SUBJECT: REQUEST FOR QUALIFICATIONS (RFQ) FOR FULL-SERVICE WIRING AND CABLING SERVICES

BID #: SC-0324-23 **OPEN DATE: 2023-04-12**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – TWO (2) YEARS FROM DATE OF AWARD, WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: PRE-QUALIFICATION

NUMBER OF BIDS INVITED: 28 **NUMBER RECEIVED:** 4 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to pre-qualify the four (4) suppliers, AEC Electrical Contractors, Inc., Exum Electric, Inc., Tietjen Technologies, Inc., and Miller Electric Company, that have successfully met the requirements for REQUEST FOR QUALIFICATIONS (RFQ) FOR FULL-SERVICE WIRING AND CABLING SERVICES, as specified in the bid documents. Period of service will be two (2) years from date of award, with two (2) one (1) year renewal options.

Funding for this award to be encumbered by various accounts per project basis, to be executed by purchase order(s)

Attachments: Recommendation Memo, Abstract of Bids, Terms and Conditions, Specifications

Analyst: _____
RUBEN OLA

RESPECTFULLY SUBMITTED: _____
FOR DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Lathrop, Chief of Information Technologies Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

CITY OF JACKSONVILLE

DATE: May 9, 2023

TO: Dustin L. Freeman, Chief of Procurement Division

THRU: Kenneth E. Lathrop, Chief of Information Technologies / CIO

FROM: Thomas Ossi, Technology Contract and Records Manager

Kenneth E. Lathrop — Digitally signed by Kenneth E. Lathrop Date: 2023.05.11 07:29:16 -04'00'

Thomas Ossi — Digitally signed by Thomas Ossi Date: 2023.05.09 17:26:59 -04'00'

SUBJECT: **SC-0324-23 Full-Service Wiring and Cabling Services – Request for Qualifications**

The Information Technologies Division (ITD) submitted a bid for Full-Service Wiring and Cabling Services - Request for Qualifications (RFQ) open date April 12, 2023. The bid solicitation required suppliers to submit documentation indicating their ability to perform voice, data, electrical, audio visual, radio frequency, network cabling engineering, design, and installation services at City locations.

The Procurement Division received four (4) supplier responses and zero (0) no bids. The Procurement Division forwarded the bids to ITD for review.

All four (4) suppliers successfully met the requirements as specified in the bid documents based on three years prior experience in installing and repairing telephone/data/electrical systems and equipment and performing related work.

ITD recommends awarding SC-0324-23 to; AEC Electrical Contracting, Inc., Exum Electric, Inc., Tietjen Technologies, Inc., and Miller Electric Company.

The term of the award is for two (2) years from date of award, with two (2) one (1) year renewal options.

The award will be utilized for projects ranging from $4,500.01 to $65,000.00, the Procurement Division will solicit through the informal quote process from only the pre-qualified suppliers listed under this award. The award will be made to the lowest, responsive, responsible bidder based on the lump sum price.

Funding to be encumbered by Purchase Order by various funding sources per project basis.

Tracy Geake — Digitally signed by Tracy Geake Date: 2023.05.10 10:56:48 -04'00'

Your favorable consideration of ITD's request is appreciated.

Attachments: SC-0324-23 Bid Sheet

CC: William Costa, Technology Infrastructure Manager
Elizabeth Brown, IT Operations Manager
Jeremy McDaniel, Network and Telecom Infrastructure Manager
Andre Conyers, IT Contract Administrator

ABSTRACT OF BIDS

TITLE:	REQUEST FOR QUALIFICATIONS (RFQ) FOR FULL-SERVICE WIRING AND CABLING SERVICES
BID NO.:	SC-0324-23
OPEN DATE:	April 12, 2023
BUYER:	RUBEN OLA, PURCHASING ANALYST
No. Invited: (28)	No. Received (4) No Bids: (0)
Recorder:	M. PIERCE, Announcer: P. MITCHELL

