

**MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT**

**REQUEST FOR PROPOSAL #2947-10**

**TELECOMMUNICATIONS CABLING SERVICES**

**Proposal Due Date:  
October 29, 2009  
3:00pm Local Time**

**MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT**

**RFP #2947-10**

**Telecommunications Cabling Services**

**A. SCHEDULE OF EVENTS**

<u>ACTIVITY</u>	<u>DATE</u>
Release RFP	October 14, 2009
RFP Question Deadline	October 21, 2009
Proposals Due	October 29, 2009
Proposed Contract Award	November 19, 2009

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### ACKNOWLEDGMENT OF RECEIPT

Description: **RFP #2947-10: Telecommunications Cabling Services**

Please fill in the requested information below as acknowledgment that you have received the Request for Proposal noted above. If your firm is interested in participating, it is **highly recommended** that this sheet be completed and returned or Faxed to MCCCCD Purchasing at (480) 731-8190. By doing this, we will be able to provide notification to you of any changes to the RFP.

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Fax #: (            ) \_\_\_\_\_ Tel. #: (            ) \_\_\_\_\_

NameⓈPrint) \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

E-Mail : \_\_\_\_\_



## 1. GENERAL

### INTRODUCTION

The Maricopa County Community College District (MCCCD) is seeking qualified contractors to provide cable installation, termination services, (including parts and supplies) and assist with phone system Moves, Adds & Changes (MAC) to all of its campuses and satellite locations.

These services will include all cabling required to provide voice and data service to all the various District locations. MCCCD reserves the right to supply the parts and supplies, and to have the selected vendor supply labor only for these services.

### MCCCD DISTRICT MAKE-UP

The Maricopa County Community College District (MCCCD) was established in 1962 with one college, Phoenix (Junior) College, founded in 1920. Today, MCCCD consists of ten nationally accredited colleges, two skill centers, multiple satellite education centers, and a district office. This make-up consists of:

- Phoenix College, Phoenix, Arizona
- Glendale Community College, Glendale, Arizona
- GateWay Community College, Phoenix, Arizona
- Mesa Community College, Mesa, Arizona
- Scottsdale Community College, Scottsdale, Arizona
- Rio Salado College, Tempe, Arizona
- South Mountain Community College, Phoenix, Arizona
- Chandler/Gilbert Community College, Chandler, Arizona
- Paradise Valley Community College, Phoenix, Arizona
- Estrella Mountain Community College, Avondale, Arizona
- Maricopa Skill Center, Phoenix, Arizona
- South West Skill Center Campus, Avondale, Arizona
- District Office, Tempe, Arizona

Other components of MCCCD include KBAQ, KJZZ-FM Radio Stations and Sun Sounds Radio Reading service.

MCCCD ranks as one of the nation's largest systems of its kind and as the largest single provider of higher education in Arizona. MCCCD educates and trains nearly 200,000 persons per year. This includes thousands of individuals who are enrolled in customized work force training programs for both local and relocating businesses and industries.

## 2. PROPOSAL INSTRUCTIONS

### PURPOSE OF RFP

The Maricopa County Community College District (MCCCD) is seeking proposals from qualified telecommunications and cabling contractors. We are looking for a concise but comprehensive description of the qualifications of your firm and staff to assist MCCCD. The objective of any subsequent award is to provide on-going services, as required, to all MCCCD campus locations.

### PROPOSAL QUESTIONS

All technical questions regarding this Request for Proposal should be directed to:

Martin Gang, Assistant Director / Strategic Information  
Technologies  
Maricopa County Community College District  
2411 West 14<sup>th</sup> Street, Tempe, Arizona, 85281  
(480) 731-8372  
E-Mail: martin.gang@domail.maricopa.edu

All purchasing & other questions regarding this Request for Proposal should be directed to:

Keith Killourie, Buyer III  
Maricopa County Community College District  
2411 West 14<sup>th</sup> Street, Tempe, Arizona, 85281-6941  
(480) 731-8518      FAX (480) 731-8190  
E-Mail: keith.killourie@domail.maricopa.edu

Or:

Ren R. Carlson, C.P.M., Special Projects  
Maricopa County Community College District  
2411 West 14<sup>th</sup> Street, Tempe, AZ, 85281-6941  
(480) 731-8519      FAX (480) 731-8190  
E-Mail: ren.carlson@domail.maricopa.edu

*Submit all questions by e-mail only; questions will be accepted through end of business day, **October 21, 2009**. Questions we feel need to be responded to will be answered in the form of an Addendum to this RFP.*

## PROPOSAL SUBMISSION

It shall be the responsibility of the Proposer to assure that Proposals are received as follows:

The Proposal packet must contain one (1) original, ten (10) copies, and one (1) copy on CD/DVD/Flash Drive. The original must be clearly marked "Original" and the Proposal packet must be delivered Sealed.

The Proposals must be addressed to, and received at, the MCCCCD Main Reception Desk, 2411 West 14<sup>th</sup> Street, Tempe, AZ, 85281, **no later than 3:00 P.M. (Local Time), October 29, 2009**. Proposals received after this time and date shall not be considered and will be returned unopened.

The following information must be clearly visible on the outer most Proposal Packaging:

**Request for Proposal #2947-10: Telecommunications Cabling Services  
Proposal Closing Date: 3:00 P.M. (Local Time), October 29, 2009**

## PROPOSAL EVALUATION

This Request For Proposal does not constitute a commitment by the District to award a contract. The District reserves the right to waive informalities, to reject any or all proposals, and/or to cancel the Request For Proposal. The award shall be made on the proposal that serves the best interest of the District and may not be evaluated solely on a monetary basis. No contract award shall exist until executed in writing.

## PROPRIETARY INFORMATION

In the event any Proposer shall include in the Proposal any information deemed "proprietary" or "protected", such information shall be separately packaged from the balance of the proposal and clearly marked as to any proprietary claim. The District discourages the submission of such information and undertakes to provide no more than reasonable efforts to protect the proprietary nature of such information. The District, as a public entity, cannot and does not warrant that proprietary information will not be disclosed. Unless expressly restricted by the Proposer, the District shall have the right to use any or all information included in the proposals submitted.

## PROPOSAL FORM

**All proposals must be submitted in writing.** Oral, telephone, facsimile (fax machine) or computer data transfer proposals **will not** be accepted. Each proposal shall be prepared simply, providing the straightforward, concise description of the proposer's ability to meet the requirements of the RFP. Emphasis should be on completeness and clarity of contents. No proposal shall exceed twenty-five (25)-typewritten pages in length plus any pricing schedule(s), exhibits, or attachments.

