



REQUEST FOR BID (RFB) & BIDDER'S ACKNOWLEDGEMENT

RFB TITLE:

Replacement of Door Control, Intercom, & CCTV Systems

RFB NUMBER:

COR 81-14

RFB OPENING DATE & TIME:**November 5, 2014 3:30 P.M. CT****MANDATORY PRE-BID MEETING:****October 20, 2014 9:00 A.M. CT****Location of Pre-Bid:** Okaloosa County Jail, 1200 East James Lee Blvd, Crestview, FL 32536

NOTE: BIDS RECEIVED AFTER THE BID OPENING DATE & TIME WILL NOT BE CONSIDERED.

Okaloosa County, Florida solicits your company to submit a bid on the above referenced goods or services. All terms, specifications and conditions set forth in this RFB are incorporated into your response. A bid will not be accepted unless all conditions have been met. All bids must have an authorized signature in the space provided below. All bids must be sealed and received by the Okaloosa County Clerk of Court by the "RFB Opening Date & Time" referenced above. The official clock for the purpose of receiving bids is located in the Clerk of Court, Brackin Building Conference & Training Room, #305 located at 302 N. Wilson St, Crestview, FL 32536. All envelopes containing sealed bids must reference the "RFB Title", "RFB Number" and the "RFB Opening Date & Time". Okaloosa County is not responsible for lost or late delivery of bids by the U.S. Postal Service or other delivery services used by the respondent. Neither faxed nor electronically submitted bids will be accepted. Bids may not be withdrawn for a period of sixty (60) days after the bid opening unless otherwise specified.

BIDDER ACKNOWLEDGEMENT FORM BELOW MUST BE COMPLETED, SIGNED, AND RETURNED AS PART OF YOUR BID. BIDS WILL NOT BE ACCEPTED WITHOUT THIS FORM, SIGNED BY AN AUTHORIZED AGENT OF THE BIDDER.

COMPANY NAME _____

MAILING ADDRESS _____

CITY, STATE, ZIP _____

FEDERAL EMPLOYER'S IDENTIFICATION NUMBER (FEIN): _____

TELEPHONE NUMBER: _____ EXT: _____ FAX: _____

EMAIL: _____

I CERTIFY THAT THIS BID IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT, OR CONNECTION WITH ANY OTHER BIDDER SUBMITTING A BID FOR THE SAME MATERIALS, SUPPLIES, EQUIPMENT OR SERVICES, AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I AGREE TO ABIDE TO ALL TERMS AND CONDITIONS OF THIS BID AND CERTIFY THAT I AM AUTHORIZED TO SIGN THIS BID FOR THE BIDDER.

AUTHORIZED SIGNATURE: _____ TYPED OR PRINTED NAME _____

TITLE: _____ DATE _____

**NOTICE TO BIDDERS
COR 81-14**

**NOTICE TO BIDDERS
REPLACEMENT OF DOOR CONTROL, INTERCOM, AND
CCTV SYSTEM FOR THE OKALOOSA COUNTY JAIL
COR 81-14**

Notice is hereby given that the Board of County Commissioners of Okaloosa County, FL, will accept sealed bids until **3:30 PM (Central), November 5, 2014** for the “**REPLACEMENT OF DOOR CONTROL, INTERCOM, AND CLOSED CIRCUIT TELEVISION SYSTEM FOR THE OKALOOSA COUNTY JAIL**” located in Okaloosa County, Florida.

A mandatory pre-bid meeting will be held at **9 a.m. on October 20, 2014**. The meeting will be held at the Okaloosa County Jail, located at 1200 East James Lee Boulevard, Crestview, FL 32536.

At **3:30 PM (Central), November 5, 2014**, the bids will be opened and read aloud. All bids must be in sealed envelopes reflecting on the outside thereof the Bidder’s name and “**REPLACEMENT OF DOOR CONTROL, INTERCOM, AND CLOSED CIRCUIT TELEVISION SYSTEM FOR THE OKALOOSA COUNTY JAIL**” to be opened at **3:30 P.M. (Central), Wednesday November 5, 2014**. The Board of County Commissioners will consider all bids properly submitted at its scheduled bid opening in the Conference & Training Room #305 – (old First National Bank Bldg.) located at 302 N. Wilson St, Crestview, FL 32536. Bids may be submitted in the Conference & Training Room #305 prior to bid opening or delivered to the Clerk of Circuit Court, 302 N. Wilson St., #203, Crestview, FL 32536. **NOTE: Crestview, FL is not a next day guaranteed delivery location by most delivery services.** Bidders using mail or delivery services assume all risks of late or non-delivery.

Any Bidder failing to mark outside of envelope as set forth herein may not be entitled to have their bid considered.

The County reserves the right to award the bid to the lowest responsive Bidder submitting a bid with a resulting negotiated agreement which is most advantageous and in the best interest of Okaloosa County, and to waive any irregularity or technicality in bids received. Okaloosa County shall be the sole judge of the bid and the resulting negotiating agreement that is in its best interest and its decision shall be final.

All bids should be addressed as follows:

Replacement of Door Control, Intercom, and CCTV System

Clerk of Circuit Court
Attn: Gary Stanford
Newman C. Brackin Bldg.
302 N. Wilson St. #203
Crestview FL 32536

Zan Fedorak
Purchasing Manager

Date

Deputy Clerk
Clerk of Circuit Court

Date

OKALOOSA COUNTY
BOARD OF COUNTY COMMISSIONERS

Charles K. Windes, Jr.
Chairman

SPECIFICATIONS

SECTION 17200 HARD WIRED LOCKING CONTROL SYSTEM

PART 1 GENERAL

1.1 SUMMARY

- A. This section includes requirements for the complete removal and replacement of the existing Locking Control Systems at POD 1, POD 2, Main and Medical. The system currently controls all cell doors, corridor doors, exit doors, emergency releases, group releases, intercom and paging functions. The intent is to replace the system utilizing existing relay panel cabinets, field wiring, and field devices. The new Locking Control System shall consist of graphic control panel faceplates mounted in new sloped top enclosures and new relay panel backplates. This new system shall function as a standalone system with the exception of Intercom Call-in LED integration. This system shall be designed to be user and maintenance friendly. Proprietary systems will not be considered. The existing system is an ESI/STI system.

1.2 SYSTEM DESCRIPTION

- A. The new Locking Control System shall be a low voltage (24VDC) system consisting of mechanical switches, leds, power supplies, terminal blocks, individual door relay modules, and electro mechanical relays. No solid state components will be accepted.

1.3 WARRANTY

- A. Contractor shall guarantee all equipment, parts, materials and workmanship. Contractor shall also replace at his own expense any defective work, for a period of two (2) years from the date of completion of the work.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Approval of a manufacturer does not relieve the manufacturer of complying with the specification in every regard. Standard products of an approved manufacturer are not acceptable unless such products meet every specification requirement or are pre-approved by submittal to the Owner for consideration of the product.

- B. Manufacturer must have a minimum of (5) five years experience installing retro fit Locking Control Systems and must provide a list of at least (5) five projects of equal or greater size installed within the last (5) five years.
- C. Acceptable Manufacturers
 - 1. Hard Wired Locking Control System
 - a. Willo Products Company, Inc. / Decatur, AL
 - b. Easter Owens / Arvada, CO
 - c. Com-tech / Appleton, WI
 - d. Black Creek / Moody, AL
 - e. Approved Equal as solely determined by the County.

2.2 REQUIREMENTS

- A. Provide a complete hard wired Locking Control System to replace the existing locking control system.
- B. System performance shall include but is not limited to the following where required or at the owner's discretion:
 - 1. System shall monitor and/or operate all locking devices that are monitored or operated on the existing system.
 - 2. System shall perform all electrical functions that are performed by the existing locking control system.
 - 3. System shall provide the same method of operation for all electrical devices that is provided on the existing system.

2.3 MATERIALS

- A. ENCLOSURES AND CABINETS
 - 1. All existing enclosures and turrets must be replaced where necessary or at the owners' discretion.
 - 2. Graphic control panel enclosures shall be available in custom sizes and in freestanding or counter mounted styles. Enclosures shall be fabricated from fourteen (14)-gauge steel, sixteen (16) gauge and lighter shall not be acceptable. The graphic control panel shall attach to the inside of a formed fourteen (14)-gauge lid to the enclosure. The formed lid shall attach to the enclosure using a heavy-duty continuous piano-type hinge. The lid shall be secured using two or more security torx screws. Distance between security torx screws shall not exceed eight (8) inches center to center and four and one-half (4.5) inches from each outer edge. All lids shall have two (2) locking hinges to support lid when opened. Enclosures shall be available in a variety of powder coated finish colors.

B. GRAPHIC CONTROL PANEL FACEPLATE

1. Graphic control panel shall be constructed of eleven (11)-gauge brushed aluminum plate as a minimum. All graphics and text shall be chemically etched and color filled with paint designed to resist scratching and fading. Finished aluminum plate shall be painted with a protective clear coat with multiple available finishes including Matte, Gloss, Clear and Leatherette. All pushbuttons, selector switches and contact blocks shall be manufactured by Allen Bradley. LED's shall be one quarter inch (1/4") diameter and surface mounted. All LEDs shall extend through the polycarbonate so that they are visible from the front side at an angle up to one hundred thirty-five (135) degrees.

C. GRAPHIC CONTROL PANEL COMPONENTS

1. Graphic control panel components shall be manufactured by the same manufacturer where possible.
Acceptable manufacturers
 - a. Allen Bradley (Switches, Contact Blocks)
 - b. Approved Equal as solely determined by the County
2. Main Power Key Switch
 - a. Provide a two position maintained key switch with legend for the "on" and "off" positions. The main panel power shall be capable of disabling all door control function and/or door status indication.
3. Lamp Test Switch
 - a. Provide a green momentary action push-button which, when actuated, illuminates all LED indicators.
4. Swinging Door Control Switch
 - a. Provide a black momentary action push-button which, when actuated, provides an open or unlock signal to the associated door relay module. Provide one (1) green LED for door secure status.
5. Sliding Door Control Switch
 - a. Provide a black four position maintained switch with legend for "open", "group", "stop" and "close" positions. The "open" position shall provide an open signal to the associated door relay module. The "close" position shall provide a close signal to the associated door relay module. The "group" position shall allow all sliding doors within the particular group to be operated as a group from the group control switch. The "stop"

position shall remove all signals from the associated door relay modules and cause the door to stop. Provide one (1) green LED for door secure status and one (1) red LED for door unsecure status.

