FLORIDA MUNICIPAL POWER AGENCY

LOW VOLTAGE INSTALLATION SERVICES

Florida Municipal Power Agency
8553 Commodity Circle
Orlando, Florida 32819-9002
(407) 355-7767 Fax (407) 355-5796

Invitation to Bid No. 12-101 **June, 2012**

FLORIDA MUNICIPAL POWER AGENCY

LOW VOLTAGE INSTALLATION SERVICES

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INVITATION TO BID

(This is not an order)

R		IB FMPA **12-101**
E	Florida Municipal Power Agency	
T TO:	8553 Commodity Circle	Date Issued: **June, 21, 2012**
U	Orlando, Florida 32819	
R	Attn: **Carter Manucy**	Telephone: (407) 355-7767
N		

SEALED BIDS MUST PHYSICALLY BE IN THE FLORIDA MUNICIPAL POWER AGENCY OFFICE PRIOR TO PROPOSAL OPENING AT **2:00** P.M. ON **JULY 9TH, 2012**, WHICH WILL BE IN THE FMPA ADMINISTRATION BUILDING AT 8553 COMMODITY CIRCLE, ORLANDO, FLORIDA 32819.

- Bids shall be submitted along with any necessary forms provided and must be manually signed.
- Bids shall be sealed in an envelope with the bid number, opening date, and time clearly indicated.
- Bids received after the opening date and time will be rejected and returned unopened.
- The attached Invitation shall become part of any purchase order resulting from this Invitation to Bid.

DESCRIPTION

June, 2012

INVITATION TO BID #12-101

FLORIDA MUNICIPAL POWER AGENCY

BIDS FOR LOW VOLTAGE INSTALLATION SERVICES

See attached Invitation to Bid, General Conditions, Specifications, and Bid Forms for detailed description.

It is the intent and purpose of the Florida Municipal Power Agency that this Invitation to Bid promotes competitive bidding. It shall be the bidder's responsibility to advise if any language, requirements, etc. or any combination thereof, inadvertently restricts or limits the requirements stated in this Invitation to Bid to a single source. Such notification must be submitted in writing and must be received by not later than three (3) days prior to the bid opening date.

ADVERTISEMENT

Bid For

June, 2012

FLORIDA MUNICIPAL POWER AGENCY

LOW VOLTAGE INSTALLATION SERVICES

INVITATION TO BID FMPA 12-101

Sealed bids will be received by the Florida Municipal Power Agency (FMPA), 8553 Commodity Circle, Orlando, Florida 32819, until **2:00** p.m., **JULY 9TH, 2012**, when at that time bids will be opened publicly by a FMPA representative.

The bid is for LOW VOLTAGE INSTALLATION SERVICES as more fully described in the bid package.

Bid packages for this project may be obtained from FMPA, on FMPA's website (www.fmpa.com), or from the above address.

No bid may be altered, withdrawn, or resubmitted after the scheduled closing time for receipt of bids. Bids received after the day and time stated above will not be considered and will be returned to the bidder unopened.

Bids will be accepted by companies who have established, through demonstrated expertise and experience that they are qualified to provide the service as specified.

The Florida Municipal Power Agency reserves the right to reject any and all bids in total or in part and/or to waive defects in bids.

All bids must be firm for a period of 30 days after the date set for opening of bids.

FLORIDA MUNICIPAL POWER AGENCY

LOW VOLTAGE INSTALLATION SERVICES

1. Introduction

The Florida Municipal Power Agency (FMPA) owns a power generation site in Ft. Pierce, Florida. We are seeking proposals to install low voltage communications throughout the facility to support a new access control and monitoring system.

2. FMPA Description

Formed by the Florida Legislature in February, 1978, the Florida Municipal Power Agency is a non-profit, joint action agency created to serve the needs of municipal electric utilities in Florida. Of the 32 municipal systems in the State, 30 are FMPA members who participate at varying levels in Agency activities.

For more information regarding FMPA, please visit our website at www.fmpa.com.

