractor or Manufacturer. Once the forty five (45) day Acceptance period has successfully passed, the Warranty period shall begin
- 5.18.4 The Contractor's project manager must be available to answer questions about the installation and to attend site visits and meetings during the acceptance period.
- 5.18.5 When work has been completed and approved and the acceptance period has expired, the following must be submitted with Contractor's invoice:
 - 5.18.5.1 Original County Pinnacle work order from department
 - 5.18.5.2 Original Bid Sheet signed by all parties
 - 5.18.5.3 Close out documentation from County Telecommunication representative

5.19 CERTIFICATION & WARRANTY

- 5.19.1 All work, materials, and equipment and materials shall be warranted for a minimum period of one year from the date of acceptance of the work. Where a manufacturer's warranty is longer than one year, the Contractor shall offer the extended warranty.
- 5.19.2 The Contractor shall, upon notification of any defective items, repair or replace such items within 24 hours without cost to County, all to the satisfaction of the County's Telecommunications department
- 5.19.3 The installed passive components of the Work described in the Contract Documents shall be covered under a manufacturer supported Lifetime Warranty related to installed materials, supported applications and the installation workmanship. This guarantee and extended warranty shall be supported in writing by both the connectivity and cable manufacturer and shall address and cover the following:
 - 5.19.3.1 All defects in wire, cable, components and/or other materials in the Voice and Data Communication System.
 - 5.19.3.2 All specification and performance parameters of system components as presented in the Construction Documents at the time of installation completion will be warranted/ guaranteed to provide margins of 3.0 dB for all frequencies swept from 1 – 250 MHz for the published TIA/EIA 568B parameters for NEXT, PSNEXT, ELFEXT, PSELFEXT, and Return Loss performance standards as published in TIA/EIA for more than one manufacturer.
 - 5.19.3.3 All installed components of the data backbone system shall support ten (10) Gigabits per second Ethernet applications that use 850 nm transceivers for serial transmission in LOMMF at distances up to three hundred (300) meters.
 - 5.19.3.4 All workmanship associated with any warranty issues related to providing, installing, certifying and documenting the Work described in the Construction Documents shall be covered by this warranty.

5.19.4 Contractor shall respond to the County's request and correct any problems, malfunctions, and warranty issues associated with the Work described in the Construction Documents without additional charge to the County within three (3) calendar days for the entire warranty period, as stated in the Warranty.

5.19.5 The County considers the Voice Data Communications System components a whole, complete system and requires an integrated component/cable warranty from both the cable manufacturer and the connectivity manufacturer for material and installation workmanship as described in the Construction Documents.

5.20 TRAINING: If training is necessary on certain products, equipment or components, Contractor shall provide training for County-specified employees to operate and maintain the installed technology utility system included in the cost of the product / technology utility system. Training shall include two (2) full day sessions that include, but are not limited to: a description of the system, a tour of the facilities, and a manufacturer-provided tutorial on using the cable testers and documentation software.

5.21 PERFORMANCE AND EVALUATION

5.21.1 One year from initiation of contract, Contractor's performance shall be evaluated at the end of each contract period.

5.21.1.1 Evaluation categories shall be but not limited to:

5.21.1.1.1 Quality of installation

5.21.1.1.2 Contractor's ability to meet County's scheduling requirements

5.21.1.1.3 Accuracy in billing and invoicing

5.21.1.1.4 Professionalism of technician during installation while on County premises.

5.22 CAL-OSHA:

5.22.1 As stated in section **GP 4.7** CAL-OSHA: The items proposed shall conform to all applicable requirements of the California Occupational Safety and Health Administration Act of 1973 (CAL-OSHA). Contractor shall submit their Injury and Illness Prevention Program (IIPP)-- California Code of Regulations Title 8 Section 3203 subchapter 7 Group 1 -- to the County within 30 days of County's request. Contractor shall demonstrate compliance with all requirements of that Plan.

6.0 CONTRACT TERM

- 6.1 The term of the AGREEMENT(s) will be for a period of three (3) years with the option to extend the AGREEMENT for up to two (2) additional one (1) year periods.
- 6.2 The County reserves the right to cancel this AGREEMENT, or any extension of this AGREEMENT, without cause, with a thirty day (30) written notice, or immediately with cause.
- 6.3 If this RFP includes options for renewal or extension, CONTRACTOR must commence negotiations for rate changes a minimum of ninety days (90) prior to the expiration of the AGREEMENT.
 - 6.3.1 Both parties shall agree upon rate extension(s) or changes in writing.
 - 6.3.2 The County does not have to provide a reason if it elects not to renew.

7.0 SELECTION CRITERIA

- 7.1. The selection of CONTRACTOR(s) and subsequent contract award(s) will be based on the criteria contained in this Request for Proposals, as demonstrated in the submitted proposal. CONTRACTOR(s) should submit information sufficient for the County to easily evaluate proposals with respect to the selection criteria. The absence of required information may cause the Proposal to be deemed non-responsive and may be cause for rejection
- 7.2. Contractor must have a current C-7 Contractors License. A copy of the C-7 license shall be submitted with your proposal.
- 7.3. Bidder shall describe in detail their experience with installation of similar low voltage cabling systems
- 7.4. The selection criteria include, but are not limited to, the following (in no particular order):
 - 7.4.1. Bidder's responsiveness to the specifications
 - 7.4.2. Personnel assigned to the service, including work experience
 - 7.4.3. Previous Experience, Qualifications and Ability
 - 7.4.4. Detailed projected timeframes to completion provided by the bidder
 - 7.4.5. Overall cost of each item including all factors such as travel and shipping.
 - 7.4.6. References from Customers. Please include a list of no less than 5 references that are familiar with your services that may be contacted.

- 7.4.7. Sustained industry reputation for customer service, resolving customer issues, and providing support as needed. Particular weight will be placed upon industry reputation performing projects similar to this service.
- 7.4.8. Delivery Time
- 7.4.9. Warranties offered
- 7.4.10. Ability to fulfill the County's insurance requirements
- 7.5. PROPOSAL FORMAT AND CONTENT – For each proposal, bidder must supply 3 hard copies of the proposal and one soft copy in CD format.

The following must be noted on the proposal:

7.5.1. SECTION A: IDENTIFICATION:

Specify the name, title, mailing address, and telephone number of the company and the name of the project contact

7.5.2. SECTION B: FULL POINT BY POINT RESPONSE:

A point-by-point response shall be made to the requirements of each numbered paragraph of the Specification (Scope of Work and Applicable Appendices), indicating either compliance or exception on the bidder's part. Sufficient supporting detail shall be supplied with each statement to enable the County to confirm the degree of compliance or non-compliance. An unsupported statement (e.g. "Will Comply") is unacceptable. If a paragraph states only information to Bidder, the response shall indicate "Understood" or state a request for clarification. All documentation required in each paragraph shall be supplied as part of the point-by-point response.

7.5.3. SECTION C: ITEMIZED QUOTATION:

Bidder shall provide prices for each line item on the pricing sheet provided set out in Excel spreadsheet format to be submitted with the proposal.

7.5.4. SECTION D: FULL TECHNICAL DESCRIPTION:

Bidder shall provide a complete technical description of the equipment and services offered and included in the proposal. This shall include data on all equipment manufactured by others.

7.5.5. SECTION E: LIST OF REFERENCES:

Bidder shall provide a minimum of five (5) references from companies you've worked with on similar projects, this must include a name and telephone number of person to contact.

7.5.6 SECTION F: SCOPE OF SERVICES / FEES:

The information listed below shall be included with each set of proposals: If any page of the CONTRACTOR'S proposal that is deemed to be a trade secret by the CONTRACTOR shall be clearly marked "**PROPRIETARY INFORMATION**" at the top of the page in at least **one-half inch (1/2")** size letters

7.6. The selection criteria include, but are not limited to:

7.6.1. CONTRACTOR AND STAFF EXPERIENCE:

The selected Contractor shall be fully capable and experienced in the telecommunications distribution system specified. To ensure the system has continued support, the County will contract only with Contractors having a successful history of sales, installation, service, and support.

