

EVENT # 4570

Fiber Optic Cabling Annual Contract

SPECIFICATIONS AND SPECIAL CONDITIONS

- 4.0 **Description of Project:** The purpose of these specifications is to describe services to provide an annual contract for underground fiber optic cable installation for planned projects and emergency repairs in the case of accidents, storms, hurricanes, or equipment failures and will be used by the Information Technology Department.

To submit pricing electronically for this event, enter pricing for each line item shown under the lines tab on the event summary. To enter pricing manually, complete the attached bid proposal form. Bids submitted manually must be on the bid proposal forms contained in these specifications in order to be considered. If submitting electronically, submit the total amount for line item #22 as the emergency projects estimates (\$20,000) plus the percentage markup cost (ex. If your markup is 25%, you would enter \$37,500 as your total markup cost).

A pre-bid conference has been scheduled to be conducted at the Purchasing Office, City Hall, third floor, 2 East Bay Street, Savannah, Georgia 31401. This meeting will allow contractors to discuss the specifications and resolve any questions and/or misunderstandings that may arise with City staff. You are invited to attend.

4.1 **Scope of Services**

The services provided for this bid consist of furnishing all labor, construction equipment, mobilization, and traffic control necessary for the installation of various fiber count strands such as single-mode or multi-mode fiber optic cable. The fiber cable will be installed underground or aerial fiber depending on job or site requirements. If cable is installed underground, it will be installed underground in one and a half inch (1.5") High Density Polyethylene (HDPE) conduit via horizontal directional drilling. Site specifications or requirements may require up to three additional underground in one and one half inch 1.5" HDPE conduit for capacity. For underground fiber installation the contractor shall be responsible for installing all hand-holes, trace wire, mule tape/pull string, terminations, splices, 100' slack coil storage and materials and equipment needed for a complete installation. For aerial installation the contractor shall be responsible for installing all span wire (if needed), over lashing, mounting clasps and brackets in with terminations, splices, slack coil storage and materials and equipment needed for a complete installation. All aerial plant installed must meet the NESC standards for storm load and span and over lash rules.

- 4.2 The contractor shall use materials that fall within the following guidelines and specifications. The contractor shall provide specifications and cut sheets for fiber optic cable and associated items used as part of this contract with the bid submission.

- 4.3 The contractor shall meet or exceed the City of Savannah's standard construction details and follow all federal, state, and local regulations in accordance with this type of underground construction.
- 4.4 The contractor shall be responsible for calling in all locates in accordance with the Utilities Protection Center and Georgia Dig Laws before beginning construction. The contractor shall also be responsible for securing all permits associated with this work. Site specific right-of-way permits shall be required from the Traffic Engineering Department prior to any construction activity in the City right-of-way.
- 4.5 The contractor shall provide as-builts and station locations for all the fiber optic cable and/or conduit installed.
- 4.6 The contractor shall provide all labor, traffic control, construction equipment, form work, temporary braces, and any other items, machinery or equipment necessary to perform the required work. In addition, the contractor shall provide all fill materials, gravel, cement, wire, cable, PVC conduit, sealant, and any miscellaneous items such as wire connectors, fasteners, nuts, bolts, washers, etc. The cost of all such materials, supplies or miscellaneous items that are supplied by the contractor shall be included in the contract unit price for the applicable bid item.

4.7 **Service Level Agreements (SLA)**

- 4.7.1 Does the contractor offer any service level agreements (SLA) included as part of a services agreement or as part of a maintenance agreement? If yes, please attach a copy of your standard SLA. Please label it and attach it with your bid submission.
- 4.7.2 Describe the support that is available to assist with escalated issues under your SLA.
- 4.7.3 Indicate the recourse available for breach of the SLA.
- 4.8 **References:** Contractors are required to include in their bid responses a minimum of three (3) references including company names, contacts, and phone numbers for whom they have completed contracts with similar scopes of work. See Attachment 1. Attachment 1 must be included in the bid response in order for a bid to be considered.
- 4.9 This contract will be awarded to the vendor offering the lowest net price to the City, and meeting or exceeding all specifications herein. The City reserves the right to split the award if deemed to be in its best interest. The City also reserves the right to award to a primary, secondary and tertiary vendor if deemed advantageous.
- 4.10 **Contract:** This is an annual contract and prices are to be held firm for a period of one (1) year (12 months). This contract may be extended for three (3) additional one (1) year periods at the same terms and conditions upon mutual agreement of the contracting parties.