3. General Description of Services Sought

FMPA is looking for the following services:

1) Low voltage wiring to support a new access control and video monitoring system. This includes installing both copper and fiber media and cable termination.
2) Camera housing installation for 15 cameras
3) Door lock installation for 14 doors
4) Media testing and/or certification for all installed cables

See Technical Specifications for a more detailed description of what cabling types, sizes, locations, etc.

4. Invitation to Bid Schedule

FMPA's timetable for this Invitation to Bid process is shown below. Note that all times shown are based on eastern daylight savings time (EDT) or Eastern standard time (EST), as appropriate; however, the dates shown are only estimates and may be modified at any time by FMPA.

Public Notice of Bid	**June 21, 2012**
Bid Available for Distribution	**June 21, 2012**
Sealed Bid(s) Due Date	**2:00PM, July 9, 2012**
Award to Proposer	**July 12, 2012**
Initiation of Work	**TBD based on bid response**

5. Notice to Bidders

Sealed Bid packages will be received until **2:00 PM** on **July 9, 2012** ("Bid Due Date") at the offices of Florida Municipal Power Agency. Each bidder is required to submit an Affidavit of Compliance (included in this package), other forms included in this package as appropriate, and any other information necessary to allow a complete evaluation of the bid. Registered bidders will be notified through the issue of bid addenda of any change in the Bid Due Date or other necessary revision to information contained in this Invitation to Bid. FMPA reserves the right to reject all bids received after the Bid Due Date.

One original and one (1) copy of the bid response package should be sealed and delivered to the following address:

Carter Manucy
Cyber Security Program Manager
Florida Municipal Power Agency
8553 Commodity Circle
Orlando, Florida 32819

Clearly legible on the outside of the sealed envelope shall be "LOW VOLTAGE INSTALLATION SERVICES, FMPA IB 12-101".

6. Duration of Offer

Bids submitted in response to this Invitation to Bid are irrevocable for thirty (30) days following the closing date. This period may be extended at FMPA's request only by written agreement of the bidder. The content of this Invitation to Bid and the bid of the successful bidder will be included by reference in any resulting contract.

7. Right of Rejection

This Invitation to Bid is not an offer establishing any contractual rights. This solicitation is solely an invitation to submit bids.

FMPA reserves the right to:

- Reject any and all bids received in response to this Invitation to Bid
- Waive any requirement in this Invitation to Bid
- Not disclose the reason for rejecting a bid
- Not select the bid with the lowest price
- Seek and reflect clarifications to bids.

8. Bid Contents

Bidders are to include with their bid a listing of Florida Governmental clients and other entities for which the bidder has provided similar services. The listing should include the period during which the services were rendered, a general description of the services rendered, and a contact name and telephone number.

Bidders are to include with their bid a listing of clients for whom the bidder has provided similar services within the previous year. The listing should include the period during which the services were rendered, a general description of the services rendered, and a contact name and telephone number.

The bid should include a description of any special qualifications of the personnel to be providing services which the bidder believes should be considered in evaluating the bid.

The bid should include a description of any special features of bidder's installation or materials used which the bidder believes should be considered in evaluating the bid.

Bidders are to provide a discussion on current backlog, size of crews, number of crews available, and any other pertinent information relating to the bidder's ability to perform the work in a timely fashion.

Bidders are invited to provide suggestions to FMPA concerning changes to the scope of work or any other suggestions that will reduce cost or improve the life or performance of the coating. However, bidders should provide a response to this Invitation to Bid fully in compliance with the scope of work as written. FMPA may or may not, at its sole discretion, follow suggestions provided by bidders.

Each bid will provide a schedule for each phase of the job. Each bid will include a lump sum, fixed price bid to provide all the services listed.

9. Interpretations and Addenda

All questions regarding interpretation of this Invitation to Bid, technical or otherwise, must be submitted in writing to the following:

By Mail or Courier: Carter Manucy
Cyber Security Program Manager
Florida Municipal Power Agency
8553 Commodity Circle
Orlando, Florida 32809

By Email: carter.manucy@fmpa.com

Only written responses provided by FMPA to bidders' questions will be considered official. A verbal response by FMPA will not be considered an official response. Written responses to questions and requests for interpretations will be provided to all bidders and posted on FMPA's web site at www.fmpa.com. Copies of all addenda issued in connection with this Invitation to Bid will be sent to all registered bidders and posted on FMPA's web site at www.fmpa.com.

