

SURRY COUNTY, VIRGINIA REQUEST FOR PROPOSALS (RFP) # RM13-02

CONDUIT INSTALLATION AT END USER FACILITIES

AS PART OF THE SURRY COUNTY
BROADBAND NETWORK PROJECT

Issued:
November 9, 2012

Q&A Deadline:
November 16, 2012 @ 4:30 PM EDT

Proposal Due:
December 7, 2012 @ 4:00 PM EDT





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Request for Proposals (RFP) # RM 13-02 Conduit Installation at End User Facilities For Surry County Broadband Network

INTRODUCTION

Surry County is seeking qualified companies to submit quotations for installation of conduit at end user facilities in preparation for fiber optic installation and turn up of the Surry County broadband network. The proposed quotation is for labor and materials adhering to certain specifications as detailed in Installation Specifications.

The quotation should respond to this request for quotation (RFP) with all information requested, including price by foot or each, FOB destination (freight prepaid), and guaranteed warranty period. Quotations shall remain subject to acceptance for 60 days after the due date. Pricing should remain in effect from the date of purchase order until all sites are complete and inspected. Work shall commence immediately following contract execution.

Each Quotation must contain evidence of the respondent's qualifications to transact business in the Commonwealth of Virginia or covenant to obtain such qualifications prior to the award of the Contract. The respondent's corporate number from the Commonwealth of Virginia Secretary of State and principal place of business as filed with the Commonwealth must be included where applicable.

Surry County reserves the right to reject any or all quotations, including without limitation the right to reject any or all nonconforming, non-responsive, incomplete, unbalanced, or conditional quotations, to waive informalities, and to reject the quotation of any respondent if Surry County believes it would not be in the best interest of Surry County to make an award to that respondent. Surry County further reserves the right to reject any one or more items within the quotation response and accept all other items. Surry County also reserves the right to negotiate for modification of the quotation with the selected respondent to such an extent as may be determined by Surry County. Surry County also reserves the right to adjust quantities and request a similar substitute product in lieu of the product bid to the extent as may be determined by Surry County. Also if, in Surry County's opinion, a particular contractor offers distinct advantages over other respondents, Surry County may award to a respondent that is deemed the most desirable and advantageous from the standpoint of overall value and services even though such quotation may not, on its face, appear to be the lowest price. Distinct advantages may include solution aspects that minimize maintenance, the overall work plan, specifications, schedule, standardization or overall economy.

The County's broadband project is integral to the county's economic development, county Internet service, and the County's emergency communication system. The end users to be connected to the network as anchor tenants of the new network include municipal facilities and two key employers. Further, this project is being funded through a community development block grant that requires project completion by August 30, 2013. For these reasons, prompt, quality service is a matter of important public interest. Given the nature of the services sought, the County has determined in accordance with §2.2-4303(C) of the Code of Virginia that procurement through competitive sealed bidding is not practicable, and the services are therefore being procured through competitive negotiation as set out herein.



Quotations are due no later than December 7, 2012 at 4:00 PM EDT at the Surry County Government Center, 45 School Street, Surry, VA 23883 to the attention of Mr. Tyrone W. Franklin.

The contact for this RFP is: Mr. Tyrone W. Franklin, County Administrator
c/o Ms. Rhonda Russell Mack
757-294-5271
rmack@surrycountyva.gov

BROADBAND NETWORK OVERVIEW

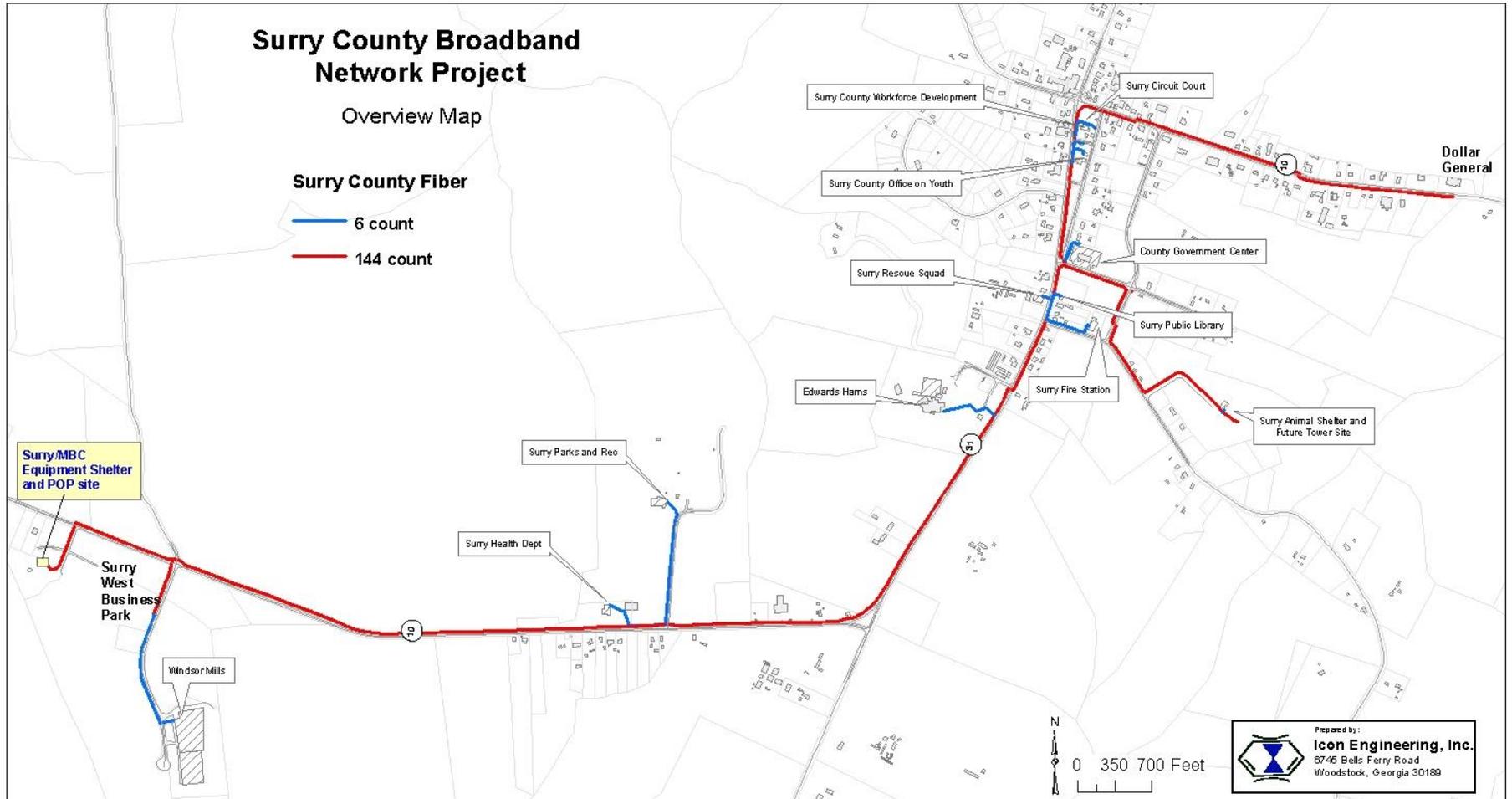
The County is in the process of installing a \pm 4 mile fiber optic backbone network with lateral extensions to thirteen (13) facilities in and around the Town of Surry and including collocation in the Mid Atlantic Broadband equipment shelter. All of the network's fiber is deployed underground, approximately 20% of which is installed within 2 inch PVC conduit under driveways and road crossings. The majority of the 144 count backbone fiber is located within road rights of way and buried thirty six (36) inches below grade along Highways 10 (Colonial Trail) and 31 (Rolfe Highway) in and around the Town of Surry. Customer drop fiber (laterals) may be buried to a reduced depth. The 144 ct backbone fiber is armored cable and the 6 ct drop fiber is toneable wire outdoor cable.

