

Pittsburg County, Oklahoma
COUNTY PURCHASING OFFICE
 Pittsburg County Court House
 McAlester, Oklahoma
 Phone: (918) 423-4934

INVITATION TO BID

PLEASE REVIEW TERMS AND CONDITIONS ON REVERSE SIDE RELATING TO SUBMISSION OF THIS BID.

Notarized Affidavit completions and signature required on reverse side.

DATE ISSUED
29-Mar-17
 PAGE 1 OF _____

BID NUMBER Bid #35	BID CLOSING DATE AND HOUR April 26, 2017 @ 5:00 PM	REQUIRED DELIVERY DATE Days after award of Purchase Order
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TERMS:	DATE OF DELIVERY:
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Item	Quantity	Unit of issue	DESCRIPTION	Unit Price	Total
			<p>Pittsburg County Economic Development Authority wishes to advertise for the following:</p> <p>Bid # 35 for all equipment, materials, training, programming, testing and labor to install one complete and functionable VOIP capable telephone system, televisions, public address speakers, switches, firewalls, wireless access points, video conferencing, wireless cellular repeater/boosters and the design and installation of the fixed wiring distribution system for data and telephone cabling as well as cabling for cable TV, wireless access points, video conferencing system and overhead speakers</p> <p>See specifications attached</p> <p><u>PLEASE MARK CLEARLY ON FRONT OF SHIPPING ENVELOPE BID AND BID NUMBER</u></p>		

1

TERMS AND CONDITIONS

1. Sealed bids will be opened in the Commissioner's Conference Room, Pittsburg County Courthouse, McAlester, Oklahoma, at the time and date shown on the invitation to bid form.
2. Late bids will not be considered. Bids must be received in sealed envelopes (one to an envelope) with bid number and closing date written on the outside of the envelope.
3. Unit prices will be guaranteed correct by the bidder.
4. Firm prices will be F.O.B. destination.
5. Purchases by Pittsburg County, Oklahoma, are not subject to state or federal taxes.
6. This bid is submitted as a legal offer and any bid when accepted by the County constitutes a firm contract.
7. Oklahoma laws require each bidder submitting a bid to a county for goods or services to furnish a notarized sworn statement of non-collusion. A form is supplied below.
8. Bids will be firm until completion of project.

(DATE)

AFFIDAVIT: I, the undersigned, of lawful age, being first duly sworn on oath say that he (she) is the agent authorized by the bidder to submit the above bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; of with any state official or employee as to quantity; quality or price in the prospective contract or any other terms of said prospective contract; or in any discussins between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma (or other entity) any money or other thing of value, either directly or indirectly in the procuring of the award of a contract pursuant to this bid.

Subscribed and sworn before this _____ day
of _____ 20_____ (seal)

My commission expires _____ Signed by: _____ Title: _____
(MANUAL SIGNATURE OF UNDERSIGNED)

NOTARY PUBLIC (CLERK OR JUDGE)
Address: _____ Phone: _____
City: _____ State _____
Zip _____

NOTE: Other terms and conditions can be added at the discretion of the county officers.

RESOLUTION #EDA-17-001

To
Advertise

The Pittsburg County Economic Development Authority, met in special session on Wednesday, March 29, 2017.

WHEREAS, the Pittsburg County Economic Development Authority wishes to advertise for the following:

Bid #35 for all equipment, materials, training, programming, testing and labor to install one complete and functional VOIP capable telephone system, televisions, public address speakers, switches, firewalls, wireless access points, video conferencing, wireless cellular repeater/boosters and the design and installation of the fixed wiring distribution system for data and telephone cabling as well as cabling for cable TV, wireless access points, video conferencing system and overhead speakers

A bid package containing complete specifications and an "Invitation to Bid are available at the Pittsburg County Clerk's Office, 115 E. Carl Albert Parkway, Room 103, McAlester, Oklahoma 74501 or online at pittsburg.okcounties.org.

THEREFORE, each competitive bid submitted to the County must be accompanied with an affidavit for filing with the competitive bid form, as required by 61 O.S. § 138.