6. Group Switch

- a. Provide a red three position maintained switch with legend for “open”, “stop”, and “close” positions. The “open” position shall provide an open signal to all the groups’ door relay modules. The “close” position shall provide a close signal to all the groups’ door relay modules. The “stop” switch shall remove all signals from the groups’ door relay modules and cause the door to stop. Group switch only operates doors that have their individual sliding door control switch in the group position.

7. Interlock Override Switch

- a. Provide one (1) yellow momentary action push button which, when actuated, disables all interlock groups on the panel.

8. Emergency Release Switch

- a. Provide a two (2) position red maintained selector switch with legend “enable” and “disable”. The “enable” position shall provide an open/unlock signal to the entire ER group’s door relay modules. The “disable” switch shall provide no signal to the ER group’s door relay modules and shall allow the panel to operate normally. Emergency Relief Switch shall override all other existing switches and shall immediately cause all of the doors in the group to open.

D. RELAY PANEL BACKPLATE

1. Relay panel backplates shall be constructed of eleven (11) gauge aluminum plate as a minimum. All door relay modules, relays, terminal blocks and power supplies shall be securely mounted to din rails. All termination points shall be labeled for easy identification. All internal wiring shall be concealed inside wireway mounted to the relay panel.

E. RELAY PANEL BACKPLATE COMPONENTS

1. Relay panel backplate components shall be manufactured by the same manufacturer where possible.

Acceptable manufacturers:

- a. Phoenix Contact (door relay module, terminal blocks, power supplies, din rail)
- b. Omron (relays)

2. Door Relay Module

- a. Door relay modules shall be din rail mountable and shall provide control and indication for no more than one (1) door. Each board shall include electro-mechanical relays mounted in plug-in style base sockets that allow for easy removal or replacement.
Permanently soldered (PCB) relays will not be acceptable. Each relay shall have a 24VDC coil with a visible mechanical indicator designed to show contact closure and SPDT, 10 amp contacts rated for a minimum of 1,000,000 mechanical operations. The contacts of each relay shall be protected with a time delay fuse installed into permanently soldered fuse clips designed to allow easy removal/replacement of fusing. Modules shall also contain one (1) LED per relay designed to show coil power. Each relay board shall have a minimum of four (4) multi-conductor cable input connectors designed for easy detachment during wiring.
Wiring which is directly soldered to relay board will not be accepted. Connectors shall be rated for 20 amps at 300 volts with terminals for 12-22 AWG wiring, equal to Wieland 8142 series connector strip and 8142 series pin strips. Circuitry shall support connecting up to eight (8) modules together utilizing the multi-conductor cable inputs. Relay boards shall be capable of handling all necessary inputs and outputs to control one door without the need for additional stand alone components.

3. Interposing Relays

- a. Relays shall be rated to accommodate normal operating currents and voltages as well as surge and stall conditions. The relays shall be capable of operating on any signal between 3 VDC and 32 VDC, and the output shall be capable of switching any voltage between 100 VAC and 140VAC at the rated output current. The contractor shall be responsible for ensuring that the relays adequately meet operating extremes.
- b. Relays shall be socket mounted for easy replacement. Soldered relays shall not be acceptable.

4. Terminal Blocks
 - a. Terminal blocks shall be din rail mounted and rated to accommodate normal operating currents and voltages as well as surge and stall conditions.
 - b. Terminal blocks shall have spring tension clamps designed for 12-18awg wire.
5. Power Supplies
 - a. Power supplies shall be din rail mounted and rates to accommodate normal operating currents and voltages as well as surge and stall conditions.

PART 3 EXECUTION

3.1 FIELD VERIFICATION

- A. Contractor shall verify all components, functions, voltages, wiring, and dimensions of the existing locking control system and ensure that the new locking control system will fit and perform all the existing functions. Any changes to the original operation shall be approved by the owner.

3.2 INSTALLATION

- A. Installation work shall be performed by certified employees of the manufacturer. All installation employees will be required to pass background checks for access to the facility.
- B. Installation must be coordinated with the facility to allow time for day to day operations of an occupied facility. Installation must also be performed in a manner that limits the amount of time that the facility operates without electronic controls. Installation during weekends, nights and overtime must be available where necessary or at the owners' discretion.

3.3 TESTING

- A. Test all electrical components within the locking control system at the factory prior to shipping to the jobsite to ensure system operates properly and all components are in good working condition. Testing logs shall be available upon request.

3.4 TRAINING

- A. Provide four (4) hours of onsite training with the new Locking Control System. Coordinate all training personnel, dates, and time with the facility. Training must be performed by a certified employee of the manufacturer. Training must not begin until Locking Control System installation is complete.

END OF SECTION

SECTION 17400
CLOSED CIRCUIT TELEVISION SYSTEM

PART 1 GENERAL

2.1 SUMMARY

A This section includes requirements for the complete removal and replacement of the existing Closed Circuit Television System (CCTV). The system is currently using redundant DVRs to control thirty-six (36) cameras, provide digital recording, camera call ups, and multiplexed viewing capabilities. The intent is to replace the existing systems with two (2) new head end systems system including new Hybrid Video Recorders (HVRs), and LCD monitors while utilizing existing cameras, power supplies and field wiring while maintaining all current functions. The new system shall be comprised of two (2) head end unit locations wired in series to provide redundant recording on cameras. RAID or RAID 5 configuration only will not suffice to meet these requirements. All cameras must be recorded and viewable from both head end locations. Remote software will be installed on Administrators' desktops to provide remote access to both recording units. The system shall be designed to be user and maintenance friendly. The CCTV system shall support integration between the Intercom System, specifically automatic camera call ups.

2.2 SYSTEM DESCRIPTION

A The new Closed Circuit Television System shall consist of HVRs and LCD Monitors. The entire system shall be capable of being programmed, controlled, and monitored from the HVRs. The system shall provide a continuous multiplexed view of all cameras on overhead LCD monitors in the control room and at the HVR cabinet. The control room shall have a dedicated LCD monitor for spot monitor viewing. The HVR cabinet shall have a dedicated LCD monitor, mouse, and keyboard for programming, controlling, and monitoring the system. The system shall be programmed to provide automatic camera call ups to the control room spot monitor every time an intercom is activated in an area where a camera can provide a view of it. Coordinate all automatic camera call ups with the facility. The system shall be programmed to provide camera call ups to the control room spot monitor every time the associated camera button is depressed from the Door Control Panel. Provide buttons and icons on the Door Control Panel for every camera in the system. Location of icons on panel shall coincide with actual field device location.

2.3 WARRANTY

A Contractor shall guarantee all equipment, parts, materials and workmanship. Contractor shall also replace at his own expense any defective work, for a period of two (2) years from the date of completion of the work.

PART 2 PRODUCTS

2.1 GENERAL

- A** All equipment and materials used shall be standard components that are regularly manufactured and used in the manufacturer's system.
- B** All systems and components shall have been thoroughly tested and proven in actual use.
- C** All systems and components shall be provided with the availability of a toll free (U.S. and Canada), 24-hour technical assistance program (TAP) from the manufacturer. The TAP shall allow for immediate technical assistance for either the dealer/installer or the end user at no charge for as long as the product is installed.
- D** All systems and components in warranty shall be provided with a one-day turnaround repair express and 24-hour parts replacement. The repair and parts express shall be guaranteed by the manufacturer on warranty items.
- E** All systems and components out of warranty will be repaired in an express manner, once approval has been received from the customer. If needed repair parts are no longer available for out-of-warranty products, the vendor shall recommend product(s) for purchase with the closest equivalent specification from the current product offerings.

2.2 Hybrid Video Recorder

A General

- 1** The HVR shall provide a high-quality recorder capable of storage and playback of images from as many as twenty-four (24) or thirty-two (32) analog and IP camera inputs.
- 2** The HVR user interface shall include a System Resource Meter independent of the Windows Resource Meter. The System Resource Meter shall provide a real-time indication of the utilization of HVR resources.
- 3** The HVR shall provide support for standard definition IP cameras, including fixed and pan/tilt/zoom models, and AXIS[®] cameras written to Vapix[™] Version 2.0, Firmware 4.xx.
- 4** The HVR shall not require an IP camera license fee for support of any IP cameras.
- 5** The HVR shall also provide a simultaneous refreshing recording rate up to four hundred eighty (480) images per second (NTSC) at CIF resolution with a DVD-RW as standard equipment. The 8- or 16-channel base unit shall be expandable to add an additional sixteen (16) camera inputs to provide an optional twenty-four (24)-or thirty-two (32)-channel HVR.
- 6** The HVR shall be capable of storage and playback of audio from two (2) built-in audio inputs. The unit shall be expandable to provide one audio input for each video channel for the base eight (8)-or sixteen (16)-channel units and the optional twenty-four (24)-and thirty-two (32)-channel units. The HVR shall have the

ability to provide bidirectional audio to one remote client at a time, allowing the user to listen to audio as it is being recorded at a remote station.

