

## **Request for Statements of Qualifications #52108-2 Low Voltage and Inside Fiber Optic e-Cabling**

**NOTE: RFQ #52108 WAS ORIGINALLY ISSUED AS A SMALL BUSINESS ENTERPRISE (SBE) ONLY SOLICITATION OPPORTUNITY. THE CITY OF MEMPHIS DID NOT RECEIVE A SUFFICIENT QUANTITY OF SBE QUALIFIED VENDORS TO CREATE THE DESIRED VENDOR POOL. AS SUCH, WE ARE RE-ISSUING THIS REQUEST FOR QUALIFICATIONS UNDER RFQ #52108-2, AND OPEN TO ALL CITY OF MEMPHIS REGISTERED VENDORS. SPECIFICATIONS HAVE NOT CHANGED. IF YOU SUBMITTED A RESPONSE TO RFQ #52108, YOUR RESPONSE IS VALID FOR RFQ #52108-2 AND THERE IS NO NEED TO RESUBMIT.**

**PURPOSE:** The City of Memphis extends this invitation to vendors interested in submitting their Statements of Qualifications (SOQ's) for inclusion in the Vendor Pool for Low Voltage and Inside Fiber Optic e-Cabling. The purpose of this RFQ is to identify vendors who can provide Low Voltage and Inside Fiber Optic e-Cabling services on an as-and-when-required basis to support City of Memphis divisions. Term of the agreement shall be determined by negotiation, based upon answers provided and the negotiable deliverable responses.

**DUE DATE:** Statements of Qualifications will be received No Later Than 12:00 noon local time on Wednesday, **FEBRUARY 17, 2021.**

**SUBMITTAL REQUIREMENTS:** Proposer shall submit, in a sealed packet, one (1) original (clearly marked as such on the document as "ORIGINAL") and five (5) complete printed copies of its SOQ on or before **FEBRUARY 17, 2021, at 12:00 noon CT**, to the addressee provided below:

**USPS (or other common carrier)**  
City of Memphis  
Purchasing Department, Room 354  
125 N. Main Street  
Memphis, TN 38103

**Hand Delivery**  
City of Memphis  
Main Lobby – Bid Drop Box  
125 N. Main Street  
Memphis, TN 38103

The label should identify the contents as:

**Your company name & address.**

Low Voltage and Inside Fiber Optic e-Cabling, **RFQ # 52108-2.**

**SOQ's SUBMITTED AFTER THE DEADLINE OR WHICH STATE THAT INFORMATION WILL BE PROVIDED 'AT A LATER DATE', OR WHICH ARE OTHERWISE INCOMPLETE OR FAIL TO COMPLY WITH THE REQUIREMENTS SET FORTH IN THIS RFQ WILL BE DISQUALIFIED FROM PARTICIPATION IN THIS RFQ PROCESS.**

Submittals may not be amended after the submission deadline.

Notwithstanding any legends on the SOQ's or any other statements to the contrary, all materials submitted in connection with proposer's response to this RFQ will become the property of the city and may be returned only at the City's option.

### **SCOPE OF WORK**

The City of Memphis ("City") is developing a "Vendor Pool" contract(s) to facilitate the procurement of Vendor Pool for Low Voltage and Inside Fiber Optic e-Cabling for all City Divisions. The intent of this RFQ is to develop a convenience contract with multiple Vendors who can provide a wide range of Vendor Pool for Low Voltage and Inside Fiber Optic e-Cabling Services.

Vendors must submit an acceptable and qualified response to this RFQ to become eligible for this contract. Multiple Vendors will be selected for the eligible Vendor Pool.

The selected pool of Vendors will be contractually responsible for all services denoted in the document.

Vendors submitting an acceptable and qualified response to this RFQ as determined by the City of Memphis' IT Department will be afforded the ability to participate in the quote process when a need to procure equipment/services is identified. A Request for Quote (via email) will be sent to the qualifying Pool of Vendors. Once the vendors have responded an award will be made by issuance of an order (via email).

The objective of this RFQ is to provide City of Memphis Divisions the ability to purchase Products and Services to satisfy their needs as described in Exhibit 2-SCOPE OF WORK.

Exhibit 2 includes types of work and types of products to be purchased as a result of obtaining a contract through this RFQ process. Exhibit 3 is for informational purposes only, and additional services/items may be required that are not listed in this Exhibit.

**AWARD OF WORK ORDERS:** The responding vendor with the **lowest and best** overall price quote submitted for each Request for Quote will be awarded a Work Order/Purchase Order for the specific item(s) listed in the Request for Quote.