10. Errors, Modifications or Withdrawal of Bid

Each bidder should carefully review the information provided in the Invitation to Bid prior to submitting a response. The Invitation to Bid contains instructions, which should be followed by all bidders. Modifications to bids already received by FMPA will only be accepted prior to the Bid Due Date. Bids may be withdrawn by giving written notice to FMPA prior to the Bid Due Date.

11. Proprietary Confidential Business Information

All bids shall become property of FMPA. FMPA will not disclose to third parties any information that is clearly labeled "Proprietary Confidential Business Information" in a bid unless such disclosures are required by law or by order of the court or government agency having appropriate jurisdiction. Each page of Proprietary Confidential Business Information must be clearly labeled "PROPRIETARY CONFIDENTIAL BUSINESS INFORMATION" at the top of the page. FMPA reserves the right to disclose information contained in bids to its consultant(s) for the sole purpose of assisting in the bid evaluation process. FMPA will require the consultant(s) to maintain the confidentiality of the document.

12. Bidder Qualifications

FMPA will accept bids from firms knowledgeable in providing services. Bidders unfamiliar to FMPA may be required to provide proof of experience.

13. Site Visits

Site visits by each bidder are encouraged. To arrange a site visit, contact **Carter Manucy** at (407) 355-7767 or by email at carter.manucy@fmpa.com.

14. Items Provided by Contractor

The selected bidder shall supply all labor and materials necessary to provide the scope of services listed. Materials shall include, but not be limited to, cooper cabling, fiber optic cabling and fiber optic terminations. These materials shall conform to the requirements of FMPA.

15. Default and Damages Provisions

FMPA will negotiate the conditions of default and damages with the successful bidder. The respondent is requested to include default and damages provisions in its bid.

16. Evaluation Process

The bids will be evaluated based on information provided by each bidder by the Bid Due Date. No additional data will be considered after the Bid Due Date, except for clarifications requested by FMPA. FMPA will evaluate the bids in terms of price and non-price factors.

Selection and rejection of bids and notification of bidder at all stages will remain entirely with FMPA's discretion. FMPA intends to notify bidders not selected under this solicitation within a reasonable amount of time.

Price Criteria

Bids will be evaluated on the two following price criteria:

1. The lump sum price for the scope of services listed. Backup information used to develop the lump sum price shall be provided (i.e., cable lengths & types, etc.) so that FMPA can be assured the bid adequately and fairly meets its needs.

2. The value of any cost saving options presented by the bidder ("value engineering"), to the extent the options are accepted and implemented by FMPA

Non-Price Criteria

In addition to the price criteria listed above, the bids will be evaluated in accordance with the following non-price criteria:

1. Experience of key personnel assigned

2. The ability to perform all services required

3. Experience of the firm in providing the services listed

4. Warranty provided

5. Qualitative aspects of value engineering suggestions provided by the Bidder

6. Time to complete the job

7. Ability to perform additional requirements, such as lock installation services

Interview

At this time, FMPA does not anticipate the need for a formal interview of short-listed candidates. However, based on the responses, FMPA reserves the right to schedule appropriate interviews with selected bidders. If needed, the interviews will be scheduled at a mutually convenient time.

17. Public Entity Crimes Statement

Pursuant to Section 287.133(2)(a), FLORIDA STATUTES, all bidders should be aware of the following:

"A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list."

18. Collusion

By offering a submission pursuant to this Invitation to Bid, the bidder certifies the bidder has not divulged, discussed, or compared his bid with other bidders and has not colluded with any other bidder or parties to this bid whatsoever. Also, the bidder certifies, and in the case of a joint bid, each party thereto certifies, as to his own organization, that in connection with this bid:

(1) Any prices and/or cost data submitted have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices and or cost data, with any other bidder or with any competitor.