- 7** The HVR shall provide internal storage of up to eight (8) TB and support for optional external storage appliances using USB 2.0 JBOD (just a bunch of disks) of up to eight (8) TB. External RAID5 optional storage shall be available up to nine (9) TB.
- 8** The server unit shall provide connection to a primary and secondary monitor and include dual display for as many as seventy-two (72) local or remote cameras simultaneously. The secondary dual display output shall be switch-selectable to connect to a VGA (DB15) or analog (BNC) monitor, and it shall be capable of displaying up to thirty-six (36) cameras simultaneously. The primary and secondary display shall provide live view of local or remote cameras.
- 9** One standard composite monitor output shall be available for the eight (8)-or sixteen (16)-channel base units and a second standard composite output for twenty-four (24)-or thirty-two (32)-channel expansion units. Camera views shall be configurable in multiple sequences with independently set dwell times and shall have the ability to interleave alarm or motion events into the video sequences. In the case of two (2) composite monitors, the display shall be mirrored between the two (2) monitors.
- 10** Optional MUX cards shall be available to provide live view of local cameras and send video to the VGA and composite monitor port at up to 480/400 (NTSC/PAL) IPS for real-time viewing. Each display shall mirror live, local, and public cameras from the primary monitor.
- 11** The unit shall support as many as sixteen (16) ATM/POS devices, synchronously record transaction data received from each ATM/POS device into a text database, and record the associated video of that transaction into the HVR's database. The user shall be able to search transaction video associated with transaction data by ATM/POS device name, data, transaction type, specific text within a transaction, or transaction exception. Connection to ATM/POS devices shall be accomplished through optional serial pass-through devices.
- 12** The HVR server shall include a health check system that monitors certain server CPU components, including but not limited to the operating temperature of each internal hard drive. Health check administration shall allow the modification of some components' operational limits. If a component functions outside of the operating limit, the server shall display an alert on the server main monitor and connected remote client monitors. The error log shall contain details on the error condition.
- 13** The HVR shall operate as part of a network of as many as five (5) units with the ability of each to use the server for administrative functions as well as a control and video viewing station. An HVR operator shall have the ability to view and control up to one hundred eighty (180) cameras from a server. With proper administrative rights the remote client shall have the ability to administer as many as two hundred (200) servers. A remote client with proper rights shall have the

ability to simultaneously control and operate up to thirty-six (36) cameras connected to any of two hundred (200) HVR/DVRs.

14 The HVR shall utilize a Microsoft® Windows® XP Embedded operating system.

15 Remote software shall be provided at no additional cost for operation using PC, Web, and Pocket PC handheld devices.

16 An Emergency Agent application shall be included to provide alarm notification at any connected PC and shall not require the installation of the HVR's PC client software. There shall be no additional cost for the Emergency Agent application.

B ELECTRICAL/VIDEO SPECIFICATIONS – The HVR shall meet or exceed the following design and performance specifications:

1 Input Voltage: 100 to 240 VAC ±10%, 50/60Hz, auto ranging

2 Power Consumption: Maximum 350 W

3 Signal System: NTSC/PAL

4 Operating System: Windows 2000 (SP4) or Windows XP, Professional DirectX® 8.1 or later, 500 MB free disk space

5 Recording Resolutions	<u>NTSC</u>	<u>PAL</u>
	320 x 240	320 x 288
	640 x 240	640 x 288
	640 x 480	640 x 576
	352 x 240	352 x 288
	704 x 240	704 x 288
	704 x 480	704 x 576

6 Frame Rate	<u>NTSC</u>	<u>PAL</u>
a CIF	480 ips	400 ips
b 2CIF	240 ips	200 ips
c 4CIF	120 ips	100 ips

7 Recording Modes: Multi-event Recording capability for continuous, motion detection, alarm activation, or scheduled recording, and ATM/POS with overlapping and differing frame rates and quality settings for each recording mode.

8 Motion Detection: Built-in motion detection for each camera to start recording or to increase the recording rate of the system

9 Maximum Analog and IP cameras

a DX8132 models: 32 analog cameras; 32 analog and IP cameras

10 Available IP Camera Bandwidth

- a** DX8132 models: 1 IPS, 15 Mbps IP stream
7 IPS, 14 Mbps IP stream
15 IPS, 13 Mbps IP stream

11 Pelco IP Camera Resource Usage*

- a** Primary Stream: 4CIF/30 IPS resolution; 2 Mbps bit rate
- b** Secondary Stream: CIF/15 IPS, 1 Mbps bit rate

12 Internal Storage: Hard drive with 250, 500, 750, 1000, 1500, 2000, 3000, 4000, 6000 or 8000 GB of storage

13 External Storage: RAID 5 storage of up to 9 TB

14 Video Inputs: 8/16/24/32 (looping with automatic termination)

15 VGA Outputs: 1 primary

16 Password Protection: 4 user levels of protection for setup functions, operation, and system exiting; each level with user-assignable features per user level and offer multiple users per level

17 Languages: English, Spanish, German, French, Italian, Portuguese, Russian, and Polish

18 Alarm Input Terminals: 8/16/24/32 (user-selectable, N.O. or N.C.)

19 Analog Video Outputs: 1 with DX8108/DX8116 2 with DX8124/DX8132

20 Relay Output Terminals: 8/16/24 (user-selectable, N.O./N.C.)

C Rates are for Pelco standard definition IP cameras, including fixed and pan/tilt/zoom models. Refer to the appropriate product specification sheet for bit rates based on desired settings.

1 Relay Contact Ratings

- a** Rated (Resistive) Load 0.5 A at 120 VAC or 1 A at 24 VDC

2 Remote Administration full remote control through TCP/IP network

3 LAN/WAN Connection Software and hardware is provided for viewing and controlling the HVR over the network, including an exclusive server-to-server connection feature

4 Video Quality High-quality video recording of at least VHS grade compared to the original video; supports NTSC or PAL video

5 Backup A (scheduled backup management system) is provided to back up data to external devices that are mapped to the server (CD, NAS, or other storage devices) without interrupting hard disk recording

6 Hard Disk Drives 250 to 8000 GB on board storage capability

7 Programming on-screen programming and operation through a keyboard or mouse (keyboard and mouse are supplied)

- 8** On-line Help system: provides a built-in Help system containing the information needed for faster reference by the user at both the server and remote client
- 9** Search Modes: Thumbnail, Pixel (Smart Search), and ATM/POS
- 10** View Favorites: provides a mechanism to bookmark and name certain screen configurations and retrieve these by name
- 11** KBD300A Keyboard Support Enables control of as many as seventy-two (72) cameras connected to five (5) servers from a single server-attached optional keyboard
- 12** Instant Playback Feature Provides the option of a forced write to internal disk storage and allows users immediate playback of events
- 13** ATM/POS Support
 - a** Single-Mode: Data interface for up to 4 ATM/POS devices per server
 - b** Multimode: Data interface for up to 16 ATM/POS devices per server
- 14** System Health Check: Monitors and provides an error message if CPU components or hard disk drive operating parameters exceed their thresholds
- 15** API Integration Published APIs are available for application integration to the HVR

D MECHANICAL SPECIFICATIONS

1 Connectors

- a** BNC - Video inputs and outputs
 - b** 6-pin mini-DIN - PS/2 mouse and keyboard
 - c** DB9 - COM 1
 - d** DB15 - VGA Port
 - e** RJ-45 - 10/100/1000 Megabit Ethernet port and RS-485/RS-422 ports on PTZ control (4)
 - f** USB - 6 high-speed USB 2.0 ports (2 front, 4 back), connects the mouse, keyboard, and JBOD external storage
- 2** Audio Connectors: Miniature male phone plug for line in, microphone in, and audio output

3 Optional Audio Connectors

- a** Audio Decoding - GSM610 Wave Format
 - b** Audio Bit Rate - 8 Kbps
 - c** Audio Levels
 - i** Input - Line-level input
 - ii** Output - Line-level output
- 4** Audio Connectors - Female RCA jacks

- a** Standard Inputs: 2
- b** Audio Inputs: 8 for the 8-channel unit; 16 for the 16-channel unit
- c** Audio Outputs: 1

E PHYSICAL SPECIFICATIONS

1 Dimensions, Standard

- a** Desk Mount 19.9" D x 17.0" W x 7.0" H (50.55 x 43.18 x 17.78 cm)
- b** Rack Mount 22.0" D x 19.0" W x 7.0" H (4 RUs)(55.88 x 48.26 x 17.78 cm)

2 Dimensions, Expansion Unit

- a** Desk Mount 8.19" D x 17.0" W x 1.73" H (20.80 x 43.18 x 4.39 cm)
- b** Rack Mount 8.19" D x 19.0" W x 1.73" H (20.80 x 48.26 x 4.39 cm)

3 Weight Some models, not all, are listed to show range of weights

- a** DX8132-250: 41.3 lb (18.7 kg)

4 Operating Temperature: 50° to 95°F (10° to 35°C)

5 Relative Humidity: Maximum 80%, non-condensing

6 Optical Drive: DVD-RW

F REMOTE CLIENT REQUIREMENTS

1 Processor Dual core 1.6 GHz or greater

2 Memory 2 GB RAM minimum

3 Video AGP or PCI-e VGA card with minimum 64 MB video RAM (nonshared memory), 1024 x 768 or 1280 x 1024 display resolution, and DirectX 8.1 application programming interface

4 Monitor SVGA or XGA with 1024 x 768 or 1280 x 1024 resolution

5 Operating System Windows 2000 with SP4 or Windows XP; Professional DirectX 8.1 or later

6 RAM 500 MB free disk space

7 Web Browser

- a** Multicast: Internet Explorer® 6.0
- b** Remote Client: Internet Explorer 6.0 and 7.0
- c** Web Client: Internet Explorer 6.0 and 7.0

8 Mobile PDA Client Application: A Pocket PC with Microsoft PPC 2002 or later, Intel® XScale® CPU with minimum 64 MB of memory

9 Antivirus Software Symantec™ Endpoint Protection Version 11.0.4

G CERTIFICATIONS

- 1 CE and FCC, Class A All DX8124-M, DX8124-MA, DX8132-M, and DX8132-MA models
- 2 CE and FCC, Class B All except DX8124-M, DX8124-MA, DX8132-M, and DX8132-MA models
- 3 UL/CUL All models

H WARRANTY

- 1 Three (3) year parts and labor

I SUPPLIED ACCESSORIES

- 1 Power Cords one (1) USA and one (1) European
- 2 USB Keyboard and Mouse: one (1) each for configuration and operation
- 3 Recovery Disc 1, for re-imaging the unit
- 4 Resource Disc 1, with server and client software and documentation
- 5 Audio Input Breakout Cables Optional
- 6 Terminal Blocks
 - a Alarm (green): 1 (8 inputs) or 2 (16 inputs)
 - b Relay (blue): 1 (8 inputs) or 2 (16 inputs)
- 7 Rack Mount Kit 1 standard kit (brackets, rails, and hardware)

2.3 FLAT PANEL, TFT LCD MONITOR

A General

- 1 The flat panel, TFT LCD monitor shall use active thin film transfer (TFT) technology to provide high resolution, enhanced brightness, and high contrast for the sharpest video display. It shall also possess a quick response time to minimize ghosting and streaking in fast-moving scenes.
- 2 The flat panel, TFT LCD monitor shall provide both looping composite (BNC) and S-video inputs. The monitor can be mounted on a desktop, wall, pole, or rack.