5.0 **General Specifications**

- 5.1 The bid response must include the following documents in this order:
- Bid Proposal Form (as a cover sheet)
 - Exception Sheet

- Non-Discrimination Statement
- Proposed Schedule of MWBE Participation
- Contractor affidavit and agreement
- Other submittals as stated

All referenced documents must be completed and returned in their entirety to constitute a complete bid.

5.2 All bids must be submitted in TRIPPLICATE.

5.3 Original invoices should be sent to:

City of Savannah
Accounts Payable
P.O. Box 1027
Savannah, GA 31402

5.4 Vendor is responsible for determining and acknowledging any addenda issued in connection with this bid solicitation. All addenda issued in connection with this event must be acknowledged in a bidder's response in order for the response to be considered.

5.5 To be awarded bids, vendors must be registered as suppliers on the City of Savannah's website at www.savannahga.gov.

6.0 **Insurance Requirements**

Comprehensive General Liability

Contractor shall carry comprehensive general liability on an occurrence form with no "x, c or u" exclusions with the following minimum limits:

- Each occurrence - \$1,000,000
- Damage to Rented Premises - \$50,000
- Medical Expense - \$5,000
- Personal & Adv Injury - \$1,000,000
- General Aggregate - \$2,000,000
- Products – Completed Ops. Aggregate - \$2,000,000

General aggregate shall apply on a per project basis

Contractor will provide a Certificate of Insurance reflecting required coverage.

A waiver of subrogation endorsement to the policy in favor of the City shall also be provided and attached to the certificate

A (30) day notice of cancellation in favor of the City must be endorsed to policy and attached to the certificate

Commercial Automobile Liability

The automobile policy must include coverage for owned, non-owned and hired automobiles

- Minimum limits are \$1,000,000
- Contractor will provide a Certificate of Insurance reflecting required coverage.
- A waiver of subrogation endorsement to the policy in favor of the City shall also be provided and attached to the certificate
- A (30) day notice of cancellation in favor of the City must be endorsed to policy and attached to the certificate

Workers Compensation

Contractor shall carry a workers compensation policy including all statutory coverage required by Georgia state law

Minimum employer's liability limits:

- \$500,000 each accident
- \$500,000 each employee (disease)
- \$500,000 policy limit (disease)

Contractor will provide a Certificate of Insurance reflecting required coverage.

A waiver of subrogation endorsement to the policy in favor of the City shall also be provided and attached to the certificate

A (30) day notice of cancellation in favor of the City must be endorsed to policy and attached to the certificate

Umbrella/Excess Liability

Contractor shall carry an umbrella/excess liability policy which must follow form over underlying policies: general liability, auto liability and employer's liability.

Minimum limits:

- \$1,000,000 per occurrence
- \$1,000,000 aggregate

Contractor will provide a Certificate of Insurance reflecting required coverage.

Waiver of subrogation endorsement to the policy in favor of the City shall also be provided and attached to the certificate

A (30) day notice of cancellation in favor of the City must be endorsed to policy and attached to the certificate

General

All insurance shall be placed with Georgia admitted carriers with a current Best's rating of A (minus), X, or better

Any modifications to specifications must be approved by the City

EXCEPTION SHEET

Event # 4570

If the commodity(ies) and/or services proposed in the response to this bid is in anyway different from that contained in this proposal or bid, the bidder is responsible to clearly identify by specification section number, all such differences in the space provided below. Otherwise, it will be assumed that bidder's offer is in total compliance with all aspects of the proposal or bid.