Drop fiber terminates in small storage vaults located adjacent end user facility buildings. In each building the fiber will travel in conduit and terminate in cable transition boxes. The installation of fiber, splicing, and mounting of cable transition boxes is not included in this RFP.

Twelve (12) end user facilities will require conduit installation in preparation for the deployment of drop fiber. One additional anchor facility is included in the broadband network deployment but has existing conduit that will be utilized.



BROADBAND PROJECT MAP





INSTALLATION SPECIFICATIONS

GENERAL INFORMATION

This Exhibit specifies the requirements for exterior and/or interior conduit to be routed into (11) facilities. The conduit will be used to house fiber optic cable (cable is not a part of this RFP).

In accordance with grant requirements, all materials shall be manufactured in the USA.

Permits are not required for the work at the sites. Quotations are to be inclusive of all labor and materials required to complete the work at each facility as specified.

All public and private utilities shall be located and marked prior to installation of premise conduit.

All figures and dimensions referred to within this document are approximate. Each site will require a final review with building Inspector Stacey Williams and/or Tenant before construction begins.

GENERAL REQUIREMENTS

The conduit installation shall conform to the National Electrical Code (NEC), 2008 edition for mechanical support and installation details and materials of construction. Other details shall conform to the Virginia Construction Code, 2009 Edition and the 2009 Editions of the International Code. Should the description of the work at any facility not conform to the applicable codes, contractor shall propose an alternative conforming to the NEC or any applicable code.

Building penetrations and conduit routing are preliminary and should be modified as necessary by discussion with the contact referenced for each site location.

An acceptable conduit installation shall consist of 2 inch or larger PVC, or other material as allowed by the NEC, with pull boxes as described in the various facility specifications that follow. Pull boxes where necessary shall allow the pulling of fiber without exceeding the minimum bend radius of 6 inches.

The contractor shall be responsible for coordinating with the Surry County Building Inspector, Stacey Williams, to confirm locations of any underground infrastructure, public or private, that may be located within the work area.

ANCHOR FACILITY SPECIFICATIONS

1) Surry County Government Center (45 School Street, Surry VA 23883)

The conduit will begin near the northwest corner of the building at an existing vault and proceed approximately 19 feet to the exterior wall of the building (Figure 1-A). The conduit will be buried 18 inches deep and securely fastened to the exterior wall in a manner approved by the building code. A pull box shall be placed at the exterior of the building where the conduit turns through



the exterior wall and enters the building, (near the satellite dish entrance at a level of approximately 14 feet vertically above grade) continuing through to the break room closet into the drop ceiling (plenum) over the break room, and into the hallway drop ceiling (Figure 1-B). The conduit will then continue down the hallway (plenum) and terminate in the Mechanical server room. The conduit will be securely fastened in a manner approved by the building code and terminate approximately 6 feet above floor level within the server room near the wood panel mounting board on the east wall. The total length of conduit is approximately 120 feet.

The exterior conduit shall terminate within the vault and be provided with a temporary cap. The conduit should be extended below ground level turning upward and ending within the vault approximately 3 inches above the interior base of the vault. The conduit should be roughly centered on the vault wall and not be deployed at the corners of the vault.

If field changes are necessary, a pull box shall be added after every two 90 degree elbows.

An acceptable installation would consist of 2 inch PVC conduit (outside) utilizing larger PVC or metal pull boxes, attached to the concrete block/brick wall in a manner consistent with the National Electrical Code and the applicable building codes. Portions of the path may entail passage through drop ceiling areas used as a return plenum for the building HVAC system. The solution will need to utilize appropriate materials in those areas (e.g. Electrical Metallic Tubing or EMT) and shall be grounded within the building in accordance with NEC requirements.

The work shall include the repair of fire walls traversed as part of this project and the sealing of any damaged interior or exterior walls. Fire walls shall be repaired in a manner approved by the building code. Elbows shall be at least 12 inch radius.

The fiber optic cable that will later be utilized in this installation will have a minimum bend radius of approximately 6 inches during installation. Pull boxes and locations where the conduit direction changes shall be selected to accommodate this requirement. All interior conduit terminations shall require termination fittings approved by the building code.

The work site can be viewed by contacting Head of Building Maintenance Hermione Slade at 757-871-9894 (Cell); Building Inspector Stacey Williams at (Office) 757-294-5224 or (Cell) 757-374-0903; or Surry County Network Manager Cliff Redstone at 757-294-5291.

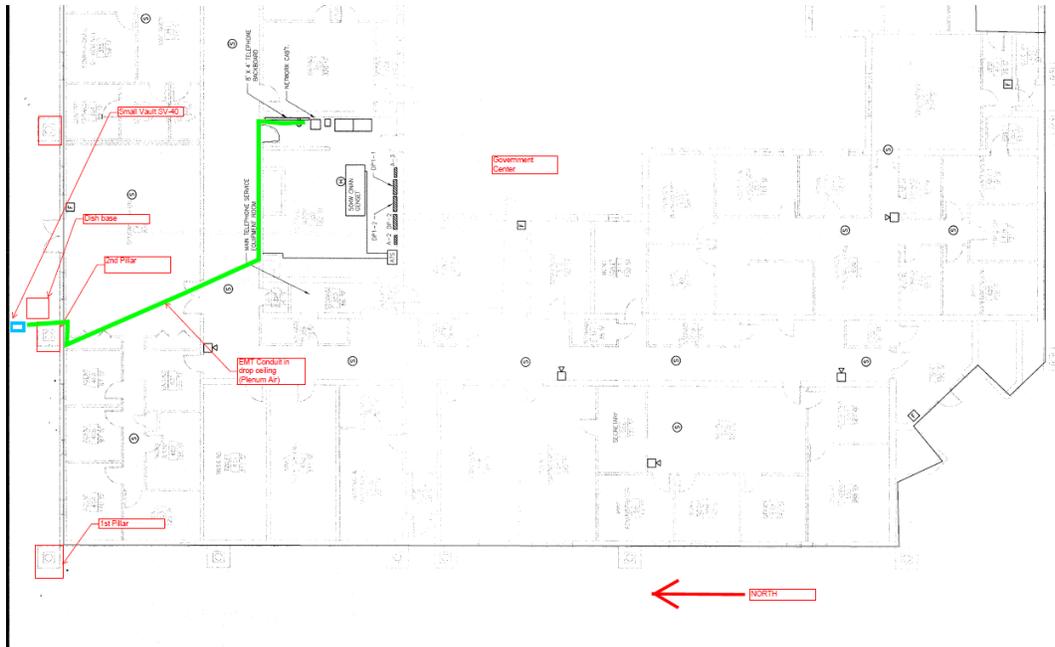


Figure 1-A: Rear Elevation View of Government Center





Figure 1-B: Plan View of Northwest Corner of Government Center



2.) Surry County Circuit Courthouse (28 Colonial Trail East, Surry VA 23883)

The conduit will begin at an existing vault on the east side of the building near Church Street, proceed toward the buildings ventilation/water overflow wall in a trench 18 inches deep, core drill the ventilation/water overflow (13 inch thick) wall below ground level and be securely attached and enter the building through an existing entry hole in a manner approved by the building code (Figures 2-A and 2-B).

A pull box shall be placed on the exterior wall of the building where the conduit passes through an existing hole and enters the building. The conduit will be hung along the ceiling (approximately 70 feet) and terminate on the inside wall of the server room. Existing 4 inch metal conduit above the server room door will be used for passage into the server room (cutting of the 4 inch metal conduit will be required). The total length of conduit is approximately 150 feet.

The exterior conduit shall terminate within the vault and be provided with a temporary cap. The conduit should be extended below ground level turning upward and ending within the vault approximately 3 inches above the interior base of the vault. The conduit should be roughly centered on the vault wall and not be deployed at the corners of the vault.

If field changes are necessary, a pull box shall be added after every two 90 degree elbows.