**PERIOD OF PERFORMANCE:** The period of performance of this contract is one-year from date of award with three (3) one-year extension options. The City of Memphis will have the option each year to extend based upon mutual consent of the parties and contingent upon the availability of funding and successful contract performance of the vendor.

**MINIMUM QUALIFICATIONS:** Vendor submittal must include the following information, in the order listed below:

Vendor must provide a brief company description, history and financial status. In addition, Vendor should submit the following information:

1. **Name.** The name under which the bidder is licensed to do business.
2. **Address.** The address of the bidder's headquarters office.
3. **Local Address.** The address of the bidder's local office responsible for the proposed work, if different from the headquarters office.
4. **Local Officers.** Names, titles and telephone numbers of local officers or representatives of the bidder.
5. **Years of Local Service Experience.** The number of years the bidder has actively participated in work in Shelby County and its neighboring counties similar to that described in Exhibit 2 – Scope of Work.
6. **Size of Staff.** The number of bidder employees: internationally, nationally and locally. Information must include the total number of employees in Shelby County and its neighboring counties; in particular, the number of technical and support staff presently supporting similar service, their qualifications and length of service.
7. **Record with the City.** Description of current and past bidder experience in delivering services to The City similar to those required under the contract.
8. **Current Contract Obligations.** Existing Vendor contractual commitments of similar scope and priority and their estimated impact on the Vendor's ability to service this contract, if awarded.
9. **Resumes of staff.** Resumes of staff that could be utilized to perform work for the City of Memphis.
10. **Dun & Bradstreet Number or Tax ID Number.**
11. **Other.** Other general information, as determined by the Vendor to be of importance in evaluating the Vendor.

#### **GENERAL CONDITIONS:**

The following data is intended to form the basis for submission of proposals to provide Low Voltage and Inside Fiber Optic e-Cabling Services. This material contains general conditions for the procurement process, the scope of service requested, contract requirements, instructions for submissions of proposals, and submission forms that must be included in the proposal. The RFQ should be read in its entirety before preparing the proposal. All materials submitted pursuant to this RFQ shall become the property of the City of Memphis.

To the extent permitted by law, all documents pertaining to this RFQ shall be kept confidential, to the extent necessary for review, until the proposal evaluation is complete. No information about any submission of proposals shall be released until the process is complete, except to

the members of the Evaluation Committee established by the City and other appropriate designated City staff. All information provided shall be considered by the Evaluation Committee in making a recommendation to enter into an agreement with the selected consultant.

If any addenda are issued to this Request for Qualifications, the Purchasing Division will post them to the City's website at [www.memphistn.gov](http://www.memphistn.gov) under RFP's & RFQ's. Submitting organizations are strongly encouraged to view this website often to see if addenda are posted. Failure of any proposer to receive such addendum or interpretation shall not relieve such Proposer from any obligation under his proposal as submitted. All addenda so issued shall become part of the Contract Documents.

The City of Memphis reserves the right to (a) accept or reject any and/or all submissions of proposals; (b) to waive irregularities, informalities, and technicalities; and (c) to accept any alternative submission of proposals presented which, in its opinion, would best serve the interests of the City. The City shall be the sole judge of the proposals, and the resulting negotiated agreement that is in its best interest, and its decision shall be final. The City also reserves the right to make such investigation as it deems necessary to determine the ability of any submitting entity to perform the work or service requested. Information the City deems necessary to make this determination shall be provided by the submitting entity. Such information may include, but is not limited to, current financial statements by an independent CPA, verification of availability of equipment and personnel, and past performance records.

All bills and invoices will be sent to the division requesting the product and/or service. Addresses (physical or email) to submit invoices will be provided for each individual product/service requested.

**INSURANCE REQUIREMENTS:**

If selected for contact award, the selected vendor(s) will be required to provide proof of insurance coverage as outlined in Exhibit 1 – INSURANCE REQUIREMENTS.

**EXHIBIT 1**  
**INSURANCE REQUIREMENTS**  
**FOR**  
**LOW VOLTAGE / INSIDE FIBER OPTIC e-CABLING**

**The Company shall not commence any work under this contract until it has obtained and caused its subcontractors to procure and keep in force all insurance required. The Company shall require all subcontractors to carry insurance as outlined below, in case they are not protected by the policies carried by the Company. The Company is required to provide copies of the insurance policies upon request. The Company shall furnish the Risk Manager a Certificate of Insurance and/or policies attested by a duly authorized representative of the insurance carrier evidencing that the insurance required hereunder is in effect. All insurance companies must be acceptable to the City of Memphis and licensed in the state of Tennessee with a Best Insurance Rating of A and Class VII or better and authorized to do business in the state where the work is performed.**

If any of the Insurance Requirements are non-renewed at the expiration dates, payment to the company may be withheld until those requirements have been met, or at the option of the City. The City may pay the renewal premiums and withhold such payments from any monies due the Company.