## MODIFICATIONS TO PROPOSALS

No oral, telephone, telegraphic, facsimile or computer data transfer proposals or modifications will be considered.

## WITHDRAWAL OF PROPOSALS

Any Proposer may withdraw their proposal by written request at any time **prior** to the deadline set for receipt of proposals. No proposal may be withdrawn or modified after that deadline and shall be binding upon Proposer for a period of ninety (90) days after due date. Withdrawn Proposals may be resubmitted up to the time designated for the receipt of Proposals provided that they are then fully in conformance with the general terms and conditions of the RFP.

## COST OF PREPARING PROPOSALS

Any and all costs associated with the preparation of responses to this Request For Proposal, including site visits, oral presentations and any other costs shall be entirely the responsibility of the Proposer and shall not be reimbursable in any manner by the District.

## ORAL PRESENTATIONS

Proposers may, after opening and prior to award, be required to make oral and visual presentations at the request of the District. The District will schedule the time and location for any presentations as requested. Oral presentations will be evaluated and may be subjected to a points-earned scoring matrix.

## AWARD WITHOUT DISCUSSION

The District reserves the right to make an award without further discussion of the proposals received. It is therefore critical that all proposals be submitted initially in the most favorable terms possible, both economically and technically.

## CONTRACT COMMENCEMENT/TERM

It is the intent of the District to commence the resulting contract on or about November 19, 2009. A written Notice of Award will be made prior to commencement of performance. Performance will be for a period of five (5) years with two (1) one year options, for a total of seven years.

## CONTRACT ASSIGNMENT

This contract, in part or in whole, shall not be subcontracted or assigned to another contractor without prior written permission of the appropriate District Legal authority.

## PERFORMANCE AND PAYMENT BONDS

For any Purchase Orders that may result from this RFP, the successful Bidder shall furnish a Performance Bond in an amount equal to one hundred percent (100%) of the individual Project Contract Sum as security for the faithful performance of this Contract and also a Labor and Material Payment Bond in an amount not less than one hundred percent (100%) of the Project Contract Sum, as a security for the payment of all persons performing labor and furnishing materials for this Contract. The cost of these Bonds shall be borne by the Contractor and the amount shall be included in the bid proposal price. Bonds shall be made payable to Maricopa County Community College District.

## MCCCD MODIFICATIONS TO PROPOSAL

Any interpretation, correction, or change of this RFP will be made by written Addendum. Interpretations, corrections, or changes of this RFP made in any other manner will not be binding, and Proposers shall not rely upon such interpretations, corrections, and changes. MCCCD Purchasing will issue any changes or corrections. Addenda will be mailed or faxed to all that are known to have received a copy of the RFP. **Since failure to acknowledge any addendum(s) may be cause for rejection, Proposers must return the addendum-completed acknowledgment(s) prior to or with the proposal.**

### 3. GENERAL TERMS AND CONDITIONS

The following General Terms and Conditions, which become part of any award made from this RFP, constitute the provisions of the agreement to be executed between the District and successful Proposer. The District reserves the right to negotiate with the successful Proposer and modify any of the provisions of the agreement upon mutual agreement of the parties.

PARTIES TO AGREEMENT: The contract shall be between the Maricopa County Community College District, hereafter referred to as District, and the successful Proposer, hereafter referred to as Contractor.

LIABILITY FOR TAXES: The Contractor assumes complete liability for all taxes applicable to the operations, income, and transactions of the Contractor. The District shall not be liable and will not make reimbursement to the Contractor for any tax imposed either directly or indirectly upon the Contractor by any authority by reason of the contract or otherwise.

CATASTROPHE: If, because of riots, war, public emergency or calamity, fire, earthquake, Act of God, government restriction, labor disturbance or strike, business operations at the District shall be interrupted or stopped, performance of this contract, with the exception of monies already due and owing, shall be suspended and excused to the extent commensurate with such interfering occurrence; and the expiration date of this contract may by mutual agreement of both parties be extended for a period of time equal to the time that such default in performance is excused.

CONTRACT ASSIGNMENT: This contract shall not be subcontracted or assigned to another contractor.

FERPA: If Contractor has access to students' educational records, Contractor shall limit its employees' access to the records to those persons for whom access is essential to the performance of this contract. At all times during this contract, Contractor shall comply with the terms of the Family Educational Rights and Privacy Act of 1974 in all respects.

ADVERTISING: No advertising or publicity concerning MCCCDC using the Contractors services shall be made without prior written approval of such advertising or publicity by MCCCDC.

INSURANCE REQUIREMENTS: When performing work on any award made from this RFP, the Contractor shall maintain during the term of that work the following insurance policies issued by companies licensed in Arizona with a current A.M. Best rating of A:VII or better. Prior to commencing work or services, Contractor shall furnish the

District Risk Manager with certificates of insurance evidencing the required coverage, conditions, and limits required by the Contract. The insurance policies, except Workers' Compensation and Professional Liability, shall be endorsed to name Maricopa Community Colleges, its agents, officers, officials, employees, and volunteers as additional insured.

In the event any insurance policy(ies) required by the Contract is(are) written on a "claims made" basis, coverage shall extend for two years past completion and acceptance of the Contractor's work or services and must be evidenced by annual certificates of insurance. The insurance policies shall be endorsed stating that they shall not expire, be cancelled, suspended, voided, or materially changed without 30 days written notice by certified mail to the District Risk Manager. The Contractor's insurance must be primary, and any insurance or self-insurance maintained by the District shall not contribute to it. If any part of the Contract is subcontracted, these insurance requirements also apply to all subcontractors.

- **Commercial General Liability** insurance with a limit of not less than \$1,000,000 per occurrence for bodily injury, property damage, personal injury, products and completed operations, and blanket contractual coverage, including but not limited to, the liability assumed under the indemnification provisions of this contract.
- **Automobile Liability** insurance with a combined single limit for bodily injury and property damage of not less than \$1,000,000 each occurrence with respect to the contractor's owned, hired, and non-owned vehicles.
- **Workers' Compensation** insurance with limits statutorily required by any Federal or State law and **Employer's Liability** insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee, and \$500,000 disease policy limit.
- **Professional Liability** insurance covering acts, errors, mistakes, and omissions arising out of the work or services performed by the Contractor, or any person employed by the contractor, with a limit of not less than \$5,000,000 each claim.