Sealed bids will be received and filed with the Pittsburg County Clerk until 5:00 p.m. Friday, April 28, 2017. ALL BIDS RECEIVED AFTER 5:00 p.m. ON FRIDAY, APRIL 28, 2017 WILL NOT BE OPENED. Bids will be opened on Monday, May 1, 2017 at 10:30 p.m. in the Board of County Commissioners Conference Room, Pittsburg County Courthouse, 115 E. Carl Albert Parkway, McAlester, Oklahoma. Bid will be awarded to the lowest or best bidder. The Pittsburg County Economic Development Authority reserves the right to reject any and all bids and re-advertise.

PITTSBURG COUNTY
ECONOMIC DEVELOPMENT AUTHORITY

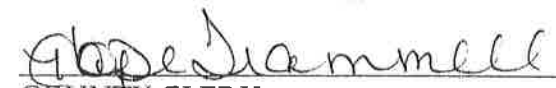

CHAIRMAN


MEMBER

MEMBER

ATTEST:




COUNTY CLERK

Invitation To Bid

Project and Request Summary

Pittsburg County is building a new Regional Emergency Management Center.

- **The proposal will be for the total project.**

Bidders are to bid on all equipment, materials, training, programming, testing and labor to install one complete and functional VOIP capable telephone system, televisions, public address speakers, switches, firewalls, wireless access points, video conferencing, wireless cellular repeater/boosters and the design and installation of the fixed wiring distribution system for data and telephone cabling as well as cabling for cable TV, wireless access points, video conferencing system and overhead speakers. Specific quantities and specifications will be outlined later in this document.

It is the responsibility of the Bidder to include in the bid price all telephone and data equipment, labor, training, programming, testing, project management, tools, cable, lifts, blocks, brackets, jacks, patch panels, racks, raceways, conduit and any other equipment or materials and resources necessary to provide a complete turn-key package of the entire project requested within this bid specification. Training must be provided on all equipment as requested by County employees. All equipment shall be quoted as new and freight and delivery charges are to be included in the bid price. All equipment and materials must have a minimum one (1) year warranty. The Bidder is expected to be thoroughly familiar with all specifications and requirements of the Bid request. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligations regarding this Bid. By submitting a response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid request.

Definitions

- County – This term refers to Pittsburg County and will include references to County Departments or offices, commissioners, etc. for which this bid is prepared, and which will be the end user(s) of the goods and /or services sought.
- Bidder- Any business submitting a response to this Bid request.
- Contractor – The Bidder whose response to this Bid request is found to meet the best interests of the County and is awarded this project by the County.

Addenda and Interpretations

No interpretation of the meaning of the plans, specifications, or other contract documents will be made to any bidder orally. Every request for such interpretation should be in writing, addressed to the Pittsburg County Commissioners and faxed to 918-423-0722 and to be given consideration, must be received at least five (5) business days prior to the date fixed for the opening of bids. Any and all such interpretations and any supplemental instructions will be in the form of written addenda to the specifications which, if issued, will be mailed or faxed to all known prospective bidders, at the respective addresses or fax numbers furnished for such purposes, not later than three (3) business days prior to the date fixed for the opening of bids. Failure of any bidder to receive any such addendum or interpretation shall not relieve any bidder from any obligation under his bid as submitted. All addenda so issued shall become part of the contract documents.

Telephone and Data Wiring Distribution System Requirements

- All telephone/data jack locations indicated on the drawings shall have 2 (two) Cat.6 4-pair UTP 550MHz plenum cables for data connection.
- All data cables will be terminated in room 116.
- Each cable must be tested for wire map results that indicate the cable length and that the cabling has no shorts, opens, miswires, splits, reverses or crossed pairs and end to end connectivity has been achieved. Additionally, each cable must be tested for attenuation, skew, NEXT, FEXT, speed (10, 100 or 1000) and cable category. Each cable that fails any test must be repaired or replaced. Documentation for every cable showing a pass for each test must be provided to the County before final payment of the contract.
- Cat.6 jacks will be required for all data locations. Jack inserts will be color coordinated with the room in which they are installed, as will the faceplates.
- A minimum of one 4-post 19-inch rack (minimum 84" X 29") with ladder bars to support all cabling extending to the location where the cabling enters the room will be required. Appropriate cable management panels and ducts must be installed.
- Cat.6 patch panels mounted in 19-inch racks will be required for all data cables.
- Cat.6 patch cords must be provided for all rack connections (i.e. from patch panels to switching and routing devices and to connect devices together).
- **All** cable terminations must be clearly and permanently labeled to correspond with its opposite end.