The Company shall indemnify, defend, save and hold harmless the City, its officers, employees, and agents, from and against any and all claims, demands, suits, actions, penalties, damages, settlements, costs, expenses, or other liabilities of any kind and character arising out of or in connection with the breach of this Agreement by Company, its employees, subcontractors, or agents, or any negligent act or omission of Company, its employees, subcontractors, or agents, which occurs pursuant to the performance of this Agreement, and this indemnification shall survive the expiration or earlier termination of this Agreement. The provisions of this paragraph shall not apply to any loss or damage caused solely by the acts, errors, or omissions of the City, its officers, employees and agents. Contracts for third party service providers should include indemnity provisions that protect the City from any liability arising out of the Company's loss of City's sensitive information.

Each certificate or policy shall require and state in writing the following clauses:

**Company shall provide notice to the City within three (3) business days following receipt of any notice of cancellation or material change in Company's insurance policy from Company's insurer. Such notice shall be provided to City by registered mail, to the following addresses:**

City of Memphis  
Attn: Risk Management  
170 N. Main. St., 5<sup>th</sup> Floor  
Memphis, TN 38103

City of Memphis  
Attn: Purchasing Agent  
125 North Main, Room 354  
Memphis, TN 38103

The Certificate of Insurance shall state the following: "The City of Memphis, its officials, agents, employees and representatives shall be named as additional insured on all liability policies." The

additional insured endorsements shall be attached to the Certificate of Insurance and the Certificate of Insurance shall also state: "The additional insured endorsement is attached to the Certificate of Insurance."

**WORKERS COMPENSATION:**

The Company shall maintain in force Workers' Compensation coverage in accordance with the Statutory Requirements and Minimum Limits of the State of Tennessee and shall require all subcontractors to do likewise.

Employer's Liability	\$100,000	Each Accident
	\$500,000	Disease-Policy Limit
	\$100,000	Disease-Each Employee

**AUTOMOBILE LIABILITY:**

Covering owned, non-owned, and hired vehicles with Minimum Limits of:

\$1,000,000 Each Occurrence – Combined Single Limits

**COMMERCIAL GENERAL LIABILITY:**

Commercial General Liability Insurance, including Premises and Operations, Contractual Liability, Independent Contractor's Liability, and Broad Form Property Damage Liability Coverage with Minimum Limits of:

\$2,000,000	General Aggregate
\$2,000,000	Products-Completed Operations
\$1,000,000	Personal and Advertising Injury
\$1,000,000	Each Occurrence (Bodily Injury & Property Damage)
\$ 50,000	Fire Damage any One Fire
\$ 5,000	Medical Expense any One Person

**NOTE: XCU coverage should be INCLUDED and not EXCLUDED.**

**ERRORS & OMISSIONS / PROFESSIONAL LIABILITY:**

**The Company shall maintain such coverage for at least three (3) years from the termination or expiration of this agreement with Minimum Limits of:**

\$2,000,000 Each Claim / \$2,000,000 Aggregate

**UMBRELLA LIABILITY** with Minimum Limits of:

\$ 2,000,000 Each Occurrence / \$2,000,000 Aggregate

**NOTE: Suggest INLAND MARINE - INSTALLATION FLOATER be carried - coverage on property (usually equipment) being installed by a contractor.**

**PROPERTY INSURANCE:**

**The Company shall be responsible for maintaining any and all property insurance on their own equipment and shall require all subcontractors to do likewise. The Company shall require all sub-contractors to carry insurance as outlined above, in case they are not protected by the policies carried by the Company.**

The Company is required to provide copies of the insurance policies upon request.