INDEMNIFICATION: To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless the District, its agents, officers, officials, employees, and volunteers from and against all claims, damages, losses, and expenses (including but not limited to attorney fees and court costs) arising from the negligence or intentional acts, errors, mistakes, omissions, work or service of the Contractor, its agents, employees, or any tier of Contractor's subcontractors in the performance of the Contract.

PERMITS: The Contractor shall be financially responsible for obtaining all required permits, licenses, and bonding to comply with pertinent municipal, county, State and Federal laws, and assume liability for all applicable taxes including but not restricted to sales, and personal property.

PROVISION OF SUPPLIES, MATERIALS AND LABOR: The Contractor shall furnish all supplies, equipment, and all management and labor necessary for the efficient and sound provision of the services included in this contract, subsequent extensions and amendments.

#### PRICING

Prices are fixed firm for each contract year. Any request for a price increase for a succeeding contract year must be submitted not less than sixty (60) days prior to the expiration of the current contract year, and must be accompanied by complete and specific documentation to justify a need for the price increase. MCCCCD reserves the right to accept, reject or negotiate the price increase, whichever is in the best interest of MCCCCD. Price increase may be a factor in the evaluation of contract renewals.

CONFLICT OF INTEREST: Pursuant to A.R.S. 38-511, the Contract and/or any Purchase Order(s) issued against it is subject to cancellation by MCCCCD if any personnel significantly involved in this contract are found to be in conflict of interest.

SAFEKEEPING OF RECORDS: Contractor shall keep in a safe place all financial records and statements pertaining to the operations of this contract for a period of three (3) years from the close of each years operation.

AUDITS: Contractor shall make available all records pertaining to the contract for purposes of audit by MCCCCD staff or other review agencies.

CHARGES OUTSIDE SCOPE OF AGREEMENT: Charges of the contractor for services not permitted by or beyond the scope of this contract shall be an expense of the contractor and not of or reimbursable by MCCCCD.

NON DISCRIMINATION: In connection with the performance of work under this contract, the Contractor agrees not to discriminate against any employee or applicant for employment because of race, color, religion, national origin, sex (including sexual harassment and pregnancy), sexual orientation, handicap/disability, age and disabled or Vietnam era veteran status. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Contractor further agrees to take

affirmative action to insure equal employment opportunities for persons with disabilities. The Contractor shall at all times maintain compliance with the Americans with Disabilities Act.

COMPLIANCE WITH LAWS: The Contractor shall at all times comply with the Federal Immigration Reform and Control Act of 1986 (and by any subsequent amendments thereto) and shall indemnify, hold harmless, and defend the District from any and all costs or expenses whatsoever arising out of Contractor's compliance or noncompliance therewith.

NON-COLLUSION: MCCCCD encourages free and open competition. Whenever possible, specifications, proposal invitations and conditions are designed to accomplish this objective, consistent with the necessity to satisfy MCCCCD's needs and the accomplishment of a sound economical operation.

The Proposer's signature on this proposal guarantees that any prices offered have been established without collusion with other eligible Proposers and without effort to preclude MCCCCD from obtaining the lowest possible competitive price. The award will be made to the responsible Proposer whose proposal is determined to be most advantageous to MCCCCD based on the evaluation factors in this RFP.

CONTRACT TERMINATION: MCCCCD may terminate this Contract for convenience by giving Contractor 15 days written notice of termination. A non-breaching party may terminate this Contract for the failure of the other party to comply with this Contract by giving that other party 10 days' written notice of the failure to comply. MCCCCD may terminate this Contract immediately if the Contractor files for bankruptcy or receivership, or takes any actions relating to insolvency, such as an assignment for the benefit of creditors. MCCCCD may terminate this Contract under A.R.S. Section 38-511 for a violation of that statute.

INTERPRETATION: The parties intend this Contract to express their complete and final agreement.

REPLACEMENT: If, upon receipt of written notice from MCCCCD specified in the Contract Termination clause in the General Terms and Conditions, the Contractor selected is not performing all requirements of the contract in a manner consistent with the highest industry standards, the Contractor must take immediate action to correct the deficiency. Contractor's failure to take immediate action within the time set forth in the Contract Termination clause will result in termination of the contract and the purchase by MCCCCD of replacement services. In the event MCCCCD must go outside of the contract to complete required services as specified in the Replacement paragraph

above, MCCCCD is entitled to exercise all of its remedies under applicable law and in equity. That includes recovery of its expenses and the costs associated with the Contractor's failure to comply with the Contract, including the costs of alternative services to complete the contract work to MCCCCD's satisfaction.

RISK: The Contractor assumes all risk as to difficulties that are due to any unfavorable conditions within its indirect control. Additionally, the Contractor assumes all risk for difficulties in the nature of the project or the work that the Contractor knew or should have known about at the submission of each individual project proposal resulting from this solicitation.

CONFIDENTIAL INFORMATION/PRIVACY LAWS: MCCCCD is subject to various federal and state laws mandating that it keep certain information confidential. The Contractor may receive or have access to confidential information during the performance of this contract. The contractor agrees that it will not disclose, publish, reproduce, or otherwise make available information that MCCCCD identifies to it as confidential without the written authorization of MCCCCD. This requirement survives the termination or cancellation of the contract.

WORK TO BE PERFORMED BY OTHERS: MCCCCD reserves the right to perform any and all services in-house or may utilize the services of other firms on unrelated projects.

EXTENDED CONTRACT: The Maricopa County Community College District (MCCCCD) has entered into Cooperative Purchasing Agreements with Arizona State University, Maricopa County, and other public entities. MCCCCD is also an active member of the Strategic Alliance for Volume Expenditures (SAVE) Cooperative agreement. Under these Cooperative Purchasing Agreements, and with the concurrence of the successful Proposer, these organizations, or any other campus within MCCCCD, may access any subsequent agreement/contract resulting from a solicitation done by MCCCCD. If the Proposer does not want to grant such access, it must be stated in the Proposal. In the absence of a statement to the contrary, MCCCCD will assume that access is granted by the Proposer to any subsequent agreement/contract.

