



**REQUEST FOR QUALIFICATION-BASED BIDS  
FOR  
DOTHAN CITY SCHOOLS  
LOW VOLTAGE WIRING/CABLING AND INTERCOMS  
FOR ADDITIONS AND REMODELING**

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**SUBMISSIONS ARE DUE AT THE ADDRESS SHOWN BELOW NO LATER THAN**

**THURSDAY, MAY 2, 2019 2:00 P.M. C.S.T.**

DOTHAN CITY SCHOOLS  
ATTN: MAINTENANCE DEPARTMENT  
2999 ROSS CLRK CIRCLE  
SUITE 203  
DOTHAN, ALABAMA 36301

**RFQB #IT042219A**

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THE OFFEROR IS RESPONSIBLE FOR SUBMITTING A RESPONSE TO THIS REQUEST FOR QUALIFICATION-BASED BIDS (RFQB) TO DOTHAN CITY SCHOOLS ON OR BEFORE THE STATED DATE AND TIME.

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**ISSUE DATE: APRIL 18, 2019**

## MEMO

TO: Low Voltage Wiring Firms

FROM: Mark Williams  
Director of Technology Services – Dothan City Schools

DATE: April 22, 2019

SUBJECT: **RFQB #IT042219A - Dothan City Schools Low Voltage Wiring, Fiber Optic Cabling And Intercoms – Additions and Remodeling.**

It is the desire of DCS to engage the services of a Low Voltage Wiring Firm to deliver and install low voltage wiring and/or fiber optics cable for the classrooms, remodeled areas and additional needs. The low voltage wiring and/or fiber optics cable shall include but not be limited to; 1) Cat 6 copper cable (plenum jacket where required by code) 2) multimode 3-pair minimum fiber (plenum jacket where required by code) 3) proper termination to interface with existing or planned equipment 4) wall plates where applicable 5) access control cabling/expansion and 6) Intercoms where accepted. The awarded Firm will be coordinated by our Construction Manager overseeing the construction of this project.

The purposes of this Request are: 1) to provide interested firms with sufficient information to enable them to submit a uniform responsive Qualification-Based Bid (“Bid”) for DCS’s review; 2) to set forth a systematic method of evaluation that will be fair and impartial to all interested firms; and 3) to generate uniform Qualifications for evaluation by DCS. This RFQB is complex and requires your immediate and careful attention.

Qualifications-Bids are to be sealed, marked with the Offeror's name and address and labeled:

**RFQB #IT042219A LOW VOLTAGE WIRING AND FIBER OPTIC CABLING FOR DOTHAN CITY SCHOOLS** and delivered to:

Dothan City Schools  
Maintenance Office  
2999 Ross Clark Circle  
Suite 203  
Dothan, Alabama 36301

no later than **Thursday, May 2, 2019, 2:00 P.M. C.S.T.** Submissions received after said date and time will not be considered. Having the wrapper or envelope postmarked by May 2, 2019 does not meet the requirements of this Request for Qualification-Based Bids. Delivering the document to a commercial delivery service is also not sufficient until the offer is actually received at the designated location.

**The written requirements contained in this RFQB shall not be changed or superseded except by written addendum from the Dothan City Schools.** The Owner reserves the right to reject any and all proposals deemed to be non-responsive or not responsible. Dothan City Schools also reserves the right to reject any and all qualifications, to waive any technicalities, informalities or irregularities and to ultimately award a contract to the firm that is deemed to have presented the best and most advantageous qualifications for the School District, resulting from an evaluation process using criteria set forth in Section III of this qualifications document.

Any inquiries regarding this RFQB must be submitted in writing no later than **Thursday, April 25, 2019 2:00 P.M. C.S.T.** to: Mark Williams, Director of Maintenance, 507 South Lena Street Dothan, AL 36301, or email:

[mwilliams@dothan.k12.al.us](mailto:mwilliams@dothan.k12.al.us). Questions will be answered in writing by addendum. Questions received after April 25, 2019 will not receive a response. A list of names of firms providing submissions may be obtained from him via email request after the submittal due date and time stated herein.

## TABLE OF CONTENTS

<b>REQUEST FOR PROPOSAL</b>	<b>3</b>
<b>Legal Advertisement</b>	<b>4</b>
<b>Section I - Request for Qualification-Based Bids, Overview &amp; Procedures</b>	<b>6</b>
<b>Section II - Submission Requirements</b>	<b>10</b>
<b>Section III - Attachments</b>	<b>14</b>
<b>A. Low Voltage Wiring and Fiber Optic Cabling/plans and specifications</b>	
<b>B. Intercom Scope of Work/Proposal Specifications</b>	
<b>C. Acknowledgement of Addendum Form (<i>required submittal</i>)</b>	
<b>D. Reference Survey Forms (<i>required submittal</i>)</b>	
<b>E. Vendor Affidavit O.C.G.A. §13-10-91 (<i>required submittal</i>)</b>	
<b>F. FEE SCHEDULE (<i>required submittal</i>)</b>	
<b>G. Bid Bond Form</b>	