(2) Any prices and/or cost data quoted for this bid have not knowingly been disclosed by the bidder and will not knowingly be disclosed by the bidder prior to the scheduled opening directly or indirectly to any other bidder or to any competitor.

(3) No attempt has been made or will be made by the bidder to induce any other person or firm to submit or not to submit a bid for the purpose of restricting competition.

(4) The only person or persons interested in this bid, principal or principals is/are named therein and that no person other than therein mentioned has any interest in this bid or in the contract to be entered into and;

(5) No person or agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee excepting bona fide employees or established commercial agencies maintained by the Bidder for the purpose of doing business.

19. Drug Free Workplace

A Drug-Free Workplace Statement should be completed, signed, and returned prior to award of bid. This form will be used whenever two or more bids that are identical with respect to price, quality, delivery, and service are received; a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process.

20. Subcontracted Services

Each bid should indicate which, if any, of the services to be provided would be subcontracted by the bidder to independent contractors. Bidder shall identify each subcontractor, their relationship with the bidder and the scope of services to be provided by the subcontractor.

21. Insurance

The selected bidder shall provide proof of insurance acceptable to FMPA prior to commencing work. The Certificate of Insurance shall include, but not be limited to, the following:

Workers Compensation	$500,000
Liability including Completed Operations	$1 Million

22. Final Contract

A final contract will be negotiated with the selected bidder prior to the initiation of any work. All aspects of the Invitation to Bid will be included in the final contract.

Technical Specifications

The following technical specifications outline the specific needs for cabling at the site. Please reference the attached illustrations/photos for information regarding location numbers. All measurements are approximations used for bidding purposes only. Distances have been measured with only horizontal considerations. Bidders may visit the site in person with a pre-arranged meeting.

1) All fiber installations will be multi-mode, 50/125, LOMMF, armored jacket. Locations for runs and strand count for each run are as follows:
    a. From #2 to #6, 32-strand (at least), 480'
    b. From #6 to #7, 24-strand, 420'
    c. From #6 to #4, 6-strand, 180'
    d. From #6 to #5, 6-strand,150'
    e. From #7 to #3, 6-strand, 240'
    f. From #7 to #10, 2-strand, 320' – needs above ground conduit for last 100' (approx.)
    g. From #7 to #9, 6-strand, 1,740'
    h. From #9 to #11, 2-strand, 900' – needs conduit, to be buried

2) For each location, per door (14 doors), we will need:
    a. At least 22/6 to be run from the fiber termination point (normally a wall-mount cabinet in the location) to the card reader location.
    b. At least 18/4 to be run from the fiber termination point to the request to exit sensor location above the door.
    c. At least 18/2 from the fiber termination point to the door lock itself.
    d. At least 18/2 from the fiber termination point to the door sensor (above the door).
    e. Bidders are welcome to larger cables and/or "composite" cables, then break them out at the termination points, so long as all cables are clearly documented, and so long as the individual cable size meet the minimum requirements listed in 2a – 2d above.
    f. We are seeking a contractor who can also install the door lock components (lock, reader and request to exist sensor) at each location. If you can provide this service, please note this on your bid. Most door locks will be HES 9600's, card readers will be HID Thinline II's, and request to exit sensors will be Bosch DS160's. FMPA will supply these devices.
    g. Cables need not be terminated at the fiber termination point, but do need to be properly labeled.

3) At the front gate, we will need three (3) CAT5e, a 22/6, a 18/2, and a 20/10 run in existing conduit under the road between a new NEMA-4X enclosure and where the existing call-box is for the gate. This call box will be replaced, but the new cabling will support additional functionality in the new box. There will be additional needs to run cables at the front gate between existing and new facilities within close proximity of each other to support relay communications.

4) A single CAT5e between location #2 and location #8.

5) A copper-only run from #6 to #13, consisting of a 18/6, 18/4, and two (2) 18/2, approximately 50'.