LEGAL WORKER REQUIREMENTS: As mandated by Arizona Revised Statutes § 41-4401, MCCCCD is prohibited after September 30, 2008 from awarding a contract to any contractor who fails, or whose subcontractors fail, to comply with Arizona Revised Statutes §23-214-A. That statute requires that employers verify the employment eligibility of their employees through the federal E-verify system. An "employer" is an independent contractor, a self-employed person, the State of Arizona or any of its political subdivisions, or any individual or type of organization that transacts business in the State of Arizona, that has a license issued by an agency in the State and that

employs one or more employees in the State. (See A.R.S. §23-211-4.) Therefore, in signing or performing any contract for MCCCCD, the Contractor fully understands that:

- A. It warrants that both it and any subcontractors it may use comply with all federal immigration laws and regulations that relate to their employees and with A.R.S. § 23-214-A.
- B. Any breach of that warranty is material and is subject to penalties up to and including immediate termination of the contract.
- C. MCCCCD or its designee is authorized by law to randomly inspect the records relating to an employee of the Contractor or any of its subcontractors who works on the contract to ensure compliance with the warranty made in Paragraph A above.

#### **4. SCOPE OF WORK**

The purpose of this proposal shall be to establish a contract between Maricopa County Community College District and the successful proposer(s) to provide various voice and data service and materials, including Moves/Adds/Changes (MAC) for the District's phone systems for five (5) years, with option to renew for up to two (2) additional fiscal years in one (1) year increments.

The following shall be minimum requirements for future work:

#### **4.1 INDUSTRY STANDARDS**

Design, manufacture, test, and install telecommunications cabling networks per manufacturer's requirements and in accordance with NFPA-70 (2005 edition of the *National Electrical Code*®), IEEE C2 2007(NESC 2007), state codes, local codes, requirements of authorities having jurisdiction, and particularly the following standards:

4.1.1 ANSI/NECA/BICSI-568-2006 -- Standard for Installing Commercial Building Telecommunications Cabling

4.1.2 ANSI/TIA/EIA Standards

4.1.2.1 ANSI/TIA/EIA-568-B.1 -- *Commercial Building Telecommunications Cabling Standard, Part 1: General Requirements*

4.1.2.2 ANSI/TIA/EIA-568-B.2 -- *Commercial Building Telecommunications Cabling Standard, Part 2: Balanced Twisted Pair Cabling Components*

- 4.1.2.3 ANSI/TIA/EIA-568-B.3 -- *Optical Fiber Cabling Components Standard*
  - 4.1.2.4 ANSI/TIA/EIA-569-B -- *Commercial Building Standard for Telecommunications Pathways and Spaces*
  - 4.1.2.5 ANSI/TIA/EIA-606(A) -- *The Administration Standard for the Telecommunications Infrastructure of Commercial Buildings*
  - 4.1.2.6 ANSI-J-STD-607(A) -- Commercial Building Grounding and Bonding Requirements for Telecommunications
  - 4.1.2.7 TIA-526-7 –OFSTP-7 *Measurement of Optical Power Loss of Installed Single-Mode Fiber Cable Plant*
  - 4.1.2.8 TIA-526-14A –OFSTP-14 *Optical Power Loss Measurements of Installed Multimode Fiber Cable Plant*
  - 4.1.2.9 ANSI/TIA/EIA-758(A) -- *Customer-Owned Outside Plant Telecommunications Cabling Standard*
  - 4.1.2.10 TIA TSB-140 Additional Guidelines for Field Testing Length, Loss and Polarity of Optical Fiber Cabling Systems
- 4.1.3 Install Cabling in accordance with the most recent Edition of BICSI® Publications:
- 4.1.3.1 BICSI -- *Telecommunications Distribution Methods Manual*
  - 4.1.3.2 BICSI – *Installation Transport Systems Information Manual*
  - 4.1.3.3 BICSI – *Network Design Reference Design Manual*
  - 4.1.3.4 BICSI –*Outside Plant Design Reference Manual*
  - 4.1.3.5 BICSI – Wireless Design Reference Manual
  - 4.1.3.6 BICSI - Electronic Safety and Security Design Reference Manual
  - 4.1.3.7 Infocomm/BICSI – AV Design Reference Manual

4.1.4 Federal, state, and local codes, rules, regulations, and ordinances governing the work, are as fully part of the specifications as if herein repeated or hereto attached. If the Contractor should note items in the drawings or the specifications, construction of which would be code violations, promptly call them to the attention of the District's representative in writing. Where the requirements of other sections of the specifications are more stringent than applicable codes, rules, regulations, and ordinances, the specifications shall apply.

## 4.2 SYSTEM DESCRIPTION

4.2.1 A telecommunications cabling system generally consists of one telecommunications outlet in each workstation, wall telephones in common and mechanical areas, telecommunications rooms (TRs) and Telecommunications Enclosures (TEs) located on each floor, and the equipment room (ER) located. Demarcation point (DP) is located.

4.2.1.1 The typical work area consists of a single-gang plate with two standards compliant work area outlets.

4.2.1.2 One work area outlet consists of one (1) four-pair Category 5e cable, installed from the work area outlet to the TR. If dedicated to voice telecommunications service, be sure to terminate telephone cables on punch blocks located in TR.

4.2.1.3 One work area outlet consists of one (1) four-pair data Category 6 cable, installed from work area outlet to the TR. Terminate data cables on wall /rack mounted modular patch panels located in the appropriate TR.

4.2.1.4 Vertical/horizontal copper backbone cabling consists of multiple pair unshielded twisted-pair installed from the main cross-connect (MC) to the horizontal cross-connect (HC) and/or from the MC to the intermediate cross-connect (IC) to the HC.

4.2.1.5 Vertical/horizontal backbone cabling consists of singlemode optical fiber cable 62.5/125 or 50/125 installed from the MC to the HC and/or from the MC to the IC to the HC.

### 4.3 SUBMITTALS

4.3.1 Submit to the engineer/designer shop drawings, product data (including cut sheets and catalog information), and samples required by the contract documents. Submit shop drawings, product data, and samples with such promptness and in such sequence as to cause no delay in the work or in the activities of separate contractors. The engineer/designer will indicate approval of shop drawings, product data, and samples submitted to the engineer by stamping such submittals "APPROVED" with a stamp. Submitted shop drawings shall be initialed or signed by the contractor, showing the date and the contractor's legitimate firm name.

4.3.1.1 By submitting shop drawings, product data, and samples, the contractor represents that he or she has carefully reviewed and verified materials, quantities, field measurements, and field construction criteria related thereto. It also represents that the Contractor has checked, coordinated, and verified that information contained within shop drawings, product data, and samples conform to the requirements of the work and of the contract documents. The engineer/designer remains responsible for the design concept expressed in the contract documents as defined herein.