- 7.6.1.1. During the bid evaluation process, the County may, with full cooperation of the Contractor, visit the Contractor's places of business, observe operations, and inspect records.
- 7.6.1.2. The Contractor must have a minimum of five (5) years of experience.
- 7.6.1.3. Describe your company's history, mission, programs, and services; administrative structure, and experience in providing similar services. Describe how this Agreement will fit into your overall organization. Attach an organizational chart of your regional organization including the technicians described in Question 7.4.2.4 above, location of most local office, and primary work location of all staff that may perform work under this Agreement.
- 7.6.1.4. Provide a list of all technicians, years of experience in low voltage cabling, and any relevant certifications such as, but not limited to, Registered Communications Distribution Designer (RCDD), low voltage certifications for installation and termination, and fiber certification for installation and termination. Indicate the primary work location for any technicians.
- 7.6.1.5. Project Manager / Safety Officer: The Contractor must have a Registered Communications Distribution Designer (RCDD) on staff that will be ultimately responsible for this project in the Project Manager role. The RCDD must have sufficient experience in this type project as to be able to lend adequate technical support to the field forces during installation, during the warranty period, and during any extended warranty periods or maintenance contracts. A resume of the responsible RCDD must be attached to the Contractor's response for evaluation by the County. Should the RCDD assigned to this project change during the installation, the new RCDD assigned must also submit a resume for review by the County. If, in the opinion of the County, the RCDD does not possess adequate qualifications to support the project, the County reserves the right to require the Contractor to assign an RCDD who, in the County's opinion, possesses the necessary skills and experience required of this project. Identify the RCDD's primary work location.
- 7.6.1.6. Does your organization propose to complete all work with employees or will some work be subcontracted?

7.6.2. SERVICE LEVEL AND SUPPORT:

- 7.6.2.1. Please describe your proposed service level including:
- 7.6.2.1.1. Time commitment to complete work once assigned including start-up requirements and lead time necessary to provide services.
 - 7.6.2.1.2. Describe your proposed invoicing, remittance, and reconciliation processes.
 - 7.6.2.1.3. Describe your ability to respond to an emergency or rush request. How much notice is needed for this type of service? Under what circumstances can technicians be made available within 4 hours.
 - 7.6.2.1.4. Please describe the escalation process in the case of an issue with any of the processes described in this Scope of Work.
- 7.6.2.2. The County would like to centralize test results including the ability to easily search past results. The County prefers a single system for receipt of all testing data in a single searchable database such as the LinkWare Software associated with FLUKE DTX 1800. What type of cable tester does your organization currently use and how would test results be transmitted to the County to meet the County's goal to store and search. Would an requirement to use an alternate tester or software result in a change in pricing as submitted?
- 7.6.2.3. Define any "value added" services you may be able to provide to the County.
- 7.6.2.4. Define any work, materials, or equipment that may result in unexpected costs.
- 7.6.3. Volume Discounts / Commitments. Are any volume discounts available to the County? If yes, please define the minimum requirements. .

8.0 PRE-PROPOSAL MEETING

A Pre-bidders meeting will be held on **December 10th 2009 at 1:30 pm** at the **Monterey County Information Technology Department, 1590 Moffett Street, Salinas, California**. Bidders may also participate by telephone. This pre-bidders meeting is optional but bidders are encouraged to attend. The purpose of this meeting is to answer questions. No presentations are required. Please indicate your intent to attend this meeting by sending a response to Deputy Purchasing Agent, Jaime Ayala at ayalaj@co.monterey.ca.us or by calling (831) 755 – 4998. Indicate if you are requesting to participate by telephone so that further instructions may be provided.

9.0 PREVAILING WAGES

Prevailing Wages: If applicable, CONTRACTOR shall comply with provisions of the Labor Code (sections 1720, et seq.) governing public works, including payment of prevailing wages, payroll records and employment of apprentices. Copies of the determination of the general prevailing rate of per diem wages are available to interested parties at: <http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm>.

10.0 LIQUIDATED DAMAGES

Liquidated Damages.

No bidder shall be allowed to modify, withdraw, or cancel the proposal, or any part thereof, for sixty (60) days after the time designated for the receipt of proposals in the advertisement for RFP. The County and the CONTRACTOR mutually agree and acknowledge that it would be impractical or extremely difficult at best to measure the actual damages suffered by the County as a result of a breach by CONTRACTOR of this RFP obligation. In the event of any such breach by the CONTRACTOR (factually determined by the County to have occurred, after a reasonable investigation into an alleged breach), the CONTRACTOR shall pay the sum of five percent (5%) of the total estimated contract value, but not less than \$5,000 nor more than \$25,000 to the County as liquidated damages, and not as a penalty. The County and the CONTRACTOR agree that the amount of liquidated damages described above is a reasonable amount for liquidated damages for breach of CONTRACTOR 's obligations under the circumstances existing at the time this RFP is submitted to the County. In consideration of the payment of such liquidated damages, the County shall be deemed to have waived all other claims for damages or relief at law or equity under this Agreement.

11.0 ADDITION OF QUALIFIED CONTRACTOR(S)

This RFP is **NOT** intended to create an exclusive service agreement. The County retains the ability, at it's sole discretion, to add qualified CONTRACTOR(s) any time for selection and execution of an Agreement provided they meet the minimum requirements of the Contracts/Purchasing Division.

12.0 PREFERENCE FOR LOCAL CONTRACTORS

- 12.1** General Requirements - Each local CONTRACTOR providing goods, supplies or services funded in whole or in part by County funds, or funds which the County expends or administers, shall be eligible for a local preference as provided in this section.
- 12.2** Rights of First Refusal - Each local CONTRACTOR who participates in the original sealed Proposal process and is within five percent of the lowest responsible Proposal shall be provided the opportunity to reduce the local CONTRACTOR'S Proposal to the amount equal to the amount of the lowest responsible Proposal if the lowest responsible Proposal is submitted by other than a local CONTRACTOR. The opportunity to reduce Proposal amounts shall be provided first to the lowest eligible local CONTRACTOR and, if not accepted by such CONTRACTOR within five (5) business days of the opening of Proposals, then to each successive local eligible CONTRACTOR within five (5) percent of the lowest responsible CONTRACTOR in ascending order of the amount of Proposals.
- 12.3** "Local CONTRACTOR" Defined - For the purpose of this section, the term "local CONTRACTOR" shall mean a business or resident doing business as a CONTRACTOR in Monterey County, San Benito County, or Santa Cruz County for not less than the past five (5) consecutive years.

12.0 SEQUENTIAL CONTRACT NEGOTIATION

The County will pursue contract negotiations with the CONTRACTOR(s) who submit(s) the best Proposal(s), in the sole opinion of the County, and which is in accordance with the criteria as described within this RFP. If the contract negotiations are unsuccessful, in the opinion of either the County or the CONTRACTOR(s), the County may pursue contract negotiations with the company which submitted a Proposal which the County deems to be the next best qualified to provide the services, or the County may issue a new RFP or take any other action which it deems to be in its best interest.

GENERAL PROVISIONS SECTION GP

(THIS PAGE INTENTIONALLY LEFT BLANK)

GP 1.0 CONTRACT AWARDS

- GP 1.1** Multiple Award(s): The County has the option to award a portion or portions of this contract to multiple successful CONTRACTOR(s) at the sole discretion of and benefit to the County.
- GP 1.2** The award(s) made from this solicitation may be subject to approval by the County Board of Supervisors.
- GP 1.3** Interview: the County reserves the right to interview selected CONTRACTOR(s) before a contract is awarded. The costs of attending any interview are the CONTRACTOR'S responsibility.
- GP 1.4** Incurred Costs: The County is not liable for any cost incurred by CONTRACTOR(s) in response to this solicitation.
- GP 1.5** Unsuccessful CONTRACTORS who have submitted a Proposal will be notified of the final decision.
- GP 1.6** The award(s) resulting from this solicitation will be made to the CONTRACTOR(s) that submit(s) a response that, in the sole opinion of the County, best serves the overall interest of the County. Awards will not be based on cost alone.
- GP 1.7** Prices are to remain firm for the initial term of the AGREEMENT and, thereafter, may be adjusted according to the terms and conditions of the AGREEMENT. County does not guarantee a minimum or maximum dollar value for any agreement or agreements resulting from this solicitation.

