INVITATION TO BID

Sealed bids for an **Integrated Paging System**, will be received by the Purchasing Agent, Jefferson County Department of Health, General Service Annex, 401 14th Street South, Birmingham, AL 35233, until 10:00 a.m., Wednesday, September 2, 2020, at which time and place they will be publicly opened and read.

Bidders wishing to bid can download the complete solicitation including the specifications and bid forms via the internet at [www.jcdh.org](http://www.jcdh.org) (go to the ABOUT header and click on **BIDS**), or by visiting the Purchasing Office at the address shown above, or by calling (205) 930-1961, fax (205) 930-1060 and requesting a copy be mailed to you. Any addenda will be available on the internet. Bidder is responsible for checking for addenda until bid opening date. Addenda will be mailed only to those vendors who were provided a copy in person or by mail.

All bids must be submitted on Bid Form in a sealed envelope indicating “**SEALED BID – RFP #20-08-17 Integrated Paging System**” with opening date and bid number printed on outside of envelope.

All bidders must complete and return the notarized State of Alabama disclosure form included in the bid package and the Addendum to Bid Agreement Contract; and must provide their E-verify number and a copy of their E-verify certificate and all other documents listed in the enclosure.

It is required for any contract/purchase exceeding $10,000.00 that the bidder submits with their bid either certified check, a cashier’s check or a bid bond payable to the Jefferson County Department of Health in the amount of $500.00. In order for any bid award to be considered that exceeds $10,000, it must be accompanied by an acceptable bid bond or check. Bid bonds will be returned to all unsuccessful bidders after the formal award is made and to the successful bidder after acceptance of the award. Should the successful bidder fail to accept the award, the bid bond or check shall be forfeited.

No bid may be withdrawn for a period of sixty (60) days after the date of the bid opening. Jefferson County Department of Health is exempt from all tax. This statement in no way is to be construed as relieving a seller or contractor from paying any tax assessed to him as a seller or contractor.

Jefferson County Department of Health (JCDH) expressly reserves the right to reject any or all bids, or parts of bids and to make the award all or none or per line item on the merit and/or feature of method and quality, delivery, and service availability as the best interest of the Jefferson County Department of Health appears.

Jefferson County Department of Health reserves the right to require documentation that each bidder is an established business and is abiding by the ordinances, regulations, and laws of their community and the State of Alabama. If you are required by any regulatory agency to maintain professional license or certification to provide any product and/or service solicited under this Invitation To Bid (RFP), the JCDH
reserves the right to require documentation of current license and/or certification before considering and awarding the bid.

COMMUNICATION DURING BID EVALUATION
There shall be no communication during the evaluation period between any vendor and JCDH agency requisitioning the good or service to be procured. Any communications, written, oral, or electronic between the vendor and the requisition agency must come through the Division of Purchasing Buyer administering the RFP.

QUESTION/INQUIRY
Telephone inquiries with questions regarding clarification of all specifications of the RFP will not be accepted. All questions concerning the bid product and/or service specifications must be e-mailed to Hazel Collins at hazel.collins@jcdh.org and Glenda Smith at glenda.smith@jcdh.org. Please reference the RFP number and Question/Inquiry in the e-mail subject.

LETTER OF NOTIFICATION
All bidders of this RFP are request to reply via email to notification of Intent indicating that they intend to submit a proposal. Only those bidders submitting the Notification of Intent will be advised of any clarifications, addendum, and answers to inquiries and/or questions pertaining to this RFP. The email of Notification of Intent can be emailed to Hazel Collins at hazel.collins@jcdh.org and glenda.smith@jcdh.org. Please reference the RFP number and Notification of Intent in the e-mail subject.

MANDATORY PRE-BID SITE-VISIT
Mandatory pre-bid site inspection will be held Wednesday, August 26, 2020 at 10:00 a.m. in the General Service Warehouse area located at 401 South 14th Street. Anyone who wishes to submit a bid must attend. The site survey will be conducted for all potential bidders and will be crucial to get a thorough understanding of the work to be performed. Attendance will be mandatory. Due to COVID-19, all participants are REQUIRED to wear a face covering and practice social distancing.