	TIEJEN TECHNOLOGIES INC.	MILLER ELECTRIC COMPANY	AEC ELECTRICAL	EXUM ELECTRICAL, INC.
CONFLICT OF INTEREST:	✓	✓	✓	✓
BID FORM:	✓	✓	✓	✓
PROOF OF AT LEAST 3 VEHICLES DEDICATED TO ELECTRICAL WORK OR DATA & TELEPHONE INSTALLATIONS:	✓	✓	✓	✓
CORNING SYSTEM FIBER OPTIC CERTIFICATION:	✓	✓	✓	✓
3 YRS EXPERIENCE IN TELEPHONE/DATA/ELECTRICAL SYSTEMS &	✓	✓	✓	✓
MUST BE ABLE TO PROVIDE PROPER FIRE STOPPING THAT MEET	✓	✓	✓	✓
MUST BE ABLE TO PROVIDE ENGINEERING & DESIGN ANALYSIS FOR	✓	✓	✓	✓
MUST SUBMIT COPIES OF ALL LICENSES AND CERTIFICATIONS	✓	✓	✓	✓
COPY OF SUNBIZ REPORT:		✓	✓	✓
LIST OF 3 CUSTOMERS (NOT COJ) IN NE FL FOR WHICH SERVICES ARE	✓	✓	✓	✓
DESCRIBE THE LAST 3 PRIOR EXPERIENCES PERFORMING WORK FOR	✓	✓	✓	✓
INDICATE ANY FACTORS THAT WOULD PREVENT FROM WORKING IN	✓	✓	✓	✓
PROVIDE A PACKET FOR EACH TECHNICIAN INCLUDING: TOTAL YRS	✓	✓	✓	✓
DESCRIBE NATURE & SCOPE OF ANY OTHER TECHNICAL SERVICES	✓	✓	✓	✓
CURRENT COPY OF BICSI RCDD CERTIFICATIONS & ANY OTHER BICSI	✓	✓	✓	✓
PROOF OF OWNERSHIP OF LEVEL-IV TESTER EQUIPMENT FOR	✓	✓	✓	✓
COPY OF SUMITOMO AIR BLOWN FIBER LICENSE REGISTRATION FOR	✓	✓		✓
COPIES OF CERTIFICATIONS OF CORNING SYSTEMS FIBER OPTIC	✓	✓	✓	✓
PROOF OF ACCESS TO OTDR TEST EQUIPMENT (SINGLE MODE &	✓	✓	✓	✓
PROOF OF OWNERSHIP OF TERMINATION EQUIPMENT FOR 3M, ATC, CORNING SYSTEMS, ETC:	✓	✓	✓	✓
PROOF OF QUALIFIED STAFF THAT CAN PROVIDE FIBER OPTIC TERMINATIONS WITH ALL TYPES OF FIBER OPTIC CONNECTORS (INCL. FUSION SPLICING):	✓	✓	✓	✓
COPY OF AT LEAST ONE ELECTRICAL CERTIFICATIONS:	✓	✓	✓	✓
PROOF OF OWNERSHIP OF UNDERGROUND CABLE LOCATING	✓	✓	✓	✓
COPY OF ASBESTOS ABATEMENT CERTIFICATIONS IN GOOD	✓	✓	✓	✓
ADDENDUMS ( ):	✓	✓	✓	✓
MEET MINIMUM REQUIREMENTS:	✓	✓	✓	✓
NOTES:				

TERMS AND CONDITIONS

REQUEST FOR QUALIFICATIONS (RFQ) for FULL-SERVICE WIRING AND CABLING SERVICES

1. SCOPE

The Information Technologies Division of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the items as outlined in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these item(s)/ service(s) and to REQUEST FOR QUALIFICATIONS FOR FULL-SERVICE WIRING AND CABLING SERVICES, as listed in the bid documents. City will receive qualification documents from Contractors to perform Voice, Data, Electrical, Audio Visual, Radio Frequency, network cabling engineering, design, installation, and modifications at City locations in the downtown area and various locations throughout Duval County and adjacent counties. These services will range from telephone/microcomputer/radio circuits through complex intelligent transport and the electrical wiring/circuits required for these networks.

2. AWARD

The award will be to ALL contractors who have met the bid requirements for any and/or all categories in accordance with the specifications contained herein. An award under this section will place the contractor on a pre-qualified list to provide quotes and bid responses for FULL-SERVICE WIRING AND CABLING SERVICES.

3. TERM OF AGREEMENT

The term of this agreement is for two (2) years from the date of award, with two (2) one (1) year renewal options. Renewal Options may be exercised at the discretion of the City based on supplier performance and adherence to the terms and conditions set forth in the bid documents.

4. MINIMUM REQUIREMENTS

Bidders should submit or comply with the requirements as listed in the Specifications; failure to submit any of these requirements may be grounds for rejection.

a. Contractors must maintain a commercial office within a 60-mile radius of downtown Duval County, 214 N. Hogan Street, Jacksonville Florida 32202.
b. Contractors must have at least three (3) years prior experience in installing and repairing telephone/data/electrical systems and equipment and performing related work.
c. Contractors must submit copies of all licenses and applicable certifications.