The work shall include the repair and the sealing of any damaged interior or exterior walls. Fire walls shall be repaired in a manner approved by the building code. Elbows shall be at least 12 inch radius. The fiber optic cable that will later be utilized in this installation will have a minimum



bend radius of approximately 6 inches. Pull boxes and locations where the conduit direction changes shall be selected to accommodate this requirement. All interior conduit terminations shall require termination fittings approved by the building code.

The work site can be viewed by contacting Head of Building Maintenance Hermione Slade at 757-871-9894(Cell); Building Inspector Stacey Williams at (Office) 757-294-5224 or (Cell) 757-374-0903; or Network Manager Cliff Redstone at 757-294-5291.

Figure 2-A: Aerial Plan View of Circuit Court





Figure 2-B: Circuit Court Rear Elevation View



3. Surry County Public Library (11640 Rolfe Highway, Surry VA 23883)

The conduit will begin at an existing vault on the northwest side of the building penetrating an exterior grate (adjacent to other utilities) continuing vertically up through the floor of the Library and terminating 1 foot above the floor, attached in a manner approved by the building code. (Figure 3-A)

The total length of conduit is approximately 10 feet.

On the exterior, the conduit will be buried 18 inches deep from the vault to the exterior wall under the grate (approximately 5 feet) extend vertically up the exterior wall and enter the building through an existing grate (Figure 3-A). The exterior conduit shall terminate within the vault and be provided with a temporary cap. The conduit should be extended below ground level turning upward and ending within the vault approximately 3 inches above the interior base of the vault. The conduit should be roughly centered on the vault wall and not be deployed at the corners of the vault.

The work shall include the repair and the sealing of any damaged interior or exterior walls/floors. Fire walls shall be repaired in a manner approved by the building code. Elbows shall be at least 12 inch radius. The fiber optic cable that will later be utilized in this installation will have a



minimum bend radius of approximately 6 inches. Pull boxes and locations where the conduit direction changes shall be selected to accommodate this requirement. All interior conduit terminations shall require termination fittings approved by the building code.

The work site can be viewed by contacting Head of Building Maintenance Hermione Slade at 757-871-9894(Cell); Building Inspector Stacey Williams at (Office) 757-294-5224 or (Cell) 757-374-0903; or Network Manager Cliff Redstone at 757-294-5291.

Figure 3-A: Surry Library





4. Surry County Health Department (474 Colonial Trail W., Surry VA 23883)

The conduit will begin at an existing vault at the base of the hill and continue to the northeast side of the building (18 inches deep). The conduit will be securely attached to the building in a manner approved by the building code. The conduit will extend vertically (2 feet approximately) up the exterior wall, enter the building and terminate on the other side of this wall in the server room. (Figure 4-A)

Total length of conduit is approximately 40 feet.

The exterior conduit shall terminate within the vault and be provided with a temporary cap. The conduit should be extended below ground level turning upward and ending within the vault approximately 3 inches above the interior base of the vault. The conduit should be roughly centered on the vault wall and not be deployed at the corners of the vault.

The work shall include the repair and the sealing of any damaged interior or exterior walls. Fire walls shall be repaired in a manner approved by the building code. Elbows shall be at least 12 inch radius. The fiber optic cable that will later be utilized in this installation will have a minimum bend radius of approximately 6 inches. Pull boxes and locations where the conduit direction changes shall be selected to accommodate this requirement. All interior conduit terminations shall require termination fittings approved by the building code.

The work site can be viewed by contacting Head of Building Maintenance Hermione Slade at 757-871-9894 (Cell); Building Inspector Stacey Williams at (Office) 757-294-5224 or (Cell) 757-374-0903; or Network Manager Cliff Redstone at 757-294-5291.



Figure 4-A: Surry Health Department



5. Surry County Fire Department (25 Bank Street, Surry VA 23883)

The conduit will begin at an existing vault on the west side of the building, be securely attached and enter the building in a manner approved by the building code. On the exterior wall the conduit will extend vertically (2 feet approximately) up the exterior wall, enter the building then continue approximately 20 feet and terminate in the computer room. The interior conduit will be field routed with the assistance of the building inspector Stacey Williams or the building occupant. A pull box shall be placed at the exterior of the building where the installation turns through the exterior wall and enters the building. (Figure 5-A)

The total length of conduit is approximately 30 feet.

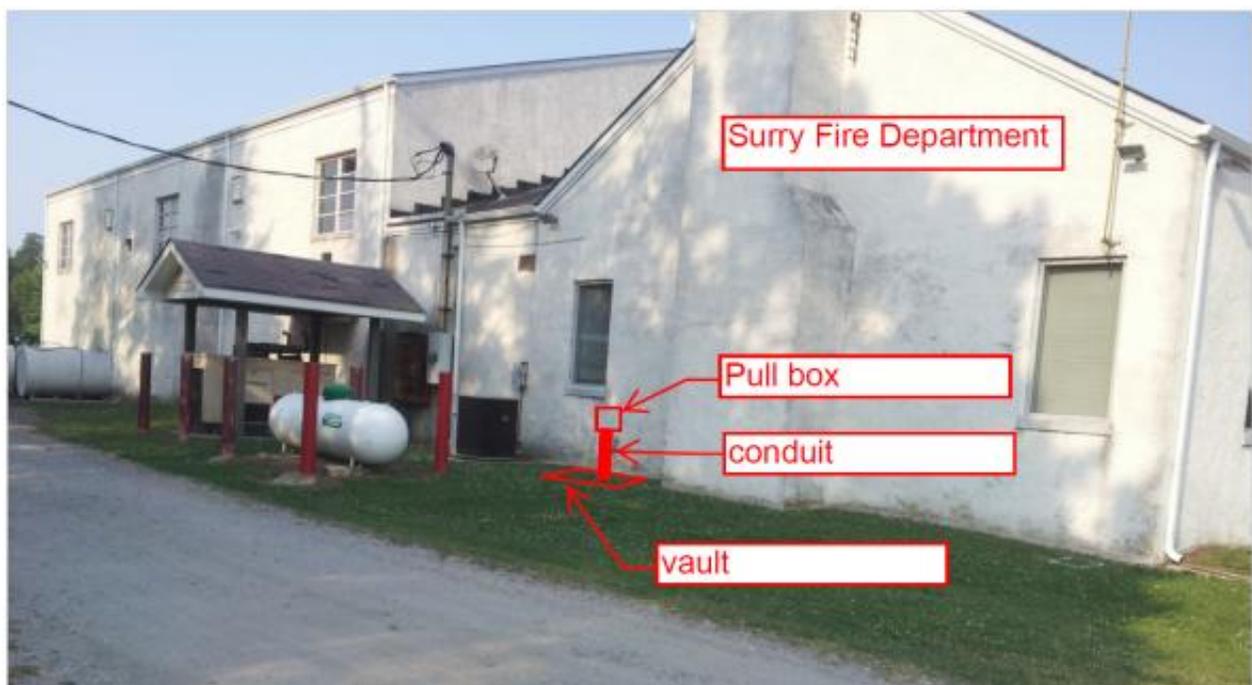
The exterior conduit shall terminate within the vault and be provided with a temporary cap. The conduit should be extended below ground level turning upward and ending within the vault approximately 3 inches above the interior base of the vault. The conduit should be roughly centered on the vault wall and not be deployed at the corners of the vault.



The work shall include the repair and the sealing of any damaged interior or exterior walls. Fire walls shall be repaired in a manner approved by the building code. Elbows shall be at least 12 inch radius. The fiber optic cable that will later be utilized in this installation will have a minimum bend radius of approximately 6 inches. Pull boxes and locations where the conduit direction changes shall be selected to accommodate this requirement. All interior conduit terminations shall require termination fittings approved by the building code.