Hazel Collins
Hazel Collins, Purchasing Agent

HC/gs
BN: 08-16-20
Enclosures
SPECIFICATIONS

SCOPE OF WORK
The Jefferson County Department of Health (JCDH) is to establish a professional service contract with firm pricing for the purchase and implementation of the Integrated Paging System. The purpose of this job is to provide audio paging on each floor of the building. This system is a stand-alone system that pages only. This system will include the existing speakers in the clinic areas. These speakers are designated by a red box on the AV1.00 drawings. Additional speakers are added to treatment rooms and restrooms where coverage is not currently provided. Speakers will be added to patio, conference rooms, restrooms and floors two thru five. Wire to patio speakers shall be routed through conduit where exposed. All new wiring to be CAT5 or CAT6. Wire jacket to be white. Customer is responsible for all power required at component locations on each floor. If possible, new equipment will be mounted near existing power. Label each equipment location with “Paging System”.

INSTALLATION NOTES GENERAL AND PROGRAMMING
1. Procure audio files from customer that will be used in system and load. Schedule time for customer to prepare files ahead of this need.
2. Program system to provide individual zone paging and all call from any phone.
3. All wires - feed and speaker- to be labeled with their respective zones; Test each zone for proper operation.
4. Provide phone extension print out of each zone to customer
5. Provide training to key individuals.
6. Provide documentation of system with each wire labeled.
7. System to be programed to interface with OFE telephone SIP system. Each zone to have an extension to page just an individual zone and an extension to trigger an All Call to all zones on system. Provide for the owner an electronic and printed document listing each extension.
8. Placement of speaker as shown on drawing is reflecting intent to provide paging in room where speaker is located. In office space area, speaker is located outside doorways. Occupant should be able to hear page if door is shut. Testing of system to include each zone for function and loudness.

FLOOR BY FLOOR WORK SCOPE
Headend:
Remove existing VP-2924 processor, 66 blocks and VP-12124A Power Supply.
1. Install plywood board to mount components
2. Install new V-ACS45 Valcom system processor at the headend. Current model is obsolete.
3. Add Valcom VIP-821A Networked Trunk Port for SIP interface to processor.
SPECIFICATIONS

SCOPE OF WORK (Cont’d)

Basement:
1. Install plywood on wall for components in new location
2. Install V-LPT1 for each zone 1-8
3. Install VP-12124 power supply
4. Extend wires plus two spares from 1st floor closet to new location
5. Connect existing zones 1-8
6. Add additional speakers to each zone as noted on drawing.

First Floor:
1. Install V-LPT1 for each zone 9-18
2. Install VP-6124 power supply
3. Connect existing zones 8-18
4. Add additional speakers to each zone as noted on drawing.

Second Floor:
1. Install V-LPT1 for zone 19
2. Install VP-6124 power supply
3. Add wire plus two spares from 1st floor closet to V-LPT1 location
4. Add speakers as shown on drawings.

Third Floor:
1. Install V-LPT1 for zone 20
2. Install VP-6124 power supply
3. Add wire plus two spares from 1st floor closet to V-LPT1 location
4. Add speakers as shown on drawings.

Fourth Floor:
1. Install V-LPT1 for zone 21
2. Install VP-6124 power supply
3. Add wire plus two spares from 1st floor closet to V-LPT1 location
4. Add speakers as shown on drawings.

Fifth Floor:
1. Install V-LPT1 for zone 22
2. Install VP-6124 power supply
3. Add wire plus two spares from 1st floor closet to V-LPT1 location
4. Add speakers as shown on drawings.
SPECIFICATIONS (Cont’d)

GUARANTEE
Bidder certifies by bidding that he is fully aware of the conditions of service and purpose for which item(s) included in this bid are to be purchased, and that their offering will meet these requirements of service and purpose to the satisfaction of the Jefferson County Department of Health and its Agent.

INCURRING COSTS
The Jefferson County Department of Health will not be liable for any costs incurred in preparing bid responses.

TERMS
The bid will be effective from September 9, 2020 until September 10, 2021.

TERMINATION
The bid may be terminated by JCDH with a thirty (30) day written notice of cancelation to the other party regardless of reason. Any violation of this agreement shall constitute a breach and default of this agreement. Such termination shall not relieve the contractor of any liability to JCDH for damages sustained by virtue of a breach by the contractor.