6) For each location with a camera (blue triangles on maps), we will need:
    a. Ethernet (CAT5e plenum is sufficient) to each camera location. We will also need 18/2 to power the blower motor in the camera housing. These cables will run from the fiber termination point into the camera housing.
    b. Camera housings will be provided. The awarded contractor will install the housings at each location. Exact placement instruction will be given to the awarded contractor on-site. FMPA will provide a lift, but the contractor will need qualified personnel to operate the lift.

7) All cabling will be tested by the awarded contractor. CAT5e will test to at least ISO/IEC 11801 Class D standards. Fiber optic will test to at least ISO 11801 OM3 (1300nm) standards. All tests will be made available via electronic report.

8) Within five business days after the end of cable pulling, the awarded bidder will provide an as-built, showing the color scheme(s) used for each of the runs at each location. All terminations done with fiber and Ethernet will be clearly labeled at the termination points with a matching identifier on each end.

9) Bidder will specify brand names to be used for both CAT5e and fiber optic cable.

10) FMPA will supply termination points for all cabling.
    a. CAT5e will terminate into a 1U Tripp-Lite CAT6 patch panel, part no. TCA-N252-024. All CAT5e cables shall be terminated 568B.
    b. Fiber optic cables will terminate into Corning shelves (part number CRG-CCS-01U). FMPA will also supply the bulkhead for the SC connectors (part number CRG-CCH-CP12-E7), and will supply the splice trays (part number CRG-M67-110). Awarded bidder will supply the SC connectors and terminate the fiber optic cable into the provided facility.

11) FMPA will direct the successful contractor as to the location to pull the cable. Existing conduit is available for approximately 95% of all cabling runs. Each location where conduit needs to be installed is noted (in green) on the attached overviews. Awarded contractor will have access to drawings and personnel to answer any question regarding cabling locations.

12) Bidders shall note lead times for materials and approximate available start date(s).

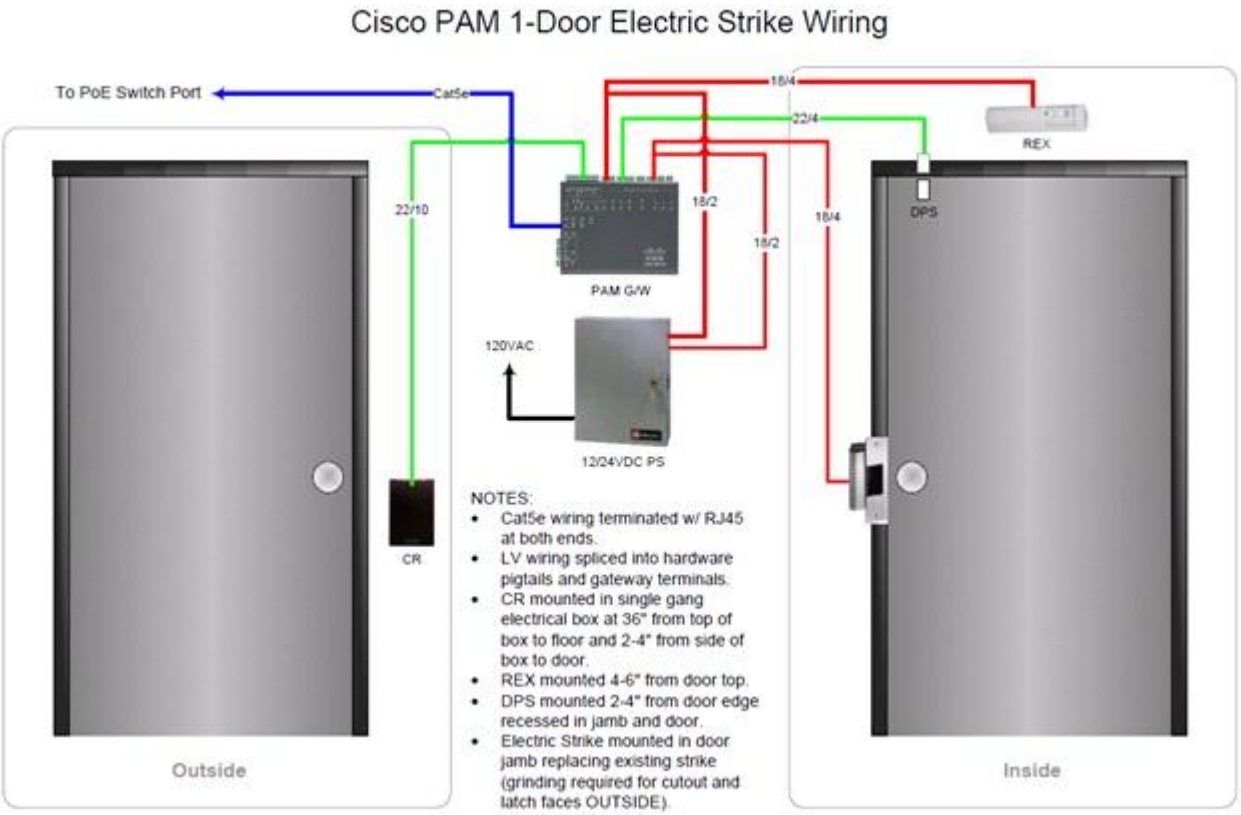
13) Bidders will indicate a rate for other on-site jobs that may come up after contract is awarded.