The work site can be viewed by contacting Head of Building Maintenance Hermione Slade at 757-871-9894(Cell); Building Inspector Stacey Williams at (Office) 757-294-5224 or (Cell) 757-374-0903; or Network Manager Cliff Redstone at 757-294-5291.

Figure 5-A: Surry County Fire Department



6. Surry Rescue Squad (11627 Rolfe Highway, Surry VA 23883)

The conduit will begin at an existing vault on the northeast side of the building, be securely attached and enter the building in a manner approved by the building code. On the exterior wall the conduit will extend vertically (2 feet approximately) up the exterior wall, enter the building and terminate on the other side of this wall in the server room. (Figure 6-A) The termination point will be field located with building inspector Stacey Williams or the building occupant.

The total length of conduit is approximately 10 feet.

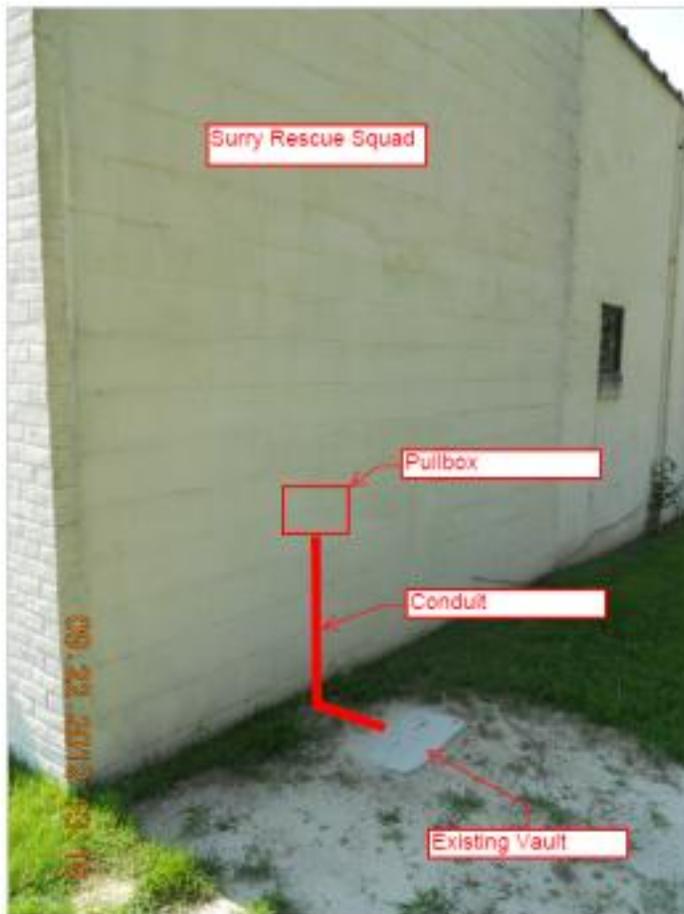


The exterior conduit shall terminate within the vault and be provided with a temporary cap. The conduit should be extended below ground level turning upward and ending within the vault approximately 3 inches above the interior base of the vault. The conduit should be roughly centered on the vault wall and not be deployed at the corners of the vault.

The work shall include the repair and the sealing of any damaged interior or exterior walls. Fire walls shall be repaired in a manner approved by the building code. Elbows shall be at least 12 inch radius. The fiber optic cable that will later be utilized in this installation will have a minimum bend radius of approximately 6 inches. Pull boxes and locations where the conduit direction changes shall be selected to accommodate this requirement. All interior conduit terminations shall require termination fittings approved by the building code.

The work site can be viewed by contacting Head of Building Maintenance Hermione Slade at 757-871-9894(Cell); Building Inspector Stacey Williams at (Office) 757-294-5224 or (Cell) 757-374-0903; or Network Manager Cliff Redstone at 757-294-5291.

Figure 6-A: Surry Rescue Squad





7. Edwards Ham Company/Plant (11381 Rolfe Highway, Surry VA 23883)

The conduit will begin at an existing vault on the southeast corner of the building, be securely attached and enter the building in a manner approved by the building code. On the exterior wall the conduit will extend vertically (10 feet approximately) up the exterior wall, enter into the drop ceiling office area, continuing through the drop ceiling (approximately 70 feet) and terminate in the service room. A pull box shall be placed at the exterior of the building where the installation turns through the exterior wall and enters the building. (Figures 7-A and 7-B) Interior conduit will be field routed, contact Gene Mountjoy 757-294-3121(Office).

The total length of conduit is estimated at 90 feet.

The exterior conduit shall terminate within the vault and be provided with a temporary cap. The conduit should be extended below ground level turning upward and ending within the vault approximately 3 inches above the interior base of the vault. The conduit should be roughly centered on the vault wall and not be deployed at the corners of the vault.

The work shall include the repair and the sealing of any damaged interior or exterior walls. Fire walls shall be repaired in a manner approved by the building code. Elbows shall be at least 12 inch radius. The fiber optic cable that will later be utilized in this installation will have a minimum bend radius of approximately 6 inches. Pull boxes and locations where the conduit direction changes shall be selected to accommodate this requirement. All interior conduit terminations shall require termination fittings approved by the building code.

The work site can be viewed by contacting Gene Mountjoy or Patti Williams at 757-294-3121(Office).