5. STATE CONTRACTS

The City reserves the right to utilize contracts established by the State of Florida and or other governmental agencies for item(s)/service(s) covered under this bid. The city reserves the right to cancel this contract in whole or in part for such item(s)/service(s).

5. PRE-BID CONFERENCE

None.

SPECIFICATIONS

REQUEST FOR QUALIFICATIONS (RFQ) for FULL-SERVICE WIRING AND CABLING SERVICES

I. Description:

Notice is hereby given that the City of Jacksonville, Florida, will receive qualification documents from contractors to perform Voice, Data, Electrical, Audio Visual, Radio Frequency, network cabling engineering, installation and modifications at City locations in the downtown area and various locations throughout the Duval County and adjacent counties. These services will range from telephone/microcomputer/radio circuits through complex intelligent transport and the electrical wiring/circuits required for these networks.

The City will qualify Contractors based on their technical ability to perform work under the scope of services for any or all categories.

The qualified vendor list under this award shall be utilized for each occurrence when the city has a need for services in any category listed herein.

On projects ranging from $4,500.01 to $65,000.00, the Procurement Division will solicit through the informal quote process from only the pre-qualified contractors listed under this award and will award the project to the lowest, responsive, responsible bidder based on the lump sum price.

On projects ranging from $65,000.00, and up the Procurement Division will solicit ITQs from only the pre-qualified contractors listed under this award and will award the project to the lowest, responsive, responsible bidder based on the lump sum price.

In the event the project necessitates the need for a site visit, a mandatory site visit shall be scheduled through the Procurement Division using the applicable procurement process as listed above. It will be at the discretion of the Information Technologies Division ("ITD") on which projects necessitate a site visit.

II. Requirements of Contractors:

Contractors must satisfy the following mandatory minimum requirements in order to have their responses evaluated. By submitting, a contractor warrants and represents that it satisfies these requirements. Failure to meet these requirements will result in the response not being evaluated and being rejected as non-responsive.

a. Contractors must have at least three (3) vehicles dedicated to electrical work and/or data and telephone installations at time of bid.
b. Contractors must be able to provide proper fire stopping for all installations that can at a minimum meet local fire codes.
c. Contractors must be able to provide engineering and design analysis for proposed projects to determine the cost, design, scope of work and as-built drawings in AutoCAD.
d. Contractors mut be able to provide the REQUIRED SUBMITTALS CHECKLIST.

III. Other Contractor Requirements:

a. Upon request from the City, Contractors will provide the names, addresses, social security number and employment history for those technicians who will be performing City work for verification of experience and for background checking, if necessary.
b. The City will require that while on City property, Contractor's technicians dress in a manner appropriate to the work to be performed. Contractor technicians will perform work in a courteous and efficient manner.
c. Contractor must provide a visible employee badge that must be worn at all times by each technician while on City property while performing work in accordance with bid award.
d. The Contractor will secure, pay for, and comply with all permits and certificates that may be required by local, state, and federal laws and ordinances.
e. Contractors must provide their technicians with transportation, tools, and equipment appropriate to the work being performed. The City will not provide transportation and will not furnish tools and equipment.

IV. Other Description of Services:

The Full-Service Wiring Contract services to be provided are listed below.

1. **Wiring Installations**
   a. The City desires that the Contractors provide technical services to install complete wiring systems and to accomplish necessary modification, adds, moves and changes to existing wiring systems.
   b. Contractors will schedule all work within seven (7) business days following receipt of the Purchase Order for the Wiring Service Request. All work schedules will be coordinated with and approved by the Project Coordinator or City of Jacksonville designee.
   c. All installations, additions, moves and changes will be made during normal working hours unless otherwise authorized by the Project Coordinator or City of Jacksonville designee and specified in the scope of work.