**EXHIBIT 2**  
**City of Memphis – Structured Low Voltage and Inside Fiber Optic Cabling**  
**Scope of Work**

**Purpose**

The City of Memphis (“City”) is issuing this RFQ for firms who have the expertise to install and maintain both inside premise voice and data network low voltage cabling, inside plant fiber optic and copper feeder cabling. Cabling installation and servicing requirements will include Ethernet and telephone wiring in accordance with this RFQ document. The City seeks comprehensive proposals from the respondents of this RFQ (“Vendors”) that demonstrate the Vendor’s capability and capacity to satisfy the City’s complete requirements and deliver a compliant solution comprised of technology, project management and implementation and support services. The RFQ provides information on the requirements necessary for a Vendor submitting a proposal. The intent of this RFQ is to develop a contract with one Vendor who can provide a solution for data network cabling, to include both copper and fiber optic cabling, as well as telephone/voice cabling.

**2. Requirements**

**2.1 Installation Requirements**

**2.1.1 Inside Premise Cabling**

**Complete and Timely Installation.** The Vendor will be solely responsible for complete and timely installation of all proposed cables and connectors. The Vendor agrees to complete all new cable installations with 10 cable runs or less within 3 business days after the receipt of a Notice To Proceed from the City, unless the City agrees to extend this time frame. Vendor agrees to complete all repairs (break-fixes) within 2 business days after receipt of a purchase order, unless the City agrees to extend this period. The City reserves the right to bid out large jobs as separate projects; those jobs must be timed with the City’s notification and agreement.

**Cable Routing.** All cables will be routed using existing conduits, or where no conduits exist, pricing for installing conduits will be provided as part of the job specifications. Where existing cable is routed via the ceiling, the cable must be installed in J-Hooks rated for communications cabling as local codes require. Where existing cable is exposed, the new cable will be installed neatly beside the existing cable in Panduit wire mold if possible. Before the installation of any cable, a Cable Routing Plan must be submitted to the City’s Network/Telecommunications Team for approval.

**Sites Left Clean.** The Vendor will complete the installation by leaving the site “broom clean.” Any drywall dust, dirt, pieces of ceiling tile or other debris that are left as part of the normal course of the job must be cleaned up. On plant work, the Vendor will make all necessary repairs to any uprooted asphalt or grass where required. For inside work, all ceiling tiles must be replaced in the grid and clean in the same condition previous to the job beginning.



**Site Drawings.** Site Drawings should include the location and identifying label of data/voice jacks, location of equipment rack/patch panes and type of cable installed (plenum/non-plenum). Before the work is approved for payment by the City, on jobs consisting of greater than 10 cable runs, the Vendor will provide the Network/Telecommunications Team with a set of professional legible drawings, detailing all cable plant records, location of frames and cable assignment. Blueprints, drawings of office layouts, or proposed site of installation will be provided where available.

**Cable Testing.** Before the work is approved for payment, the Vendor will test all new cable installs. All Category 5E and Category 6 cables and fiber optic cables must be tested with a Fluke DSX2-5000 Cable Analyzer or approved equal. Copper cables must pass all Category 5E and Category 6 parameters as outlined in the ANSI/EIA/TIA 568-B.1 Standard. The Vendor must provide test results in both hard copy and soft copy form. On jobs consisting of 1 cable run or projects involving new construction, the Vendor must also provide two (2) copies of as built drawings of each floor's layout to the Network/Telecommunications Team.

**Cable Labeling:** Upon completion of each network installation, the Vendor will label cables on both ends with a machine-generated label using a corresponding numbering scheme (both ends must have the same number). All labeling must conform to ANSI/TIA/EIA 606-A standards.

**Inspections.** Vendor must request inspections for new cabling jobs after cabling rough-ins and post-installation to verify that the job will pass any and all code enforcement requirements. For jobs involving new construction or renovation, Vendor must coordinate with the general contractor and/or subcontractors to make sure the inspections do not impact further construction initiatives. Vendor must request that inspection reports either be provided to Vendor directly, which will then be submitted to the general contractor and the City, or be left at the network rack for City personnel to pick up.

#### **Special Installation Requirements**

**Cover or Trim Mold, Core Boring, Etc.:** Some jobs may require a cover or trim mold, and core boring such as firewalls, etc. These jobs can be priced per requirements and agreed on by both parties prior to installation.

**Additions, Moves, and Changes:** Additions, moves, and changes may be ordered as needed for the duration of this agreement, via the Vendor contact person and referenced with a purchase order number. The Vendor is expected to coordinate changes with current voice and data providers and any other City parties, as needed.

**Wireless Access Point Installation:** Some Category 6 cable runs will be part of a wireless network installation. The Vendor will be asked to install the wireless access points at no charge as long as the equipment is on site when the cabling is finished.