B ELECTRICAL SPECIFICATIONS - The flat panel, TFT LCD monitor shall meet or exceed the following design and performance specifications

- 1 Input Voltage: 100-240 VAC, 50/60 Hz, internal power supply or 12 VDC external power supply (not included)
- 2 Power Consumption: <50 W (on), <5 W (standby)
- 3 Input Interfaces
 - a VGA: 1, 15-pin D-Sub
 - b Composite: 2, BNC, looping
 - c S-Video: 1, RCA, looping
 - d Audio: 1, RCA, looping, 0.7 VP-p

4 Horizontal Frequency

a 17”: 30 kHz to 60 kHz

b 19”: 30 kHz to 80 kHz

5 Vertical Frequency: 56 Hz to 75 Hz

6 Sync Format: NTSC/PAL, autosensing

C ENVIRONMENTAL SPECIFICATIONS

1 Operating Temperature: 32° to 104°F (0° to 40° C)

2 Storage Temperature: -4° to 140°F (-20° to 60°C)

3 Operating Humidity: 5% to 90%, noncondensing

D PHYSICAL SPECIFICATIONS

1 Dimensions

a 17”:15.02” W x 13.24” H x 3.05” D (38.15 x 33.63 x 7.75 cm)

b 19”:16.55” W x 14.52” H x 3.17” D (42.04 x 36.88 x 8.05 cm)

E GENERAL SPECIFICATIONS

1 Panel Resolution

a 1280 X 1024 (maximum), 75 Hz

2 Panel Aspect Ratio

a 15: 4:3

b PMCL317, PMCL319: 4:3 composite, 5:4 VGA

3 Viewing Area

a 17”: 338 x 270 mm

b 19”: 376 x 301 mm

4 Pixel Pitch

a 17”: 0.267 x 0.264 mm

b 19”: 0.294 x 0.294 mm

5 Brightness

a 17”: 430 cd/m²

b 19”: 380 cd/m²

6 Contrast Ratio: 500:1

7 Backlight Type: 4 CCFL

8 Panel Lamp Life

a PMCL317, PMCL319: 40,000 hours

9 Viewing Angle (H/V)

- a 17": 140°/130°
- b 19": 150°/130°
- 10 Tilt: 10° to 45°
- 11 Display Colors
 - a PMCL317, PMCL319: 16.7 million
- 12 Response Time
 - a 12 ms
- 13 Speakers: 2, integrated, 1 W each
- 14 Front Panel Controls: Video input, menu (up, down, left, right), power, front panel lockout
- 15 Indicators: LED (power on, standby, sleep), on-screen ("no signal")
- 16 Tilt Angle/Swivel: 0° to 20°

PART 3 EXECUTION

3.1 FIELD VERIFICATION

- A Contractor shall verify all components, functions, voltages, wiring, and dimensions of the existing locking control system and ensure that the new CCTV system will fit and perform all the existing functions. Any changes to the original operation shall be approved by the owner.

3.2 INSTALLATION

- A Installation work shall be performed by certified employees of the manufacturer. All installation employees will be required to pass background checks for access to the facility.
- B Installation must be coordinated with the facility to allow time for day to day operations of an occupied facility. Installation must also be performed in a manner that limits the amount of time that the facility operates without CCTV system. Installation during weekends, nights and overtime must be available where necessary or at the owners' discretion.

3.3 TESTING

- A Test all electrical components within the CCTV system at the factory prior to shipping to the jobsite to ensure system operates properly and all components are in good working condition. Testing logs shall be available upon request.

3.4 TRAINING

- A Provide four (4) hours of onsite training with the new CCTV. Coordinate all training personnel, dates, and time with the facility. Training must be performed by a certified employee of the manufacturer. Training must not begin until CCTV System installation is complete.

End of Section

SECTION 17500
DIGITAL INTERCOM SYSTEM

PART 1- GENERAL

1.1 SUMMARY

B This section includes requirements for the complete removal and replacement of the existing Intercom System. The system is currently integrated into the existing Door Control Panels and provides communication to individual staff stations via pushbuttons, speaker, and microphone. The intent is to replace the existing systems with one (1) new stand alone system including new telephone handsets while utilizing existing intercom staff stations and field wiring while maintaining all current functions. The system shall be designed to be user and maintenance friendly and shall be composed of equipment from the same manufacturer where possible. The Intercom System shall support integration between the Door Control system and the CCTV system, specifically individual intercom indication on the Door Control Panel and automatic camera call ups with the CCTV system. The new system shall be comprised of three (3) stand alone intercom head end locations (POD 1, POD 2, and Main Control) with five (5) telephone handsets. The existing system is built by ESI/STI.

1.2 SYSTEM DESCRIPTION

B The new digital intercom and paging system shall consist of handsets and head end equipment, cards and amplifiers. The entire system shall be capable of being customized, controlled, and monitored from the handset. The system shall provide text on the handset LCD screen identifying the staff station during call-ins. The handset shall be capable of answering call-ins, scrolling through multiple call-ins for selective answering, dialing out to individual staff stations, and dialing out to groups of staff stations. The handset shall support private conversation via the handset or hands free operation via the speaker, microphone, and PTT button. The system shall be programmed to provide illumination of led indicators on the new Door Control Panel for every intercom staff station every time an intercom calls in or is selected for communication. The system shall be programmed to provide contact closure to the CCTV system for automatic camera call ups. Coordinate all automatic camera call ups with the facility.

1.3 WARRANTY

B Contractor shall guarantee all equipment, parts, materials and workmanship. Contractor shall also replace at his own expense any defective work, for a period of two (2) years from the date of completion of the work.

PART 2

2.4 GENERAL

- A** All equipment and materials used shall be standard components that are regularly manufactured and used in the manufacturer's system.
- B** All systems and components shall have been thoroughly tested and proven in actual use.
- C** All systems and components out of warranty will be repaired in an express manner, once approval has been received from the owner. If needed repair parts are no longer available for out-of-warranty products, the manufacturer shall recommend product(s) for purchase with the closest equivalent specification from the current product offerings.

2.2 DIGITAL INTERCOM SYSTEM

A General

- 1** The Digital Intercom System shall be a local operating network based multichannel, microprocessor-controlled communications system.
- 2** The system shall provide four (4) independent intercom channels between any handset and staff station. Two (2) additional, simultaneously operating channels shall be provided for distribution of program material. Systems not providing multiple, simultaneous speech paths/voice channels, or systems offering multiple speech paths that are restrictive to less than thirty-four (34) simultaneous transmissions shall not be acceptable.
- 3** The system shall contain a minimum of thirty-two (32) multipurpose zones that can be assigned and programmed as desired between paging, program, or time zones.
- 4** The system shall be capable of providing individual control of inputs from and outputs to external devices.
- 5** The system shall have the capability for modular capacities of six hundred forty (640) audio ports including handsets, speakers, and handsets. The maximum number of system ports including all audio, input, and output ports shall be one thousand twenty-four (1,024). These ports shall be configured to support combinations of handsets, ICC ports, OCC ports, and loudspeaker stations. Systems that are not modular or expandable shall not be acceptable
- 6** The system shall be expandable in groups (ports) of four for the handsets, and sixteen (16) staff stations.
- 7** All port locations shall support user-programmable 3-, 4-, or 5-digit full numeric/alphanumeric dial number assignment as available on industry-standard handset keypad.
- 8** The system shall be capable of providing a unique pre-announce tone to sound prior to the normal signal or as desired for unique events. These tones are programmable by type, level, and duration, as desired.

- 9** The system shall provide for a minimum of twenty-six (26) distinct user-programmable system tones, each of which shall be programmed from a selection of up to twenty-two (22) tone types and two (2) program sources.
- 10** Each of the system tones shall provide for three (3) programmable attributes: type, output level, and duration.
- 11** All audio functions in the system shall be capable of assigning priorities.
- 12** The system shall also include provisions to allow call-in coverage to be redirected to an assigned coverage group manually or at a preprogrammed time of day, or if the call-in is not answered within a user-defined period of time.
- 13** Each staff station shall be programmable or assignable to one of seven (7) priority levels and up to thirty-two (32) distinct call-in destination groups.
- 14** Calls routed to the appropriate handset destination group's call-in queue shall be placed in the order of priority and time of origination. When a call-in occurs to a specific call destination group, the call-in shall ring at all handsets in the assigned group. Any handset within the group shall be able to answer the call. Handsets not within the call group can also answer using a dial code. When a call-in is not answered within a user-designated programmable time an annunciate tone sounds on speakers and the call-in shall be re-directed to other call groups. The call-in then shall be answered at any handset by dial code.
- 15** Calls routed to the handset shall display the incoming caller's room number along with the total number of calls within the call-in queue. Calls can be scrolled by the handset using the “#” or “*” key or the next or previous key for selective answering of intercom calls. If the handset's queue has a high priority or emergency call-in present (Priorities E1–E3), a calling handset shall receive a busy signal. Emergency calls received at the handset shall cause the calling station identification number to flash in the display. Normal calls shall be displayed steadily.
- 16** The system shall allow any handset to place an emergency voice-paging announcement.
- 17** Each staff station shall be capable of being associated (for answer purposes) with specific handsets. This association can be automatically changed dependent upon time of day.
- 18** Each staff station shall be assigned an architectural or ID number to communicate with its assigned handset. This coverage shall allow preselected coverage of call-ins from staff stations to handsets, on a station-by-station or room-by-room basis.
- 19** The system shall contain an integral master clock and programmer capable of performing the following functions:
 - a** Provide five hundred (500) discrete time event entries for programming functions based upon:
 - i** The time of day in hours and minutes