PRICE
Price will remain firm for the entire duration of the bid period. Price is to include all related fees. Invoice(s) must be itemized.

FREIGHT
Price includes transportation, fuel, handling, service, freight charges and deliveries/pick-up as specified and JCDH will pay no additional fees.

PRE-PAY
No pre-payments will be made prior to shipment.

COMMUNICATION DURING BID EVALUATION
There shall be no communication during the evaluation period between any vendor and JCDH agency requisitioning the good or service to be procured. Any communications, written, oral, or electronic between the vendor and the requisition agency must come through the Division of Purchasing Buyer administering the RFP.

AWARD
Award will be made in whole to the lowest responsible bidder provided the vendor meet all requirements and specifications required by the JCDH.

ADDITIONS TO CONTRACT
The County has attempted to list all of the “Integrated Paging System” that will be required during the term of the contract. However, JCDH reserves the right to purchase additional quantities and/or related items from the successful bidder.
WARRANTY
The successful bidder must provide JCDH with Standard Manufacturer’s Warranty to cover service, materials and workmanship.

LAWS
The contractor shall comply with all laws, ordinances, codes, rules and regulations bearing on the conduct of the work including those of the Board of Fire Underwriters, and of Federal, State and local agencies having jurisdiction.

INSURANCE
Bidder shall furnish to the Board upon execution of this Agreement, a certificate of insurance as evidence of adequate professional and public liability insurance insuring vendor, the Board and Board’s agents, servants and employees as additional insured. The insurance required shall be written for not less than the following limits, or greater if required by law:

a) Worker's Compensation

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**Bodily Injury**

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a) Commercial General Liability on an ISO Occurrence Form or equivalent (including Bodily Injury; Property Damage; Premises-Operations; Independent Contractors' Protective; Products and Completed Operations; Broad Form Property Damage):

**INSURANCE:**

**Bodily Injury**

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**Property Damage**

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Additional named insured: Jefferson County Department of Health. Broad Form Property Damage shall include Completed Operations.
SPECIFICATIONS (Cont’d)

INSURANCE

b) Contractual Liability

**Bodily Injury**
- $1,000,000.00 Each Occurrence
- $2,000,000.00 Aggregate

**Property Damage**
- $1,000,000.00 Each Occurrence
- $2,000,000.00 Aggregate

c) Personal Injury, with Employment Exclusion deleted

- $1,000,000.00 Each Occurrence
- $2,000,000.00 Aggregate

d) Business Auto Liability (including owned, non-owned and hired vehicles)

**Bodily Injury**
- $1,000,000.00 Each Occurrence

**Property Damage**
- $1,000,000.00 Each Occurrence

e) If the General Liability coverages are provided by a Commercial Liability policy, the:

- General Aggregate shall not be less than $2,000,000.00
- Fire Liability Limit shall not be less than $100,000.00 on any one fire.
- Medical Expense Limit shall not be less than $10,000.00 on any one person.

Furnish one copy of Certificates herein required for each copy of the Agreement, specifically set forth evidence of all coverage required. If this insurance is written on a Commercial General Liability policy form, ACORD forms 25S will be accepted. Furnish to the Owner copies of any endorsements that are subsequently issued amending coverage or limits.
SPECIFICATIONS (Cont’d)

UTILITIES
The Jefferson County Department of Health will provide contractor with all normal utilities such as electricity, lights, water, etc. necessary for performing this contract.

Bid proposals will be rejected if there is reason to believe that collusion exists among the bidders. No participants in such collusion will be considered in future proposals for the same work.

Bidder must have all necessary business licenses as required by the State of Alabama and Jefferson County. All items must conform strictly to the specifications and shall be subjected to evaluation upon acceptance. In the event that any item is deemed unacceptable or not in conformity with the specifications, items will be rejected and items of proper quality as set forth in these specifications shall be furnished in place thereof at the expense of the successful bidder.

LOCATION
Central Health Center / Guy Tate Building
1400 Sixth Avenue South
Birmingham, AL 35233

Failure to comply in accordance with the bid submitted, including promised delivery, will constitute sufficient grounds for cancelation of the order and contract at the option of JCDH.