4.3.1.2 The engineer's/designer's approval of shop drawings, product data, and samples submitted by the Contractor shall not relieve the Contractor of responsibility for deviations from requirements of the contract documents, unless the contractor has specifically informed the engineer/designer in writing of such deviation at time of submittal, and the engineer/designer has given written approval of the specific deviation. The contractor shall continue to be responsible for deviations from requirements of the contract documents not specifically noted by the contractor in writing, and specifically approved by the engineer in writing.

4.3.1.3 The engineer's/designer's approval of shop drawings, product data, and samples shall not relieve the Contractor of responsibility for errors or omissions in such shop drawings, product data, and samples.

4.3.1.4 The engineer's/designer's review and approval, or other appropriate action upon shop drawings, product data, and

samples, is for the limited purpose of checking for conformance with information given and design concept expressed in the contract documents. The engineer's/designer's review of such submittals is not conducted for the purpose of determining accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the contractor as required by the contract documents. The review shall not constitute approval of safety precautions or of construction means, methods, techniques, sequences, or procedures. The engineer's/designer's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

4.3.1.5 Perform no portion of the work requiring submittal and review of shop drawings, product data, or samples, until the engineer/designer has approved the respective submittal. Such work shall be in accordance with approved submittals.

4.3.1.6 Submit shop drawings, product data, and samples as a complete set within thirty (30) days of award of contract.

- a) For initial submission and for resubmission required for approval, submit four (4) copies of each item. The engineer/designer will only return two copies. Make reproductions as required for your use and distribution to subcontractors
- b) Illegible submittals will not be checked by the engineer

4.3.1.7 Submit the following:

- a) Bill of materials, noting long lead time items
- b) Optical loss budget calculations for each optical fiber run
- c) Project schedule including all major work components that materially affect any other work on the project

4.3.1.8 Shop drawings: Submit the following:

- a) Backbone (riser) diagrams
- b) System block diagram, indicating interconnection between system components and subsystems
- c) Interface requirements, including connector types and pin-outs, to external systems and systems or components not supplied by the contractor
- d) Fabrication drawings for custom-built equipment

4.3.1.9 Product Data - Provide catalog cut sheets and information for the following:

- a) Wire, cable, and optical fiber
- b) Outlets, jacks, faceplates, and connectors
- c) All metallic and nonmetallic raceways, including surface raceways, outlet boxes, and fittings
- d) Terminal blocks and patch panels Enclosures, racks, and equipment housings
- e) Over-voltage protectors Splice housings

4.3.1.10 Submit project record drawings at conclusion of the project and include:

- a) Approved shop drawings
- b) Plan drawings indicating locations and identification of work area outlets, nodes, telecommunications rooms (TRs), and backbone (riser) cable runs

- c) Telecommunications rooms (TRs), Telecommunications Enclosures (TEs) and equipment room (ER and/or MC) termination detail sheets
- d) Cross-connect schedules including entrance point, main cross-connects, intermediate cross-connects, and horizontal cross-connects
- e) Labeling and administration documentation.
- f) Warranty documents for equipment
- g) Copper certification test result printouts and diskettes
- h) Optical fiber power meter/light source test results

#### 4.4 QUALITY ASSURANCE

4.4.1 The following manufacturer's cabling systems are approved for the work of this section:

4.4.1.1 Berk-Tek/ Ortronics

4.4.1.2 Hubbell/ Mohawk

4.4.1.3 Leviton/ Superior Essex

4.4.1.4 Systemax/CommScope

4.4.1.5 Belden Solution

4.4.1.6 Sumitomo Blown Fiber

4.4.1.7 Or Approved Equal from MCCCCD

4.4.2 Material and equipment shall be new, and conform to grade, quality, and standards specified. Equipment and materials of the same type shall be a product of the same manufacturer throughout.

4.4.3 Subcontractors shall assume all rights and obligations toward the contractor that the Contractor assumes toward the owner and engineer/designer.

#### 4.5 WARRANTY

4.5.1 Unless otherwise specified, unconditionally guarantee in writing the materials, equipment, and workmanship for a period of not less than twenty-five (25) years from date of acceptance by the District. The owner shall deem acceptance as beneficial use.

4.5.2 Transfer manufacturer's warranties to the owner in addition to the General System Guarantee. Submit these warranties on each item in list form with shop drawings. Detail specific parts within equipment that are subject to separate conditional warranty. Warranty proprietary equipment and systems involved in this contract during the guarantee period. Final payment shall not relieve you of these obligations.

#### 4.6 DELIVERY, STORAGE, AND HANDLING

4.6.1 Protect equipment during transit, storage, and handling to prevent damage, theft, soiling, and misalignment. Coordinate with the District for secure storage of equipment and materials. Do not store equipment where conditions fall outside manufacturer's recommendations for environmental conditions. Do not install damaged equipment; remove from site and replace damaged equipment with new equipment.

#### 4.7 SEQUENCE AND SCHEDULING

4.7.1 Submit schedule for installation of equipment and cabling. Indicate delivery, installation, and testing for conformance to specific job completion dates. As a minimum, dates are to be provided for bid award, installation start date, completion of station cabling, completion of riser cabling, completion of testing and labeling, cutover, completion of the final punch list, start of demolition, owner acceptance, and demolition completion.

#### 4.8 USE OF THE SITE

4.8.1 The Contractor will have access to MCCCCD facilities during normal business hours (Monday-Friday 8:00am to 5:00pm). In building where access is restricted, campus personnel will make necessary arrangement for venter admittance.

4.8.2 Access to building wherein the work is performed shall be as directed by the District.

- 4.8.3 The District will occupy the premises during the entire period of construction for conducting his or her normal business operations. Cooperate with the District to minimize conflict and to facilitate the District's operations.
- 4.8.4 Schedule necessary shutdowns of plant services with the District representative, and obtain written permission from the same. Refer to article - *CONTINUITY OF SERVICES* herein.
- 4.8.5 Proceed with the work without interfering with ordinary use of streets, aisles, passages, exits, and operations of the District.

#### 4.9 CONTINUITY OF SERVICES

- 4.9.1 Take no action that will interfere with, or interrupt, existing building services unless previous arrangements have been made with the District's representative. Arrange the work to minimize shutdown time.
- 4.9.2 District personnel will perform shutdown of operating systems. The Contractor shall give three (3) days' advance notice for systems shutdown.
- 4.9.3 Should services be inadvertently interrupted, immediately furnish labor, including overtime, material, and equipment necessary for prompt restoration of interrupted service.