- ii The day or combination of seven days of the week on which the event is to occur
 - iii The selection of any one or any combination of thirty-two (32) zones or eight (8) outputs to be activated
 - iv The selection of any one or combination of sixteen (16) schedules to allow for maximum flexibility due to special circumstances or seasonal changes
 - v The selection of sixteen (16) user-programmable event tones
 - vi Any combination of time schedules shall be active simultaneously.
 - vii Event tones are programmable from a library of twenty-five (25) tone types.
 - b Provide for automatic daylight saving time adjustment with leap year programming.
 - c Provide momentary contact closures for external device operation. Provide four (4) inputs, four outputs (4), and four (4) flex-puts.
 - i Inputs shall be programmable by the installer/system administrator to initiate any desired system activity (e.g., page, tone, program, event, system reset).
 - ii Outputs shall be programmable by the installer/system administrator to activate during any desired system activity (e.g., page, tone, program, time of day).
 - d Display the time of day in either 12- or 24-hour format at each administrative handset.
 - e The system shall provide for an editing and review routine to permit the user to change and edit time events, zones, and schedules.
 - f The system shall allow preselected program material to be distributed according to preprogrammed schedule.
- 20** The system shall include facilities to allow automatic control of external devices, (e.g., cameras.) The system shall provide multiple outputs designed to interface with external devices. A total of eight outputs shall be provided.
- 21** The system central processor that controls all functions and features of the Intercom System shall contain self-diagnostics to continually monitor the system's integrity. The system shall be provided with a user-friendly PC interface, Windows® based, for system programming and diagnostics. User or service technicians shall send or receive complete system configuration data, using software packages. All system programming shall be stored on a disk for future use. The system shall allow this information to be reloaded at any time either on-site or from a remote location. The software shall support remote (off-site) diagnostics and system programming through a compatible modem. Software shall provide capabilities for the user to add custom descriptions for each call-in priority

22 The system shall provide an active full-time filter to improve audio intelligibility.

B HANDSET

- 1** The handset shall be desk mounted and contain a retractable-coiled cord and conductive rubber button switches, with clearly designated touch points. The housing shall be constructed of high impact, flame retardant, beige plastic. Dimensions shall be 9-1/2" (23.75 cm) wide by 4-1/2" (11.25 cm) high and 8-3/4" (21.9 cm) deep. Dimensions include handset. Weight shall be 4 lb. (1.8 kg). Terminations shall be a RJ-45 modular handset type jack. Features shall include:
 - a** Conductive rubber moisture-sealed buttons
 - b** Large, easy-to-read, sixteen (16)-character alphanumeric LCD display
 - c** Menu-driven display for ease-of-operation
 - d** Handset or push-to-talk intercom with a push-to-talk switch for manual audio direction
 - e** Alphanumeric 3-, 4-, or 5-digit dialing
 - f** Distinctive electronic ring signals
 - g** Twelve-button key pad
 - h** Speaker phone, talk, volume (up/down ringer volume), emergency, tone, page, program, menu and eight (8) programmable, special function keys
 - i** User-programmable function keys
 - j** Handset-type modular connector
 - k** Sensitive loudspeaker
 - l** Built-in condenser microphone
 - m** Queuing
 - n** Data communications: local operating network (LON), RS-485
 - o** Handset-style telephone with dynamic receiver and electric transmitter
 - p** Flash button (hold button)
- 2** The handset shall provide the following functions and features:
 - a** User-programmable architectural room number assignment
 - b** 3-, 4-, or 5-digit alphanumeric
 - c** direct dialing number assignment
 - d** Any handset shall direct dial any other handset, staff station, or group of staff stations.
- 3** The handset shall employ state-of-the-art conductive rubber switches requiring no mechanical or spring contacts. The switches shall provide the operator with positive feel and tactile response, and shall be sealed and impervious to moisture or liquids. The switches shall include:

- a** Eight (8) user-programmable function keys
- b** Color-coded menu buttons providing the following functions:
 - i** The emergency button shall be used to initiate emergency voice pages to all speakers or any combination of zones. The operation of this single switch shall gather all programmed speakers for distribution of the emergency announcement.
 - ii** The tone button shall be used to distribute tones to all loudspeakers, any combination of zones, or any combination of room loudspeakers. Tone type is user-accessible.
 - iii** The page button shall be used to initiate general voice pages. The voice pages shall be distributed in the same ways as the tones listed above.
 - iv** The program button shall be used to initiate, modify, or cancel program source distribution to the loudspeakers or to the handset for monitoring purposes. Program sources can be tape, compact disc player, outside program material, or other similar inputs.
 - v** The menu button shall be used to custom configures the phone instrument to the user's desired functional operation.
- 4** The handset shall be equipped with a large sixteen (16)-character LCD alphanumeric readout that provides the following:
 - a** Queuing of calling room numbers and handsets
 - b** Displaying calls waiting sequentially, no limit to number of calls
 - c** Displaying emergency, priority, and normal calls, first in order of priority, and then by order received
 - d** Displaying the alphanumeric room number or location of the calling station, handset, or call-in switch
 - e** Displaying time, day, and date when phone is not in use
- 5** The handset shall provide two (2) modes of communication to staff stations. Communications shall be via handset or microphone-speaker, activated by a built-in talk/listen switch. Call-ins shall be answered by picking up the handset, pressing the speaker phone button, or pressing the answer button.
- 6** Call-ins shall be displayed in the following manner:
 - a** The first call entered shall appear in the display window of the responsible handset, which shall display the dial number of the calling station.
 - b** Any number of calls shall be stored in memory, up to the total capacity of the system with the quantity of those calls waiting displayed at the handset.
 - c** High priority level calls shall announce with a fire burst ring cadence.
 - d** Emergency calls are distinguishable from normal calls by designation and unique cadence pattern.

- e Handsets shall have the ability to forward its call-in coverage to other handsets. This can be a manual operation or an automatic function at a predetermined time. All functions such as all page, zone page, and other programmed functions shall be available to all handsets.

C INPUT OUTPUT CONTROL

- 1** The system shall be capable of providing input and output control of external devices and signals, using internal circuitry within the Intercom System.
- 2** The system shall not require a PC or external memory to control the external devices.
- 3** Each plug-in card shall enable the system to support forty-eight (48) separate input or forty-eight (48) separate outputs. Modules can be stacked to increase capacity as desired.
- 4** Programming of these inputs and outputs shall be via the software package. Each of the forty-eight (48) inputs and outputs can be individually configured.
- 5** The Input Contact Card (ICC) shall support dry contact input signaling. Input contacts can be isolated or ground referenced.
- 6** The Output Contact Card (OCC) shall interface with external equipment such as CCTV Video Camera Controllers, system status indicators, digital message units, graphic control panels, and a variety of other similarly controlled devices that use dry contacts which are normally open or normally closed.
- 7** Each ICC input port is capable of initiating different system actions including OCC port activation. Each input port provides an optional enable/disable period, programmable by hour, minute, and day of week. The input mode may be configured as normally open, normally closed, or toggle
- 8** OCC port action shall be available in different modes including:
 - a Off
 - b On
 - c Pulse
 - d Cycle
 - e Toggle
 - f Duration
- 9** The output port shall support any or all the following:
 - a Any system timed event
 - b Any system activity
 - c Any speaker station port, by specific action types
 - d Any handset port, by specific action types
 - e Any ICC port

- 10 Each input and output shall be supported on an individual pair of twisted wire. Maximum output contact rating .5A 24Vdc.
- 11 External terminations of ICC and OCC shall be via punch blocks using connections to the appropriate card via supplied 15-foot (4.5 m) connecting cables with appropriate plug-in connectors.

PART 4 EXECUTION

4.1 FIELD VERIFICATION

- A Contractor shall verify all components, functions, voltages, wiring, and dimensions of the existing Intercom System and ensure that the new Intercom System will fit and perform all the existing functions. Any changes to the original operation shall be approved by the owner.

4.2 INSTALLATION

- A Installation work shall be performed by certified employees of the manufacturer. All installation employees will be required to pass background checks for access to the facility.
- B Installation must be coordinated with the facility to allow time for day to day operations of an occupied facility. Installation must also be performed in a manner that limits the amount of time that the facility operates without the Intercom System. Installation during weekends, nights and overtime must be available where necessary or at the owner's discretion.

4.3 TESTING

- A Test all electrical components within the Intercom System at the factory prior to shipping to the jobsite to ensure system operates properly and all components are in good working condition. Testing logs shall be available upon request.

4.4 TRAINING

- A Provide four (4) hours of onsite training with the new Intercom System. Coordinate all training personnel, dates and time with the facility. Training must be performed by a certified employee of the manufacturer. Training must not begin until Intercom System installation is complete.

End of Section

GENERAL CONSTRUCTION INSURANCE REQUIREMENTS

REVISED: 09/22/14

BONDING REQUIREMENTS

Bid Bond required. Amount of bid bond will be 5% of total bid.

RESPONDENT'S INSURANCE

1. The RESPONDENT shall not commence any work in connection with this Agreement until he has obtained all required insurance and such insurance has been approved by the Okaloosa County Risk Management Manager or designee.
2. All insurance policies shall be with insurers licensed to do business in the State of Florida.
3. All insurance shall include the interest of all entities names in and its respective agents, consultants, servants and employees of each and all other interests as may be reasonably required by Okaloosa County as Additional Insured. The coverage afforded the Additional Insured under this policy shall be primary insurance. If the Additional Insured have other insurance that is applicable to the loss, such other insurance shall be on an excess or contingent basis. The amount of the company's liability under this policy shall not be reduced by the existence of such other insurance.
4. The County of Okaloosa shall be listed as Additional Insured by policy endorsement on all insurance contracts applicable to this Agreement except Workers' Compensation and Professional Liability.
5. The County of Okaloosa shall be furnished proof of coverage by certificates of insurance (COI) and endorsements for every applicable insurance contract required by this Agreement. The COI's and policy endorsements must be delivered to the County Representative not less than ten (10) days prior to the commencement of any and all contractual agreements between the County of Okaloosa and the RESPONDENT.
6. The County shall retain the right to reject all insurance contracts that do not meet the requirement of this Agreement. Further, the County reserves the right to change these insurance requirements with 60-day notice to the RESPONDENT.
7. The insurance definition of Insured or Additional Insured shall include Subcontractor, Sub-subcontractor, and any associated or subsidiary companies of the RESPONDENT, which are involved, and which is a part of the contract.
8. The County reserves the right at any time to require the RESPONDENT to provide certified copies of any insurance policies to document the insurance coverage specified in this Agreement.