Television Cable Distribution System Requirements

- All television cable jack locations indicated on the drawings shall have 1 (one) RG6 plenum 60% shielded or better coaxial cable. All television cables shall be home run and terminated in room 116. The television end of each cable will be terminated with a flush wall jack and the data closet ends will be terminated with an f-type crimp on or compression connector.

Wireless Access Point Cable Distribution Requirements

- There will be 2 (two) wireless access networks. One will be for access to the public network and the other will be for access to the Emergency Management private network.
All wireless access points shall have 2 (two) Cat.6 4-pair UTP 550MHz plenum cables.

Telephone System and Voice Mail Requirements

Telephone System Functions and Features

- The telephone system shall perform, at a minimum, the following functions:
 1. Must be equipped with all necessary components to support VOIP, Digital and Analog Telephone Sets
 2. Must be equipped with all necessary components to support SIP trunking with the following features:
 - a. Direct Inward Dialing (DID) to Individual Phones or Groups
 - b. Direct Outward Dialing (DOD) from telephone sets
 - c. Incoming Caller ID/ Automatic Name and Number Display
 3. Must be equipped with all necessary components to support PRI trunking with the following features:
 - a. Direct Inward Dialing (DID) to Individual Phones or Groups
 - b. Direct Outward Dialing (DOD) from telephone sets
 - c. Incoming Caller ID/ Automatic Name and Number Display
 4. Must be equipped with all necessary components to support analog loop start trunking (POTS)
 5. Class of Service – Restrictions for calling and features
 6. Calling/hunt groups
 7. Call Park
 8. Call Pickup
 9. Call Transfer
 10. Conference Calling (5 Party minimum)
 11. Do Not Disturb
 12. Hold Recall
 13. Multiple telephone set paging zones
 14. Station/User Speed Dial

15. Toll/Calling Restriction by Set
16. Voice Mail Integration
17. All Keysets Must Have a Minimum of 24 Buttons With LED's for Stations in Executive/ Administrative Areas and 12 Buttons With LED's for Stations in Common Areas That Can Be Programmed As DSS/BLF, Direct Trunk/Channel Access, One Touch Speed Dial or Feature Keys
18. Cordless telephones must have access to all trunks/channels, ability to transfer calls, hold capability, handset volume control and voicemail access.
19. Conference room speakerphone must be a Polycom 2WSS Dect 6.0 or equivalent (if proposing alternative equipment provide documentation to support equivalency with bid)

Voice Mail System Functions and Features

1. Automated-Attendant
2. Call overflow to Automated-Attendant
3. Custom call routing / automated voice menus
4. Dial by name directory on auto-attendant
5. Direct transfer of callers to individual voicemail boxes from all phone sets
6. Message waiting indicator on all phone sets
7. Remote voicemail access from any touch-tone telephone
8. Unified messaging capabilities (the ability to move voicemail messages to a user's email)
9. Minimum of 4 Ports, 1000 Mailboxes, and 100 Hours of Recording Time

Uninterruptible Power Supply for Telephone System

Uninterruptible Power Supply equipment will provide the following minimum requirements:

- On-Line UPS operation, minimum of 30 minutes fully operational backup for telephone and voicemail system.

Telephone System Configuration Summary

- General – The quantities below represent a summary of the minimum required capacities for a proposed system to be considered. "Active" resources means the actual system resources which will be in use at the time of the system installation. "Equipped capacity at installation" means total system resources available (both in use and idle/unused capacity) at time of the system installation, which would not require the purchase of any additional hardware and/or software. Total capacity means maximum total resources that can be made available through expansion or addition to the equipment. One network is to be used for all VOIP phones.