Below are the exceptions to the stated specifications:

Date

Signature

Company

Title

ITEM NO	DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE	TOTAL
1.	Directional bore & Place (1) 1.5" HDPE Conduits	6000 LF		
2.	Directional bore & Place (3) 1.5" HDPE Conduits	2500 LF		
3.	Install 12 Strand Fiber Optic Cable Underground	6000 LF		
4.	Install 24 Strand Fiber Optic Cable Underground	6000 LF		
5.	Install Handhole	10EA		
6.	Cut & Restore Sidewalk	200 SQ FT		
7.	Install Splice Closure Underground	5 EA		
8.	Fusion Splice Closure Fiber Strand	36 EA		
9.	Terminate Fiber Strand (LC Connectors)	48 EA		
10.	Acceptance Test Fiber Strand	48 EA		
11.	Underground Route Engineering	6000 LF		
12.	Aerial Overlash	1000 LF		
13.	Furnish & Install Aerial Fiber Optic Hybrid Cable 12MM/12SM	1000 LF		
14.	Furnish & Install Aerial Fiber Optic Cable - Single Mode 24	1000 LF		
15.	Furnish & Install Underground Fiber Optic Hybrid Cable 12MM	1000 LF		
16.	Furnish & Install Underground Fiber Optic Cable SM-24Fibers	1000 LF		
17.	Furnish & Install Aerial Fiber Optic Cable Closure (Sealed)	1 EA		
18.	Fiber Optic Termination ST Connector (includes fan out)	1 EA		
19.	Fiber Optic Termination SC Connector (includes fan out)	1 EA		
20.	Furnish & Install Aerial Slack Holder (Snowshoes)	1 EA		
21.	Splice Closure Setup	1 EA		
22.	Estimated Emergency Projects Amount X Percentage –Markup emergency projects estimates \$20,000 plus the percentage markup cost (ex. If your markup is 25%, you would enter \$25,000 as your total markup cost	1 EA		

TOTAL BID \$ _____

PAYMENT TERMS: PLEASE CHECK ONE AND FILL IN BLANKS
(Minimum of 10 working days must be allowed
for discount to be considered in bid award)

___ Less ___ % ___ Days Prompt Payment Discount (if offered) (_____)

___ Net - 30 Days (no discount offered) - 0 -

TOTAL NET BID \$
=====

DO YOU HAVE THE REQUIRED INSURANCE? YES _____ NO _____

**DID YOU INCLUDE ATTACHMENT 1 WITH YOUR BID SUBMISSION? YES _____
NO _____**

PER SECTION 4.7, PLEASE ATTACH A COPY OF YOUR STANDARD SLA. PLEASE LABEL IT AND ATTACH IT WITH YOUR BID SUBMISSION. DID YOU INCLUDE A COPY OF YOUR STANDARD SLA? YES _____ NO _____

WHAT IS YOUR MARKUP PERCENTAGE FOR LINE ITEM 22? _____

**CONFIRM RECEIPT OF ANY ADDENDA ISSUED FOR THIS BID:
ADDENDUM # _____
DATE _____**

I certify this bid complies with the general and specific specifications and conditions issued by the City except as clearly marked in the attached copy.

Please Print Name

Authorization Signature

Date

NON-DISCRIMINATION STATEMENT

The bidder certifies that:

- (1) No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, color, national origin, or gender in connection with any bid submitted to the City of Savannah or the performance of any contract resulting therefrom;
- (2) That it is and shall be the policy of this company to provide equal opportunity to all business persons seeking to contract or otherwise interested in contracting with this company, including those companies owned and controlled by racial minorities, cultural minorities, and women;
- (3) In connection herewith, we acknowledge and warrant that this company has been made aware of, understands and agrees to take affirmative action to provide such companies with the maximum practicable opportunities to do business with this company;
- (4) That this promise of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;
- (5) That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made as part of and incorporated by reference into any contract or portion thereof which this company may hereafter obtain and;
- (6) That the failure of this company to satisfactorily discharge any of the promises of non-discrimination as made and set forth herein shall constitute a material breach of contract entitling the City of Savannah to declare the contract in default and to exercise any and all applicable rights and remedies including but not limited to cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and/or forfeiture of compensation due and owing on a contract.