9. The designation of RESPONDENT shall include any associated or subsidiary company which is involved and is a part of the contract and such, if any associated or subsidiary company involved in the project must be named in the Workers' Compensation coverage.

10. All policies shall be written so that the County will be notified of cancellation or restrictive amendments at least thirty (30) days prior to the effective date of such cancellation or amendment. Such notice shall be given directly to the County Representative.

WORKERS' COMPENSATION INSURANCE

1. The RESPONDENT shall secure and maintain during the life of this agreement Workers' Compensation insurance for all of his employees employed for the project or any site connected with the work, including supervision, administration or management, of this project and in case any work is sublet, with the approval of the County of Okaloosa, the RESPONDENT shall require the Subcontractor similarly to provide Workers' Compensation insurance for all employees employed at the site of the project, and such evidence of insurance shall be furnished the County of Okaloosa not less than ten (10) days prior to the commencement of any and all sub-contractual agreements which have been approved by the County of Okaloosa.
2. Such insurance shall comply with the Florida Workers' Compensation Law.
3. No class of employee, including the RESPONDENT himself, shall be excluded from the Workers' Compensation insurance coverage. The Workers' Compensation insurance shall also include Employer's Liability coverage.

BUSINESS AUTOMOBILE AND COMMERCIAL GENERAL LIABILITY INSURANCE

1. The RESPONDENT shall maintain Business Automobile Liability insurance coverage throughout the life of this Agreement. The insurance shall include Owned, Non-owned & Hired Motor Vehicle coverage.
2. The RESPONDENT shall carry other Commercial General Liability insurance against all other Bodily Injury, Property Damage and Personal and Advertising Injury exposures. The coverage shall include both On-and Off-Premises Operations, Contractual Liability, and Broad Form Property Damage.
3. All liability insurance (other than Professional Liability) shall be written on an occurrence basis and shall not be written on a claim-made basis. If the insurance is issued with an aggregate limit of liability, the aggregate limit of liability shall apply only to the locations included in this Agreement. If, as the result of any claims or other reasons, the available limits of insurance reduce to less than those stated in the Limits of Liability, the RESPONDENT shall notify the County representative in writing. The RESPONDENT shall purchase additional liability insurance to maintain the requirements established in this Agreement. Umbrella or Excess Liability insurance can be purchased to meet the Limits of Liability specified in this Agreement.
4. Commercial General Liability coverage shall be endorsed to include the following:
 - 1.) Premises – Operation Liability

- 2.) Occurrence Bodily Injury and Property Damage Liability
- 3.) Independent Respondent's Liability
- 4.) Completed Operations and Products Liability

RESPONDENT shall agree to keep in continuous force Commercial General Liability coverage including Completed Operations and Products Liability for two (2) years beyond acceptance of project.

LIMITS OF LIABILITY

The insurance required shall be written for not less than the following, or greater if required by law and shall include Employer's liability with limits as prescribed in this contract:

	<u>LIMIT</u>
1. Worker's Compensation	State Statutory
2. Employer's Liability	\$100,000 each accident
3. Business Automobile & Commercial General Liability Insurance	\$1,000,000 each occurrence (A combined single limit)
4. Personal and Advertising Injury	\$250,000
5. Professional Liability	\$1,000,000 each occurrence (A combined single limit)

NOTICE OF CLAIMS OR LITIGATION

The RESPONDENT agrees to report any incident or claim that results from performance of this Agreement. The County representative shall receive written notice in the form of a detailed written report describing the incident or claim within ten (10) days of the RESPONDENT's knowledge. In the event such incident or claim involves injury and/or property damage to a third party, verbal notification shall be given the same day the RESPONDENT becomes aware of the incident or claim followed by a written detailed report within ten (10) days of verbal notification.

INDEMNIFICATION & HOLD HARMLESS

To the fullest extent permitted by law, RESPONDENT shall indemnify and hold harmless COUNTY, its officers and employees from liabilities, damages, losses, and costs including but not limited to reasonable attorney fees, to the extent caused by the negligence, recklessness, or wrongful conduct of the RESPONDENT and other persons employed or utilized by the RESPONDENT in the performance of this contract.

Note: For respondent's convenience, this certification form is enclosed and is made a part of the bid package.

CERTIFICATE OF INSURANCE

1. Certificates of insurance, in duplicate, indicating the job site and evidencing all required coverage must be submitted to and approved by Okaloosa County prior to the commencement of any of the work. The certificate holder(s) shall be as follows:
Okaloosa County, 602-C North Pearl Street, Crestview, Florida, 32536.
2. All policies shall expressly require 30 days written notice to Okaloosa County at the address set out above, or the cancellations of material alterations of such policies, and the Certificates of Insurance, shall so provide.
3. All certificates shall be subject to Okaloosa County's approval of adequacy of protection and the satisfactory character of the Insurer. County reserves the right to approve or reject all deductible/SIR above \$10,000. The Certificates of Insurance shall disclose any and all deductibles or self-insured retentions (SIRs).
4. All deductibles or SIRs, whether approved by Okaloosa County or not, shall be the RESPONDENT's full responsibility. In particular, the RESPONDENT shall afford full coverage as specified herein to entities listed as Additional Insured.
5. In no way will the entities listed as Additional Insured be responsible for, pay for, be damaged by, or limited to coverage required by this schedule due to the existence of a deductible or SIR. Specific written approval from Okaloosa County will only be provided upon demonstration that the RESPONDENT has the financial capability and funds necessary to cover the responsibilities incurred as a result of the deductible or SIR.

GENERAL TERMS

Any type of insurance or increase of limits of liability not described above which, the RESPONDENT required for its own protection or on account of statute shall be its own responsibility and at its own expense.

The carrying of the insurance described shall in no way be interpreted as relieving the RESPONDENT of any responsibility under this contract.

Should the RESPONDENT engage a subcontractor or sub-subcontractor, the same conditions will apply under this agreement to each subcontractor and sub-subcontractor.

The RESPONDENT hereby waives all rights of subrogation against Okaloosa County and its consultants and other indemnities of the RESPONDENT under all the foregoing policies of insurance.

UMBRELLA INSURANCE

The RESPONDENT shall have the right to meet the liability insurance requirements with the purchase of an umbrella insurance policy. In all instances, the combination of primary and

umbrella liability coverage must equal or exceed the minimum liability insurance limits stated in this agreement.

GENERAL SERVICES SPECIAL BID CONDITIONS

1. **PROJECT DESCRIPTION** – The purpose and intent of this invitation to bid is to replace the existing Locking Control System, Intercom System, and Closed Circuit Television System for the Okaloosa County Jail located in Crestview, FL.

2. **PRE-BID ACTIVITY** -
 - A. **Mandatory Pre-Bid Meeting** – A mandatory pre-bid meeting will be held at 9:00 a.m. on October 20, 2014. The meeting will be held at the Okaloosa County Jail, located at 1200 East James Lee Boulevard, Crestview, FL 32536.

 - B. **Addendum** - Except as provided in this section, respondents are prohibited from contacting or lobbying the County, County Administrator, any Commissioners, or County staff, and Review Committee, or any other person authorized on behalf of the County related or involved with the solicitation. Any inquiries on the scope of work, specifications, additional requirements, attachments, terms and general conditions or instructions, or any issue must be directed in writing to, by US mail or email to:

Okaloosa County Purchasing Department
602 C North Pearl Street
Crestview, FL 32536
Email: jallen@co.okaloosa.fl.us
(850)689-5960

All questions or inquiries must be received no later than seven (7) calendar days prior to the bid closing date. Any addenda or other modification to the bid documents will be issued by the County five (5) days prior to the date and time of bid closing, as a written addenda distributed to all prospective bidders by posting to the Florida Online Bid System (Florida Purchasing Group). To access the Florida Online Bid System go to: www.floridabidsystem.com.

Such written addenda or modification shall be part of the bid documents and shall be binding upon each respondent. Each respondent is required to acknowledge receipt of any and all addenda in writing and submit with their bid. No respondent may rely upon any verbal modification or interpretation.

3. **PREPARATION OF BID** – The bid form is included with the bidding documents. Additional copies may be obtained from the County. The respondent shall submit an original and two (2) copies of the bid form.

All blanks on the bid form shall be completed by printing in ink or by typewriter in both words and numbers with the amounts extended, totaled and the bid signed. A bid price shall be indicated for each section, bid item, alternative, adjustment unit price item, and unit price item listed therein, or the words “No Bid”, “No Change”, or “Not Applicable” entered. No changes shall be made to the phraseology of the form or in the items

mentioned therein. In case of any discrepancy between the written amount and the figures, the written amount shall govern. Any bid may be rejected which contains any omissions, erasures, alterations, additions, irregularities of any kind, or items not called for which shall in any manner fail to conform to the conditions of public notice inviting bids.

A bid by corporation shall be executed in the corporate name by the president or a vice president or other corporate officer who has legal authority to sign. The corporate seal shall be affixed and attested by the secretary or an assistant secretary.

A bid by a partnership shall be executed in the partnership name and signed by a partner (whose title must appear under the signature). The official address of the partnership shall be shown below the signature.

A bid by a limited liability company shall be executed in the name of the firm by a member and accompanied by evidence of authority to sign. The state of formation of the firm and the official address of the firm must be shown below the signature.

A bid by an individual shall show the respondent's name and official address.

A bid by a joint venture shall be executed by each joint venture in the manner indicated on the bid form. The official address of the joint venture must be shown below the signature.

All signatures shall be in blue ink. All names shall be typed or printed below the signature.

The bid shall contain an acknowledgement of receipt of all Addenda, the numbers of which shall be filled in on the form. The address and telephone # for communications regarding the bid shall be shown.

If the respondent is an out-of-state corporation, the bid shall contain evidence of respondent's authority and qualification to do business as an out-of-state corporation in the State of Florida in accordance with Article 3. Respondent shall state contractor license # for the State of Florida shall also be shown on the bid form. Contractor shall be licensed in accordance with the requirements of Chapter 489 of the Florida Statutes.