Telephone Station Requirements

- A. Active keyset telephone stations at system installation - 40
- B. Keyset telephone stations equipped capacity at installation - 64
- C. Keyset telephone stations total capacity - 480
- D. Active Analog stations at system installation - 8
(For fax machines, conference phones, etc.)
- E. Analog station equipped capacity at installation - 8
- F. Analog station total capacity - 64

Type of Telephones	Number of Telephones
24 Button IP	10
12 Button IP	30
Conference Room Speakerphone	1

Telephone CO Trunk/Lines Requirements

- A. Active trunks/lines at system installation
 1. PRI trunks - 0
 2. Two-way loop start (POTS or Centrex) CO lines - 0
 3. SIP trunks - 20
- B. System CO trunk/line equipped capacity at installation
 1. PRI trunks - 0
 2. Two-Way loop start (POTS or Centrex) CO lines - 0
 3. SIP trunks - 20
- C. System trunk/line total capacity
 1. PRI trunks - 3
 2. Two-Way loop start (POTS or Centrex) CO lines - 48
 3. SIP trunks - 32

Telephone Voicemail Requirements

- A. Active Voicemail System Resources at installation
 1. Available Ports - 4
 2. Subscriber Mailboxes - 1000
 3. Message Storage Hours - 120
 4. Voicemail to email capability

Telephone and Voice Mail System Training

- Contractor will provide a reference guide and training for all telephone system and voice mail users.

Additional Licensing information

Any renewable or recurring licensing fees must be disclosed in the bid response.

Switches and Firewall/Router Specifications

Switch Requirements

- All ports must be 10/100/1000 Mb minimum
- Layer 2-3 managed switches
- PoE capabilities for all ports Auto-Sensing IEEE 802.3af/at
- Minimum of 1 10Gb uplink port
- Uninterruptible Power Supply, minimum 30 minutes fully operational backup

Firewall/Router Requirements

- Minimum of 100 simultaneous LAN users
- Stateful Packet Inspection Firewall
- Multiple VPN connection capabilities (both site to site and software based) minimum 50 combined hardware and software VPN connections per device
- 500Mbps throughput
- Uninterruptible Power Supply, minimum 30 minutes fully operational backup

Wireless Access Point Specifications

Wireless Access Points Requirements

- Protocol support of IEEE 802.11a/b/g/n
- PoE Capable
- Roaming Client Support
- 200+ Concurrent Clients
- Five access points are to be installed

Wireless Cellular Repeater/Booster Specifications

Wireless Cellular Repeater/Booster Requirements

- Minimum 20+ Users
- 4 Inside Antennas
- Omni External Antenna – Minimum 4db gain
- Internal Antennas – Minimum 6 db gain
- Must be compatible with all carriers
- Cabling from the exterior antenna must be grounded outside the building and inside the building

Television Specifications

LED Television Requirements

- Minimum 4K Ultra HD
- Wall mountable
- All televisions in the EOC, 911Center and Conference Room must have dedicated remotes. That is, a remote must control only one television and not affect the other televisions in the room. (must provide manufacturer and model number and if requested, documentation on dedicated remotes)

Breakdown

Location and Size Of Televisions	Number of Televisions
EOC 65"	4
EOC 43"	12
911 Center 43"	4
Conference Room 65"	2
Offices and Bunk Room 43"	5

Television Wall Mount Requirements

- Universal mount preferred
- Articulating mount required
- Minimum weight rating of 132lbs

Public Address System Requirements

- A public address system is to be installed in the EOC. It shall have 1 (one) wired and 1 (one) wireless microphone, an amplifier with volume controls for each microphone and at least 6 (six) ceiling speakers. The speakers shall be connected to the speaker's podium using 65 strand CL3 16/2 plenum speaker wire or better.

Video Conferencing System Specifications

Video Conferencing Requirements

- Video conferencing system must be a Polycom VSX 6000 or equivalent to be connected to one of the televisions in the Conference Room. (if proposing alternative equipment provide documentation to support equivalency with bid)

Overhead Projector Specifications

- An overhead projector system is to be installed in the EOC. It shall have 2 (two) Panasonic RZ470 projectors connected to a Panasonic ET-YFB200g Digital Link Switcher or equivalent. (if proposing alternative equipment provide documentation to support equivalency with bid) All connection cabling, hardware and suspension structure must be included.