#### 4.10 VOICE/DATA TELECOMMUNICATIONS SERVICE BACKBONE CABLE

- 4.10.1 Solid copper, 24 AWG, 100  $\Omega$  balanced twisted-pair (UTP) backbone cable, in sizes as indicated on the drawings, with mechanical and transmission performance specifications that meet or exceed ANSI/TIA/EIA-568-B.2

Note: Listed Type CMR, CMP, (as required in the NEC 2005).

- 4.10.2 Multimode 62.5/125  $\mu\text{m}$  diameter tight-buffered optical fiber, with fiber counts as indicated on drawings, with mechanical and transmission performance specifications that meet or exceed ANSI/TIA/EIA-568-B.3

Note: Listed type OFNP, OFNR, OFCR, and/or OFCP (as required in the NEC 2005).

4.10.3 Multimode 50/125  $\mu\text{m}$  diameter tight-buffered optical fiber, with fiber counts as indicated on drawings, with mechanical and transmission performance specifications that meet or exceed ANSI/TIA/EIA-568-B.3

Note: Listed type OFNP, OFNR, OFCR, and/or OFCP (as required in the NEC 2005).

4.10.4 An 850 nm laser-optimized Multimode 50/125  $\mu\text{m}$  diameter tight-buffered optical fiber capable of supporting 10 Gb/s serial transmission up to 300m (984 feet), with fiber counts as indicated on drawings, with mechanical and transmission performance specifications that meet or exceed ANSI/TIA/EIA-568-B.3-1

Note: Listed type OFNP, OFNR, OFCR, and/or OFCP (as required in the NEC 2005).

4.10.5 Singlemode inside plant optical fiber, with fiber counts as indicated on drawings, with mechanical and transmission performance specifications that meet or exceed ANSI/TIA/EIA-568-B.3

Note: Listed type OFNP, OFNR, OFCR, and/or OFCP (as required in the NEC 2005).

#### 4.11 VOICE TELECOMMUNICATIONS STATION CABLE

4.11.1 Solid copper, 24 AWG, 100  $\Omega$  balanced twisted-pair (UTP) Category 3 cables with four individually twisted-pairs, which meet or exceed the mechanical and transmission performance specifications in ANSI/TIA/EIA-568-B.2 up to 16 MHz.

Note: Listed Type CMR, CMP, (as required in the NEC 2005).

4.11.2 Solid copper, 24 AWG, 100  $\Omega$  balanced twisted-pair (UTP) Category 5e cables with four individually twisted-pairs, which meet or exceed the mechanical and transmission performance specifications in ANSI/TIA/EIA-568-B.2 up to 100 MHz.

- 4.11.3 Solid copper, 22 AWG to 24 AWG, 100 Ω balanced twisted-pair (UTP) Category 6 cables with four individually twisted-pairs, which meet or exceed the mechanical and transmission performance specifications in ANSI/TIA/EIA-568-B.2-1 up to 250 MHz.

Note: Listed Type CMR, CMP, MPR and/or MPP (as required in the NEC 2005).

4.12 DATA STATION CABLE (Copper)

- 4.12.1 Solid copper, 24 AWG, 100 Ω balanced twisted-pair (UTP) Category 5e cables with four individually twisted-pairs, which meet or exceed the mechanical and transmission performance specifications in ANSI/TIA/EIA-568-B.2 up to 100 MHz.

Note: Listed Type CMR, CMP, (as required in the NEC 2005).

4.13 DATA STATION CABLE (Optical Fiber)

- 4.13.1 Multimode 62.5/125 μm diameter tight-buffered optical fiber, with fiber counts as indicated on drawings, with mechanical and transmission performance specifications that meet or exceed ANSI/TIA/EIA-568-B.3

Note: Listed type OFNP, OFNR, OFCR, and/or OFCP (as required in the NEC 2005).

- 4.13.2 Multimode 50/125 μm diameter tight-buffered optical fiber, with fiber counts as indicated on drawings, with mechanical and transmission performance specifications that meet or exceed ANSI/TIA/EIA-568-B.3

Note: Listed type OFNP, OFNR, OFCR, and/or OFCP (as required in the NEC 2005).

- 4.13.3 An 850 nm laser-optimized Multimode 50/125 μm diameter tight-buffered optical fiber capable of supporting 10 Gb/s serial transmission up to 300m (984 feet), with fiber counts as indicated on drawings, with mechanical and transmission performance specifications that meet or exceed ANSI/TIA/EIA-568-B.3-1

Note: Listed type OFNP, OFNR, OFCR, and/or OFCP (as required in the NEC 2005).

- 4.13.4 Singlemode inside plant optical fiber, with fiber counts as indicated on drawings, with mechanical and transmission performance specifications that meet or exceed ANSI/TIA/EIA-568-B.3  
Note: Listed type OFNP, OFNR, OFCR, and/or OFCP (as required in the NEC 2005).
- 4.14 UNDERGROUND TELECOMMUNICATIONS CABLE (Copper)
- 4.14.1 Solid copper, 19 AWG, 22 AWG, 24 AWG, 26 AWG 100 Ω balanced twisted-pair, gel-filled duct cable, in sizes as indicated on the drawings, which meet or exceed the mechanical and transmission performance specifications listed in ANSI/TIA/EIA-568-B.2 and ANSI/TIA/EIA-758(A).
- 4.15 UNDERGROUND TELECOMMUNICATIONS CABLE (Optical Fiber)
- 4.15.1 Multimode 62.5/125 μm diameter, armored, gel-filled or water blocking equivalent optical fiber, with number of usable fibers as shown on drawings, which meet or exceed the mechanical and transmission performance specifications listed in ANSI/TIA/EIA-568-B.3 and ANSI/TIA/EIA-758(A).
- 4.15.2 Multimode 50/125 μm diameter, armored, gel-filled optical fiber or water blocking equivalent, with number of usable fibers as shown on drawings, which meet or exceed the mechanical and transmission performance specifications listed in ANSI/TIA/EIA-568-B.3 and ANSI/TIA/EIA-758(A).
- 4.15.3 An 850 nm laser-optimized Multimode 50/125 μm diameter, armored, gel-filled or water blocking equivalent optical fiber capable of supporting 10 Gb/s serial transmission up to 300m (984 feet), with fiber counts as indicated on drawings, with mechanical and transmission performance specifications that meet or exceed ANSI/TIA/EIA-568-B.3-1 and ANSI/TIA/EIA-758(A)
- 4.15.4 Singlemode 8.7 μm to 10 μm diameter, armored, gel-filled optical fiber or water blocking equivalent, with number of usable fibers as shown on drawings, which meet or exceed the mechanical and transmission performance specifications listed in ANSI/TIA/EIA-568-B.3 and ANSI/TIA/EIA-758(A).
- 4.16 VOICE/DATA – COPPER & OPTICAL -FIBER WORK AREA OUTLETS  
Single-gang mounting plate with four (4) openings containing the following devices:
- 4.16.1. Voice Outlet - 8-pin 8C modular, category 3/5e/6, ivory, pinned to T568A standards (confirm with MCCCCD).