Use of specific names and numbers is not intended to restrict the bidding of any seller and/or manufacturer, but is solely for the purpose of indicating the type, size and quality, material, service, or equipment considered best adapted to the JCDH’s intended use.

No bidder shall be allowed to offer more than one price on each line item. If said bidder should submit more than one price per line item then ALL prices for that line item shall be rejected.
SPECIFICATIONS (Cont’d)

1.1 RELATED DOCUMENTS

A. Associated drawings and details on the AVX.XX series drawings and this specification describe the work required for the audio-visual system.

1.2 DESCRIPTION OF WORK

A. Provide a completely integrated paging system to distribute audio from owner-defined sources throughout the facility as described in accompanying plans and specifications. All equipment and cabling to be furnished and installed by the integrator unless noted otherwise herein to provide a complete system conforming to the requirements and reasonable intent of the plans and specifications. For more details refer to the Statement of Work.

1.3 SUBMITTALS

A. Schedule of submittals
B. Shop Drawings - Single Line Audio Connections
C. Coordination Drawings
D. Signed and Sealed Drawings
E. Labeling
F. Manuals
G. Warranty Information
H. Closeout Documents
I. Training Materials
SPECIFICATIONS (Cont’d)

1.4 QUALIFICATIONS

A. Shall be regularly engaged in providing audio equipment of the size, scope and quality specified.

B. Has completed at least two (2) projects in the last two years of the same complexity and dollar value.

C. Employs full-time qualified electronic technicians, trained in the installation, setup and programming of audio video systems of the type specified.

D. The AV Integrator must have a fully staffed, currently occupied and fully operational facility. (i.e. A warehouse to store equipment does not qualify as a fully operational facility)

E. Shall have at least one (1) InfoComm certified CTS-D AND one (1) CTS-I in the State of Alabama, or equivalent measured by the opinion of owner, and MUST PROVIDE A COPY OF CERTIFICATES WITH THE BID.

F. The AV Integrator must possess a General Contractor's license to operate in the State of Alabama and must provide a copy of the license with the bid.

G. Employs at least one full-time programmer experienced in working with SIP phone systems.

1.5 SUPPORT REQUIREMENTS

A. Shall include product manufacturer management, a toll-free line between the weekday hours of 8AM – 6PM CST, maximum of 2-Hour call back time.

B. Advanced Replacements Parts: If a component or system is diagnosed as faulty, AV Integrator will advance ship a replacement part directly to the customer’s location. Parts must be shipped same day for next day delivery via priority overnight.

C. Maintenance Agreement: AV Integrator must provide copy of their maintenance agreement with bid.
PART 2 - PRODUCTS

2.1 MATERIALS AND SUBSTITUTIONS

A. All materials shall be new, with U.L. label where available. If U.L. is not available, material shall be manufactured in accordance with NEMA, IEEE and Federal Standards.

B. Drawings are diagrammatic and are not intended to show all components of all systems. Furnish additional materials required for a complete system. Where systems are approved for bidding by request for substitution, include all additional materials required for a complete system due to differences in system configuration from that of the original systems design.

C. Equipment manufacturers and model numbers where mentioned within this specification are to establish the design level of quality and design criteria and should not be construed as limited proposals.

D. Substitutions are to be submitted to owner for pre-approval at least 72 hours before proposal is due for review and acceptance. Email substitution requests to Hazel Collins, Purchasing Agent at hazel.collins@jcdh.org

E. Furnish options and additional equipment as required to form a complete system.

F. All cabling not in conduit shall be plenum rated cabling and shall meet or exceed the performance specifications set forth by the chosen equipment manufacturer(s).

2.2 Paging System Building - All Floors

A. AUDIO EQUIPMENT

1. Speakers
   a. White 2 x 2 Ceiling tile Lay-in 8” perforated grill and backbox - Valcom V-9022A-2 (SPKR 01 – SPKR 03)
   b. White wall-mounted amplified speaker, one-way – Valcom V-1016-W (SPKR-W)
   c. Beige Weather-resistant outdoor horn speaker - Valcom V-1036C (SPKR-B)

2. Expandable Zoned Intercom System CPU with Clock
   a. Valcom V-ACS45 (PROC-1)

3. Networked Trunk Port, SIP Accessible
   a. Valcom VIP-821A (IF-1)

4. One-way Paging Adapter, Impedance Matching
   a. Valcom V-LPT (ADAP-2-22)
SPECIFICATIONS (Cont’d)

PART 3 - PRODUCTS (Cont’d)