Payment Overview

- Payments may be requested every seven days for work performed within that time frame or more frequently if approved by the County Commissioners. Such requests will be subject to acceptance of work and approval by the County Commissioners. Contractor may invoice for the telephone and data equipment upon delivery and acceptance of equipment. The County Commissioners will determine delivery dates. The County will retain 10% of the total Contract Price until final completion and acceptance of all products and services. Contractor may then invoice for final payment.
- Any additional or unforeseen work that is approved by the County Commissioners shall be billed at the contractor's normal rates.

Single Point of Responsibility

- The County expects to have a single point of contact, i.e. a single point of authority and a single contracting entity for this project. The County will not enter into any agreement that does not provide a single point of accountability for the total project.

Oklahoma Workers Compensation Insurance Requirements

- Successful bidder shall furnish a certificate of insurance to show insurance for the job in compliance with the Oklahoma Workers' Compensation Law. Proof of insurance is required prior to award of this contract. If you are a sole proprietorship, partnership or other entity that does not require Workers' Compensation Insurance you must furnish an Affidavit of Exempt Status Under The Workers' Compensation Act form as proof of compliance with the law.

Telephone System Information

(Form to be included with bid)

Telephone Equipment Breakdown

Manufacturer and Model of Telephone System	
Model of Telephone Sets	
Manufacturer's Equipment Warranty Period	
Contractor's Labor Warranty Period	
Equipped Capacities	
Analog Phones	
Digital Phones	
IP Phones	
Sip Trunks	
Analog Trunks	
Digital PRI Trunks	
Voice Mail Ports	
Yearly Software Licensing Fees	

Use separate sheet if more space is needed

Bidder Company Name _____

Equipment Information

(Form to be included with bid)

List all equipment requested and components necessary to show compliance with bid

Use separate sheet if more space is needed

Other Equipment Breakdown

<i>Equipment</i>	<i>Manufacturer</i>	<i>Model</i>	<i>Quantity</i>	<i>Equipment Warranty</i>	<i>Labor Warranty</i>
UPS Equipment					
Switches					
Firewall/Routers					
Wireless Access Points					
Wireless Cellular Repeater/Booster					

Use separate sheet if more space is needed

Bidder Company Name _____

Equipment Information

(Form to be included with bid)

List all equipment requested and components necessary to show compliance with bid

Use separate sheet if more space is needed

Other Equipment Breakdown

<i>Equipment</i>	<i>Manufacturer</i>	<i>Model</i>	<i>Quantity</i>	<i>Equipment Warranty</i>	<i>Labor Warranty</i>
Televisions and Mounts					
Public Address Speakers and Amplifier					
Video Conferencing System					
Overhead Projector System					

Use separate sheet if more space is needed

Bidder Company Name _____

Labor and Service Information

(Form to be included with bid)

For Billable Services During and For One Year After Completion of Initial Installation

Hourly Labor Rate	
Hourly Overtime Rate and Detail when Overtime Rates Apply	
Charge for Remote Assistance	
Travel / Trip Charge	
Normal Service Response Time	
Guaranteed Emergency Service Response Time	

Use separate sheet if more space is needed

Bidder Company Name _____

Bid Summary

(Form to be included with bid)

To establish prices for payment as equipment is delivered

Major Equipment Breakdown

ITEM	Description	Bid Amount
1	Telephone System Equipment	
2	Uninterruptible Power Supplies	
3	Network Switches and Firewall/Routers	
4	Wireless Access Points	
5	Wireless Cellular Repeater/Booster	
6	Televisions and Mounts	
7	Public Address Equipment	
8	Video Conferencing Equipment	
9		
10	Total Major Equipment	
11	Total Installation, Labor, Cabling and Materials Not Listed Above	
12	Total Bid Amount	
	<i>Line 10 + Line 11</i>	