- 4.16.2. Data Outlet - 8-pin modular, category 5e/6, black, pinned to T568A standards (confirm with MCCCDD).
- 4.16.3. Optical Fiber Connectors – duplex 568SC adapter.
- Note: Alternate duplex connector designs (i.e. SFF) may be used providing they meet the requirements of ANSI/TIA/EIA-568-B.3
- 4.16.4. Optical Fiber Connectors – simplex ST - ST adapter.
- a) Provide two optical fiber adapters for each faceplate
- 4.17 VOICE/DATA WORK AREA OUTLETS (Copper only)  
Single-gang mounting plate with four (4) openings containing the following devices:
- 4.17.1 Voice Outlet - 8-pin modular, Category 3/5e/6, ivory (confirm color with MCCCDD), pinned to T568A standards (confirm with MCCCDD).
- 4.17.2 Data Outlet - 8-pin modular, Category 5e/6, blue (confirm color with MCCCDD), pinned to T568A standards (confirm with MCCCDD).
- 4.18 VOICE/DATA WORK AREA OUTLETS  
Single gang mounting plate with two openings containing the following devices:
- 4.18.1 Voice Outlet - 8-pin modular, Category 3/5e/6, ivory (confirm color with MCCCDD), pinned to T568A standards.
- 4.18.2 Data Outlet - 8-pin modular, screened (ScTP) connector, blue (confirm color with MCCCDD) pinned to T568A standards.
- 4.19 WALL VOICE OUTLETS  
Single-gang stainless steel faceplate with six-conductor jack and wall telephone mounting lugs
- 4.20 DATA ONLY WORK AREA OUTLET  
Single-gang faceplate with 8-pin modular, category 5e/6, black (confirm color with MCCCDD) data jack, pinned to T568A standards
- 4.21 VOICE ONLY WORK AREA OUTLET  
Single-gang faceplate with 8-pin modular, category 3/5e/6, ivory (confirm color with MCCCDD) telephone jack, pinned to T568A standards

#### 4.22 OPTICAL FIBER WORK AREA OUTLETS

4.22.1 Single-gang faceplate with an approved alternative duplex optical fiber adapter.

#### 4.23 WALL MOUNTED OPTICAL FIBER PATCH PANELS

4.23.1 Wall-mounted optical fiber termination panel with 12-fiber capacity, hinged door, cable strain relief, slack storage, and two 6-port (6 fiber) SC or approved alternative connector panels with adapters and provisions for two splice trays.

#### 4.24 RACK MOUNTED OPTICAL FIBER TERMINATION PANEL

*Specification Note: Alter size to match job requirements. Coordinate with connector type.*

4.24.1 19 inch rack mounted 72-port rack-mounted optical fiber termination panel with cable strain relief, grounding lugs, slack storage and three 12-port (24 fiber) duplex SC or approved alternative connector panels with adapters and provisions for six (6) splice trays.

#### 4.25 OPTICAL FIBER CONNECTORS

4.25.1 Various alternative field installed connector designs, which meet or exceed the performance specifications in ANSI/TIA/EIA-568-B.3 (Annex A).

#### 4.26 OPTICAL FIBER JUMPERS

4.26.1 Dual 62.5/125- $\mu\text{m}$  optical fiber jumper cable, 1 m long with 3.0 mm Duplex 568SC optical fiber connectors on each end.

4.26.2 Dual 62.5/125- $\mu\text{m}$  optical fiber jumper cable, 1 m long with approved alternative duplex optical fiber connectors on each end.

4.26.3 Dual 50/125- $\mu\text{m}$ /or 850 nm laser-optimized 50/125- $\mu\text{m}$ ) optical fiber jumper cable, 1 m long with 3.0 mm Duplex 568 SC optical fiber connectors on each end.

4.26.4 Dual 50/125- $\mu\text{m}$  (/or 850 nm laser-optimized 50/125- $\mu\text{m}$ ) optical fiber jumper cable, 1 m long with approved alternative duplex optical fiber connectors on each end.

4.26.5 Dual singlemode optical fiber jumper cable, 1 m long with 3.0 mm Duplex 568SC optical fiber connectors on each end.

4.26.6 Dual singlemode optical fiber jumper cable, 1 m long with approved alternative duplex optical fiber connectors on each end.

4.27 OPTICAL FIBER PIGTAILS

4.27.1 62.5/125  $\mu\text{m}$  optical fiber pigtail 1 m long with 3.0 mm single 568 SC optical fiber connectors on one end

4.27.2 50/125  $\mu\text{m}$  (*for 850 nm laser-optimized 50/125-um*) optical fiber pigtail 1 m long with 3.0 mm single 568 SC optical fiber connectors on one end

4.27.3 Singlemode optical fiber pigtail 1 m long with 3.0 mm single 568 SC optical fiber connectors on one end

4.28 OPEN FRAME EQUIPMENT RACK

Open frame, 19 in. equipment rack, 7 foot 6 in. overall height with flange base, mounting rails drilled front and back and tapped to EIA-310-D standards, and a front-rack mountable 10 outlet multiple outlet electrical strip

4.29 EQUIPMENT RACKS- Chatsworth, or approved equal

4.29.1 The 19 in. equipment rack shall have the following minimum requirements:

- a) 77 in. (44 rack spaces) of panel space
- b) Welded frame construction
- c) Locking front and rear doors
- d) Adjustable front and back equipment mounting rails drilled and tapped to EIA-310-D standards
- e) Both vertical and horizontal wire management. Horizontal wire management shall occupy two rack spaces (2Us) and shall be placed above and below the patch panels in the racks.

#### 4.30 LISTED BUILDING ENTRANCE PROTECTORS

Building entrance terminal utilizing a two (2) foot fuse link between the outside cable plant splice and the protector module with IDC type input and output terminals, 100-pair capacity and female mounting base, equipped with 230 volt solid state protector modules. Provide sufficient protector modules to completely populate all building entrance terminals.