**NOTE:** Please examine the contents of the RFQB package and if anything is missing contact Mark Williams at [mwilliams@dothan.k12.al.us](mailto:mwilliams@dothan.k12.al.us)

## REQUEST FOR QUALIFICATION-BASED BIDS ADVERTISEMENT

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1. Competitive sealed submissions will be accepted by the Dothan City Schools until **Thursday, May 2, 2019, 2:00 P.M. C.S.T.**, at Dothan City Schools, Maintenance Office, 2999 Ross Clark Circle, Suite 203, Dothan, Alabama 36301, for **RFQB #IT042219A LOW VOLTAGE WIRING , FIBER OPTIC CABLING AND INTERCOMS FOR DOTHAN CITY SCHOOLS**

It is the desire of DCS to engage the services of a low voltage wiring firm to deliver and install low voltage wiring and/or fiber optics for the new additions and remodeling. The low voltage wiring includes; 1) Cat 6 copper cable (plenum jacket where required by code) 2) multimode 3-pair minimum fiber (plenum jacket where required by code) 3) proper termination to interface with existing or planned equipment 4) wall plates where applicable 5) access control cabling/expansion and 6) Intercoms where accepted. The awarded firm will be coordinated by our Construction Manager overseeing the construction of this new facility.

The purposes of this Request are: 1) to provide interested firms with sufficient information to enable them to submit a uniform responsive Qualification-Based Bid ("Bid") for DCS's review; 2) to set forth a systematic method of evaluation that will be fair and impartial to all interested Firm's; and 3) to generate uniform Qualifications for evaluation by DCS. This RFQB is complex and requires your immediate and careful attention.

**GENERAL SCOPE OF SERVICES.** The low voltage wiring firm is expected to act as an integral part of the Project Team. It is a requirement that they provide a Central Point of Contact. As the Point of Contact they will have necessary decision-making authority and responsibility. They shall provide appropriate staff and resources to meet the objectives and responsibilities as outlined in Sections I & II. It is important to detail/outline the management plan to resource the required scope of work to meet the level of assurance required to insure successful project delivery.

**SPECIFIC EQUIPMENT AND SERVICES.** (At a Minimum)

- Provide LOW VOLTAGE WIRING and/or FIBER OPTIC CABLING for the new additions and remodeling. Refer to Exhibit G in the RFQB for specific details.
2. A list of names of firms providing proposals may be obtained from Mark Williams, or via email request to [mwilliams@dothan.k12.al.us](mailto:mwilliams@dothan.k12.al.us) after the submission due date and time stated herein.
  3. The Owner reserves the right to reject all proposals, to waive any technicalities or informalities and to create a short list of firms or teams who will provide presentations of their proposals based on the qualifications determined in writing to be the most advantageous to the Owner and considering the evaluation factors set forth in the RFQB.

4. Any inquiries regarding this RFQB must be submitted in writing no later than Thursday, April 25, 2019 2:00 P.M. C.S.T. to: Mark Williams, Director of Maintenance, 507 South Lena Street Dothan, AL 36301, or email: [mwilliams@dothan.k12.al.us](mailto:mwilliams@dothan.k12.al.us). Questions will be answered in writing by addendum. Questions received after April 25, 2019 will not receive a response. A list of names of firms providing submissions may be obtained from him via email request after the submittal due date and time stated herein.
  
5. A copy of the Request for Qualification-Based Bid will be on file and available at the following locations on May 19, 2019:
  - Dothan City Schools – Technology Department  
507 South Lena Street, Dothan, AL 36301  
Dothan City Schools Web Site  
<http://www.dothan.k12.al.us>

## SECTION I - QUALIFICATION-BASED BIDS OVERVIEW AND PROCEDURES

### A. PURPOSE/DESCRIPTION

It is the desire of DCS to engage the services of a Low Voltage Wiring Firm to deliver and install Low Voltage Wiring/Fiber Optic cabling and Intercoms for Dothan City Schools as required to include but not be limited to; 1) Cat 6 copper cable (plenum jacket where required by code) 2) multimode 3-pair minimum fiber (plenum jacket where required by code) 3) proper termination to interface with existing or planned equipment 4) wall plates where applicable 5) access control cabling/expansion and 6) Intercoms where accepted. The purposes of this Request are: 1) to provide interested firms with sufficient information to enable them to submit a uniform responsive Qualification-Based Bid ("Bid") for DCS's review; 2) to set forth a systematic method of evaluation that will be fair and impartial to all interested Firm's; and 3) to generate uniform Qualifications for evaluation by DCS. This RFQB is complex and requires your immediate and careful attention.