## **CABLE REQUIREMENTS**

### **Data Cable**

All data cabling must be Mohawk AdvanceNet Category 6 twisted-pair, four-pair plenum or non-plenum rated, when specified by the job, and terminated on Panduit modules and/or patch panels. All Data installations must meet Category 6 certification standards. Pricing will be requested per foot over 100 feet.

### **Fiber Optic Cable**

Inside fiber optic cabling must be Mohawk multimode or singlemode fiber terminated in Panduit enclosures, as specified by the job. Pricing for fiber cabling will be requested per foot, with all other components on an individual basis. Fiber optic cabling jobs will be tested with a Fluke DSX2-5000 Cable Analyzer or approved equal, with test results provided in both hard copy and soft copy form. The Vendor will also provide two (2) copies of as built drawings.

### **Telecommunications Voice Cable**

Telecommunications wiring will be installed with Mohawk UTP, four-pair Category 5e plenum or non-plenum rated cable. One cable run will consist of 100 feet of the above, complete with 8P8C type module, labor and faceplate. Pricing will be requested per foot over 100 feet.

**Copper Telephone Feeder Cable Testing.** Before the work is approved for payment, the Vendor will test all of the cable. All copper telephone feeder cables must be tested for continuity. The Vendor must provide test results in both hard copy and soft copy form.

**Copper Telephone Feeder Cable Labeling:** Upon completion of each network installation, the Vendor will label cables on both ends with a machine-generated label using a corresponding numbering scheme (both ends must have the same number). All labeling must conform to ANSI/TIA/EIA 606-A standards.

**Fiber Labeling.** Upon completion of each network installation, the Vendor will label all terminated optical fibers on both ends with a machine-generated label using a corresponding numbering and/or name scheme (both ends must have the same number). Vendor will tag all new fiber construction at every pole attachment (for aerial fiber) with fiber tags provided by the City.

**Release of Liens.** Before payment is made for each location where cable is installed, the Vendor shall deliver to the City releases of all liens and of rights to claim any lien, in a form satisfactory to the City, from all material suppliers and subcontractors furnishing labor and materials under this agreement and an affidavit, in a form acceptable to the City, to the effect that all labor used under this agreement has been paid.

### **Special Installation Requirements**

**Additions, Moves, and Changes:** Additions, moves, and changes may be ordered as needed for the duration of this agreement, via the Vendor contact person and referenced with a work

order number. The Vendor is expected to coordinate changes with current voice and data providers and any other City parties, as needed.

**GPS Information:** All GPS information for any additional or new fiber cabling will be submitted via e-mail to [Networkservices@memphistn.gov](mailto:Networkservices@memphistn.gov) as soon as the installation is complete. This information will also be provided to Tennessee One Call in the appropriate format.

## **Cable Requirements**

### **Fiber Optic Cable**

Fiber optic cabling used for networking Ethernet systems, backbones, and point-to-point must meet specifications as outlined on Exhibit 4 –Pricing Template. Vendor is to price fiber per foot, including installation. All fiber optic cabling is to be run inside of inner duct for protection, and terminated with Corning LC Unicam connectors.

## 2.2 Warranty

### 2.2.1 Inside Premise Cabling

All cabling and connectors must include a guarantee of a twenty- five (25) year Vendor warranty on all Mohawk Cable ChannelMATE for all products comprising the channel cabling system, to include cable and termination hardware and a one (1) year Vendor warranty on all labor. On new installations of over 10 cables the Vendor must apply for and provide the certification of the ChannelMATE 25-year manufacturer’s warranty in both hard and soft copy. A service phone number must be available for 24-hour calling. An escalation procedure must be provided within the proposal response. The escalation procedure should include response times, provisioning and service order resolution, the trouble reporting method, first response time, call-out procedures with contact names and telephone numbers, and any other relevant information.

In the event that warranty or non-warranty repairs are necessary for a downed system, successful Vendor shall respond in person:

A 2 hours response is required during normal business hours after the receipt of the request concerning a downed system

A 4 hour response is required for afterhours service request after the receipt of the request concerning a downed system

**Dedicated Account Manager.** Vendor agrees to assign a dedicated account manager to the City. This dedicated account manager will be the single point of contact for the City to address any issues, answer any questions, and manage all aspects for Vendor as part of the agreement between Vendor and the City. Vendor must provide contact information for the account manager, including, but not limited to, office phone number, mobile phone number, and email address.

**Weekly Meetings.** Vendor agrees to attend weekly meetings with City personnel to provide updates on outstanding jobs and projects. These meetings may either be in person or online, depending on the requirements and subject matter of the meeting.