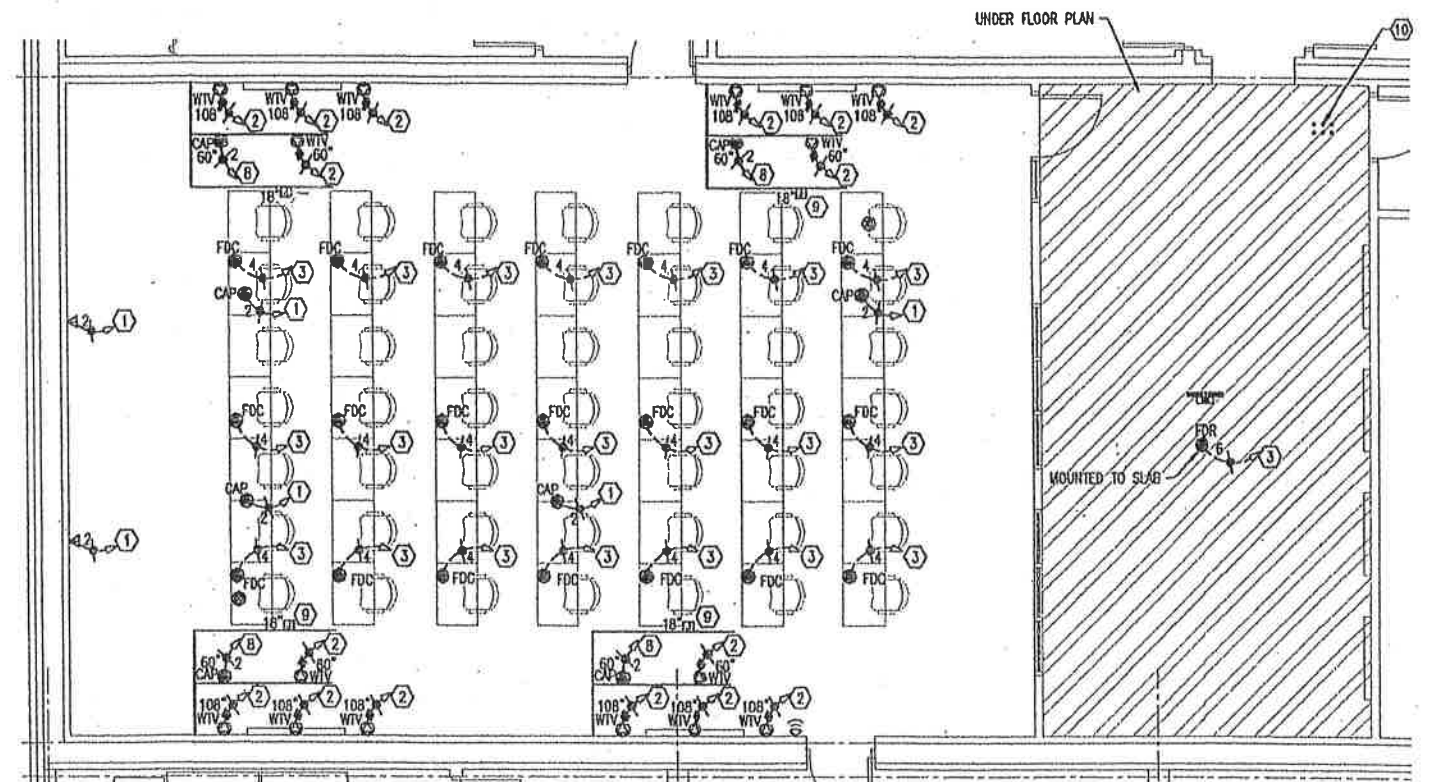