Dothan City Schools ("DCS") is in the process of securing Qualification-Based Bids to provide Low Voltage Wiring/Fiber Optic Cabling and Intercoms for additions and remodeling in Dothan City Schools. In brief, DCS is requesting that qualified Firm's bid on providing; 1) Cat 6 copper cable (plenum jacket where required by code) 2) multimode 3-pair minimum fiber (plenum jacket where required by code) 3) proper termination to interface with existing or planned equipment 4) wall plates where applicable 5) access control cabling/expansion and 6) Intercoms where accepted. Existing cabling and speakers will be used where possible for intercoms. New Cat 6 cable will be run for new speakers and new construction. The awarded Firm will be coordinated by our Construction Manager overseeing the construction of this new facility. Said services shall include, but are not limited to, those necessary to achieve the stated objectives.

This will be accomplished by the following **process**;

- 1) **First**, Qualification submissions received from interested Firms will be evaluated against the Required Criteria listed within this RFQB. Refer to Section II – Qualifications – A for details.  
**--NOTE: This is a Mandatory requirement for that Firm to be deemed Qualified and their Bid accepted for the project.**
- 2) **Second**, Firm's Bids deemed qualified will be evaluated on a Competitive Bid Process.

It is intended that DCS will enter into an Agreement, on the form provided by DCS, with a qualified Firm.

#### **Delivery Schedule:**

- **Construction Start:** **May 28, 2019**
- **Substantial Completion by:** **July 26, 2019**
- **Complete installation by:** **August 9, 2019** in sections directed by Construction Manager's overall schedule

### C. QUALIFICATIONS OF FIRM AND STAFF

**1. Firm**

- Refer to **Section II A Qualifications Criteria**
- Representative project experience, minimum of 3 similar projects

**2. Insurance**

Provide a Certificate of Insurance naming Property Owner as Certificate Holder and Additional Insured with coverage and amounts to include:

- (a) **General Liability Insurance**, with a combined single limit of not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate, including a per-project endorsement.
- (b) **Automobile Liability Insurance**, with a combined single limit of not less than \$1,000,000 for each person and not less than \$1,000,000 for each accident.
- (c) **Worker's Compensation Insurance** in accordance with statutory requirements and Employer's Liability Insurance with limits of not less than \$500,000 for each occurrence.

**3. Bid / Performance Bond**

Provide a Bid Bond in accordance with the language identified within the Bid Bond Form. Refer to **Attachment F** for details. If this Qualification-Based Bid shall be accepted by DCS and the undersigned shall fail to execute a satisfactory contract in the form of said proposed Contract, give satisfactory Performance and Payment Bonds, or furnish satisfactory proof of the insurance required, as stated in the Instructions to Bidders within ten (10) days from the Notice of Award of the Contract, then DCS may at its option, determine that the undersigned abandoned the Contract and thereupon this Qualification-Based Bid shall be null and void, and the sum stipulated in the attached Bid Bond.

**D. INFORMATION TO OFFERORS**

**1. RFQB TIMETABLE:**

The anticipated schedule for the RFQB and contract approval is as follows:

RFQB available	<b>Monday, April 21, 2019</b>
Deadline for submission of questions	<b>Thursday, April 25, 2019 2:00 P.M. C.S.T.</b>
<b>Deadline for receipt of Submissions</b>	<b>THURSDAY, May 2, 2019, 2:00 P.M. C.S.T.</b>
Submission Evaluations and Award	<b>May 16 – May 20, 2019</b>

**2. QUALIFICATION-BID SUBMISSION:**

**One original (1), Four (4) copies, and (1) additional copy in electronic format on a CD-ROM disk** of the complete signed Submission package must be received by **THURSDAY, MAY 2, 2019, 2:00 P.M. C.S.T.** Submissions must be submitted in a sealed envelope or container stating on the outside, the Offeror's name, address, telephone number, the RFQB number and title **RFQB #IT042219A LOW VOLTAGE WIRING AND FIBER OPTIC CABLING FOR DOTHAN CITY SCHOOLS** to:



**Dothan City Schools – Central Office  
ATTN: Maintenance Department  
2999 Ross Clark Circle, Suite 203, Dothan, Alabama 36301**

Hand delivered copies may be delivered to the above address ONLY between the hours of 8:00 a.m. and 4:00 p.m. CST, Monday through Friday, excluding holidays observed by the Owner. Offerors are responsible for informing any commercial delivery service, if used, of all delivery requirements and for ensuring **the required address information appears on the outer wrapper** or envelope used by such service. Submissions received after said date and time will not be considered. Having the wrapper or envelope postmarked by May 2, 2019 does not meet the requirements of this Request for Proposals. Delivering the document to a commercial delivery service is also not sufficient until the qualifications are actually received at the designated location.

By submission of a proposal, the offeror agrees to honor the terms of its proposal for a minimum of (60) days from the proposal due date.