14) We are also looking for some small high voltage (mostly 120V AC) runs to be done as well, please indicate if you are able to perform these additional wiring services.

15) FMPA already has existing fiber optic cable between locations #2 and #12, which will be utilized to provide connectivity for the cameras near location #12. Use location #12 as the basis for camera connectivity requirements for cameras 13, 14 and 15.

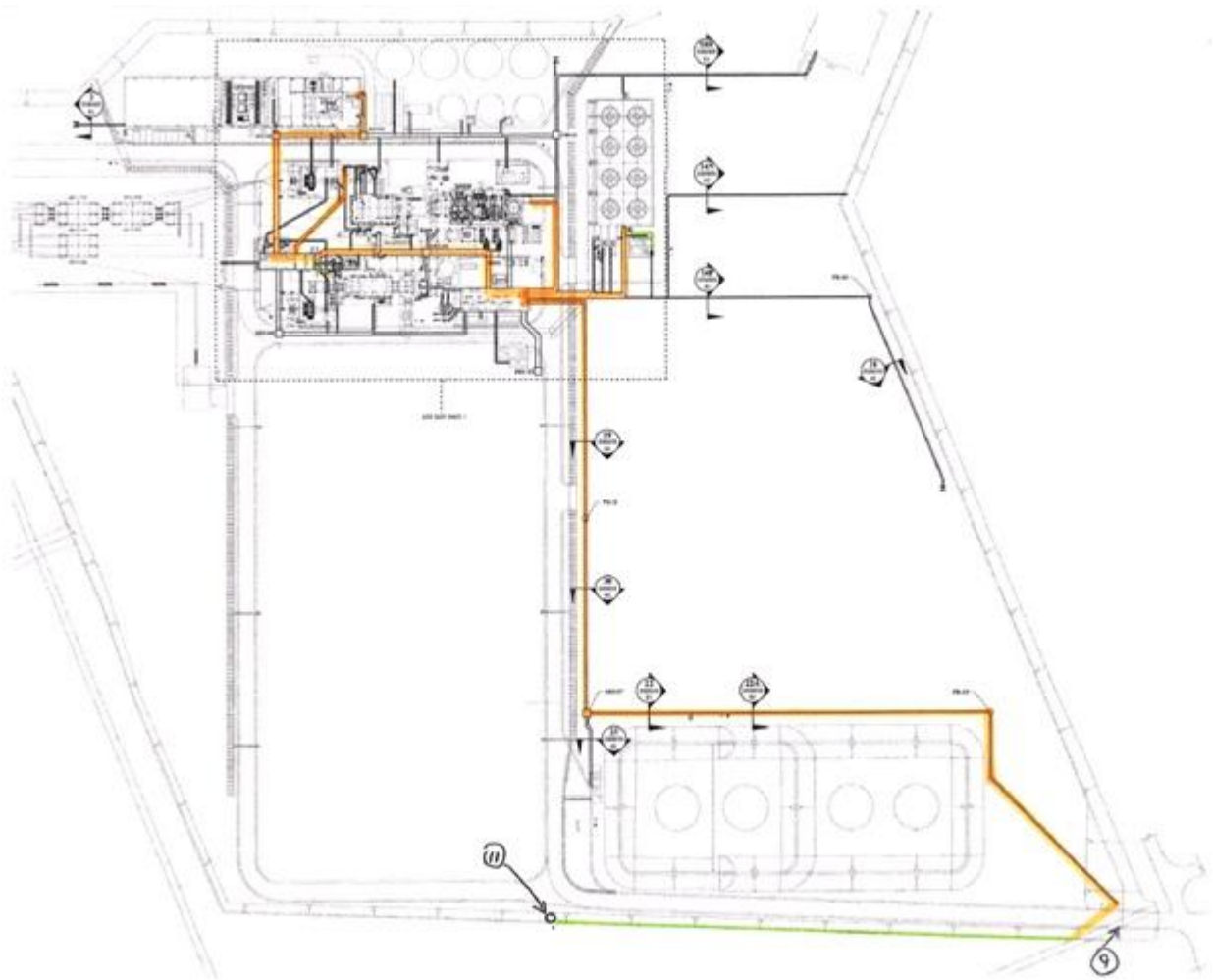
Camera Locations

Door Wiring Guide



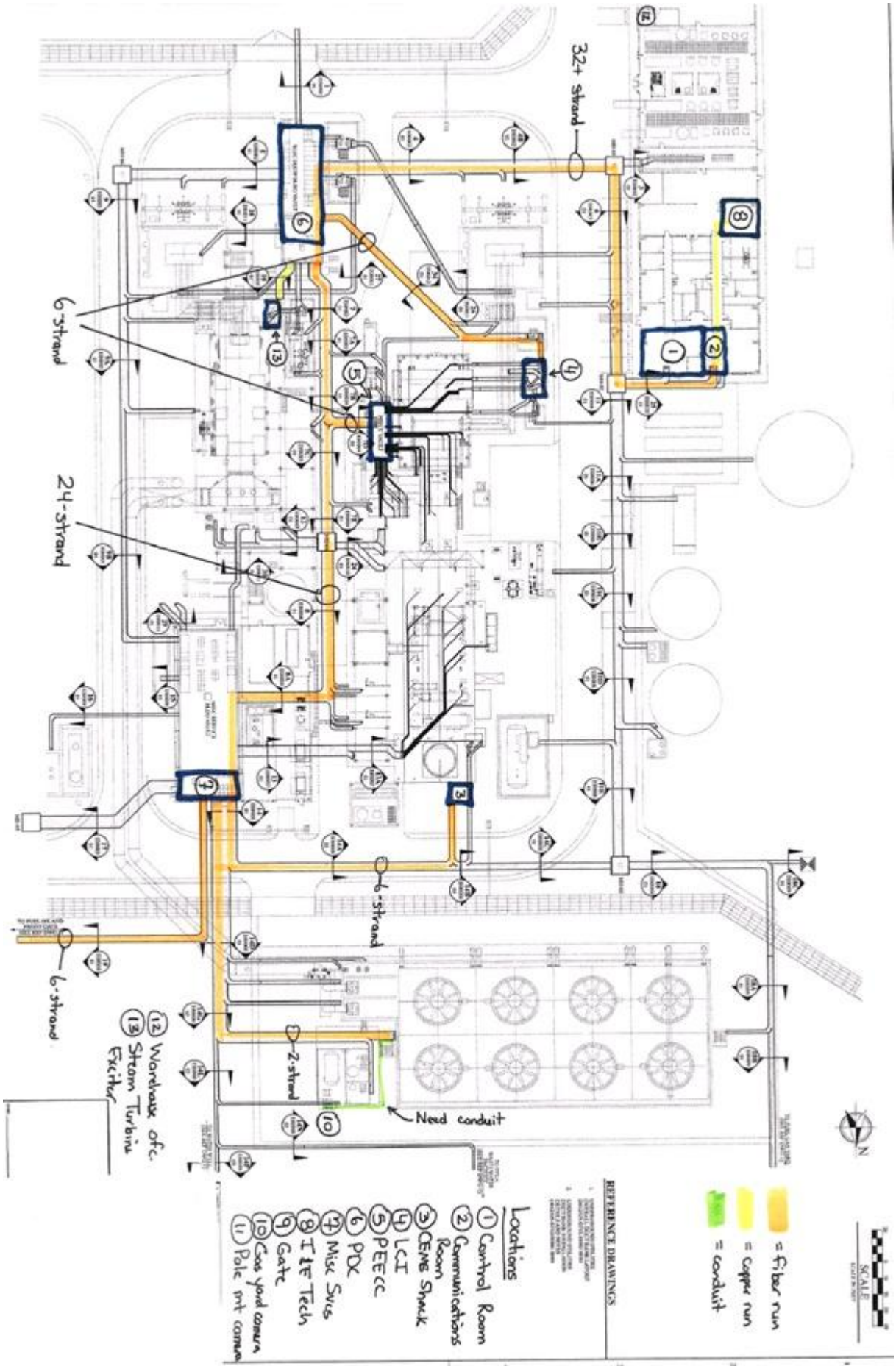
Notes: We will not be using the DPS on the above diagram, and we only need 22/6 run to the card reader. CAT5 referenced above does not apply to the bidder, this component will be taken care of by FMPA.