Figure 7-A: Edward Hams

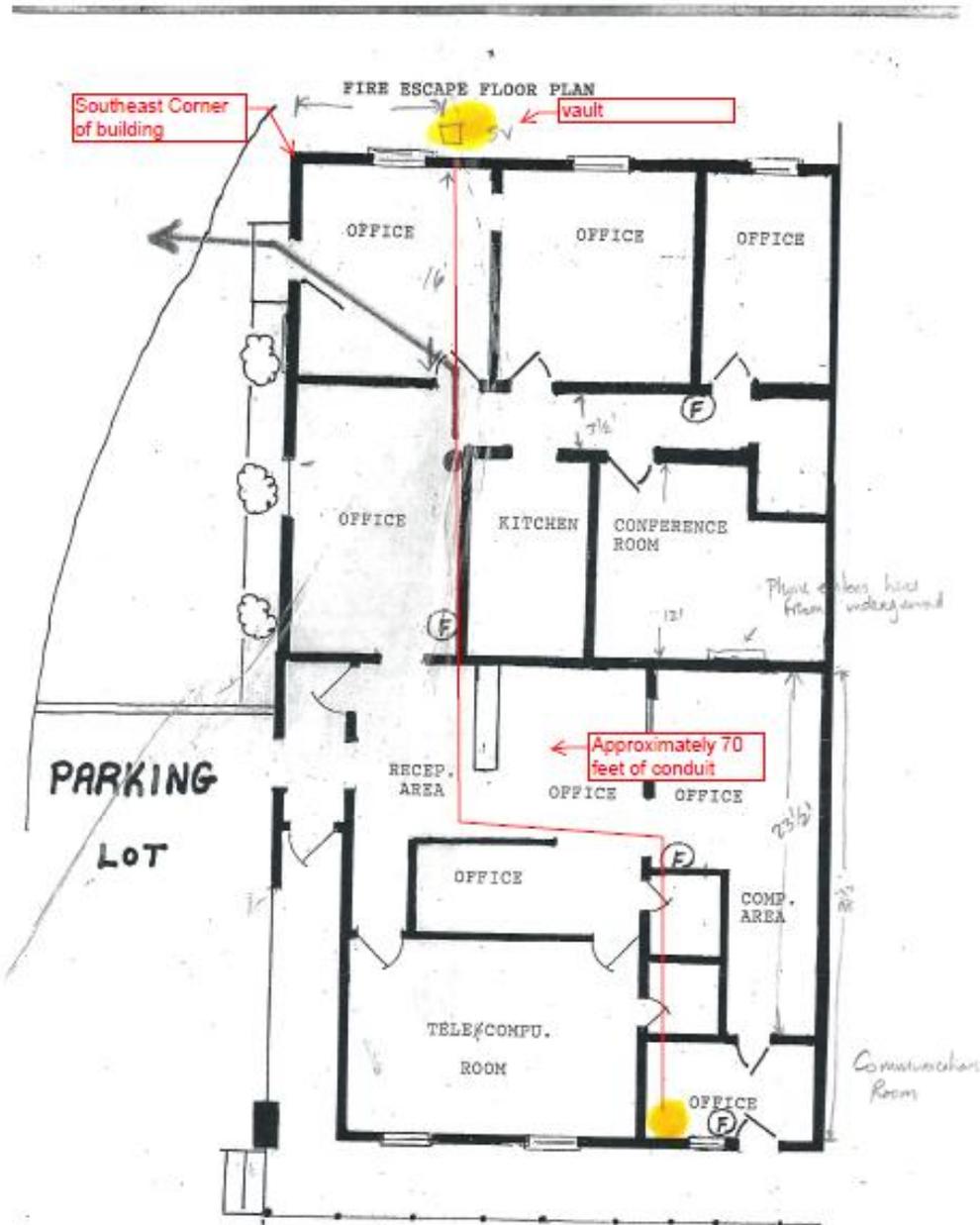
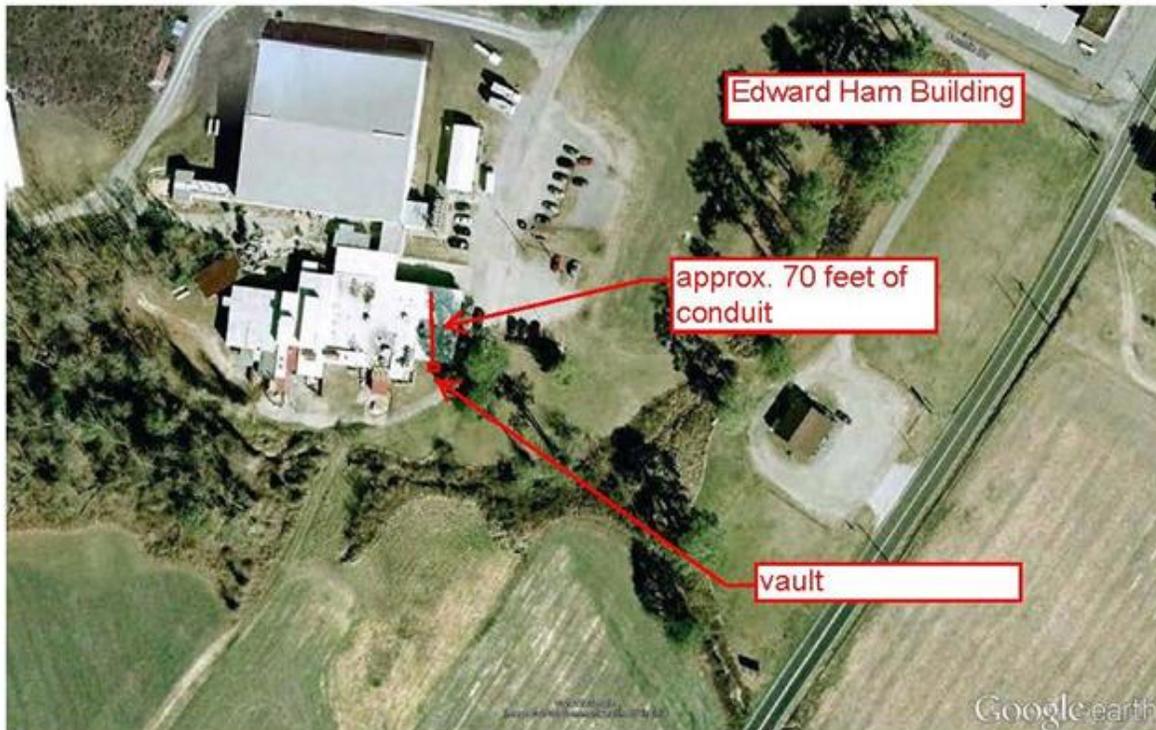




Figure 7-B: Edward Hams Plant Aerial View



8. Edwards Ham Store (11381 Rolfe Highway, Surry VA 23883)

The conduit will begin at an Irrigation Extension Valve Box (approx. size 17"x12"x8" deep) (Grainger item #6FTH0 or equal) located behind the store building on the west wall (valve box installation is included as part of this RFP and will be field located with Edwards Ham network manager Gene Mountjoy). The conduit will be securely attached and enter the building in a manner approved by the building code. On the exterior wall the conduit will extend vertically (5 feet approximately) up the exterior wall, enter the store and terminate. (Figure 8-A) The interior conduit and termination point will be field routed with the building occupant Gene Mountjoy or building inspector Stacey Williams. A pull box shall be placed at the exterior of the building where the installation turns through the exterior wall and enters the building.

The total length of conduit is approximately 15 feet plus the installation of (1) Valve Box. (Coordinate with Gene Mountjoy 757-294-3121 for the store conduit routing and termination point.)

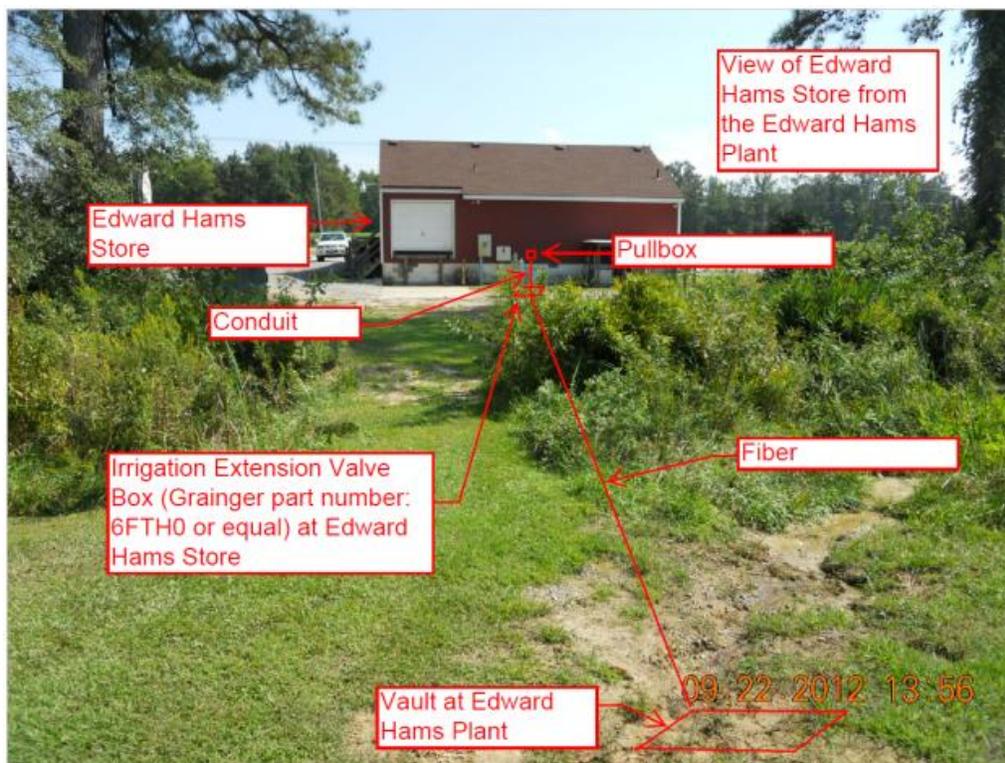
The exterior conduit shall terminate within the Valve Box and be provided with a temporary cap. The conduit should be extended below ground level turning upward and ending within the Valve Box approximately 2 inches above the interior base of the Valve Box. The conduit should be roughly centered on the vault wall and not be deployed at the corners of the Box.