3.1 Paging System Building - All Floors

A. AUDIO EQUIPMENT

1. Power Supply
   a. Valcom VP-12124 (PS-)
   b. Valcom VP-6124 (PS-)

2. Terminal Block
   a. 66 block (TERM BLK)

PART 4 - EXECUTION

4.1 PREPARATION

A. Coordinate layout and installation of speakers with ceiling and related components penetrating or above ceilings such as lighting fixtures, mechanical equipment, ductwork, and fire-suppression system.

B. Coordinate location, size, and routing for all required conduit raceways with associated contractors prior to installation.

C. Obtain permits as required by the city’s building and engineering department.

4.2 INSTALLATION

A. All materials, equipment and installation methods shall conform to the National Electrical Code.

B. Install all components per manufacturer’s specifications and instructions.

C. All concealed wiring shall be in conduit or raceways. Wiring may be run w/o conduit where above accessible ceiling. Separate wiring by function.

D. Furnish terminal strips, punch blocks, or connectors for all interconnections. All wiring shall be neatly laced, labeled, and terminated with T & B “stakon” or equal connectors.
SPECIFICATIONS

PART 4 - EXECUTION (Cont’d)

1. INSTALLATION Work under this Division shall be first class with emphasis in neatness and workmanship.
2. Control System Programming: Provide all setup and programming to make control system fully functional from user interface stations. Provide all necessary interface devices, firmware, and software for a fully functioning system.

4.3 INSTALLATION TESTING

A. Furnish appropriate test equipment and perform the following tests:

1. Functional tests of all equipment and components,
2. Final system test and equalization.
3. Balancing of audio SPL for even distribution within a given zone.

B. Demonstrate operation of system to Owner’s designated representatives.

4.4 WARRANTY

A. The Contractor shall warrant the systems and all components for a period of one year. Warranty period begins at the date of Owner acceptance.

4.5 OWNER-PERSONNEL TRAINING

A. The Contractor shall provide training for Owner-designated Personnel upon completion of all testing and equalization. Contractor shall provide up to eight (8) hours of instruction in the operation of the system.

B. Provide the Owner with notebook (s) with operation instructions and manuals for all components of the system. In addition, the Contractor shall provide written simplified operating instructions for the systems.

4.6 Provide Owner copies of all installation and engineering drawings in a notebook with the operating instructions.

PART 5: EXHIBITS ENCLOSED:
AV1.00, AV1.01A, AV1.01B, AV1.02, AV1.03, AV1.04, AV1.05 AND AV7.01
Hazel Collins
Purchasing Agent
Jefferson County Department of Health
General Services Annex Building
401 14th Street South
Birmingham, AL 35233

Submitted below is my firm bid for Integrated Paging System for GMT Building in accordance with your RFP # 20-08-17.

**PRICING**

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<td>Integrated Paging System Solution as specified</td>
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Please enclose your business card with your bid.

Bidder acknowledges receipt of ______________ _addenda. This page must be returned with bid.

(addenda numbers)

Date of Bid __________________________ Name (print legibly or type) __________________________

Company __________________________ Title __________________________

Street Address __________________________ Signature __________________________

City __________________________ State __________________________ Zip __________________________

Tax ID Number __________________________

Post Office Box (Zip if different from street address) __________________________ E-mail Address __________________________

Telephone Number __________________________ Fax Number __________________________

Terms of Payment __________________________ Delivery Date __________________________

Alabama Law (Section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama, or leases for use in Alabama, are registered, collecting, and remitting Alabama state and local sales, use, and/or lease tax on all taxable sales and leases into Alabama.

BY SUBMITTING THIS BID, THE BIDDER IS HEREBY CERTIFYING THAT THEY ARE IN FULL COMPLIANCE WITH ACT NO. 2006-557, THEY ARE NOT BARRED FROM BIDDING OR ENTERING INTO A CONTRACT PURSUANT TO 41-4-116, AND ACKNOWLEDGE THAT THE AWARDING AUTHORITY MAY DECLARE THE CONTRACT VOID IF THE CERTIFICATION IS FALSE.