Site Fiber Run Overview



Location information:

1) Control Room
2) Communications Room
3) CEMS Shack
4) LCI
5) PEECC
6) PDC
7) Miscellaneous Services
8) I&E Tech
9) Gate
10) Gas Yard Camera
11) Pole Mount Camera
12) Warehouse Office
13) STI


32+ strand
6 strand
24-strand
6-strand
6-strand
2-strand
Need conduit
12 Warehouse ofc.
13 Steam Turbine Exciter
Locations
1 Control Room
2 Communications Room
3 GEMS Shack
4 LCI
5 PEECC
6 PDC
7 Misc Svcs
8 I&E Tech
9 Gate
10 Gas yard camera
11 Pole mt camera
= fiber run
= copper run
= conduit
REFERENCE DRAWINGS
SCALE
N

DRUG-FREE WORKPLACE COMPLIANCE FORM

IDENTICAL TIE BIDS

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing the bids will be followed if none of the ties vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

The undersigned vendor in accordance with Florida Statue 287.087 hereby certifies that _____ does:
(Name of business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Subsection 1.

4. In the statement specified in Subsection 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 1893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this form complies fully with the above requirements.

_____
Vendor's Signature

_____
Date

STATEMENT OF NO BID

Carter Manucy
Cyber Security Program Manager
Florida Municipal Power Agency
8553 Commodity Circle
Orlando, FL 32819

We, the undersigned, have declined to submit a bid on your Invitation to Bid Number **12-101**, **June, 2012**, FLORIDA MUNICIPAL POWER AGENCY LOW VOLTAGE INSTALLATION SERVICES - for the following reasons:

_____We do not offer this service/product.
_____Our schedule would not permit us to perform.
_____Unable to meet specifications.
_____Unable to meet bond requirements.
_____Other_____

We understand that if the Statement of No Bid letter is not executed and returned, our name may be deleted from the list of qualified bidders of the Florida Municipal Power Agency.

Company Name:_____

By:_____
(Authorized Person's Signature)

_____
(Print or type name and title of signer)

Company Address:_____

_____

Telephone Number:_____

Toll Free Number:_____

Fax Number:_____

Date:_____

AFFIDAVIT OF COMPLIANCE

FMPA IB **12-101,** LOW VOLTAGE INSTALLATION SERVICES

_____ We DO NOT take exception to the Bid Specifications.

_____ We TAKE exception to the Bid Specifications as follows:

_____

_____

_____

_____

_____

_____

Company Name:_____

By:_____
(Authorized Person's Signature)

_____
(Print or type name and title of signer)

Company Address:_____

_____

Telephone Number_____

Toll Free Number:_____

Fax Number:_____

Date:_____