2. **Operations Requirements**
   a. Contractors must complete all City work in full conformance with the most current applicable standards for electrical and telecommunications wiring. Any additional work required to meet these standards must have prior approval from the City Project Coordinator or City of Jacksonville designee. Additional costs which are required to meet code requirements will be the responsibility of the Contractor.
   b. Contractors must perform all required functional testing of wiring circuits with industry standard (if applicable, calibrated) test equipment.
   c. Contractors must provide all wiring circuit test results in electronic (native program) format at end of installation, prior to submittal of invoicing and the City authorizing payment. All test results must be properly labeled (ie..Building, Floor, Room, Jack#)
   d. The City has the right to withhold payment on projects until all required work is completed and all testing and supporting documentation has been turned over to the Project Coordinator or City of Jacksonville designee.
   e. Contractor must reinstall, restore, or reconnect all communications or non-communications equipment which may have been moved or temporarily disconnected as a result of authorized systems installations, modifications, adds, moves and changes or other work. Upon completion of the work, Contractor personnel will clean up and restore the workplace and associated equipment rooms to original condition or better. When the work is being performed in an occupied area, the work site must be kept free of all hazards to employees daily.

3. **Furnishing of Equipment**
   a. The City reserves the right to supply any wiring material, jacks, patch panels and equipment to the selected Contractor and to purchase replacement material and equipment from sources other than the selected Contractor.
   b. Where wiring material and equipment are to be supplied by the Contractors, the Contractors will obtain advance approval of the cost, specific material parts and delivery of wiring material and equipment from the Project Coordinator or City of Jacksonville designee.
   c. Work performed by the Contractors will be inspected periodically by the City. The City will review instances of unsatisfactory work with the Contractors. All unsatisfactory work will be corrected by the Contractors at **NO** charge to the City including labor, parts, and materials.
   d. In the event of situations of unsatisfactory work continue to occur after notification by the City, the Contractor will be provided a reasonable length of time (not to exceed ten (10) working days) to implement a program of corrective action which is acceptable to the City.

4. **Use of City Technician**
   a. The selected Contractors understands and acknowledges that the City reserves the right to use its own qualified employees to perform services specified in the Request for Qualifications whenever the City determines that it is in its best interest to do so without jeopardizing the terms of this contract.
   b. The Contractor also understands and acknowledges that there may be times when the Contractor's technicians may be asked to assist and-or work directly with the City's employees in performing work.

V. Qualification Specifications:

Category A: Low Voltage In-Building Copper Cabling

a. Ability to install coaxial and Category 3/5/5E/6/6A, etc. and above cabling required for horizontal and riser installations of telecommunications networks
b. Contractor has at least (1) RCDD certified full time, on-staff personnel
c. Contractor has at least one (1) full time BICSI certified Installer level personnel on-staff
d. Contractor has at least two (2) full time BICSI certified technician level personnel on-staff
e. Contractor must have at minimum, Level IIIe test equipment for Category 5/5E/6/6A testing. (Fluke is preferred) Test equipment must meet ANSI/EIA/TIA 568, 569 and TSB67 standards. Proof of ownership of this equipment must be provided at time of bid and up-to-date calibration results.
   Test results must be readable by Microsoft Word and or Fluke software.
f. Contractor has ability to provide Core boring through concrete walls and floors as necessary to install riser and horizontal cabling
g. Contractor can provide Installation of proper communication bonding/grounding of electrical equipment (PBX, KSU, network racks, etc.)

Category B: Conventional Fiber Optics

a. Contractor has valid Corning Systems Fiber Optic Certification for a minimum of two (2) on-staff personnel and provides copies of certifications.
b. Contractor has proof of ownership of state-of-the-art OTDR test equipment at the time of bid. This OTDR test equipment must test both single mode and multimode fiber. The OTDR test equipment must have a Power Meter and a Visual Fault Locator. Equipment must be properly calibrated and provide up-to-date calibrations certificate.
c. Contractor has proof of ownership of termination equipment for 3M, ATC, Corning Systems, Amphenol and Amp installations

d. Contractor has ability to provide Core boring through concrete walls and floors as necessary to install fiber optics backbones
e. Contractor has qualified staff that can provide fiber optic terminations including fusion splicing with all types of fiber optic connectors.

Category C: Sumitomo Air Blown Fiber Optics

a. Contractor has Sumitomo Air Blown Fiber license registration for installation, estimation and design, certificate for a minimum of two (2) on-staff personnel and provides copies of certifications
b. Contractor has proof of ownership of state-of-the-art OTDR test equipment at the time of bid. This OTDR test equipment must test both single mode and multimode fiber. The OTDR test equipment must have a Power Meter and a Visual Fault Locator. Equipment must be properly calibrated and provide up-to-date calibrations certificate.
c. Contractor has proof of ownership of termination equipment for 3M, ATC, Corning Systems, Panduit and Amp installations
d. Contractor has ability to provide Core boring through concrete walls and floors as necessary to install fiber optics backbones
e. Contractor has qualified staff that can provide fiber optic terminations with all types of fiber optic connectors including fusion splicing.