**3. RFQB QUESTIONS AND REQUESTS FOR INFORMATION:**

Any inquiries regarding this RFQB must be submitted in writing no later than Thursday, April 25, 2019 2:00 P.M. C.S.T. to: Mark Williams, Director of Technology Services, 507 South Lena Street Dothan, AL 36301, or email: [mwilliams@dothan.k12.al.us](mailto:mwilliams@dothan.k12.al.us). Questions will be answered in writing by addendum. Questions received after Thursday, April 25, 2019 2:00 P.M. C.S.T. will not receive a response.

**4. ADDITIONAL INFORMATION/ADDENDA**

DCS will issue responses to inquiries and any other corrections or amendments it deems necessary in written addenda issued prior to the SUBMISSION DUE DATE. Offerors should not rely on any representations, statements or explanations other than those made in this RFQB including the Attachments or in any addendum to this RFQB.

Where there appears to be a conflict between the RFQB and any addenda issued, the last addendum issued will prevail.

**5. LATE PROPOSALS, LATE MODIFICATIONS AND LATE WITHDRAWALS**

Submissions received after the SUBMISSION DUE DATE and time will not be considered. Modifications received after the SUBMISSION DUE DATE will not be considered. No responsibility shall apply to Dothan City Schools for the premature opening of a Submission Package not properly addressed and identified, and/or delivered to the proper designation.

**6. REJECTION OF SUBMISSIONS**

DCS may reject any or all Submission packages submitted and reserves the right to waive, and/or not be responsible for, any irregularities or informalities in any Submission packages submitted or in the Submissions procedure.

Submissions received after said time or at any place other than the time and place as stated in the notice will not be considered.

**7. NON-COLLUSION AFFIDAVIT**

By submitting Submissions, the Offeror represents and warrants he or she has not directly or indirectly prevented or attempted to prevent competition by any means, has not prevented or

endeavored to prevent anyone from submitting a response to this RFQB by any means and has not caused or induced another to withdraw a submission for the work. Prior to commencing the work the successful Offeror shall be required to make an oath in writing to this affect.

By submitting Submissions, the Offeror represents and warrants no official, employee or agent of Owner or Authority has been offered, has accepted, or has been contracted to accept, either directly or indirectly, any part of the pay or profit arising out of the contract(s) that may result from this RFQB.

**8. COST INCURRED BY OFFERORS**

All expenses involved with the preparation of Submissions, or any work performed in connection therewith are the responsibility of the Offeror(s).

**9. MINORITY BUSINESS POLICY STATEMENT**

The Board of Education of Dothan City Schools does not discriminate on the basis of race, color, religion, sex, national origin, disability, age, marital status, sexual orientation, or gender identity in its employment practices, programs, activities, or student placement.

The Dothan City Schools encourages Minority and Women Businesses to compete in the RFQB process and encourages all businesses to provide for the participation of MBE/WBE businesses through partnerships, subcontracts and other contractual opportunities.

**10. PROJECT ORGANIZATION**

The Board of Education of the City of Dothan is the governing body of DCS and has authorized the Superintendent of DCS to administer this project.

**11. CONTACT WITH DCS STAFF**

Except for the submission of written questions directed to Mark Williams, as previously set forth in this RFQB, on or after A, 2019, any contact made by an offeror with DCS Staff will result in immediate disqualification of said entity. Contact is only permitted after May 2, 2019.

**12. RFQB DOCUMENTS**

The RFQB documents consist of the following Attachments:

- A. DCS Low Voltage Wiring/CABLING AND INTERCOMS plans and specifications**
- B. Acknowledgement of Addendum Form *(required submittal)***
- C. Reference Survey Forms *(required submittal)***
- D. Vendor Affidavit *(required submittal)***
- E. FEE SCHEDULE *(required submittal)***
- F. BID BOND FORM *(required submittal)***

## SECTION II - SUBMISSION REQUIREMENTS

**All Submissions received will become a part of the official contract file and may be subject to disclosure.**

*DCS is a governmental entity that is subject to the Alabama Open Records Act ("ORA"). After contract award, documents submitted to DCS in the bidding process are presumed to be subject to the ORA; however, documents that an offeror contends contains specific trade secrets may be marked as trade secrets. An offeror is required to submit and attach to the specific trade secret record an affidavit affirmatively declaring the specific information in the records that constitutes a trade secret, as defined by Alabama law. If the offeror attaches such an affidavit and if inspection or copies are requested under the ORA, DCS will contact offeror to advise offeror that said documents have been requested and will be produced if DCS determines they do not constitute trade secrets. Offeror shall have the amount of time stated in the notice to seek legal remedy preventing the disclosure of the documents. If DCS has not received a valid judicial order or decree preventing the disclosure of the documents, they will be disclosed in accordance with the time requirements contained in the ORA.*