GP 2.0 PROPOSAL SUBMITTALS

- GP 2.1** All submittals in response to this solicitation become the property of the County of Monterey. If a CONTRACTOR does not wish to submit a Proposal but wishes to acknowledge the receipt of the request, the reply envelope shall be marked "No Bid."
- GP 2.2** Monterey County reserves the right to reject any and all Proposals, or part of any Proposal, to postpone the scheduled Proposal deadline date(s), to make an award in its own best interest, and to waive any informalities or technicalities that do not significantly affect or alter the substance of an otherwise responsible Proposal and that would not affect a CONTRACTOR'S ability to perform the work adequately as specified.
- GP 2.3** Proposals must be received BEFORE the time and date specified, at the location and to the person specified on the SIGNATURE PAGE.

- GP 2.4** ALL PROPOSALS MUST BE SUBMITTED IN A SEALED ENVELOPE BEARING ON THE OUTSIDE, PROMINENTLY DISPLAYED IN THE LOWER LEFT CORNER OF THE ENVELOPE, the CONTRACTOR'S name and address, ***the solicitation number, and the name of the person specified on the SIGNATURE PAGE.***
- GP 2.5** It is the sole responsibility of the CONTRACTOR to ensure that the Proposal is received at or before the specified time. Postmarks and facsimiles are not acceptable. Proposals received after the deadline shall be rejected and returned unopened.
- GP 2.6** Submit any and all exceptions to this solicitation on separate pages, and clearly identify the top of each page with "EXCEPTION TO MONTEREY COUNTY SOLICITATION #" (indicate the applicable solicitation number).
- GP 2.7** Each EXCEPTION shall include the page number, section number, and referenced item number as appropriate.
- GP 2.8** Failure to comply with GP 2.3 – 2.7 may result in a Proposal being declared as "non-responsive".

GP 3.0 PROPOSAL FORMAT AND CONTENT

- GP 3.1** Any page of the CONTRACTOR'S response package that is deemed to be a trade secret by the CONTRACTOR shall be clearly marked "PROPRIETARY INFORMATION" at the top of the page in at least one-half inch (1/2") size letters.
- GP 3.2** To be considered "responsive," submitted Proposals should adhere to the following guidelines:
- GP 3.2.1** Proposals should be prepared on 8-1/2" x 11" paper and bound with front and back covers. Fold out charts, tables, spreadsheets, brochures, pamphlets and other pertinent information or work product examples may be included as Appendices. All Proposals shall include a Table of Contents.
 - GP 3.2.2** Reproductions of the Monterey County Seal should not be used in any documents submitted in response to this solicitation.
 - GP 3.2.3** Indicate the name and title of the CONTRACTOR'S primary contact person. Also, include their mailing address, telephone number and fax number, along with their Email address, if any.
 - GP 3.2.4** A copy of any agreement proposed by the CONTRACTOR(s) as part of their response to this solicitation must be submitted along with their Proposal. These agreements will be considered as part of the bid package prior to an award selection being made. **THE INCLUSION OF A PROPOSED AGREEMENT DOES NOT GUARANTEE ACCEPTANCE OF THAT AGREEMENT BY THE COUNTY. Therefore, CONTRACTOR'S Proposal must specify what, if any,**

terms of their Proposal would be different if the County does not accept the proposed agreement, in whole or in part. CONTRACTOR agreements will not be considered if submitted after the Deadline for Proposals. (Refer to Section GP 5.0 AGREEMENT TO TERMS AND CONDITIONS.)

GP 3.2.5 Submit complete documentation as listed in Section 7.0 **SELECTION CRITERIA.**

GP 3.2.6 To validate your Proposal, **submit the SIGNATURE PAGE with your proposal.** Proposals submitted without this page will be deemed non-responsive. Proposal signatures must be manual and in ink. All prices and notations must be typed or written in ink. Errors may be crossed out and corrections printed in ink or typed adjacent, and must be initialed in ink by the person signing the proposal.

GP 3.3 Submit one (1) single-sided original Proposal and three (3) single or double-sided copies of the CONTRACTOR'S proposed responses, with one (1) clearly marked "Original." (Total of four proposal packets.)

GP 4.0 PROPOSAL STANDARD INSTRUCTIONS AND CONDITIONS

GP 4.1 Propose on each item separately. Prices shall be quoted in units specified. If total extended price differs from unit price, the unit price shall prevail.

GP 4.2 Brand names and numbers when cited are informational unless stipulated otherwise. Proposals for equal items will be considered, provided the proposal clearly describes the article offered and its proposed equal in quality, utility and/or performance. Proposals not indicating otherwise will be considered to be for the exact item specified.

GP 4.3 Delivery time shall be a part of the consideration of proposal submissions. Specify delivery time in days after receipt of order (ARO).

GP 4.4 Unless stated otherwise, the F.O.B. for receivables shall be destination. Charges for transportation, containers, packaging and other related shipping costs shall be borne by the shipper.

GP 4.5 **ACCEPTANCE TIME:** Proposals are subject to acceptance at any time within 90 days after opening.

GP 4.6 **TAXES:** The County is registered with the Internal Revenue Service, San Francisco office, registration number 94730022K. The County is exempt from Federal Transportation Tax; an exemption certificate is not required where shipping documents show Monterey County as consignee.

GP 4.7 **CAL-OSHA:** The items proposed shall conform to all applicable requirements of the California Occupational Safety and Health Administration Act of 1973 (CAL-

OSHA). Contractor shall submit their Injury and Illness Prevention Program (IIPP)--California Code of Regulations Title 8 Section 3203 subchapter 7 Group 1 -- to the County within 30 days of County's request. Contractor shall demonstrate compliance with all requirements of that Plan.

- GP 4.8 HAZARDOUS MATERIALS:** Transportation of any hazardous materials to the County of Monterey must be done so in conformance with SARA Title 3 as amended. Appropriate documentation must be provided in a Material Safety Data Sheet (MSDS) and other documentation as necessary relating to the traits, characteristics, and pervasive properties of any hazardous materials shipped to the County of Monterey. The shipper understands that the County of Monterey shall not accept any shipment of hazardous materials without complete documentation and safety information as required by law. The County of Monterey shall not take responsibility for the accidental or purposeful discharge or release of any hazardous material. The County of Monterey does not take responsibility for the improper packaging and/or transportation of any hazardous materials ordered by the County while in transit or storage prior to delivery and acceptance by the County.
- GP 4.9 WARRANTY:** The CONTRACTOR shall specify the warranty period for the materials and guarantee the workmanship of all items proposed. After the award, the CONTRACTOR shall promptly remedy all defects without cost to the County that may appear within this period.
- GP 4.10** Any discount offered by the CONTRACTOR(s) must allow for payment after receipt and acceptance of services, material or equipment and correct invoice, whichever is later. In no case, in the evaluation of Proposals, will a discount be considered that requires payment in less than 30 days.

GP 5.0 AGREEMENT TO TERMS AND CONDITIONS

CONTRACTOR(s) selected through the solicitation process will be expected to execute a formal agreement with the County for the provision of the requested service. The AGREEMENT will be written by the County in a standard format approved by County Counsel, similar to the "SAMPLE AGREEMENT" enclosed herewith. Submission of a signed bid/proposal and the **SIGNATURE PAGE** will be interpreted to mean CONTRACTOR HAS AGREED TO ALL THE TERMS AND CONDITIONS set forth in the pages of this request and the standard provisions of the **SAMPLE AGREEMENT**. The County may consider including language from the CONTRACTOR'S proposed agreement if submitted following the procedures identified in Section **GP 3.0 PROPOSAL FORMAT AND CONTENT**.

GP 6.0 RIGHTS AND REMEDIES OF THE COUNTY FOR DEFAULT

In the case of default by the CONTRACTOR, the County may procure the articles or services from other sources and may recover the loss occasioned thereby from any unpaid balance due the CONTRACTOR or by proceeding against any performance bond of the CONTRACTOR, if any,

or by suit against the CONTRACTOR. The prices paid by the County shall be considered the prevailing market price at the time such purchase(s) may be made. Inspections of deliveries or offers for deliveries that do not meet specifications shall be made at the expense of the CONTRACTOR.

GP 7.0 INDEMNIFICATION

CONTRACTOR shall indemnify, defend, and hold harmless the County, its officers, agents, and employees, from and against any and all claims, liabilities, and losses whatsoever (including damages to property and injuries to or death of persons, court costs, and reasonable attorneys' fees) occurring or resulting to any and all persons, Contractor(s) or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims, liabilities, and losses occurring or resulting to any person, firm, or corporation for damage, injury, or death arising out of or connected with the CONTRACTOR's performance of this AGREEMENT, unless such claims, liabilities, or losses arise out of the sole negligence or willful misconduct of the County. "CONTRACTOR's performance" includes CONTRACTOR's action or inaction and the action or inaction of CONTRACTOR's officers, employees, agents and subcontractors.

