

BID REF #19-01

**ANTRIM COUNTY
BID SPECIFICATIONS**



Jail 800 MHz Radio and BDA Antenna Project

Bid Deadline: 4:00 p.m.; Monday, April 29, 2019
Submit in person to: Antrim County Administration Office
203 E. Cayuga St., Room 204
Or by mail to: Antrim County Administration Office
PO Box 187
Bellaire, MI 49615

Bid Submittal: Bids shall be delivered in a sealed envelope that is marked with the bidder's name and the words "Jail Radio and Antenna Project." Any bids received after 4:00 p.m. on Monday, April 29, 2019, will not be opened.

Bid Opening/Award: Bids will be publicly opened and inspected by the County administration and Jail administration personnel at 4:00 p.m., in Room 204 of the Antrim County Building. Any bids received after that time will not be opened. The Sheriff with concurrence of the County Administrator will make a recommendation regarding the bid award to the Board of Commissioners for consideration and decision at their meeting on May 16, 2019.

Scope of Work: Bid responses shall include all labor, materials, equipment, services, and incidental costs such as permits and recycling and disposal fees that are necessary to complete the project as required. Any employee of the contractor working on the site of the Antrim County Sheriff's Office/ Jail project will be fingerprinted and must pass a background check.

Time of Completion: The work which the Contractor is required to perform shall be completed by June 28, 2019. The time for completion may be extended if reasonable explanation can be provided to the County. The time of extension is completely at the discretion of the County.

Licensing - Permitting: The Contractor must be licensed and is responsible for obtaining the permits necessary to complete the work. The bid must include cost of obtaining such permits and all labor necessary to complete the job. Bid proposals that do not contain reference to required permitting will be considered non-responsive.

Mandatory Pre-Bid Site Visit Meeting: The bid specifications are for informational purposes only. The accuracy of the specifications is not guaranteed. Each bidder is responsible for attending a mandatory pre-bid site visit meeting on Monday, April 8, 2019 at 9:00 a.m. Bidders to meet at Antrim County Jail Lobby, located at 207 E. Cayuga St. Bellaire, Michigan 49615.

Bid Specifications:

1. The Contractor shall guarantee all work and equipment for a period of one year from the date of system acceptance or beneficial usage by the Owner. Neither the final payment, nor any provisions in the contract documents, shall relieve the Contractor (or General Contractor) of the responsibility for faulty materials and/or workmanship for a period of one year. This Contractor shall remedy any defects due thereto, and pay for any damage to work resulting there from.

2. The Contractor shall provide and install **800 MHz radios** with the state of Michigan template and pay the MPSCS activation fee of \$250.00 per radio and any other software updates as needed. The radios should be of good quality and able to handle the day-to-day operation within the Antrim County Jail facility, transports, and other assigned special event detail. The 800 MHz radios should have a battery capable of holding a charge so as to last a 12-hour shift. The 800 MHz radios will need a shoulder mic with a headphone jack to plug a standard ear piece into.
3. Due to the poor reception inside the jail of the Antrim County Sheriff's Office, it will be necessary to install a **BDA antenna**. The antenna should provide enough coverage to allow the portable radios to work with all areas of the jail facility, administration offices, as well as reach the Courthouse and County Building.
4. **Contractor will:**
 - a. Provide five 800 MHz radios with the state template installed and all software updated and MPSCS fees associated with the radios and antenna. The radios will be of good quality and should meet or exceed expectations listed above in section 2 under bid specifications referring to the 800 MHz radios.
 - b. Provide set up, installation, and all materials necessary for that installation to complete the project.

Bid Submittal Requirements:

To be considered responsive, bidders should include the following information in their bid proposal:

1. The Contractor must be licensed and is responsible for obtaining any additional permits that are necessary to complete the work. The bid must include cost of obtaining such permits and all labor necessary to complete the job.
2. Bids must be submitted using the most recent bid specifications. If you would like to be notified of addendums to the bid specifications, please notify the County Administration office at 231-533-6265 or email countyadmin@antrimcounty.org.
3. Each bid must be accompanied by a bid bond duly executed by a surety company approved by the owner and payable to the owner for 5% of the total amount of the bid. A certified check, drawn in the owner's name, may be used in lieu of a bid bond.
4. To be considered responsive, bidder should include the following information in their bid proposal:
 - a. Proof of Insurance Certificate for commercial general liability to include contractual liability, products and completed operations, independent contractor's coverage and broad form general liability endorsement or equivalent.
 - b. Proof of Insurance Certificate for motor vehicle liability including Michigan no-fault coverage, with limits of liability of not less than \$500,000.00 per occurrence, combined single limit bodily injury and property damage to include all owned vehicles, all non-owned vehicles and all hired vehicles used in performance of work.
 - c. Proof of Insurance Certificate for workers' compensation.

If the above items are not provided in the bid proposal, they must be provided before the County will sign the contract.

5. Descriptions of similar projects completed are requested.

6. References for the Contractor and any subcontractors are required.

Bid Evaluation Process:

The County will use some or all of the following (not in any specific order) in the evaluation of the bidder and services:

1. Bidder's ability to fully satisfy each term and condition
2. Compliance with the specifications noted herein
3. General organization and experience
4. Cost data (price and pricing protection)
5. Financial stability of company
6. Technical expertise demonstrated and/or available
7. References from other customers
8. Any other factors that arise in the evaluation process that are not stated above can be used in determining which proposal will be successful.
9. The contract award is contingent upon a successful interview between a County representative and the Contractor. The interview will take place at the site.

After a contract has been negotiated and signed, the project may start immediately.

Questions regarding the bid specifications shall be directed to Jail Administrator Sgt. Todd Rawling at 231-533-8627 Ext: 3230 or email rawlingt@antrimcounty.org

Submittal Evidence: The submission of a proposal shall be prima facie evidence that the submitting firm has full knowledge of the scope, nature, quantity and quality of work to be performed, the detailed requirements of the RFP, and the condition under which the work is to be performed.

Acceptance and Rejection of Bids: The Contractor chosen by Antrim County shall not discriminate against any worker, employee, or applicant for employment because of race, color, religion, height, weight, marital status, national origin, ancestry, sex, age, (except where requirements as to age is based upon a bona fide occupational qualification), or disability (that is unrelated to the individual's ability to perform duties of a particular job or position) pursuant to 1976 PA 453, as amended, MCL 37.2101 et seq. (Elliot-Larsen Civil Rights Act).

The County of Antrim reserves the right to accept and/or reject any and all bids, to waive any irregularity in a bid, and to accept that bid which, in the opinion of the Board of Commissioners, is in the best interest of the County. It is the intention of the Board to award all work to a single contractor. However, the Board also reserves the right to award only a portion of the work.

**ANTRIM COUNTY
BID SHEET**



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1. Cost of Materials: \$ _____
 2. Incidental Costs/Fees: \$ _____
 3. Permits, Licensing Fees/
Recycling/Disposal: \$ _____
 4. Labor: \$ _____

TOTAL BID FOR PROJECT: \$ _____

TIMELINE to start and complete the Antrim County Jail 800 MHz radio project:

Contractor Information:

Name: _____ Office phone: _____

Company: _____ Cell phone: _____

Address: _____

Email: _____

Signature: _____ Date: _____