The work shall include the repair and the sealing of any damaged interior or exterior walls. Fire walls shall be repaired in a manner approved by the building code. Elbows shall be at least 12 inch radius. The fiber optic cable that will later be utilized in this installation will have a minimum bend radius of approximately 6 inches. Pull boxes and locations where the conduit direction changes shall be selected to accommodate this requirement. All interior conduit terminations shall require termination fittings approved by the building code.

The work site can be viewed by contacting Gene Mountjoy or Patti Williams at 757-294-3121(8:30 AM-4:30 PM) or Lois Jean Rowell Ham Shoppe Manager at 757-294-3688.

Figure 8-A: Edward Hams Store



9. Surry County Parks and Recreation (205 Enos Farm Drive, Surry VA 23883)

The conduit will begin at an existing vault on the northeast side of the building, be securely attached and enter the building in a manner approved by the building code. On the exterior, the conduit will be buried (18 inches deep) from the vault to the exterior wall, approximately 10 feet. On the exterior wall the conduit will extend vertically (6 feet approximately) up the exterior wall, enter the building into the server room. A pull box shall be placed at the exterior of the building where the installation turns through the exterior wall and enters the building. The conduit will terminate on the inside of this wall in the server room (Figure 9-A). The termination point will be field determined by building occupant or building inspector Stacey Williams. The total length of conduit is approximately 30 feet.



The exterior conduit shall terminate within the vault and be provided with a temporary cap. The conduit should be extended below ground level turning upward and ending within the vault approximately 3 inches above the interior base of the vault. The conduit should be roughly centered on the vault wall and not be deployed at the corners of the vault.

The work shall include the repair and the sealing of any damaged interior or exterior walls. Fire walls shall be repaired in a manner approved by the building code. Elbows shall be at least 12 inch radius. The fiber optic cable that will later be utilized in this installation will have a minimum bend radius of approximately 6 inches. Pull boxes and locations where the conduit direction changes shall be selected to accommodate this requirement. All interior conduit terminations shall require termination fittings approved by the building code.

The work site can be viewed by contacting Head of Building Maintenance Hermione Slade at 757-871-9894 (Cell); Building Inspector Stacey Williams at (Office) 757-294-5224 or (Cell) 757-374-0903; or Network Manager Cliff Redstone at 757-294-5291.

Figure 9-A: Surry Parks and Recreation





10. Surry Animal Control (265 Old Burrough Road, Surry VA 23883)

The conduit will begin at an existing vault on the southwest corner of the building, be securely attached and enter the building in a manner approved by the building code. On the exterior wall the conduit will be located approximately 5 feet from the southwest corner of the building then extend vertically (1 foot approximately) up the exterior wall and enter the building (Figure 10-A).

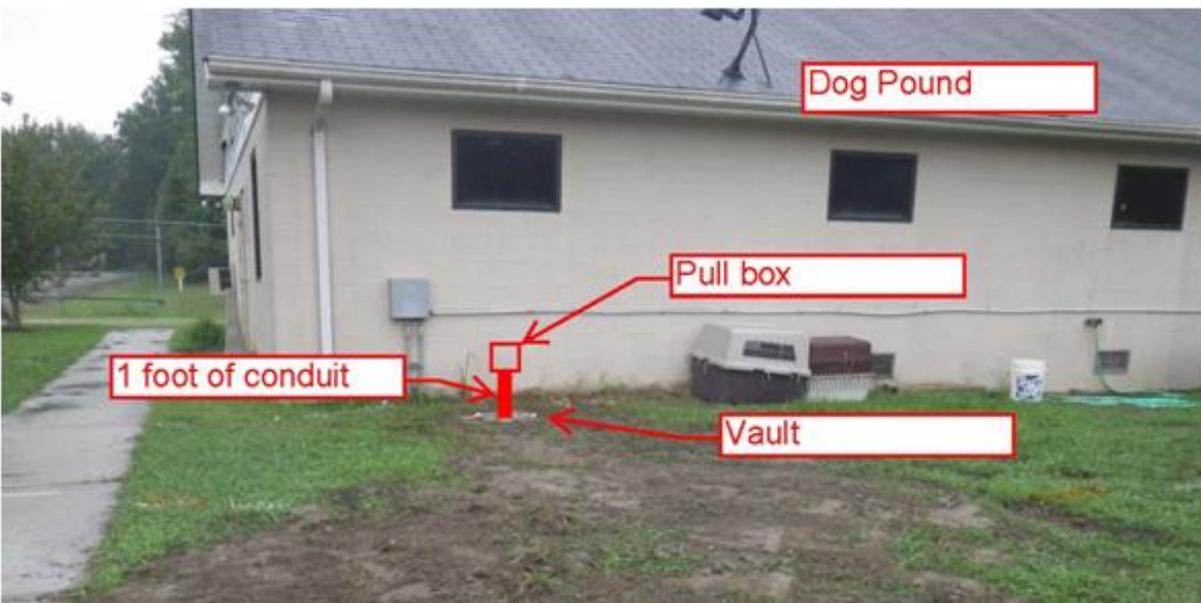
The total length of conduit is approximately 10 feet.

The exterior conduit shall terminate within the vault and be provided with a temporary cap. The conduit should be extended below ground level turning upward and ending within the vault approximately 3 inches above the interior base of the vault. The conduit should be roughly centered on the vault wall and not be deployed at the corners of the vault.

The work shall include the repair and the sealing of any damaged interior or exterior walls. Fire walls shall be repaired in a manner approved by the building code. Elbows shall be at least 12 inch radius. The fiber optic cable that will later be utilized in this installation will have a minimum bend radius of approximately 6 inches. Pull boxes and locations where the conduit direction changes shall be selected to accommodate this requirement. All interior conduit terminations shall require termination fittings approved by the building code.

The work site can be viewed by contacting Head of Building Maintenance Hermione Slade at 757-871-9894 (Cell) or Building Inspector Stacey Williams at (Office) 757-294-5224 or (Cell) 757-374-0903 or Chief Animal Control Officer Tracey Terry 757-262-8275.

Figure 10-A: Surry Animal Control





11. Surry County Workforce Development (11916 Rolfe Highway, Surry VA 23883)

The conduit will begin at an existing vault on the east side of the building, be securely attached and enter the building in a manner approved by the building code. On the exterior, the conduit will be buried (18 inches deep) from the vault to the exterior wall (5 feet approximately) extend vertically (5 feet approximately) up the exterior wall and enter the building (Figure 11-A). A pull box shall be placed at the exterior of the building where the installation turns through the exterior wall and enters the building. The conduit will terminate on the inside of this wall connecting to the wall mounted server cabinet.

The total length of conduit is approximately 15 feet.

The exterior conduit shall terminate within the vault and be provided with a temporary cap. The conduit should be extended below ground level turning upward and ending within the vault approximately 3 inches above the interior base of the vault. The conduit should be roughly centered on the vault wall and not be deployed at the corners of the vault.

The work shall include the repair and the sealing of any damaged interior or exterior walls. Fire walls shall be repaired in a manner approved by the building code. Elbows shall be at least 12 inch radius. The fiber optic cable that will later be utilized in this installation will have a minimum bend radius of approximately 6 inches. Pull boxes and locations where the conduit direction changes shall be selected to accommodate this requirement. All interior conduit terminations shall require termination fittings approved by the building code.

The work site can be viewed by contacting Head of Building Maintenance Hermione Slade at 757-871-9894(Cell); Building Inspector Stacey Williams at (Office) 757-294-5224 or (Cell) 757-374-0903; or Network Manager Cliff Redstone at 757-294-5291.

Figure 11-A: Work Force Development Elevation View





12. Surry County Office on Youth (203 Church Street, Surry VA 23883)

The conduit will begin at an existing vault on the west side of the building, be securely attached and enter the building in a manner approved by the building code. On the exterior wall the conduit will be located approximately 11 feet from the northwest corner of the building, extend vertically up the exterior wall and enter the building. The conduit will continue approximately 5 feet under stairs and terminate inside the server room closet (Figure 12-A). The interior conduit will be field routed with building inspector Stacey Williams or the building occupant. A pull box shall be placed at the exterior of the building where the installation turns through the exterior wall and enters the building.