- 4. INTEGRITY OF BID DOCUMENTS** - Respondents shall use the original Bid Sheet provided by the Purchasing Department and enter information only in the spaces where a response is requested. Respondents may use an attachment as an addendum to the Bid Sheet if sufficient space is not available on the original form for the respondent to enter a complete response. Any modifications or alterations to the original bid documents by the respondent, whether intentional or otherwise, will constitute grounds for rejection of a bid. Any such modifications or alterations that a respondent wishes to propose must be clearly stated in the respondent's proposal response and presented in the form of an addendum to the original bid documents.

5. **SUBMITTAL OF BID** – A bid shall be submitted no later than the date and time prescribed and at the place indicated in the advertisement or invitation to bid and shall be enclosed in an opaque sealed envelope plainly marked with the project title (and, if applicable, the designated portion of the project for which the bid is submitted), the name and address of the respondent, and shall be accompanied by the bid security and other required documents.

Note: Crestview is not a next day delivery site for overnight carriers.

6. **MODIFICATION & WITHDRAWAL OF BID** - A bid may be notified or withdrawn by an appropriate document duly executed in the manner that a bid must be executed and delivered to the place where bids are to be submitted prior to the date and time for the opening of bids.

If within 24 hours after bids are opened any respondent files a duly signed written notice with the County and promptly thereafter demonstrates to the reasonable satisfaction of the County that there was a material substantial mistake in the preparation of its bid, that respondent may withdraw its bid, and the bid security will be returned. Thereafter, if the work is rebid, that respondent will be disqualified from 1) further bidding on the work, and 2) doing any work on the contract, either as a subcontractor or in any other capacity.

7. **BID OPENING INFORMATION** – Bids will be opened at the time and place indicated in the advertisement or invitation to bid and unless obviously non-responsive, read aloud publicly. It is the respondent’s responsibility to assure that his bid is delivered at the proper time and place. Offers by telegram, facsimile, or telephone are **NOT** acceptable.

Note: Crestview, Florida is “not a next day guaranteed delivery location” by delivery services.

8. **BID TABULATION SHEET** – Any respondent interested in receiving a copy of the bid tabulation sheet **must** enclose a stamped self-addressed envelope with their bid.
9. **BIDS TO REMAIN SUBJECT TO ACCEPTANCE** – All bids will remain subject to acceptance or rejection for sixty (60) calendar days after the day of the bid opening, but the County may, in its sole discretion, release any bid and return the bid security prior to the end of this period.
10. **IDENTICAL TIE BIDS** - Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality and service are received by the County for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process (see attached certification form).

Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program.

Note: For respondent's convenience, this certification form is enclosed and is made a part of the bid package.

11. **CONDITIONAL & INCOMPLETE BIDS** - Okaloosa County specifically reserves the right to reject any conditional bid and will normally reject those bids which make it impossible to determine the true amount of the bid.
12. **BID PRICE** – The bid price shall include all equipment, labor, materials, permit(s), freight, taxes, required insurance, Public Liability, Property Damage and Workers' Compensation, etc. to cover the finished work called for.
13. **ADDITION/DELETION OF ITEM** – The County reserves the right to add or delete any item from this bid or resulting contract when deemed to be in the County's best interest.
14. **SPECIFICATION EXCEPTIONS** – Specifications are based on the most current literature available. Respondent shall clearly list any change in the manufacturer's specifications which conflict with the bid specifications. Respondent must also explain any deviation from the bid specification in writing, as a foot note on the applicable bid page and enclose a copy of the manufacturer's specifications data detailing the changed item(s) with their bid. Failure of the respondent to comply with these provisions will result in respondents being held responsible for all costs required to bring the equipment in compliance with contract specifications.
15. **APPLICABLE LAWS & REGULATIONS** – The respondent's attention is directed to the fact that all applicable Federal and State laws, County and municipal ordinances, orders, rules and regulations of all authorities having jurisdiction over the project shall apply to the bid throughout, and they will be deemed to be included in the contract the same as though they were written in full therein.
16. **DISQUALIFICATION OF RESPONDENTS** - Any of the following reasons may be considered as sufficient for the disqualification of a proposer and the rejection of his proposal or proposals:
 - A. More than one proposal for the same work from an individual, firm or corporation under the same or different name.
 - B. Evidence that the proposer has a financial interest in the firm of another proposer for the same work.
 - C. Evidence of collusion among proposers. Participants in such collusion will receive no recognition as proposers for any future work of the County until such participant shall have been reinstated as a qualified proposer.

- D. Uncompleted work which in the judgment of the County might hinder or prevent the prompt completion of additional work if awarded.
- E. Failure to pay or satisfactorily settle all bills due for labor and material on former contracts in force at the time of advertisement of proposals.
- F. Default under previous contract.
- G. Listing of the respondent by the Federal Government on its barred/suspended vendor list.

17. AWARD OF CONTRACT -

- A. **Okaloosa County Review** - All respondents should be advised that Okaloosa County designated Staff will review all bids and will participate in the Recommendation to Award.
- B. The County will award the bid to the lowest respondent, and the County reserves the right to award the bid to the respondent submitting a responsive bid with a resulting negotiated agreement which is most advantageous and in the best interest of the County, and to reject any and all bids or to waive any irregularity or technicality in bids received. Okaloosa County shall be the sole judge of the bid and the resulting negotiated agreement that is in its best interest and its decision shall be final.
- C. Okaloosa County reserves the right to waive any informalities or reject any and all bids, in whole or part, to utilize any applicable state contracts in lieu of or in addition to this bid and to accept the bid that in its judgment will best serve the interest of the County.
- D. Okaloosa County specifically reserves the right to reject any conditional bids and will normally reject those which made it impossible to determine the true amount of the bid. Each item must be bid separately and no attempt is to be made to tie any item or items to any other item or items.

18. WARRANTY – (The warranty will be in the name of Okaloosa County) Warranty work specified herein is for a minimum of two (2) years from delivery against defects in materials and in labor and workmanship. State the manufacturer’s warranty with your bid.

19. PAYMENTS – The respondent shall be paid upon submission of invoices and approval of acceptance by Okaloosa County Board of County Commissioners, Finance Office, 302 N. Wilson St., #203, Crestview FL 32536. The prices stipulated herein for articles delivered and accepted. Invoices must show Contract #.

20. DISCRIMINATION - An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide goods or services to a public

entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity.

21. **PUBLIC ENTITY CRIME INFORMATION** - Pursuant to Florida Statute 287.133, a respondent may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.
22. **CONFLICT OF INTEREST** - The award hereunder is subject to the provisions of Chapter 112, Florida Statutes. All respondents must disclose with their proposals the name of any officer, director, or agent who is also a public officer or an employee of the Okaloosa Board of County Commissioners, or any of its agencies. Furthermore, all respondents must disclose the name of any County officer or employee who owns, directly or indirectly, an interest of five percent (5%) or more in the firm or any of its branches.

Note: For respondent's convenience, this certification form is enclosed and is made a part of the bid package.

23. **RECYCLED CONTENT INFORMATION** - In support of the Florida Waste Management Law, respondents are encouraged to supply with their bid any information available regarding recycled material content in the products bid. The County is particularly interested in the type of recycled material used (such as paper, plastic, glass, metal, etc.) and the percentage of recycled material contained in the product. The County also requests information regarding any known or potential material content in the product that may be extracted and recycled after the product has served its intended purpose.

Note: For respondent's convenience, this certification form is enclosed and is made a part of the bid package.

24. **LOCAL PREFERENCE** - Okaloosa County reserves the right to grant a preference to in-county respondents **only** when bids are received from firms located in states, counties, municipalities or other political subdivisions which offer preference to respondents located in such political subdivisions. The amount of preference given to local respondents will be the same as that given by the state, county, municipality or other political subdivisions in which a respondent is located. If the political subdivision in which a respondent is located offers a preference to its local firms, that respondent must plainly state the extent of such preference to include the amount and type preference offers. Any respondent failing to indicate such preference will be removed from the County bid list and any and all bids from that firm will be rejected.

Note: For respondent's convenience, this certification form is enclosed and is made a part of the bid package.

25. **REORGANIZATION OR BANKRUPTCY PROCEEDINGS** – Bids will not be considered from vendors who are currently involved in proceedings before any bankruptcy court, including proceedings for financial reorganization.
26. **INVESTIGATION OF RESPONDENT** – The County may make such investigations, as it deems necessary to determine the stability of the respondent to perform the work and that there is no conflict of interest as it relates to the project. The respondent shall furnish to the Owner any additional information and financial data for this purpose as the County may request.
27. **AUTHORITY TO PIGGYBACK** - All respondents submitting a response to this Invitation to Bid agree that such response also constitutes a bid to all governmental agencies under the same conditions, for the same contract price, and for the same effective period as this bid, should the respondent feel it is in their best interest to do so.

Each governmental agency desiring to accept these bids and make an award thereof shall do so independently of any other governmental agency. Each agency shall be responsible for its own purchases and each shall be liable only for materials and/or services ordered and received by it, and no agency assumes any liability by virtue of this bid.

This agreement in no way restricts or interferes with the right of any governmental agency to bid any or all items.

28. **NO CONTACT CLAUSE** - The Okaloosa County Board of County Commissioners have established a solicitation silence policy (**No Contact Clause**) that prohibits oral and written communication regarding all formal solicitations for goods and services (formal bids, Request for Proposals, Requests for Qualifications) issued by the Board through the County Purchasing Department. The period commences when the procurement document is received and terminates when the Board of County Commissioners approves an award.

Note: For proposer's convenience, this certification form is enclosed and is made a part of the bid package.

29. **REVIEW OF PROCUREMENT DOCUMENTS** - Per Florida Statute 119.071 (2) 2 sealed bids, proposals, or replies received by an agency pursuant to a competitive solicitation are exempt from s. 119.07(1) (Inspection and copying of public records) and s. 24(a), Art. I of the State Constitution until such time as the agency provides notice of an intended decision or until 30 days after opening the bids, proposals, or final replies, whichever is earlier.
30. **COMPLIANCE WITH FLORIDA STATUTE 119.071** - The RESPONDENT shall comply with all the provisions of section 119.071, Florida Statutes relating to the public records which requires, among other things, that the RESPONDENT: (a) Keep and

maintain public records; (b) Provide the public with access to public records on the same terms and conditions that the public agency would provide the records; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the respondent upon termination of the contract.