**Project Meetings.** Vendor agrees to attend project meetings for larger projects, including, but not limited to, providing updates on project activities and working with the general contractor and/or subcontractors to coordinate scheduled activities.

**Service Coverage.** Vendor agrees to provide normal service between 8:00 a.m. and 5:00 p.m. Monday through Friday, excluding City holidays. Vendor further agrees to provide emergency service 24 hours a day, 7 days a week. Emergency service means “resolving problems that occur that interfere with the normal operation of the City’s business.”

**Service Level Agreement.** Vendor agrees to provide quotes within 5 business days after receipt of the quote request unless City agrees to extend this time frame. Vendor agrees to provide emergency quotes within 2 hours after receipt of an emergency quote request. Vendor agrees to a 2-hour response time for a downed system during business hours and a 4-hour response time, 24 hours a day, 7 days a week, for emergency service for a downed system. Vendor agrees to complete all cable installations of 10 cable runs or less within 3 business days after the receipt of an order letter from the City, unless the City agrees to extend this timeframe. Along with invoices, Vendor will provide a copy of ALL completed work orders with acknowledgment signature by onsite/end user contact. Vendor will provide by no later than 5th working day of each month a report of work performed for the previous month that will include quote reference number, Remedy request number, date and time quote request received, start and end date and time for work performed, brief description of work performed. Monetary penalties will be assessed by the City per missed SLA as follows:

**\$100 per missed quote unless time frame was extended by the City**

**\$500 per missed emergency quote**

**\$500 per missed 2 hour response time per business day emergency**

**\$500 per missed 4 hour response time per afterhours emergency**

**\$100 per missed installation unless time frame was extended by the City Dispatch Number**

**Quotes.** Vendor will provide quotes showing individual line items for each type of equipment proposed for the job, to include the quantity, price for (1) item, and total price for each line. Vendor will specify any additional items required to complete the job that may not be included in the contracted pricing list. Vendor will add a 5% contingency price line item to all quotes that will cover any unforeseen additions that occur during the course of the job. If any of the contingency is used for a job, it must be pre-approved by the City prior to using that contingency, and it will be added and specified in the final invoice. If the contingency is not used, it will not be included in the final invoice.

**Dispatch Number:** Vendor must provide a service dispatch number answered 24 hours a day, 7 days a week.

**Additions and Changes, Per-Hour Labor and Site Visit Charge.** During the period of this contract, the City will require cable maintenance or moves on previously installed cable.

Vendors should quote the per-hour labor charge on this type of service and minimum charge for a site visit if applicable, on the space provided in the pricing sheet.

**Service Out of Business Hours, Per-Hour Labor and Site Visit Charge.** The City views Police and Fire installations as 24-hours-a-day, 7-days-a-week operations. Vendors should quote a per-hour labor charge for service outside of normal work hours, as well as a minimum charge per site visit if applicable, on the space provided in the pricing sheet.

**Adequate Staffing.** Vendor shall have a staffed business office to answer service calls, technical and operational questions. During normal business hours, the phone must be answered by office staff. After-hours telephone answering may be automated if an escalation call list to bypass it has been provided by the Vendor. (In addition, the Vendor must give the trouble escalation schedule in terms of who handles the problem at each level of the escalation and the length of time spent at each level before further escalation is required.)

**Certified Employees/Technicians.** Vendor must provide one or more on-staff employees who are BICSI RCDD Certified, who are full-time employees and are based in Shelby County, with evidence of that certification attached to the bid. Vendor must provide two or more on-staff employees who are BICSI Certified Level 2 Installers or Technicians. Additional RCDD's or Technicians would be preferred but not required. These employees must work full time in the Memphis office. Out of town consultants and employees will not qualify. These certifications will be verified.

**Adequate Parts Inventory.** Vendor must maintain a spare parts inventory that will allow the Vendor to meet maintenance requirements specified under the contract. The chosen Vendor's spare parts inventory may be inspected at any time during the contract period for compliance. Failure to comply could cause forfeiture of the contract.

**Tennessee Drug Free Workplace:** It is preferred that the Vendor be an active participant and member of the Tennessee Drug Free Workplace Program. As applicable, please attach a current certificate to the bid.

**TBI Background Check:** The Vendor will perform Tennessee Bureau of Investigation (TBI) background checks on any employee assigned to this agreement and warrants they are supplying only employees who have passed this background check. Copies of TBI background checks must be submitted with response.

**Work Eligibility for non US Citizens:** Vendor shall provide proof of necessary employment eligibility verification for any non-US Citizen personnel.