GP 8.0 INSURANCE

GP 8.1 Evidence of Coverage:

Prior to commencement of this AGREEMENT, the CONTRACTOR shall provide a "Certificate of Insurance" certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition the CONTRACTOR upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County's, Contracts/Purchasing Department, unless otherwise directed. The CONTRACTOR shall not receive a "Notice to Proceed" with the work under this AGREEMENT until it has obtained all insurance required and such, insurance has been approved by the County. This approval of insurance shall neither relieve nor decrease the liability of the CONTRACTOR.

GP 8.2 Qualifying Insurers:

All coverage's, except surety, shall be issued by Contractor(s) which hold a current policy holder's alphabetic and financial size category rating of not less than A- VII, according to the current Best's Key Rating Guide or a company of equal financial stability that is approved by the County's Purchasing Manager.

GP 8.3 Insurance Coverage Requirements:

Without limiting CONTRACTOR's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this AGREEMENT a policy or policies of insurance with the following minimum limits of liability:

- GP 8.3.1 Commercial general liability insurance, including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broadform Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.
- GP 8.3.2 Business automobile liability insurance, covering all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this AGREEMENT, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.
- GP 8.3.3 Workers' Compensation Insurance, if CONTRACTOR employs others in the performance of this AGREEMENT, in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.
- GP 8.3.4 Professional liability insurance, if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this AGREEMENT, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this AGREEMENT.

GP 8.4 Other Insurance Requirements.

All insurance required by this AGREEMENT shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this AGREEMENT, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this AGREEMENT.

GP 8.5 Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for CONTRACTOR and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this AGREEMENT, or be accompanied

by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

GP 8.6 Commercial general liability and automobile liability policies shall provide an endorsement naming the County of Monterey, its officers, agents, and employees as Additional Insureds with respect to liability arising out of the CONTRACTOR'S work, including ongoing and completed operations, and shall further provide that such insurance is primary insurance to any insurance or self-insurance maintained by the County and that the insurance of the Additional Insureds shall not be called upon to contribute to a loss covered by the CONTRACTOR'S insurance. The required endorsement form for Commercial General Liability Additional Insured is ISO Form CG 20 10 11-85 or CG 20 10 10 01 in tandem with CG 20 37 10 01 (2000). The required endorsement form for Automobile Additional Insured endorsement is ISO Form CA 20 48 02 99.

GP 8.7 Prior to the execution of this AGREEMENT by the County, CONTRACTOR shall file certificates of insurance with the County's contract administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this AGREEMENT. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this AGREEMENT, which shall continue in full force and effect.

GP 8.8 CONTRACTOR shall at all times during the term of this AGREEMENT maintain in force the insurance coverage required under this AGREEMENT and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this AGREEMENT, which entitles County, at its sole discretion, to terminate this AGREEMENT immediately.

GP 9.0 INVOICES

CONTRACTOR shall reference the AGREEMENT number and solicitation number on all invoices submitted to the County. CONTRACTOR shall submit such invoices periodically or at the completion of services, but in any event, not later than 30 days after completion of services.

The invoice shall set forth the amounts claimed by CONTRACTOR for the previous period, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice. The County shall certify the invoice, either in the requested amount or in such other amount as the County approves in conformity with this AGREEMENT, and shall promptly

submit such invoice to the County Auditor-Controller for payment. The County Auditor-Controller shall pay the amount certified within 30 days of receiving the certified invoice.

GP 10.0 RIGHTS TO PERTINENT MATERIALS

All responses, inquiries, and correspondence related to this solicitation and all reports, charts, displays, schedules, exhibits, and other documentation produced by the CONTRACTOR that are submitted as part of the submittal will become the property of the County when received by the County and may be considered public information under applicable law. Any proprietary information in the submittal must be identified as such and marked "PROPRIETARY INFORMATION". The County will not disclose proprietary information to the public, unless required by law; however, the County cannot guarantee that such information will be held confidential.

GP 11.0 CONTRACT AUDITS

CONTRACTOR agrees that Monterey County or its designee will have the right to review, obtain and copy all records pertaining to performance of the contract. CONTRACTOR agrees to provide Monterey County or its designee with any relevant information requested, and shall permit Monterey County or its designee access to its premises, upon reasonable notice, during normal business hours for the purpose of interviewing employees and inspecting and copying such books, records, accounts and other material that may be relevant to a matter under investigation for the purpose of determining compliance with this requirement. CONTRACTOR further agrees to maintain such records for a period of five (5) years after final payment under the contract.

GP 12.0 NON-DISCRIMINATION

GP 12.1 During the performance of this contract, the CONTRACTOR shall not unlawfully discriminate against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age (over 40), sex, or sexual orientation. The CONTRACTOR(s) shall ensure that the evaluation and treatment of its employees and applicants for employment are free of such discrimination. The CONTRACTOR shall comply with the provisions of the Fair Employment and Housing Act (Government Code, §12900, et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, §7285.0, et seq.).

- GP 12.2** The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, §12900, et seq., set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this AGREEMENT by reference and made a part hereof as if set forth in full.
- GP 12.3** The successful CONTRACTOR(s) shall include the non-discrimination and compliance provisions of the clause in all agreements with subcontractors to perform work under the contract.

GP 13.0 INDEPENDENT CONTRACTOR

- GP 13.1** The CONTRACTOR shall be an independent contractor and shall not be an employee of Monterey County, nor immediate family of an employee of the County. CONTRACTOR shall be responsible for all insurance (General Liability, Automobile, Workers' Compensation, unemployment, etc,) and all payroll-related taxes. CONTRACTOR shall not be entitled to any employee benefits. The CONTRACTOR shall control the manner and means of accomplishing the result contracted for herein.
- GP 13.2** Non-Assignment: CONTRACTOR shall not assign this contract without the prior written consent of the County.

GP 14.0 CONFLICT OF INTEREST

The CONTRACTOR covenants that the CONTRACTOR, its responsible officers, and its employees having major responsibilities for the performance of work under the AGREEMENT, presently have no interest and during the term of the AGREEMENT will not acquire any interests, direct or indirect, which might conflict in any manner or degree with the performance of the CONTRACTOR'S services under the AGREEMENT.

(THIS PAGE INTENTIONALLY LEFT BLANK)

SAMPLE AGREEMENT SECTION

(THIS PAGE INTENTIONALLY LEFT BLANK)

SAMPLE AGREEMENT

This AGREEMENT is made and entered into by and between the County of Monterey, a political subdivision of the State of California, hereinafter referred to as “County”, and _____, hereinafter referred to as “CONTRACTOR.”

RECITALS

- A. WHEREAS, the County has invited proposals through the Request for Proposals (RFP # _____) for _____, in accordance with the specifications set forth in this AGREEMENT; and
- B. WHEREAS, CONTRACTOR has submitted a responsive and responsible proposal to perform such services; and
- C. WHEREAS, CONTRACTOR has the expertise and capabilities necessary to provide the services requested.

NOW THEREFORE, the County and CONTRACTOR, for the consideration hereinafter named, agree as follows:

PERFORMANCE OF THE AGREEMENT

After consideration and evaluation of the CONTRACTOR’S proposal, the County hereby engages the CONTRACTOR to provide the services set forth in RFP # _____ and in this AGREEMENT on the terms and conditions contained herein and in RFP # _____. The intent of this AGREEMENT is to summarize the contractual obligations of the parties. The component parts of this AGREEMENT include the following:

RFP # _____ dated _____,
Addendum
CONTRACTOR’S Proposal dated _____, including all attachments and
exhibits, to RFP # _____
Security for CONTRACTOR’S proposal
AGREEMENT
Payment and Performance Bonds
Certificate of Insurance
Additional Insured Endorsements

All of the above-referenced contract documents are intended to be complementary. Work required by one of the above-referenced contract documents and not by others shall be done as if required by all. In the event of a conflict between or among component parts of the contract, the contract documents shall be construed in the following order: AGREEMENT, General

Requirements and General Provisions, CONTRACTOR'S Proposal (with all attachments and exhibits), RFP #XXXX, Addendum, Contract Security and Bonds, Certificate of Insurance, and Additional Insured Endorsements.