### **A. QUALIFICATIONS CRITERIA:**

The Firm for this project shall meet the following minimum Qualifications:

**NOTE: If the Firm has multiple office locations please identify which location will be responsible for this project. Responses to Requirements 2 and 3 must be projects completed by the branch office proposed for this project; projects completed by the home or other branch offices will not be accepted.**

1. The Firm shall have been in business for a minimum of **five (5) years** and shall not have been declared in default on any contract within that time. If the Firm chooses to joint venture then said joint venture team must have previously completed *Three (3)* relevant projects together, of similar nature, scope, schedule, and size as indicated in this RFQB.
2. The Firm shall have completed at least **Three (3)** projects that meets the following minimum characteristics in the last five years. The minimum characteristics are:
  - a. **Successful completion of School Facility Low Voltage Wiring/CABLING AND INTERCOMS installation projects of similar complexity, size, scope and value.**
3. The Firm shall demonstrate that their Surety underwriting bonds for the project is included on the current U.S. Treasury listing and shall have an A.M. Best rating of A- or better and shall be licensed to do business in the State of Alabama. This, along with the fact that the Surety plans on providing necessary Bid, Performance and Payment Bonding if the Firm chooses to bid the project, shall be provided in a Letter on their Letterhead in this Qualifications Package.
4. The Firm shall have demonstrated capabilities to manage a schedule and complete projects within agreed upon Schedules and of High Quality. Firm to utilize Reference Survey Forms/Client Letters as illustrated in Section B.6 below to demonstrate these capabilities.
5. The Firm's Superintendent shall have at least ten (10) years installation experience which shall include at least five (5) years of experience as a Superintendent on at least 3 projects of similar scope and complexity as this project.
6. The Firm's Project Manager shall have at least five (5) years' experience which shall include at least two (2) years of experience as a Project Manager on at least 2 projects of similar scope and complexity as this project.

## **B. QUALIFICATION-BASED BID SUBMISSION REQUIREMENTS:**

### **1. FORMAT**

Submissions shall not exceed Twenty-Five (25) typed pages not including Tabs and Dividers. All Submissions shall include the information indicated below **and in the following order**:

#### **1. Cover Letter**: A brief cover letter of introduction and interest.

- Number of Low Voltage Wiring/CABLING AND INTERCOMS projects the Firm or team does per year with a minimum contract amount of \$10,000 and the percentage this number represents as part of the overall number of similar projects undertaken in a year. (E.g. ABC Firm undertakes an average of 7 projects per year with a minimum fee of \$10,000. This number represents 40% of the number of projects our firm undertakes in an average year).
- Explain experience in working with School Districts.
- Explain experience delivering Low Voltage Wiring/CABLING AND INTERCOMS projects on time, within budget, and with high quality of standards.
- Provide creativity, awards, or acknowledgements.
- Provide examples indicating your ability to be flexible and fluid when it comes to changes in your delivery and installation processes.

#### **2. Firm Description and information**:

- Basic company information
- Company name
- Address & Zip code
- E-mail address & Name of primary contact
- Telephone number
- Fax number
- Number of years in business
- DUNN and BRADSTREET Number if applicable
- Form of Ownership, including state of residency or incorporation for each member of the Team, joint venture, or other structure? For joint venture or other structure, succinctly describe the history and growth of each firm or team member and experience delivering similar projects as this project.

#### **3. Understanding of the Project**: Based on the understanding of the Requested Scope of Work the vendor will provide:

- a. **Management Plan to include; Delivery, Installation Checklist and Schedule**. Submit Management Plan indicating procedures utilized in delivery, installation and oversight of said services to ensure all requirements are met and achieved.
- b. **Team Interface**. Describe how your designated POC / Team) will interface with and support the owner and their individual facility members.

4. **Firm Current Legal Status:**
  - Regarding litigation with Clients', sub-consultants, and vendors:
    - List any active or pending litigation any member of the Firm or team has against any Client, sub-consultants and vendors and explain.
    - Other than that, just listed, has any member of the proposed Firm or team been involved in any relevant litigation in the past five years? Explain.
    - Has any member of the proposed Firm or team ever failed to complete any work awarded to it or has it been removed from any project awarded to the firm? Explain.
  - Based on the responses provided, DCS reserves the right after considering such information to find any applicant non-responsible and disqualified.
5. **Project Team:** An organization chart and summary resumes of key personnel proposed for the project, including designations of the team leader, the point of contact responsible for all communications with the Owner.
  - **Project Manager** should have 5 plus Years' experience and demonstrate capability to oversee Project's Schedule, Budget, Quality Assurance, efforts. Demonstrate their capability to oversee sub-contractors assigned to perform specific tasks the project requires.
  - **Superintendent** should have 10 plus Years' experience and demonstrate capability to manage sub-contractors, oversee execution scheduled work, Quality Assurance, and Close Out Inspections leading to the turn-over of said project to the Client.
  - Provide summary resumes / qualifications and description of experience of these key personnel proposed for the project.
  - Provide availability of these key personnel proposed to work on this project.
6. **Reference Projects:** Examples of no more than Three (3) "reference clients" which represent the team's approach to similar solutions for projects of similar scale and complexity, and the information on these projects must indicate the contributions of proposed key personnel with the "referenced clients" cited in the submittal. We prefer that the reference projects were with clients with similar projects.
7. **Acknowledgement of Addendum Form.** Refer to **Attachment B**.
8. **References:** Provide Three (3) reference survey forms. Refer to **Attachment C** for the required format.
9. **Computer Capabilities:** Describe your firm's in-house capabilities; especially related to submission of Submittals for approval by Owner.
10. **Financial Information:** Provide the Offeror's audited Financial Report from either your Financial Institution or CPA.
11. **Vendor Affidavit.** O.C.G.A. §13-10-91. Refer to **Attachment D**. Must be executed and submitted with the Offeror's proposal.