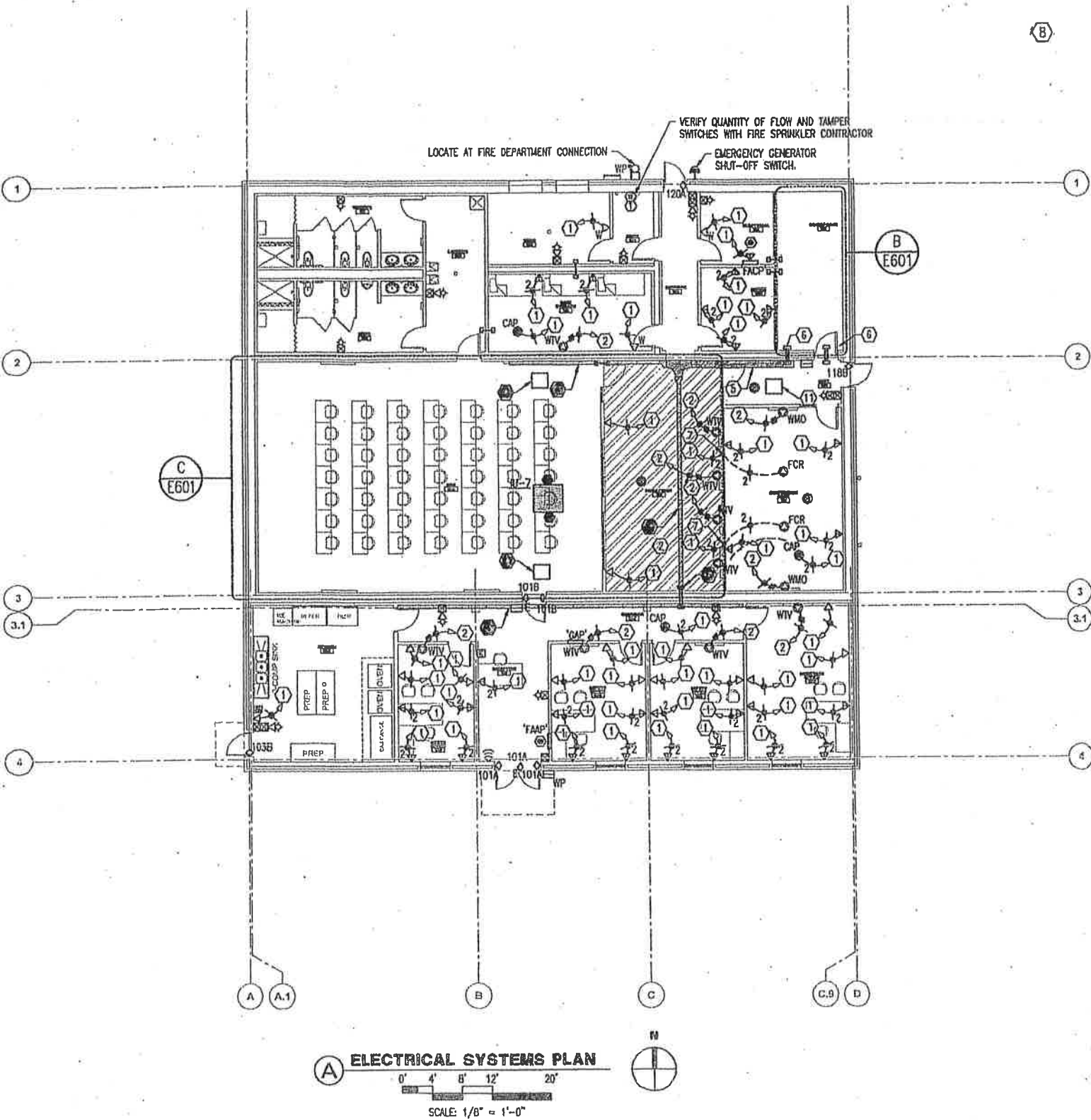
Bidder Information