- 31. PROTECTION OF RESIDENT WORKERS** – The Okaloosa County Board of County Commissioners actively supports the Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verifications, and nondiscrimination. Under the INA, employers may hire only persons who may legally work in the United States (i.e., citizens and nationals of the U.S.) and aliens authorized to work in the U.S. The employer must verify the identity and employment eligibility of anyone to be hired, which includes completing the Employment Eligibility Verifications. The respondent shall establish appropriate procedures and controls so no services or products under the Contract Documents will be performed or manufactured by any worker who is not legally eligible to perform such services or employment. Okaloosa County reserves the right to request documentation showing compliance with the requirements.

Respondents doing construction business with Okaloosa County are required to use the Federal Government Department of Homeland Security’s website and use the E-Verify Employment Eligibility Verifications System to confirm eligibility of all employees to work in the United States.

- 32. SUSPENSION OR TERMINATION BY OWNER FOR CONVENIENCE** - Owner may, at any time, without cause, order Respondent in writing to suspend, delay or interrupt the work in whole or in part for such period of time as Owner may determine, or to terminate all or a portion of the Contract for Owner’s convenience. Upon such termination, the Contract Price earned to the date of termination shall be paid to Respondent, but Respondent waives any claim for damages, including loss of profits arising out of or related to the early termination. Those Contract provisions which by their nature survive final acceptance shall remain in full force and effect. If Owner orders a suspension, the Contract price and Contract time shall be adjusted for increases in the cost and time caused by suspension, delay or interruption. No adjustment shall be made to the extent that performance is, was or would have been so suspended, delayed or interrupted by another cause for which Respondent is responsible; or that an equitable adjustment is made or denied under another provision of this Contract.

- 33. FAILURE OF PERFORMANCE/DELIVERY** - In case of default by the respondent or respondent after award of bid, the County after due notice (oral or written) may procure the necessary supplies or services from other sources and hold the respondent responsible for difference in cost incurred. Continuous instances of default shall result in cancellation of the contract and removal of the respondent from the bid list for duration of one year, at the option of County officials.

34. **AUDIT** - If required, respondent shall permit an authorized, independent audit agency to inspect all data and records of respondent relating to its performance and its subcontracts under this contract from the date of the contract through and until the expiration of contract.
35. **EQUAL EMPLOYMENT OPPORTUNITY; NON DISCRIMINATION** – Respondent will not discriminate against any employee or an applicant for employment because of race, color, religion, gender, sexual orientation, national origin, age, familial status or handicap.
36. **NON-COLLUSION** – Respondent certifies that it has entered into no agreement to commit a fraudulent, deceitful, unlawful or wrongful act, or any act which may result in an unfair advantage over other respondents. See Florida Statute 838.22.
37. **UNAUTHORIZED ALIENS/PATRIOT’S ACT** – The knowing employment by respondent or its subcontractors of any alien not authorized to work by the immigration laws is prohibited and shall be a default of the contract. In the event that the respondent is notified or becomes aware of such default, the respondent shall take steps as are necessary to terminate said employment with 24 hours of notification or actual knowledge that an alien is being employed. Respondent’s failure to take such steps as are necessary to terminate the employment of any said alien within 24 hours of notification or actual knowledge that an alien is being employed shall be grounds for immediate termination of the contract. Respondent shall take all commercially reasonable precautions to ensure that it and its subcontractors do not employ persons who are not authorized to work by the immigration laws.
38. **The following documents are to be submitted with the bid packet:**
- A. Drug-Free Workplace Certification Form
 - B. Conflict of Interest
 - C. Federal E-Verify
 - D. No Contact Clause Form
 - E. Recycled Content
 - F. Indemnification and Hold Harmless
 - G. Company Data
 - H. Addendum Acknowledgement
 - I. Bid Sheet

DRUG-FREE WORKPLACE CERTIFICATION

THE BELOW SIGNED RESPONDENT CERTIFIES that it has implemented a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under quote a copy of the statement specified in subsection 1.
4. In the statement specified in subsection 1, notify the employees that, as a condition of working on the commodities or contractual services that are under quote, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in, drug abuse assistance or rehabilitation program if such is available in employee's community, by any employee who is convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

DATE: _____

SIGNATURE: _____

COMPANY: _____

NAME: _____
(Typed or Printed)

ADDRESS: _____

TITLE: _____

E-MAIL: _____

PHONE NO.: _____

CONFLICT OF INTEREST DISCLOSURE FORM

For purposes of determining any possible conflict of interest, all respondents/proposers, must disclose if any Okaloosa Board of County Commissioner, employee(s), elected officials(s), or if any of its agencies is also an owner, corporate officer, agency, employee, etc., of their business.

Indicate either “yes” (a county employee, elected official, or agency is also associated with your business), or “no”. If yes, give person(s) name(s) and position(s) with your business.

YES _____

NO _____

NAME(S)

POSITION(S)

FIRM NAME: _____

BY (PRINTED): _____

BY (SIGNATURE): _____

TITLE: _____

ADDRESS: _____

PHONE NO. _____

E-MAIL _____

DATE _____

FEDERAL E-VERIFY COMPLIANCE CERTIFICATION

In accordance with Okaloosa County Policy and Executive Order Number 11-116 from the office of the Governor of the State of Florida, Proposer hereby certifies that the U.S. Department of Homeland Security's E-Verify system will be used to verify the employment eligibility of all new employees hired by the respondent during the contract term, and shall expressly require any subcontractors performing work or providing services pursuant to the contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term; and shall provide documentation such verification to the COUNTY upon request.

As the person authorized to sign this statement, I certify that this company complies/will comply fully with the above requirements.

DATE: _____

SIGNATURE: _____

COMPANY: _____

NAME: _____

ADDRESS: _____

TITLE: _____

E-MAIL: _____

PHONE NO.: _____

NO CONTACT CLAUSE

The Board of County Commissioners have established a solicitation silence policy (**No Contact Clause**) that prohibits oral and written communication regarding all formal solicitations for goods and services (formal bids, Request for Proposals, Requests for Qualifications) issued by the Board through the County Purchasing Department.

The period commences when the procurement document is received and terminates when the Board of County Commissioners approves an award.

When the solicitation silence period is in effect, no oral or written communication is allowed regarding the solicitation between prospective respondents/proposers and members of the Board of County Commissioners the County Administrator or members of the Board Approved Review Committee. All questions or requests for information regarding the solicitation **MUST** be directed to the designated Purchasing Representative listed in the solicitation.

Any information thought to affect the committee or staff recommendation submitted after bids are due, should be directed to the Purchasing Manager or an appointed representative. It shall be the Purchasing Manager decision whether to consider this information in the decision process.

Any violation of this policy shall be grounds to disqualify the proposer from consideration during the selection process.

All proposers must agree to comply with this policy by signing the following statement and including it with their submittal.

I _____ representing _____
Signature Company Name

On this _____ day of _____, 2014 hereby agree to abide by the County's "No Contact Clause" and understand violation of this policy shall result in disqualification of my proposal/submittal.

RECYCLED CONTENT FORM

RECYCLED CONTENT INFORMATION

1. Is the material in the above: Virgin_____ or Recycled_____ (Check the applicable blank). If recycled, what percentage _____%.

Product Description: _____

2. Is your product packaged and/or shipped in material containing recycled content?

Yes_____ No_____

Specify: _____

3. Is your product recyclable after it has reached its intended end use?

Yes_____ No_____

Specify: _____

The above is not applicable if there is only a personal service involved with no product involvement.

Name of Respondent: _____

E-Mail: _____

INDEMNIFICATION AND HOLD HARMLESS

To the fullest extent permitted by law, CONTRACTOR shall indemnify and hold harmless COUNTY, its officers and employees from liabilities, damages, losses, and costs including but not limited to reasonable attorney fees, to the extent caused by the negligence, recklessness, or intentional wrongful conduct of the CONTRACTOR and other persons employed or utilized by the CONTRACTOR in the performance of this Agreement.

Bidder's Company Name

Authorized Signature – Manual

Physical Address

Authorized Signature – Typed

Mailing Address

Title

Phone Number

FAX Number

Cellular Number

After-Hours Number(s)

Date

COMPANY DATA

Physical Address & Phone #: _____

Proposer's Company Name: _____

Physical Address: _____

Contact Person (Typed-Printed): _____

Phone #: _____

Cell #: _____

Federal ID or SS #: _____

Proposer's License #: _____

Fax #: _____

Emergency #'s After Hours,
Weekends & Holidays: _____

ADDENDUM ACKNOWLEDGEMENT

Acknowledgment is hereby made of the following addenda (identified by number) received since issuance of solicitation:

<u>ADDENDUM NO.</u>	<u>DATE</u>

NOTE: Prior to submitting the response to this solicitation, it is the responsibility of the respondent to confirm if any addenda have been issued. If such addenda have been issued, acknowledge receipt by noting number(s) and date(s) above.

BID SHEET

Bid Number: COR 81-14

Bid Item: REPLACEMENT OF DOOR CONTROL, INTERCOM, AND CCTV SYSTEM FOR THE OKALOOSA COUNTY JAIL

Bidder agrees to perform all work described in the specification for the following amount:

Description

Replacement of door control system \$ _____

Replacement of intercom system \$ _____

Replacement of CCTV system \$ _____

Number of days estimated to start work _____

Number of days estimated to complete work _____

Remarks:

Anti-collusion statement: The below signed bidder has not divulged to, discussed, or compared this bid with other bidders and has no colluded with any other bidder or parties to bid. (Note: no premiums, rebates, or gratuities permitted, either with or prior to, or after any delivery of materials. Any such violation will result in the cancellation and/or return of material, as applicable, and the removal from bid lists.)

Bidder's Company Name

Authorized Signature

Authorized Signature Printed

Address

Title

Phone Number

Fax Number

Federal ID/Social Security Number