12. **FEE Schedule**: Refer to **Attachment E**.
  
13. **Bid Bond Form**: Refer to **Attachment F**.

### SECTION III – ATTACHMENTS

- A. Dothan City Schools Low Voltage Wiring/Cabling and Intercoms/plans and specifications
- B. Intercom Scope of Work/Proposal Specifications (*required submittal*)
- C. Acknowledgement of Addendum Form (*required submittal*)
- D. Reference Survey Forms (*required submittal*)
- E. Vendor Affidavit (*required submittal*)
- F. FEE SCHEDULE (*required submittal*)
- G. BID BOND FORM (*required submittal*)

**ATTACHMENT A**

**Dothan City Schools Low Voltage Wiring/Cabling and Intercoms  
/Plans & Specifications**

**RFQB #IT042219A LOW VOLTAGE WIRING/CABLING AND INTERCOMS FOR DOTHAN CITY SCHOOLS**

**REFER TO ATTACHED PLANS AND SPECIFICATIONS FOR DETAILED SCOPE OF WORK**



**ATTACHMENT B**  
**INTERCOM SCOPE OF WORK/PROPOSAL SPECIFICATIONS**  
**RFQB #IT042219A LOW VOLTAGE WIRING/CABLING AND INTERCOMS FOR DOTHAN CITY SCHOOLS**  
**Replacement/Installation**

This Request for Qualified Bid (RFQB) requests installation of an intercom system and integration with existing resources including the phone systems at each of the following locations:

**Dothan City Schools**

<i>Current School Name</i>	<i>Address</i>	<i>Current Intercom</i>	<i>Price</i>
<i>Dothan High School</i>	1236 South Oates St.	Bogen Multicom 2000	
<i>Northview High School</i>	3209 Reeves St.	Bogen Multicom 2000	
<i>Beverlye Middle School</i>	1025 South Beverly Road	Bogen MCP 35 A	
<i>Carver Magnet School</i>	1001 Webb Road	Bogen SBA 225	
<i>Girard Middle School</i>	600 Girard Ave	Bogen Multicom 2000	
<i>Honeysuckle Middle School</i>	1665 Honeysuckle Road	Bogen MCP 35 A	
<i>Faine Elementary School</i>	1901 Stringer St.	Bogen MCDS3 & MCDS4	
<i>Girard Elementary School</i>	522 Girard Ave	Bogen Multicom 2000	
<i>Heard Elementary</i>	201 Daniel Circle	Bogen MCP 35 A	
<i>Hidden Lake Elementary</i>	1475 Prevatt Rd.	Bogen Multicom 2000	
<i>Highlands Elementary</i>	1400 South Brannon Stand Rd.	Bogen MCDS4 (non-working)	
<i>Kelly Springs Elementary</i>	1124 Kelly Springs Road	Bogen BPA 60	
<i>Slingshuff Elementary</i>	4130 Westgate Parkway	Bogen MCDS4	
<i>Selma Street Elementary</i>	1501 Selma	Bogen Multicom 2000	
<i>PASS Academy</i>	201 Wilson Street	Bogen SBA 225	
<i>Pre-School/Headstart Cntr</i>	900 West Powell Street	Valcom MultiPath	
Total Intercoms			

**An intercom system must have the following features:**

- IP or Traditional Analog Paging
- Emergency Message Notification
- Telephone System Connectivity
- Intergrade wall mount clocks
- Bell Schedule System
- Door Entry Communications
- Lock Down Systems
- Centralized Administration
- Web Enabled
- Be able to create zone for paging
- Two-way communication from classrooms to office
- Background music
- Complete System Installation, Testing and Training

## ATTACHMENT C

### Acknowledgement of Addendum Form

#### RFQB #IT042219A LOW VOLTAGE WIRING/CABLING AND INTERCOMS FOR DOTHAN CITY SCHOOLS

The Offeror has examined and carefully studied the Specifications and the following Addenda, receipt of all of which is hereby acknowledged:

Addendum	_____	date	_____	Acknowledgement	_____
					<i>Initial</i>
Addendum	_____	date	_____	Acknowledgement	_____
					<i>Initial</i>
Addendum	_____	date	_____	Acknowledgement	_____
					<i>Initial</i>
Addendum	_____	date	_____	Acknowledgement	_____
					<i>Initial</i>

**Offerors must acknowledge any issued addenda. Submittals which fail to acknowledge the offeror's receipt of any addendum will result in the rejection of the submittal if the addendum contained information which substantively changes the Owner's requirements.**

**ATTACHMENT D**  
**Reference Survey Form**  
RFQB #IT042219A LOW VOLTAGE WIRING/CABLING AND INTERCOMS FOR THE DOTHAN CITY  
SCHOOLS

Offer: \_\_\_\_\_

Project Name: \_\_\_\_\_ Project Completion Date: \_\_\_\_\_

Offerors scope included: \_\_\_\_\_ Installation Services

Please rate the Offer’s performance from 1-5 on the following issues by circling the appropriate number where 1 indicates that you least agree with the statement and 5 indicates that you most agree with the statement.

	<u>Disagree</u>					<u>Agree</u>
Completed work on time:	1	2	3	4	5	NA
Completed work within budget:	1	2	3	4	5	NA
Provided timely and accurate information:	1	2	3	4	5	NA
Worked well with Owner’s staff or Representative:	1	2	3	4	5	NA
Exercised project safety:	1	2	3	4	5	NA
Provided quality service, workmanship, and reports:	1	2	3	4	5	NA
Would use firm again:	1	2	3	4	5	NA

Completed by:      Name: \_\_\_\_\_  
                                  Entity: \_\_\_\_\_  
                                  Address: \_\_\_\_\_  
                                  \_\_\_\_\_  
                                  Telephone: \_\_\_\_\_  
                                  Fax: \_\_\_\_\_

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

Thank you for your assistance.

## ATTACHMENT E

### RFQB #IT042219A LOW VOLTAGE WIRING/CABLING AND INTERCOMS FOR DOTHAN CITY SCHOOLS

#### Vendor Security and Immigration Compliance Affidavit

By executing this affidavit, the undersigned vendor states affirmatively that the individual, firm, or corporation which is engaged in the physical performance of services on behalf of the Board of Education of the City of Dothan has registered with and uses the federal work authorization program known as E-Verify, or any subsequent replacement program. Furthermore, the undersigned vendor will continue to use the federal work authorization program throughout the contract period and the undersigned vendor will contract for the physical performance of services in satisfaction of such contract only with sub vendors who present an affidavit to the vendor with the information required by State or Federal entities. Vendor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Date of Vendor

\_\_\_\_\_  
Name of Project

\_\_\_\_\_  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed name and Title of Authorized Officer or Agent

Executed on the \_\_\_ day of \_\_\_\_\_, 20\_\_\_ in \_\_\_\_\_(city), Alabama.

Sworn to and Subscribed Before Me

This \_\_\_ day of 20\_\_\_

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

## ATTACHMENT F FEE SCHEDULE

### RFQB #IT042219A LOW VOLTAGE WIRING/CABLING AND INTERCOMS FOR DOTHAN CITY SCHOOLS

- 1. Low Voltage Wiring/Cabling Materials: \$ \_\_\_\_\_
- 2. Intercom Material: \$ \_\_\_\_\_
- 3. Installation/Project Management: \$ \_\_\_\_\_
- TOTAL LOW VOLTAGE/CABLING AND INTERCOMS WIRING :** \$ \_\_\_\_\_

### **Addendum Pricing (3 yr. pricing w/2 one yr. options) (for additional items not specified in construction drawings)**

- Voice/Data/Camera Copper Cabling (max length 100m) ..... \_\_\_\_\_ per drop  
(labor and materials required as specified)
- Fiber Optic Cabling (max length 200m ) ..... \_\_\_\_\_ per drop  
(labor and materials required as specified)
- Access Control Cabling (max 500 ft.) ..... \_\_\_\_\_ per run  
labor and materials required as specified)
- Wall Penetration (labor and materials) ..... \_\_\_\_\_ per wall
- Camera Mounting (labor only) ..... \_\_\_\_\_ per camera
- WIFI Access Point Mounting (labor only)..... \_\_\_\_\_ per AP
- Audio Copper Cabling (max length 100 ft.) ..... \_\_\_\_\_ per drop
- Labor and Vendor Supplied Material Warranty ..... \_\_\_\_\_ years
- Service/Support Hours ..... M-F from \_\_\_\_\_ to \_\_\_\_\_

**ATTACHMENT G  
BID BOND FORM**

**RFQB #IT042219A LOW VOLTAGE WIRING FOR THE DOTHAN CITY SCHOOLS**

Attached hereto is Bid Bond made by , \_\_\_\_\_ a surety company listed by the U.S. Treasury listing and shall have an A.M. Best rating of A- or better and shall be licensed to do business in the State of Alabama., payable to Dothan City Schools (or an official bank check), in the amount of ten percent (10%) of the above Bid, to-wit:  
\$ \_\_\_\_\_.