The total length of conduit is approximately 15 feet.

The exterior conduit shall terminate within the vault and be provided with a temporary cap. The conduit should be extended below ground level turning upward and ending within the vault approximately 3 inches above the interior base of the vault. The conduit should be roughly centered on the vault wall and not be deployed at the corners of the vault.

The work shall include the repair and the sealing of any damaged interior or exterior walls. Fire walls shall be repaired in a manner approved by the building code. Elbows shall be at least 12 inch radius. The fiber optic cable that will later be utilized in this installation will have a minimum bend radius of approximately 6 inches. Pull boxes and locations where the conduit direction changes shall be selected to accommodate this requirement. All interior conduit terminations shall require termination fittings approved by the building code.

The work site can be viewed by contacting Head of Building Maintenance Hermione Slade at 757-871-9894 (Cell); Building Inspector Stacey Williams at (Office) 757-294-5224 or (Cell) 757-374-0903; or Network Manager Cliff Redstone at 757-294-5291.

Figure 12-A: Surry County Youth Office





ALTERNATIVE SOLUTIONS

The County is open to alternative solutions that provide improved cost value while meeting the RFP requirements. A possible example would be supporting the conduit by way of the roof bar joists minimizing the attachments required. Contractor shall warrant that all work conforms to the building codes. If the solutions proposed in this document do not conform to these codes, contractors shall propose alternative solutions that do conform to the applicable codes.

FEDERAL REQUIREMENTS

This work is funded under a Federal Community Development Block Grant administered by the Commonwealth of Virginia, Department of Housing and Community Development. The purpose of the grant is to fund the construction of a fiber optic broadband network and connecting critical public and private community facilities. The following referenced Federal Laws shall apply, as applicable, and with the same force and effect as if they were given in full text.

FEDERAL LAWS

During the performance of this contract, the CONTRACTOR agrees as follows:

- a. The CONTRACTOR will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the CONTRACTOR. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause;
- b. The CONTRACTOR, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, will state that such CONTRACTOR is an equal opportunity employer;
- c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section; and
- d. The CONTRACTOR will include the provisions of the foregoing paragraphs a, b and c in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

DAVIS BACON ACT

Federally funded projects are required to comply with the Davis-Bacon Act ("DBA"). The requirements of the DBA and related labor acts can be reviewed at <http://www.dol.gov/whd/contracts/dbra.htm>.



This attachment is intended to assist in the Respondent's investigation of their wage responsibilities, but shall not be construed as full and complete information or as advice, business, legal or otherwise. It is the Contractor's responsibility to be in full compliance with the DBA and must submit a proposal accordingly. Surry County will be required to verify that the Contractor is in compliance with DBA.

The DBA requires Contractors and Subcontractors to submit certified weekly payrolls for contracts subject to the DBA. Employees must be paid on a weekly basis. The Wage and Hour Division of the Department of Labor ("DOL") has made available a form that contractors may use to submit their certified weekly payrolls. While it is not required that this form be used, this form has already been verified as meeting the required needs of DBA compliance and is recommended by the DOL and is the method preferred by Surry County. The form and its instructions can be found at <http://www.dol.gov/whd/programs/dbra/wh347.htm>

The construction type for this work is "Building". The wage determinations on this schedule will indicate the minimum rates that can be paid for work performed on this project. For labor classifications not listed, it is the Contractor's responsibility to anticipate the minimum rate that will subsequently be established based on the rate information provided and submit a proposal accordingly.

It is the contractor's responsibility to ensure the most recent wage determinations are utilized in developing their response. At the time of this document's release the following wage determination was applicable to this project:

The General Wage Decision Number for this project is: VA120130 09/28/2012 VA130 Superseded General Decision Number: VA20100222 State: Virginia Construction Type: Building County: Surry County in Virginia. BUILDING CONSTRUCTION PROJECTS (does not include single family homes or apartments up to and including 4 stories).

QUOTATION SUBMITTAL

RESPONSIBILITY FOR COSTS

The Applicant shall be fully responsible for all costs incurred in the development and submission of the proposal or any other costs incurred by the Applicant prior to issuance of an agreement or contract. The County shall not assume any contractual obligation as a result of the issuance of this proposal request, the preparation or submission of a proposal by an Applicant, the evaluation of proposals or final selection.

RFP INQUIRIES

RFP addenda and question and answer responses will be sent to all applicants that request in writing they be added to the distribution list. Questions regarding this RFP should be submitted via email to rmack@surrycountyva.gov or faxed to (757) 294-5297 no later than November 16, 2012 @4:30 PM EDT. Questions and or requests for clarification received after this deadline



will not be answered. The County will address each question within the week received and all Q&A will be sent electronically to applicants requesting addition to the distribution list.

RFP MODIFICATIONS

The County reserves the right to modify or change any information presented in this RFP as more information becomes available. Any modifications will be provided to all applicants who have indicated interest via written request.

REQUIRED FORMAT

I. LETTER OF TRANSMITTAL

The Applicant must provide a letter of transmittal that includes:

1. The company name, address, telephone number, fax number, website address, contact name, contact email and contact phone number
2. Must clearly state who is authorized to negotiate and execute a contract or agreement
3. Must list receipt by addenda number of all addenda and the date issued
4. Attach a copy of the company(s) Certificate of Authority to do business in the Commonwealth of Virginia or if a foreign corporation include a statement of intent to properly register with the Commonwealth and County upon award and prior to contract execution
5. Be signed by a company representative authorized to commit the company and include the printed name and title of that individual

II. QUOTATION CONTENTS

A. COMPANY OVERVIEW

Provide an overview including the following information about your Company:

1. Company name, date established, number of employees, business address, phone number, fax number, e-mail address;
2. Describe the Company's organizational structure and breakdown of number of employees by function as relates to locate services and personnel training
3. A brief statement of the Contractor's background, demonstrating longevity and financial stability;
4. Lines of business conducted by company
5. Identify the proposed project supervisor who would act as principal contact person between the contract locator and the County.
6. Provide electrical certification license information.

B. LEGAL

Provide information on any active, pending or recent (within 3 years) legal proceedings in which the company or their subcontractors have been involved relating to locate services.

Is the company currently removed from a vendor list or been debarred from doing business with any Commonwealth of Virginia Agency? If yes, explain in detail.



C. PROJECT EXPERIENCE

For similar services your company has provided during the past two years please provide three references and a summary of the engagement details. Please include the following for each reference:

1. Customer name and contact information (phone and e-mail if available);
2. What specific services did you provide?
3. Length of engagement (years/months/special projects).

D. SUBCONTRACTORS

If your firm utilizes outside contractor(s) for any part of this response please describe how subcontractors are integrated into the solution.

E. PRICING

Please provide quotation for the described services. Include any additional pricing discussion or cost proposals in this section.

F. ADDITIONAL INFORMATION (OPTIONAL)

- a. Applicable company brochures;
- b. Information with regard to allied resources that are deemed advantageous to the success of the project
- c. Other information you may deem relevant and useful to the County in the evaluation of the quotation.

SUBMITTAL INSTRUCTIONS

The quotation should include three (3) printed copies and one (1) electronic copy on CD or other storage mechanism of your proposal in PDF or MS Word format. The original quotation should be signed by the person authorized to obligate the company. The quotation should be delivered to the following address in a sealed envelope or box labeled "Conduit Installation at End User Facilities **RFP #RM13-02** clearly marked on the outside of the package. Emailed or faxed quotations are not allowed. The quotation package should be delivered to:

Surry County
Attention:
Mr. Tyrone W. Franklin
c/o Ms. Rhonda Russell Mack
45 School Street
P.O. Box 357
Surry, VA 23883
(757) 294-5210

The deadline for accepting quotations is 4:00 p.m. EDT on December 7, 2012 at the above address. Quotations received after that time will be returned unopened to the Offeror.