**Quotes:** All quotes must list the location of where the work will be performed, contact information for the site per the quote request, all materials and quantities listed as separate line items, including labor hour and a contingency cost in case unforeseen issues arise. Each quote must list a unique quote number and the ticket provided by the City. Quotes are to be

good for nine (9) months from the date the quote was provided. All quotes must be in a soft copy format that can easily be emailed. There is no charge allowed for quotes.

**EXHIBIT 3**

Exhibit 2 includes types of work and types of products to be purchased as a result of obtaining a contract through this RFQ process. Exhibit 2 is for informational purposes only, and additional services/items may be required that are not listed in this Exhibit. **DO NOT ENTER PRICING.**

<b>All Data cabling must be Mohawk Category 5e or Category 6 twisted-pair, four-pair plenum or non-plenum rated, when specified by the job, and terminated on Panduit modules and/or patch panels. All Data installations must meet Category 5e or Category 6 certification standards. Pricing will be requested per foot over 100 feet. Other requirements are as follows:</b>			
<b>Data Cable: One cable run will consist of 100 feet, complete with 8P8C yellow type module, labor and faceplate. Pricing will be requested per foot over 100 feet.</b>			
		<b>Per 100 feet</b>	<b>Over 100 feet</b>
1	Mohawk MegaLan Category 5e+ non-plenum cable (blue) (M56167).	\$0.00	\$0.00
2	Mohawk MegaLan Category 5e+ plenum cable (blue) (M56168).	\$0.00	\$0.00
3	Mohawk AdvanceNet Category 6 non-plenum cable (yellow) (M57204).	\$0.00	\$0.00
4	Mohawk AdvanceNet Category 6 plenum cable (yellow) (M57195).	\$0.00	\$0.00
<b>Panduit Category 6 patch cords:</b>			
5	3' (UTPSP3)	\$0.00	\$0.00
6	5' (UTPSP5)	\$0.00	\$0.00
7	7' (UTPSP7)	\$0.00	\$0.00
8	10' (UTPSP10)	\$0.00	\$0.00
9	14' (UTPSP14)	\$0.00	\$0.00
10	20' (UTPSP20)	\$0.00	\$0.00
11	Panduit Category 5e 8P8C modules - Blue (CJ5E88TBU)	\$0.00	\$0.00
12	Panduit Category 6 8P8C modules - Yellow (CJ688TPYL)	\$0.00	\$0.00
13	Panduit 2 port Executive Series faceplates (CFPE2) – included in Per Run	\$0.00	\$0.00
14	Panduit 4 port Executive Series faceplates (CFPE4) – included in Per Run	\$0.00	\$0.00
15	Panduit 2 module space surface mount boxes (CBX2)	\$0.00	\$0.00
16	Panduit 4 module space surface mount boxes (CBXC4)	\$0.00	\$0.00

<b>Fiber Optic Cable</b>		
<b>Vendor is to price fiber per foot, including installation.</b>		
<b>Mohawk multimode 6265/125 plenum fiber optic cable</b>		
17	4 strand (M9B044)	\$0.00
18	6 strand (M9B045)	\$0.00

19	12 strand (M9B048)	\$0.00
20	24 strand (M9B612)	\$0.00
21	48 strand (M9B616)	\$0.00
22	72 strand (M9B620)	\$0.00
		\$0.00
	<b>Mohawk singlemode, plenum fiber optic cable</b>	
23	4 strand (M9W044)	\$0.00
24	6 strand (M9W045)	\$0.00
25	12 strand (M9W048)	\$0.00
26	24 strand (M9W612)	\$0.00
27	48 strand (M9W616)	\$0.00
28	72 strand (M9W620)	\$0.00
29	Panduit Wall mount 12 port enclosure (FWME2)	\$0.00
30	Panduit Wall mount 24 port enclosure (FWME4)	\$0.00
31	Panduit Wall mount 48 port enclosure (FWME8)	\$0.00
32	Corning LC Multimode 625/125 Unicam Connector (95-000-99)	\$0.00
33	Corning SC Singlemode Unicam Connector (95-200-99)	\$0.00
34	Panduit Rack Mount 18 port enclosure (FRME1)	\$0.00
35	Panduit Rack Mount 36 port enclosure (FRME2)	\$0.00
36	Panduit Rack Mount 54 port enclosure (FRME3)	\$0.00
37	Panduit Rack Mount 72 port enclosure (FRME4)	\$0.00
38	Panduit OptiCom 8 port SC Duplex panels (FAP3WEIDSC)	\$0.00
39	Panduit OptiCom Blankt Panel (FAPB)	\$0.00
	<b>Multimode LC-LC 625/125</b>	
40	2M – GBLC2-D2-02	\$0.00
41	3M - GBLC2-D2-03	\$0.00
42	5M - GBLC2-D2-05	\$0.00
	<b>Singlemode LC-LC 625/125</b>	
43	2M - GBLC2-D1-02	\$0.00
44	3M - GBLC2-D1-03	\$0.00
45	5M - GBLC2-D1-05	\$0.00
46	Carlson 1" plenum innerduct with rope (CF4x1C)	\$0.00
47	Carlson 1" non-plenum innerduct with rope (DF4x1A)	\$0.00