1.0 SCOPE OF SERVICE

[_____]

2.0 TERM OF AGREEMENT

- 2.1 The initial term shall commence with the signing of the AGREEMENT through and including _____, with the option to extend the AGREEMENT for _____ additional _____ year periods. The County is not required to state a reason if it elects not to renew this AGREEMENT.
- 2.2 If the County exercises its option to extend, all applicable parties shall mutually agree upon the extension, including any changes in rate and/or terms and conditions.
- 2.3 The County reserves the right to cancel the AGREEMENT, or any extension of the AGREEMENT, without cause, with a thirty (30) day written notice, or immediately with cause.

3.0 COMPENSATION AND PAYMENTS

- 3.1 It is mutually understood and agreed by both parties that CONTRACTOR shall be compensated under the AGREEMENT in accordance with EXHIBIT A
- 3.2 Prices shall remain firm for the initial term of the AGREEMENT and, thereafter, may be adjusted annually as provided in this paragraph. The County does not guarantee any minimum or maximum amount of dollars to be spent under this AGREEMENT.
- 3.3 Negotiations for rate changes shall be commenced, by CONTRACTOR, a minimum of ninety days (90) prior to the expiration of the AGREEMENT.
- 3.4 Invoice amounts shall be billed directly to the ordering department.
- 3.5 CONTRACTOR shall reference the AGREEMENT number and RFP # _____ on all invoices submitted to the County. CONTRACTOR shall submit such invoices periodically or at the completion of services, but in any event, not later than 30 days after completion of services. The invoice shall set forth the amounts claimed by CONTRACTOR for the previous period, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice. The County shall certify the invoice, either in the requested amount or in such other amount as the County approves in conformity with this AGREEMENT, and shall promptly submit such invoice to the

County Auditor-Controller for payment. The County Auditor-Controller shall pay the amount certified within 30 days of receiving the certified invoice.

4.0 NOTICES

Notices required to be given to the respective parties under this AGREEMENT shall be deemed given by any of the following means: (1) when personally delivered to the County's contract administrator or to CONTRACTOR'S responsible officer; (2) when personally delivered to the party's principle place of business during normal business hours, by leaving notice with any person apparently in charge of the office and advising such person of the import and contents of the notice; (3) 24 hours after the notice is transmitted by FAX machine to the other party, at the party's FAX number specified pursuant to this AGREEMENT, provided that the party giving notice by FAX must promptly confirm receipt of the FAX by telephone to the receiving party's office; or, (4) three (3) days after the notice is deposited in the U. S. mail with first class or better postage fully prepaid, addressed to the party as indicated below.

Notices mailed or faxed to the parties shall be addressed as follows:

TO THE COUNTY:

Contracts/Purchasing Officer
County of Monterey, Contracts/Purchasing
Department
168 W. Alisal Street, 3rd Floor.
Salinas, CA 93901-2439
Tel. No.: (831) 755-4990 FAX No.: (831)
755-4969

TO THE CONTRACTOR:

Name
Address

Tel. No. _____ FAX
No. _____

(THIS PAGE INTENTIONALLY LEFT BLANK)

APPENDICES

(THIS PAGE INTENTIONALLY LEFT BLANK)

APPENDIX A

PRODUCT LIST

Part #	Manufacture	Description
		Chatsworth CAT 5e 24 port patch panel
		Chatsworth Cat 5e 48 port patch panel
		Chatsworth Cat 6 24 port patch panel
		Chatsworth Cat 6 48 port patch panel
		Chatsworth Vertical Wire Manager 4.4W x 7'H x 16.15"D
		Chatsworth Horizontal Cable Manager Double-Sided Universal Cable Manager, 2RMU, 11.73"D
		2 voice 2 data cables (CAT 5e) PVC Cabling
		2 voice 2 data cables (CAT 5e) Plenum Cabling
		2 voice 2 data cables (CAT 6) PVC Cabling
		2 voice 2 data cables (CAT 6) Plenum Cabling
		1 cable (CAT 5) PCV Cabling
		1 cable (CAT 5) Plenum Cabling

(THIS PAGE INTENTIONALLY LEFT BLANK)

APPENDIX B

TELECOMMUNICATIONS CABLING AND PATHWAY SYSTEMS SPECIFICATIONS

1. PART 1 - ABBREVIATIONS AND DEFINITIONS: The Work specified herein shall conform to the following codes, regulations, standards, and guidelines

1.1. FCC:

- 1.1.1. Part 15: Unlicensed Radio Frequency Devices
- 1.1.2. Part 68: Terminal Equipment Certification Requirements

1.2. NEC 2002 or latest edition utilized by AHJ.

1.3. NESC 2002 or latest edition utilized by AHJ

1.4. NFPA codes (latest edition utilized by AHJ)

1.5. State and Local Municipal Construction-Related Codes

1.6. Underwriters Laboratory (UL)

1.7. IEEE:

- 1.7.1. IEEE 802.3: 10Base-T Ethernet Standard
- 1.7.2. IEEE 802.12: 100Base-TX Ethernet Standard
- 1.7.3. IEEE 802.3ab: 1000Base-T Ethernet Standard
- 1.7.4. IEEE 802.3ae: 10Gb/s Ethernet Standard
- 1.7.5. IEEE 802.3af: Power Over Ethernet Standard
- 1.7.6. IEEE 802.11 All Wireless Ethernet Standard(s)

1.8. BICSI:

- 1.8.1. TDM: 2000, 11th Edition
- 1.8.2. TCIM: 2002, 3rd Edition
- 1.8.3. C-O OSP: 2001, 2nd Edition

1.9. TIA/EIA: (includes all related addenda to each standard)

- 1.9.1. TIA/EIA 310-D: Racks, Panels and Associated Equipment
- 1.9.2. TIA/EIA 455-13-A: Visual and Mechanical Inspection of Optical Fibers, Cables, Connectors and other Optical Devices.
- 1.9.3. TIA/EIA 455-57-B: Optical Fiber End Preparation and Examination.
- 1.9.4. TIA/EIA 455-59: Measurement of Optical Fiber Cable Point Defects with an OTDR.

- 1.9.5. TIA/EIA 455-61: Measurement of Optical Fiber Cable Attenuation with an OTDR.
- 1.9.6. TIA/EIA 455-95: Absolute Optical Power testing of Fiber Cables.
- 1.9.7. TIA/EIA 4720000-A: Generic Specification of Optical Fiber Cables.
- 1.9.8. TIA/EIA 472C000-A: Generic Specification of Optical Fiber Cables for Indoor Use.
- 1.9.9. TIA/EIA 492AAAA: Specification for 62.5/125- μ m Class1a Graded-Index Multimode Optical Fiber.
- 1.9.10. TIA/EIA 492AAAC: Specification for 850-nm Laser-Optimized 50/125- μ m Class 1a Graded-Index Multimode Optical Fiber.
- 1.9.11. TIA/EIA 492CAAA: Specification for Class 1va Dispersion-Un-Shifted (Zero Water Peak) Single Mode Optical Fiber.
- 1.9.12. TIA/EIA 526-7: Optical Power Loss Measurement of Single Mode Optical Fiber Cable Plant.
- 1.9.13. TIA/EIA 526-14: Optical Power Loss Measurements of Installed MMF Cables.
- 1.9.14. TIA/EIA 568-B.1: Commercial Building Telecom Wiring Standard Part-1: General Requirements.
- 1.9.15. TIA/EIA 568-B.2: Commercial Building Telecom Wiring Standard Part-2: Balanced Twisted Pair Cabling Standard.
- 1.9.16. TIA/EIA 568-B.3: Commercial Building Telecom Wiring Standard Part-3: Optical Fiber Cabling Standard.
- 1.9.17. TIA/EIA 598: Color Coding of Optical Fiber Cables and Strands.
- 1.9.18. TIA/EIA 606-A: Administration Standard for Telecommunications Infrastructure within Commercial Buildings.
- 1.9.19. TIA/EIA 607-A: Commercial Building Grounding and Bonding Requirements for Telecommunication Systems.
- 1.9.20. TIA/EIA 758: Customer-owned OSP Telecommunications Cabling Standard.
- 1.10. ANSI/ICEA:
 - 1.10.1. ANSI/ICEA S-83-596: Fiber Optic Premise Distribution Cable Technical Requirements. (1994)
 - 1.10.2. ANSI/ICEA S-90-661: Standard for Individually UTP Cables for Use in Communications Wiring Systems (1997).
- 2. PART 2 – PRODUCTS
 - 2.1. All materials furnished shall be new and unused. All materials shall meet all applicable codes provided a standard has been established for the material in question.
 - 2.2. CABLE MEDIA
 - 2.2.1. 4-Pair Cable Unshielded Twisted Pair Plenum – CMP:

- 2.2.1.1. Physical Specifications: 4 twisted pair – 24 AWG, solid copper conductors, 100 ohm nominal impedance +/-15% and independently verified as TIA/EIA Category 5e or 6 performance.
- 2.2.1.2. Electrical characteristics: Superior to the individual characteristics proposed in TIA/EIA Category 5e or 6 cable performance specification.
- 2.2.1.3. Cable Construction: conductors shall be individually insulated with 100% Fluorinated-Ethylene-Propylene (FEP) and jacketed with an approved material per the installation environment.
- 2.2.1.4. Colors will be outlined in instructions.
- 2.2.1.5. Manufacturer: Superior/Essex.
- 2.2.2. Multi Pair Voice Riser Cable:
 - 2.2.2.1. Physical Specifications: 100 twisted pair – 24 AWG, solid copper conductors, 100 ohm nominal impedance +/-15%.
 - 2.2.2.2. Electrical characteristics: All pair counts must meet Category 3 transmission requirements.
 - 2.2.2.3. Cable Construction: individually insulated conductors with standard UTP color code markings, a minimum of two twists per foot under a rated sheath.
 - 2.2.2.4. Manufacturer: Super/Essex.
- 2.2.3. Multi Mode Horizontal/Backbone Fiber:
 - 2.2.3.1. Physical Specifications: Core Diameter 50 µm, Cladding Diameter 125µm or Core Diameter 62.5µm, Cladding Diameter 125µm.
 - 2.2.3.2. Optical Characteristics: maximum fiber loss 3.0dB/km @850nm & 1.0dB/km @ 1300nm, minimum modal Bandwidth 200MHz @ 850nm @ 500MHz @ 1300nm. Must be able to support 1 Gb/s at distance up to 300 meters for 850nm and 550 meters for 1300nm.
 - 2.2.3.3. Cable Construction: cable shall be rated for use in plenum applications with fiber counts of 2 through 24 available. Cable shall have a dielectric strength member for strength member for strength and be contained within a metallic wrap from end-to-end for protection.
 - 2.2.3.4. Manufacturer: Superior/Essex.
- 2.2.4. Single Mode Backbone Optical Fiber cable:
 - 2.2.4.1. Physical Specifications: Core Diameter 8.3µm, Cladding Diameter 125µm.
 - 2.2.4.2. Optical Characteristics: maximum fiber loss 1.0dB/km @ 1310nm & 0.75dB/km @ 1550nm.
 - 2.2.4.3. Cable Construction: cable shall be rated for use in plenum applications with fiber counts from 2 to 24 available. Cable shall have a dielectric strength member for strength and be contained within a metallic wrap from end-to-end for protection.

2.2.4.4. Manufacturer: Superior/Essex.

2.3. TERMINATION HARDWARE

2.3.1. Modular Insert Copper Termination Panels:

- 2.3.1.1. All copper termination panels shall be modular metal frame, 48 port panels that accept modular Category 5e or 6 RJ45 jack inserts or blank inserts from the same manufacturer.
- 2.3.1.2. Panels shall be 19" rack-mountable and provide labeling space for each port.
- 2.3.1.3. Metal modular panels shall be black in color. Modular jack inserts shall correspond with the colors according to existing building standards.
- 2.3.1.4. Manufacturer: Leviton.

2.3.2. Fiber Termination Panels:

- 2.3.2.1. Fiber combination shelf for terminating SC connectors in a rack mount frame for mounting into a 19" rack. The combination shelf shall be able to support the terminations associated with the fiber cables and connectors as well as any splice cases required.
- 2.3.2.2. Fiber termination panels shall be either 2 rack units or 4 rack units to support the cable and connectivity requirements as instructed.
- 2.3.2.3. Manufacturer:: Leviton

2.3.3. Modular Connectors/Jacks:

- 2.3.3.1. Wall Outlets & faceplates, containing 8-pin modular connectors, non-keyed, angled front. 8-pin connectors; complies with EIA/TIA – Category 6, performance specifications. Outlet wired with standards compliant T568-B pinning. Coordinate jack colors with existing building standards.
- 2.3.3.2. IDF Patch panel modular jacks shall match the outlet jacks at each workstation location (color, performance, and labeling).
- 2.3.3.3. Manufacturer:: Leviton

2.4. Equipment Racks:

2.4.1. 19" EIA-310 standard steel equipment rack, 7 ft. high, complete with vertical cable raceways and horizontal cable management panels. Suitable for mounting approved modular patch panels, wire management and active network equipment. Must be seismically rated and restrained.

2.4.2. Manufacturer: Chatsworth

2.4.3. Four Post Rack Frame:

- 2.4.3.1. 19" EIA-310 standard steel, 4-post equipment frame, 7 ft high, complete with vertical cable raceways and horizontal cable management panels. Suitable for mounting approved modular patch panels, wire management and active network equipment. Must be seismically rated and restrained.
- 2.4.3.2. Manufacturer:: Chatsworth Quadra Frame

2.4.4. Wall-Mount Cabinet:

- 2.4.4.1. 19" EIA-310 standard steel, internal 4-post reinforced frame, 3 ft high, complete with vertical cable raceway channels and horizontal cable management panels. Suitable for mounting approved modular patch panels, wire management and active network equipment.
- 2.4.4.2. Chatsworth Cur-IT Plus Cabinet

2.5. MANAGEMENT HARDWARE

2.5.1. Cable Managers:

- 2.5.1.1. Rack mounted, Double sided Slotted vertical cable manager, 6in Clear.
Manufacturer: Chatsworth Products. Inc.
- 2.5.1.2. Rack mount, Double sided 2 U 19" Horizontal Wire Management Panel.
Manufacturer: Chatsworth Products, Inc.
- 2.5.1.3. Four post frame-mounted, Single sided Slotted vertical cable manager, 4in Clear. Manufacturer: Chatsworth Products Inc.

2.6. CABLE PATHWAYS

- 2.6.1. EMT Steel Conduit for horizontal cable. (Installed by Others). The horizontal cable system will be totally enclosed. The cable will run in conduit and through junction boxes. The conduit system will extend from the station outlet box to the telecommunications Rooms.
- 2.6.2. Non-Continuous Cable Supports (Multi Tiered J Hook Assemblies) for cables not in conduit.
 - 2.6.2.1. Multi- tiered non-continuous cable support assemblies shall be used to support telecommunications cables in accessible ceiling areas. Assemblies may be factory assembled or assembled from pre-packaged kits. Assemblies shall consist of a steel angled hanger bracket holding up to six non-continuous cable supports, rated for indoor use in non-corrosive environments; UL Listed.
 - 2.6.2.2. Provide all necessary hardware for installing multi-tiered support brackets in accessible ceiling spaces. These spaces may include T-bar ceiling, threaded rod spaces, and or direct mounting to concrete wall or ceiling.
Manufacturer: Chatsworth
- 2.6.3. Cable Runway Support and Pathway System.
 - 2.6.3.1. All industry standard cable runway shall be manufactured with tubular steel rails twelve inches (12"), fifteen inches (15"), eighteen inches (18") or twenty-four inches (24") in width configured with industry standard on and on-half inch (1.5") ladder cross bars positioned twelve inches (12") on center perpendicular to the rails, as indicated in the Project Drawings or project plan or other instructions.
 - 2.6.3.2. Cable runway system shall include structural engineered and approved components to provide and install the necessary zon-4 seismic support

system including end caps, wall angle support brackets, bonding straps, butt splice kits, junction splice kits, and rack-to-runway mounting kits.