EVALUATION AND SELECTION PROCESS

The following criteria will be used for evaluating proposals and subsequent selection of a successful Offeror. The County will independently read, review and evaluate each proposal and



final selection will be made using the following criteria:

- Demonstrated ability to meet or exceed all requirements of the RFP.
- Credentials and relevant experience.
- Overall accessibility to County staff and ability to provide all required services in a timely manner.
- Compliance with RFP and Contract Terms and Conditions.
- Overall quality and completeness of proposal.
- Price

Once the County has read and rated each proposal the County will rank the proposals beginning with the highest rated proposals in a descending order. The County will then conduct negotiations with the top two ranked Offerors, depending on the number of proposals received from qualified Offerors.

After negotiations have been completed, the County will select the Offeror, which in the County's opinion, has made the best proposal, and will award the contract to that Offeror. Price shall be considered in the decision to award the contract, but need not be the sole determining factor.

NOTICE OF AWARD

A Notice of Award will be posted at the Office of the County Administrator located at Surry County Government Center, 45 School Street, Surry, VA 23883 for a period of ten (10) days. The County will notify the selected Offeror directly.

AUTHORIZATION TO TRANSACT BUSINESS IN VIRGINIA

Offeror, whether organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a limited liability partnership shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Code of Virginia. Offeror shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required under Title 13.1 or Title 50, to be revoked or cancelled at any time during the contract.

The County may void any contract with an Offeror if it fails to remain in compliance with this section pursuant to Section 2.2-4311.2 of the Code of Virginia.

GENERAL CONTRACT PROVISIONS

The following provisions shall apply to this RFP and any contractual agreement entered into thereunder.

1. Modifications - This Agreement or any part thereof may not be modified or amended, except by written agreement of the parties signed by the duly authorized representatives of the parties.



2. No Waiver - No omission or delay by either party to this Agreement at any time to enforce any right or remedy reserved to it, or to require performance of any of the terms of this Agreement, shall be a waiver of any such right or remedy to which either party is entitled, nor shall it in any way affect the right of either party to enforce such provisions thereafter.

3. Applicable Law and Venue - This Agreement shall be governed by, construed, and enforced in accordance with the laws of the Commonwealth of Virginia. Any action brought relating to the interpretation or enforcement of this Agreement shall be brought in the courts of the County of Surry, Virginia, unless otherwise required by law.

4. Severability - If any provisions of this Agreement shall be held to be invalid, illegal or unenforceable, the validity of all other provisions hereof shall in no way be affected thereby.

5. Successors and Assigns – Neither party shall assign or transfer this Agreement or any of its rights hereunder without the prior written consent of the other party, which consent shall not be unreasonably withheld or delayed. This Agreement shall inure to the benefit of the parties and their respective permitted successors and assigns.

6. Force Majeure - In the event that performance by either party of any of its obligations or undertakings under this Agreement shall be interrupted or delayed by any occurrence not occasioned by the conduct of either party hereto, whether such occurrence be an act of God such as lightning, earthquakes, floods or other like causes, the common enemy, the result of war, riot, strike, lockout, civil commotion, sovereign conduct, explosion, fire or the act or conduct of any person or persons not a party to or under the direction or control of a party hereto, then such performance shall be excused for such period of time as is reasonably necessary after such occurrence to remedy the effects thereof.

7. Incorporation of RFP conditions and Offeror proposal - This Agreement shall consist of this written Agreement and all appendices or exhibits attached hereto, the Proposal submitted by Contractor, the RFP, including all general, special or other conditions contained therein, and any addendum to same, all of which shall be referred to collectively as the "Contract Documents". In the event of any conflict between any of the Contract Documents, the terms and conditions this document will control, followed by the RFP, and then Contractor's proposal, in that order of priority, unless otherwise expressly agreed to in writing by the parties.

8. Entire Agreement - This Agreement, including the Contract Documents as set forth in paragraph H of this section, constitutes the entire Agreement between the parties and supersedes all previous agreements and understandings relating to the services to be performed under this Agreement. The terms and conditions contained in any purchase order issued by County, to the extent not in conflict with the terms and conditions contained in this Agreement, are incorporated herein by this reference.

9. Counterparts – This Agreement may be signed in any number of counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.



10. Legal Authority - The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of Contractor and the County, respectively.

11. Headings - The headings of sections throughout this Agreement are intended solely to facilitate reading. Such captions shall not affect the meaning or interpretation of this Agreement.

12. Effective Date - This Agreement shall become effective and binding upon the authorized execution by both Parties.

13. Conflicts of Interest – Contractor certifies that it is not now engaged in any work, nor will it engage in any subsequent work while this Agreement is in effect that will pose a conflict with the interests of the County relative to the work covered under this Agreement. Contractor shall notify the County of any potential conflicts of interest prior to Contractor undertaking such work. Contractor further agrees not to use any information it receives or any of its work product in any manner contrary to the County's interests both during the term of this Agreement and thereafter.

14. Indemnification - The Offeror shall, during the term of the contract, indemnify, defend, and hold harmless the County, its officials, employees, agents and representatives thereof from all suits, actions or claims of any kind, including attorney's fees, brought on account of any personal injuries, damages, or violations or rights, sustained by any person or property in consequence of any neglect in safeguarding contract work or on account of any act or omission by the contractor or his employees, or from any claims or amounts arising from violation of any law, bylaw, ordinance, regulation or decree.

15. Safety - All contractors and subcontractors performing services for the Commission are required to comply with all Occupational Safety and Health Administration (OSHA), Commonwealth and County Safety and Occupational Health Standards and any other applicable rules and regulations. All contractors and subcontractors will be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site deemed in this contract.

16. Insurance - The successful Offeror shall maintain, and provide proof of insurance coverage for injuries to persons and/or property damage which may arise from or in conjunction with, the work performed on behalf of the Commission by the Offeror, his agents, representatives, employees or subcontractors. Proof of coverage as contained herein will be submitted fifteen (15) days prior to the commencement of work and such coverage must be maintained by the Offeror for the duration of the contracted period for occurrence policies. Claims made policies must be in force for the coverage purchased for three (3) years after completion date. General Liability Coverage will be as broad as Comprehensive General Liability endorsed to include Broad Form, Commercial General Liability Form including Products/Completed Operations.

Minimum Limits:

General Liability:



\$1,000,000	General Aggregate Limit
\$1,000,000	Products & Completed Operations
\$1,000,000	Personal & Advertising Injury
\$1,000,000	Each Occurrence Limit
\$50,000	Fire Damage Limit
\$5,000	Medical Expense Limit

Workers' Compensation: Limits as required by the Worker's Compensation Act of Virginia.
\$1,000,000 Employer's Liability.

VIRGINIA PUBLIC PROCUREMENT ACT PROVISIONS.

The provisions of this Section shall be incorporated into any Agreement entered into under this RFP, as required by the Virginia Public Procurement Act (§ 2.1-4300 et seq. of the Code of Virginia):

1. Employment Discrimination. During the performance of this contract, Contractor agrees as follows:

- a. Contractor will not discriminate against any employee or applicant for employment due to race, religion, color, sex, national origin, age or handicap, except where religion, sex, national origin or age is a bona fide occupational qualification reasonably necessary to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination disclosure.
- b. Contractor, in all solicitations or advertisements for employees placed by or on behalf of Contractor will state that Contractor is an equal opportunity employer.
- c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulations shall be deemed sufficient for the purpose of meeting the requirements of this subsection.

2. Drug Free Workplace. During the performance of this contract, Contractor agrees to (i) provide a drug-free workplace for Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of Contractor that Contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

3. Illegal Immigrants. Contractor does not and shall not during the performance of this contract knowingly employ an unauthorized alien as defined in the Federal Immigration and Reform and Control Act of 1986.