Company Name _____
 Address _____

Authorized Representative _____

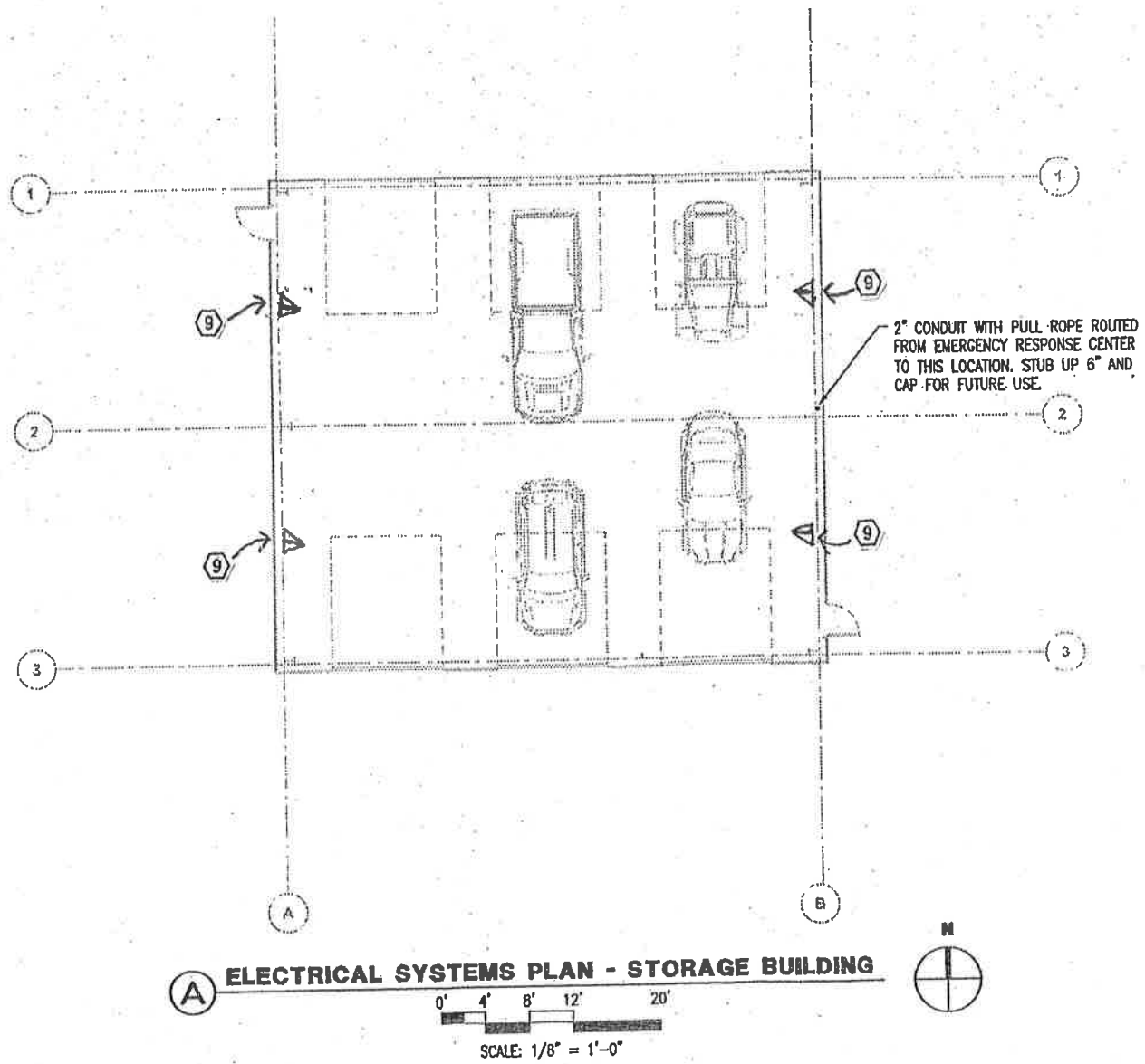
Signature _____

- ① Install and terminate two (2) Cat6 plenum rated cables .
- ② Install and terminate one (1) Cat6 and one (1) RG6 coax plenum rated cables.
- ③ Install and terminate four (4) Cat6 plenum rated cables.
- ④ Install and terminate two (2) Cat6 plenum rated cables. Install one (1) HDMI cable to the nearest television in the room.
- ⑤ Install one (1) HDMI cable from behind 65" TV to nearest floor data box.



ENTIRE PLAN HAS BEEN ALTERED

9 Install 2 (two) direct bury rated Cat6 cables via provided 2" underground conduit



10

Install 4 (four) direct bury rated Cat6 cables via provided  underground conduit