Category D: Electrical Power and Cable

a. Contractor has a State Electrical Contractors license and provides a copy of current license
b. Contractor has at least one of the following certifications:
    i. Master Electrician
    ii. Electrical Registered
    iii. Electrical Certified
    iv. Electrical Specialty
c. Contractor has ability to provide Core boring through concrete walls and floors as necessary to install electrical conduit
d. Contractor has ability to install electrical conduits and wiring power panels as needed for electrical installations
e. Contractor can provide Installation of proper communication bonding/grounding of electrical equipment (PBX, KSU, network racks, etc.)

Category E: Outside Plant Conduit and Cabling

a. Contractor can provide underground services such as street and highway cutting and patching, ditch digging for underground duct banks and direct burial cable
b. Contractor has the ability to provide underground directional boring for up to 4" conduits
c. Contractor can provide aerial cable installation, pole-to-pole, for copper, fiber and electrical circuits.
d. Contractor must show proof of ownership of underground cable locating equipment at time of bid.

Category F: Special Working Condition Installations

a. Contractor can perform Asbestos abatement and perform cabling installations under asbestos conditions.
b. Contractor must maintain valid certifications for Asbestos Operations and Maintenance through the life of the contract with the City.

REQUIRED SUBMITTALS CHECKLIST

Contractors **MUST** provide the following in their submission for review by the City. Bids not providing this information may be rejected. Each item will be a single document unless otherwise stated.

- ☐ Provide a copy of the current State of Florida SUNBIZ report.
- ☐ Provide a list of at least three (3) customers (not including the City of Jacksonville) in the Northeast Florida area for which services are currently being provided. The list must include a description of services being provided and the name, title, address, and telephone number of a person with each customer who may be contacted for references.
- ☐ Provide a document describing the last three (3) prior experiences (if any) in performing work for the City or contracted to perform work in a City building, a maximum of three (3) prior experiences.
- ☐ Provide a document which indicates any factors that would prevent the vendor working in all City buildings and at all locations within the geographical boundaries of Duval County and adjacent counties.
- ☐ Provide a packet for each technician who will be available to perform work through the Full-Service Wiring and Cabling Services Contract. Include: total years' experience, resume, certification(s) and any specialized training.
- ☐ Provide a document which describes the nature and scope of any other technical services the vendor is qualified to perform.
- ☐ Provide a copy of current BICSI RCDD certification(s), also, provide a copy of any other BICSI certification(s).
- ☐ Provide proof of ownership of Level-IV tester equipment for Category 5/5E/6/6A, etc. testing equipment and up-to-date calibration results.
- ☐ Provide copy of Sumitomo Air Blown Fiber license registration for installation, estimation and design, certificate for a minimum of one (1) on-staff personnel.
- ☐ Provide valid copies of certifications of Corning Systems Fiber Optic Certification for a minimum of two (2) on-staff personnel.
- ☐ Provide proof of access to state-of-the-art OTDR test equipment at the time of bid. This OTDR test equipment must test both single mode and multimode fiber. The OTDR test equipment must have a Power Meter and a Visual Fault Locator and provide copy of OTDR up-to-date calibrations certificate.

- ☐ Provide proof of ownership of termination equipment for 3M, ATC, Corning Systems, Panduit and Amp installations.
- ☐ Provide proof of qualified staff that can provide fiber optic terminations with all types of fiber optic connectors including fusion splicing.
- ☐ Provide a copy of at least one of the following certifications:
  a. Master Electrician
  b. Electrical Registered
  c. Electrical Certified
  d. Electrical Specialty
- ☐ Provide proof of ownership of underground cable locating equipment at time of bid.
- ☐ Provide a copy of the filled-out Category list.
- ☐ Provide a copy of asbestos abatement certification(s) in good standing.
- ☐ Provide a copy of the Low Energy Certification(s) in good standing.
- ☐ Provide a copy of the companies W-9.
- ☐ Conflict of Interest Certificate Form
- ☐ Documentation supporting ALL minimum requirements.
- ☐ One (1) Original and one (1) Copy of the entire BID Response.
- ☐ All issued addendum (if applicable) – Please check the Procurement Division website to ensure you have all issued addenda prior to submission.
- ☐ This checklist is completed, signed and a copy has been made for your records.

_____ _____

Signature
Title

Date