Signature

Title

PROPOSED SCHEDULE OF M/WBE PARTICIPATION

All M/WBEs listed **must be certified as a minority-owned or women-owned business** by the City of Savannah or a federally-recognized or state-level certifying agency (such as USDOT, State DOT, SBA 8(a) or GMSDC) that utilizes certification standards comparable to the City of Savannah **prior** to the due date of this bid. **Other business certifications that do not specify majority woman or minority ownership may not be substituted.** Proof of M/WBE certification from the certifying agency is required to accompany the bid. A firm that has submitted an application for M/WBE certification but has not been certified is not qualified as a certified M/WBE and will not be recognized as such during the City's evaluation process. To expedite verification, please provide accurate phone numbers for all M/WBEs listed and ensure firms understand contact will be made following bid submittal.

Name of Proposer: _____ Event No. 4570
 Project Title: _____

NOTE: Unless certified through the City of Savannah M/WBE Program, proof of M/WBE certification must be attached for all firms listed.

Name of M/WBE Participant	Name of Majority Owner	Telephone	Address (City, State)	Type of Work Sub-Contracted	Estimated Sub-contract Value	MBE or WBE	Certified? (Y or N)	Certifying Agency? (City of Sav. or Other)
					%			
					%			
					%			
					%			
					%			
					%			

MBE Participation Value: _____ % WBE Participation Value: _____ % M/WBE Participation Value: _____ %

The undersigned will enter into a formal agreement with the M/WBE Subcontractors/Proposers identified herein for work listed in this schedule, conditioned upon executing a contract with the Mayor and Aldermen of the City of Savannah. The Prime's subcontractor that subcontracts work must enter into a formal agreement with the tier subcontractor identified herein for work listed in this schedule. The Prime may count toward the goal any tier of M/WBE subcontractors and/or suppliers that will be utilized in the contract work. However, when an M/WBE subcontracts part of the work, the value of the subcontracted work may **only** be counted toward the goal **if the tier subcontractor is an M/WBE**. Any work an M/WBE firm subcontracts to a non-M/WBE firm **will not count toward the M/WBE goal**. It is the responsibility of the Prime contractor to advise all M/WBEs of this requirement and to ensure compliance by subcontractors.

Joint Venture Disclosure

If the prime bidder is a joint venture, please describe the nature of the joint venture, the level of work and the financial participation to be provided by the Minority/Female joint venture firm in the space provided below.

Joint Venture Firms	Level of Work	Financial Participation

Printed name (company officer or representative): _____

Signature: _____ Date: _____

Title: _____ Email: _____

Telephone: _____ Fax: _____

The Minority/Women Owned Business Office is available to assist with identifying certified M/WBEs. Please contact the M/WBE Office at (912) 652-3582. The City of Savannah's certified M/WBE registry is posted on its website @ www.savannahga.gov.

ATTACHEMENT 1

REFERENCES

In the space below, list current/past references, similar in size, per Section 4.8.

1. Name of Company/Municipality:

Contact: _____
Phone: _____
Dates service provided: _____

2. Name of Company/Municipality:

Contact: _____
Phone: _____
Dates service provided: _____

3. Name of Company/Municipality:

Contact: _____
Phone: _____
Dates service provided: _____

4. Name of Company/Municipality:

Contact: _____
Phone: _____
Dates service provided: _____

5. Name of Company/Municipality:

Contact: _____
Phone: _____
Dates service provided: _____