- 2.6.3.3. The cable runway system shall include a corner section at each intersection that creates a radius “L”, “X”, and/or “T” formed when two (2) or more pieces of cable runway are connected together with a junction splice assembly.
- 2.6.3.4. The cable runway system shall include all components required to complete the system as instructed. These components shall be available from the same manufacturer and shall include, but may not be limited to:
 - 2.6.3.4.1. Cable runway bend radius drop assemblies (sized per runway section)
 - 2.6.3.4.2. Cable runway movable cross member assemblies to support cable runway bend radius drop assemblies (sized per runway section).
 - 2.6.3.4.3. Runway butt-splice kits
 - 2.6.3.4.4. Runway junction splice kits
 - 2.6.3.4.5. Cable runway corner brackets (sized per runway and site conditions)
 - 2.6.3.4.6. Swivel splice kits
 - 2.6.3.4.7. Rack-to-runway mounting plates (sized per runway section)
 - 2.6.3.4.8. Cable elevation kits (sized per site conditions)
 - 2.6.3.4.9. Wall angle support brackets (sized per runway section)
 - 2.6.3.4.10. Runway foot kits
 - 2.6.3.4.11. Threaded rod assemblies for attachment
 - 2.6.3.4.12. Slotted Support brackets for runway attachment to threaded rod assemblies
 - 2.6.3.4.13. Vertical wall brackets
 - 2.6.3.4.14. Cable retaining posts (6” as required)
 - 2.6.3.4.15. Runway grounding kits
 - 2.6.3.4.16. Protective end caps
- 2.6.3.5. All cable runway components shall be black in color, unless otherwise noted in the Project Drawings or instructions.
- 2.6.3.6. Cable Runway System and Component Manufacturer: Chatsworth

2.7. LABELS

- 2.7.1. Laser printed self-adhesive, smudge resistant self-laminating labels for cables and faceplates. Labels shall be appropriately sized for cable diameter. Labels shall be appropriately colored for faceplate color contrast.
- 2.7.2. Manufacturer: Leviton

3. PART 3: EXECUTION

3.1. INSTALLATION

3.1.1. Equipment Racks and Cabinets: Provide, as shown on drawings, rack and cabinets in the respective IDF rooms or termination locations for the mounting of termination panels and IT equipment. Bolt each rack to the floor slab and attach the cable runway system overhead via cable runway elevation kits per the manufacturer's recommended installation instructions. Ground each individual rack and cabinet to the grounding busbar located within the room/space.

3.1.2. Termination Components:

3.1.2.1. Provide fiber combination shelf in rack mount frame for mounting into racks and cabinets as indicated in the project drawings or instructions with a minimum of 48 port capacity. Provide and install correct adapters for fiber termination, complete with designation strips & any required cable managers.

3.1.2.2. Provide Wall Outlets & faceplates containing 8-pin modular connectors, non-keyed, 8-pin connectors; complies with ANSI/EIA/TIA-568B – Category 5e or 6, performance specifications. Outlet wired with standards compliant T568-B pinning. Coordinate faceplate color and jack color with existing building standard.

3.1.2.3. Provide IDF modular termination jacks at patch panels as 8-pin modular connectors, non-keyed, 8-pin connectors; complies with ANSI/EIA/TIA-568B – Category 5e or 6, performance specifications. Wired with standards compliant T568-B pinning. Install black colored blank modular inserts into unused patch panel ports.

3.1.3. Cable Media:

3.1.3.1. Install riser UTP cable in accordance with this Specification in quantities indicated in the project drawings or project instructions and terminate all UTP cable pairs (except the 25" pair in each binder group – coil for future use) on patch panels as instructed. Comply with the manufacturers' recommendations.

3.1.3.2. Install riser fiber cable in accordance with this Specification in quantities indicated. Comply with the manufacturer's recommendations, and the Telecommunications Distribution Plan Drawings, or other plans as instructed.

3.1.3.3. After dressing the cable to its final location, remove only enough sheath to allow the conductors to be splayed and terminated in a neat and uniform fashion. Every effort will be made to maintain sheath integrity by removing only as much sheath as is practical, to accomplish termination. For UTP cables, maintain the manufacturers twisting of the wire pairs through to the point of termination, with a maximum untwist of 1/8".

3.1.3.4. There shall be no splices or mechanical couplers installed between the cable points of origin and termination for the inter-building and intra-building cable.

3.1.4. Cables:

- 3.1.4.1. For standard type outlets, provide 4-pair Category 5e or 6 cables from each workstation telecommunications outlet location to the respective termination location as indicated in the project drawings or instructions. Cables to be color-coded consistent with existing building standards. For additional workstation types as indicated on the telecommunications drawings route the correct amount of Category 5e or 6 cable from each workstation telecommunications outlet location to the respective termination location. Utilize the cable tray system for the routing of cables whenever possible. Terminate all cables onto 8-pin modular connectors at the outlet location. Terminate the four cables onto rack mounted patch panels.
- 3.1.4.2. Where telecommunications outlets are wall mounted inside enclosed offices, route cables overhead from the termination location (IDF) via the overhead cable tray network to the outlet area, and down a conduit stub-up to a junction box at the bottom of the conduit. Mount outlets with an appropriate faceplate.
- 3.1.4.3. Where workstation outlets are mounted in drywall partitions to support seating in the common areas, route cables from the termination location (IDF) to the accessible ceiling area within the commons area and down a conduit stub-up to a junction box at the bottom of the conduit. Mount outlets with an appropriate faceplate.
- 3.1.5. Cable Runway and Non-Continuous Cable Supports (Multi Tiered J Hook Assemblies):
 - 3.1.5.1. Provide cable runway and associate runway components in the IDFs/BDF and termination locations as instructed. Mount cable runway overhead at the indicated height follow manufacture's installation instructions at all times.
 - 3.1.5.2. Provide threaded rod ceiling support assemblies, spaced 5' on center, wall angle support kits, or triangular support brackets to support the cable runway over head (where required) as instructed.
 - 3.1.5.3. Ground each cable runway section to the next. Ground each cable runway to the nearest grounding busbar located within the respective rooms. Provide waterfall pieces for the gradual transition from end of cable runway or whenever cables exit the cable runway.
- 3.1.6. FIRESTOP - PENETRATION SEALANT
 - 3.1.6.1. Provide fire-resistant materials of a type and composition necessary to restore fire ratings to all wall or floor ceiling penetrations. Material must be properly classified and meet all national and local codes.
 - 3.1.6.2. All penetrations through fire rated floors and walls shall be sealed to prevent the passage of cold smoke, fire, toxic gas or water through the penetrations, before, during or after a fire. The fire rating of the penetration seal shall be at least that of the floor or wall into which it is

installed, so that the original fire rating of the floor or wall is maintained as required by Article 300-21 of the National Electrical Code.

- 3.1.6.3. No flammable material may be used to line the chase or hole in which the fire stop material is to be installed.
- 3.1.6.4. All damming materials to be left in place after the seal is complete shall be non-flammable.
- 3.1.6.5. The sealant shall remain resilient and pliable to allow the removal and or addition of cable without necessity of drilling holes. It shall adhere to itself perfectly to allow any and all repairs to be made with the same material. It shall allow for vibration, expansion and/or contraction of anything passing through the penetration without affecting the seal, or cracking, crumbling and spalling.
- 3.1.6.6. When sealant is injected into a penetration, the material shall expand to surround all the items within the penetration and maintain pressure against the walls of the penetration as well as the pass-through items. The material shall cure within five minutes and be fire resistant at that time. No heat shall be required to further expand the material to prevent the passage of fire and smoke or water.
- 3.1.6.7. The materials shall have been subjected to fire exposure in accordance with standard time-temperature curve in the Standard, UL ASTM E 119 and NFPA 251. The fire stop material shall have also been subjected to the hose stream test in accordance with UL 10B.
- 3.1.6.8. The following sealant shall be the standard for use in all County Facilities:
Hilti Flexible Firestop Sealant - Part Number: CP-606

3.2. COPPER CABLE TESTING AND VERIFICATION

- 3.2.1. Verify and test all Category-5e and 6 cables with a Fluke DTX 1800 series Level III tester that has been properly calibrated by the manufacturer within the recommended time frame for factory-certification. Verification and documentation of latest factory certification must be provided by the Contractor prior to testing.
- 3.2.2. The tester interface adapters shall be PM06 universal permanent link adapters and must be in new condition with the adapter cable and assembly not indication any twisting or kinking resulting from coiling and storing of the tester interface adapters.
- 3.2.3. Baseline accuracy of the copper test equipment must exceed TIA Level III, as indicated by independent laboratory testing.
- 3.2.4. Copper Test equipment must be capable of verifying Category 3, Category-5e and Category-6 links or channels independent of termination hardware configuration (IDC or 110-style) for levels of performance.
- 3.2.5. Copper Test equipment shall be capable of storing full frequency sweep data for all tests and printing color graphical reports for all swept measurements.