If this Bid shall be accepted by Dothan City Schools and the undersigned shall fail to execute a satisfactory contract in the form of said proposed Contract, give satisfactory Performance and Payment Bonds, or furnish satisfactory proof of the insurance required, as stated in the Instructions to Bidders within ten (10) days from the Notice of Award of the Contract, then Dothan City Schools may at its option, determine that the undersigned abandoned the Contract and thereupon this Bid shall be null and void, and the sum stipulated in the attached Bid Bond (or an official bank check) shall be forfeited to Dothan City Schools as liquidated damages.

Bidder declares his intent to subcontract the portion of the Work as below stated. Bidder understands and agrees that the use of any Subcontractor not listed below shall be strictly prohibited without prior written approval from Dothan City Schools. (List names of all subcontractors and the work to be provided by the subcontractor on the lines provided below.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Bidder further declares that the full names and residence addresses of all persons and parties interested in the foregoing Bid as principals are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed, sealed, and dated this day of \_\_\_\_\_, 20\_\_ .

By: \_\_\_\_\_ (SEAL)

Signature

\_\_\_\_\_  
Print Name of Signer

\_\_\_\_\_  
Title of Signer

\_\_\_\_\_  
Name of Business Entity Submitting Bid

**BID BOND FORM, CONT'D**

\_\_\_\_\_  
Bidder's Street Address

\_\_\_\_\_  
Bidder's City, State and Zip Code

\_\_\_\_\_  
Bidder's Phone Number

\_\_\_\_\_  
Bidder's Fax Number

\_\_\_\_\_  
Bidder's E-Mail Address

**KNOW ALL MEN BY THESE PRESENTS**, that we, \_\_\_\_\_

\_\_\_\_\_  
(hereinafter called the Principal) and (hereinafter called the Surety), a corporation chartered and existing under the laws of the State of \_\_\_\_\_ with its principal offices in the City of \_\_\_\_\_ and listed in the Federal Register and licensed to write surety bonds in the State of Alabama, are held and firmly bound unto Dothan City Schools, in the full and just sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_ ) good and lawful money of the United States of America, to be paid upon demand of Dothan City Schools, to which payment well and truly to be made we bind ourselves, our heirs, executors, administrators, and assigns, jointly and severally and firmly by these presents.

**WHEREAS**, the Principal is about to submit, or has submitted to Dothan City Schools, a Qualification-Based Bid for RFQB #IT042219A providing LOW VOLTAGE WIRING/CABLING AND INTERCOMS for the additions and remodeling in Dothan City Schools.

**WHEREAS**, the Principal desires to file this Bond in accordance with law to accompany this Bid.

**NOW, THEREFORE**, the conditions of this obligation are such that if the Bid be accepted within sixty (60) days of the Bid opening, the Principal shall execute a Contract in accordance with the Bid and upon the terms, conditions, and prices set forth therein, and in the form and manner required by Dothan City Schools, and within ten (10) days from the date of Notice of Award of the Contract, execute a sufficient and satisfactory Performance Bond and Payment Bond payable to Dothan City Schools, each in an amount of one hundred percent (100%) of the total Contract Price, in form and with security satisfactory to Dothan City Schools and furnish satisfactory proof of the insurance required, then this obligation to be void; otherwise, to be and remain in full force and virtue in law; and the Surety shall, upon failure of the Principal to comply with any or all of the foregoing requirements within the time specified above, immediately pay to the aforesaid Dothan City Schools, upon demand, the amount hereof in good and lawful money of the United States of America, not as a penalty, but as liquidated damages.

**BID BOND FORM, CONT'D**

**IN TESTIMONY THEREOF**, the Principal and Surety have caused these presents to be duly signed and sealed this day of \_\_\_\_\_, 20\_\_ .

**PRINCIPAL**

By: \_\_\_\_\_ (SEAL)

Signature of Principal

\_\_\_\_\_  
Print Name and Title of Authorized Signer

\_\_\_\_\_  
Print Name of Principal Business

**ATTEST:** \_\_\_\_\_

Corporate Secretary

**SURETY By:** \_\_\_\_\_ (SEAL)

Signature of Surety (by Power of Attorney)

\_\_\_\_\_  
Print Name and Title of Authorized Signer

\_\_\_\_\_  
Print Name of Surety Business

**WITNESS:**

\_\_\_\_\_

**[Attach Original Power of Attorney]**