<p><b>Telecommunications wiring will be installed with Mohawk UTP, four-pair Category 5e plenum or non-plenum rated cable. One cable run will consist of 100 feet of the above, complete with 8P8C blue type module, labor and faceplate. Pricing will be requested per foot over 100 feet.</b></p>
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<b>Telecommunications Voice Cable</b>			
		<b>Per 100 feet</b>	<b>Over 100 feet</b>
48	Mohawk MegaLan Category 5e+ non-plenum cable (blue) (M56167).	\$0.00	\$0.00
49	Mohawk MegaLan Category 5e+ plenum cable (blue) (M56168).	\$0.00	\$0.00
50	Panduit Category 5e 8P8C modules - blue (CJ5E88TBU).	\$0.00	\$0.00
51	Nortel 250-pair BIX Frame (A0270164)	\$0.00	\$0.00
52	Nortel 300-pair BIX Frame (A0340836)	\$0.00	\$0.00
53	Nortel 6-pair BIX 1A Termination Block (A0266828)	\$0.00	\$0.00

		<b>Price per each</b>
	<b>OTHER NETWORK EQUIPMENT</b>	
	Other network equipment will include equipment racks, patch panels, etc.	
54	Panduit 2 Port 6" Channel Rack 84" tall (R2P6S).	\$0.00
55	Panduit NetRunner Vertical Cable Manager (WMPVHC45E).	\$0.00
56	Panduit Ladder Rack Support Bracket (NFLRB).	\$0.00
57	Chatsworth 19" x 7' equipment rack (55053-503)	\$0.00
58	Panduit Horizontal Wire Management Bracket (NCMH2)	\$0.00
59	Panduit Category 5e, 24-port patch panel (DP245E88110U)	\$0.00
60	Panduit Category 5e, 48-port patch panel (DP485E88110U)	\$0.00
61	Panduit Category 6, 24-port patch panel (DP24688TP)	\$0.00
62	Panduit Category 6, 48-port patch panel (DP48688TP)	\$0.00
63	Panduit Modular faceplate 24-port patch panel (CPPL24WBL)	\$0.00
64	Panduit Modular faceplate 48-port patch panel (CPPL48WBL)	\$0.00
65	Hinged Wall-mount bracket - 35" (2U) (AT55HM3)	\$0.00
66	Hinged Wall-mount bracket - 70" (4U) (AT55HM7)	\$0.00
67	Hoffman VersaRack (12RU) E19SWM12U24	\$0.00
68	Hoffman VersaRack (20RU) E19SWM20U24	\$0.00
69	Panduit PanZone Wall Mount Cabinet (PZC12P)	\$0.00

		<b>Per 100 feet</b>	<b>Over 100 feet (per ft.)</b>
<b>ADDITIONAL ITEMS</b>			
70	Coax Cable Installation Plenum	\$0.00	\$0.00
71	Core Bore Between Floors (does NOT include X ray)	\$0.00	\$0.00
72	AV Tech Labor (Ex: Hanging TV, integrating AV components, etc.)	\$0.00	\$0.00
73	Conduit Installation per foot EMT 3/4 inch	\$0.00	\$0.00
74	Account Manager Hourly Rate (Not to exceed 20 hours per week)	\$0.00	\$0.00
75	Access Point Installation	\$0.00	\$0.00
76	Runway wall to rack kit 12"	\$0.00	\$0.00
77	Lift rental per day indoor	\$0.00	\$0.00
78	Grounding Kit	\$0.00	\$0.00

	<b>Labor Charges</b>	<b>Per hour</b>
79	Moves and changes, normal workday, labor per hour	\$0.00
80	Moves and changes, after business hours, labor per hour	\$0.00
81	Moves and changes, holiday hours, labor per hour	\$0.00