3.2.6. The testing device shall be provided by the Trade Contractor and approved by the Designer, and Owner prior to use. It is the responsibility of the Trade Contractor to get written authorization from the Designer and Owner to commence testing with their proposed device. Failure to gain approval is at the Trade Contractor's risk and expense.

3.2.7. All Category-5e and 6 cables shall be tested for, and comply with, TIA/EIA 568-B.2 standards related to the following:

- 3.2.7.1. Wire Map
- 3.2.7.2. Continuity
- 3.2.7.3. Length
- 3.2.7.4. Attenuation/Insertion Loss
- 3.2.7.5. Near End Cross Talk (NEXT)
- 3.2.7.6. Power Sum (PS) Next
- 3.2.7.7. PS Next to 100Mhz
- 3.2.7.8. Equal Level Far End Cross Talk (ELFEXT) Loss
- 3.2.7.9. PS ELFEXT Loss
- 3.2.7.10. Return Loss
- 3.2.7.11. Propagation Delay
- 3.2.7.12. Delay Skew
- 3.2.7.13. Attenuation to Cross Talk Ration (ACR)
- 3.2.7.14. PS ACR
- 3.2.7.15. Proper Labeling
- 3.2.7.16. Others as may be noted in the Contract Documents

3.2.8. Category-3 testing of every copper cable pair shall be tested for, and comply with, TIA/EIA 568-B.2 standards and must include each of the following:

- 3.2.8.1. Wire Map
- 3.2.8.2. Length
- 3.2.8.3. Opens
- 3.2.8.4. Shorts
- 3.2.8.5. Continuity
- 3.2.8.6. Polarity, or Pair Reversals

3.3. FIBER CABLE TESTING AND VERIFICATION

3.3.1. All optical fiber cables/strands must be tested in the end-to-end, completed system with a Fluke OpifiberTier-2 optical fiber testing device and appropriate fiber mandrel that provides the following:

- 3.3.1.1. Measuring insertion loss

- 3.3.1.2. Analyzing the OTDR trace
- 3.3.1.3. Grading the connector end face
- 3.3.1.4. End face image of connector(s) embedded into certification report.
- 3.3.2. All tested fiber strands must meet the FOTP requirements put forth by TIA/EIA 526, TIA/EIA-455 (method-B), TIA/EIA 492AAAC, TIA/EIA TSB-63, and TIA/EIA TSB-140 requirements and the TIA/EIA 568-B.3 standard. Any optical fibers failing to meet these standards or the more stringent performance requirements stated above, must be removed and replaced, at no cost to the Owner, with fibers that prove, in additional testing, to meet or exceed the performance standards set forth.
- 3.3.3. Optical fiber splices, fusion or mechanical, shall not exceed a maximum optical attenuation stated in section 2, above, when measured in accordance with field testing procedures
- 3.3.4. The system loss measurements shall be provided at 850 and 1310 nanometers for multimode fibers and 1310 and 1550 for single mode fibers.
- 3.3.5. The testing of all optical fiber cables shall include bi-directional, end-to-end tests using both a hand-held Optical Time Domain Reflectometer (OTDR) and a light power meter testing device. The signature trace of the cable must include each of the following:
 - 3.3.5.1. Attenuation per kilometer
 - 3.3.5.2. Attenuation uniformity
 - 3.3.5.3. End-to-end integrity
 - 3.3.5.4. Total length of each strand
 - 3.3.5.5. Total insertion light loss
 - 3.3.5.6. Insertion loss at each incident throughout the cable path
- 3.3.6. After Optical fiber verification testing in one (1) direction has been completed and certified, all optical fiber strands are to be measured in the opposite direction. All test parameters shall be indicated for both directions on each strand in the test documentation.
- 3.3.7. All fiber test results shall include an image of both connector end faces embedded into the final test report (hard and soft copy) for a baseline reference of each connector.
- 3.3.8. The allowable loss budges shall be as follows:
 - 3.3.8.1. $MMF: (All\ cable\ loss\ per\ km)(km\ of\ fiber\ in\ link) + (.35dB\ LOMMF)(number\ of\ connectors) = maximum\ allowable\ loss$
 - 3.3.8.2. Loss numbers for the installed link shall be calculated by taking the sum of the bi-directional measurements and dividing that sum by two.
 - 3.3.8.3. Any link not meeting the requirements of the standard shall be brought into compliance by the contractor, and no charge to the Owner.

- 3.3.9. Any installed component in the TIA/EIA fiber-related and/or industry standard verifications testing parameters found to be below performance standards for that particular channel and/or link, testing procedure, and manufacturer specified performance criteria shall be immediately replaced and retested by the Trade Contractor at no additional cost to the Owner until all deficiencies are rectified to the satisfaction off all testing procedures.

3.4. AS BUILT DRAWINGS AND CABLE LIST

The Contractor shall provide the following “As-Built” drawings to the owner. These as-built drawings shall include all work described within this specification section, including, but not limited to the following:

- 3.4.1. A complete backbone connectivity diagram showing backbone interconnection and cable routing. Each cable type and routing shall be noted.
- 3.4.2. Finalized, detailed elevations of the Voice and Data MDF illustrating all punch-down locations and rack elevations.
- 3.4.3. Finalized, detailed elevations of the IDF(s) illustrating punch-down locations and equipment rack locations
- 3.4.4. Finalized equipment rack elevations illustrating vertical location of termination hardware (e.g. fiber boxes, patch panels, ect.) within all telecommunications areas.
- 3.4.5. Finalized outlet layout floor plans including room/area numbers, outlet numbers and the corresponding cable identification numbers.

3.5. MANUFACTURER’S LITERATURE

- 3.5.1. Where the Specifications and/or Project Drawings call for an installation to be made in accordance with the Manufacturer’s recommendations, a copy of such recommendations shall always be kept on the job site, and shall be available to the Owner.
- 3.5.2. Contractor shall follow manufacturer’s instructions where they cover points not specifically indicated on Project Drawings and Specifications. If said instructions differ from the Project Drawings and Specifications, it is the responsibility of the Contractor to obtain clarification from the County in writing before commencing work.

PROPOSAL PACKAGE SECTION

(THIS PAGE INTENTIONALLY LEFT BLANK)

SIGNATURE PAGE

COUNTY OF MONTEREY
CONTRACTS/PURCHASING DIVISION

RFP # 10180
ISSUE DATE: Wednesday December 2nd, 2009



RFP TITLE: Low Voltage Cabling

PROPOSALS ARE DUE IN THE OFFICE OF THE CONTRACTS/PURCHASING
OFFICER BY 3:00 P.M., LOCAL TIME, ON Thursday January 7th, 2010

QUESTIONS ABOUT THIS RFP SHOULD BE DIRECTED TO
Jaime Ayala, (831) 755 - 4998

ADDRESS:
CONTRACTS/PURCHASING
OFFICER
COUNTY OF MONTEREY
168 W. ALISAL STREET, 3rd FL.
SALINAS, CA 93901-2439

BIDDERS MUST INCLUDE THE FOLLOWING ITEMS WITH THEIR PROPOSAL:

- ☐ PRICING IN ACCORDANCE WITH **ATTACHMENT A** ATTACHED HERewith IN AN ORIGINAL
AND **THREE (3)** COPIES

This Signature Page must be included with your submittal in order to validate your proposal.

Proposals submitted without this page will be deemed non-responsive.

- ☐ **CHECK HERE IF YOU HAVE ANY EXCEPTIONS TO THIS RFP.**

BIDDERS MUST COMPLETE THE FOLLOWING TO VALIDATE PROPOSAL

I hereby agree to furnish the articles and/or services stipulated in my proposal at the price quoted, subject to the instructions and conditions in the Request for Proposal package. I further attest that I am an official officer representing my firm and authorized with signatory authority to present this proposal package.

Company Name: _____

Date: _____

Signature: _____

Phone: _____

Fax: _____

Printed Name: _____

Title: _____

E-mail: _____

Street Address/PO Box: _____

City: _____

State _____

ZIP: _____

License No. (if applicable): _____

License Classification (if applicable): _____

(THIS PAGE INTENTIONALLY LEFT BLANK)