#### 4.31 WIRELESS COMMUNICATIONS

4.31.1 All Wireless Access Points shall adhere to the following standards:

- a) 802.11a - 54 Mbps standard, 5 GHz
- b) 802.11b - 11 Mbps standard, 2.4 GHz
- c) 802.11g - 54 Mbps standard, 2.4 GHz
- d) 802.3af DTE Power via MDI (power over Ethernet)

4.31.2 All wireless access points shall be positioned so as to avoid sources of EMI and RFI

4.31.3 All wireless access points shall be configured for the minimum transmit power in order to achieve their coverage area.

4.31.4 All wireless access points shall be placed to be aesthetically compatible with their environment

4.31.5 All wireless access point enclosures shall be UL Listed for use within a plenum space.

#### 4.32 GROUNDING

4.32.1 Grounding shall conform to ANSI-J-STD607(A) - *Commercial Building Grounding and Bonding Requirements for Telecommunications, National Electrical Code®* (2005), ANSI/NECA/BICSI-568-2006 and manufacturer's grounding requirements as minimum.

4.32.2 Bond and ground equipment racks, housings, messenger cables, and raceways.

4.32.3 Connect cabinets, racks, and frames to single-point ground which is connected to building ground system via #6 AWG green insulated copper grounding conductor.

#### 4.33 LABELING

4.33.1 Labeling shall conform to ANSI/TIA/EIA-606(A) standards. In addition, provide the following:

- a) Label each outlet with permanent self-adhesive label with minimum 3/16 in. high characters.
- b) Label each cable with permanent self-adhesive label with minimum, 1/8 in. high characters, in the following locations:
  - 1) Inside receptacle box at the work area.
  - 2) Behind the communication closet patch panel or punch block.
- c) Use labels on face of data patch panels. Provide facility assignment records in a protective cover at each telecommunications closet location that is specific to the facilities terminated therein.
- d) Use color-coded labels for each termination field that conforms to ANSI/TIA/EIA-606(A) standard color codes for termination blocks.
- e) Labels shall be machine-printed. Hand-lettered labels shall not be acceptable.
- f) Label cables, outlets, patch panels, and punch blocks with room number in which outlet is located, followed by a single letter suffix to indicate particular outlet within room, i.e., S2107A, S2107B. Indicate riser cables by an R then pair or cable number (confirm with MCCCCD).
- g) Three (3) sets of as-built drawing shall be delivered to the owner within four (4) weeks of acceptance of project by the owner. A set of as-built drawings shall be provided to the owner in electronic form and utilizing CAD software that is acceptable to the owner. The electronic media shall be delivered to the owner within six (6) weeks of acceptance of project by owner.

#### 4.34 TESTING

4.34.1 Testing shall conform to ANSI/TIA/EIA-568-B.1 standard. Testing shall be accomplished using level IIe or higher field testers.

4.34.2 Test each pair and shield of each cable for opens, shorts, grounds, and pair reversal. Correct grounded, and reversed pairs. Examine open and shorted pairs to determine if problem is caused by improper termination. If termination is proper, tag bad pairs at both ends and note on termination sheets.

- a) Perform testing of copper cables with tester meeting ANSI/TIA/EIA-568-B.1 requirements.
- b) If copper backbone cable contains more than one (1) percent bad pairs, remove and replace entire cable.
- c) If horizontal cable contains bad conductors or shield, remove and replace cable.
- d) Initially test optical cable with a light source and power meter utilizing procedures as stated in ANSI/TIA/EIA-526-14A: *OFSTP-14A Optical Power Loss Measurements of Installed Multimode Fiber Cable Plant* and ANSI/TIA/EIA-526-7 *Measurement of Optical Power Loss of Installed Singlemode Fiber Cable Plant*. Measured results shall be plus/minus 1 dB of submitted loss budget calculations. If loss figures are outside this range, test cable with optical time domain reflectometer to determine cause of variation. Correct improper splices and replace damaged cables at no charge to the owner.
  - 1) Cables shall be tested at 850 and 1300 nm for multimode optical fiber cables. Cables shall be tested at 1310 and 1550 nm for singlemode optical fibers.
  - 2) Testing procedures shall utilize "Method B" – One jumper reference.
  - 3) Bi-directional testing of optical fibers is required.

#### 4.35 FIELD QUALITY CONTROL

4.35.1 NO TEMPORARY EMPLOYEES CAN BE USED FOR ANY MCCCCD PROJECTS.

4.35.2 Each of the Contractor's employees must display an MCCCCD ID and a company uniform and badge when working in District facilities.

- a) Before any employee commences work at a District facility, they must have passed a drug test, meet the requirements of state and

national background checks with no felonies in the last seven (7) years.

- b) It will be the responsibility of the Contractor to notify potential employees of these requirements and provide information to the appropriate campus representative to secure the ID's for the employee.
- c) It will be the Contactor's responsibility to notify campus security immediately upon termination of any employee who has an MCCCCD ID.

4.35.3 Employ job superintendent or project manager during the course of the installation to provide coordination of work of this specification and of other trades, and provide technical information when requested by other trades. This person shall maintain current RCDD® (Registered Communications Distribution Designer) registration and shall be responsible for quality control during installation, equipment set-up, and testing.

4.35.4 At least 30 percent of installation personnel shall be *BICSI Registered Telecommunications Installers*. Of that number, at least 15 percent shall be registered at the *Technician Level*, at least 40 percent shall be registered at the *Installer Level 2, Installer Level 2, Copper or Installer Level 2, Optical Fiber*, and the balance shall be registered at the *Installer Level 1*.

4.35.5 Installation personnel shall meet manufacturer's training and education requirements for implementation of extended warranty program.

## **5. PROPOSAL REQUIREMENTS**

This section of the RFP lists the items, which **require specific, written responses or confirmations**. To be considered for selection, respondents shall meet the following requirements:

### **5.1 MINIMUM REQUIREMENTS FOR SUBMITTAL**

- 5.1.1 Must acknowledge or confirm that all parts of this RFP have been read and that the Proposal submitted is in accordance therewith.
- 5.1.2 Must submit completed Price Worksheets.

- 5.1.3 Must submit a completed Signature Page signed by an authorized company official with the authority to submit a proposal and enter into a binding agreement on behalf of the company.
- 5.1.4. Must submit a completed Bidders Statement.

## 5.2 SPECIFIC REQUIREMENTS

5.2.1 Section Includes: Ability to provide equipment, materials, labor, and services for installation of telephone and data distribution systems including, but not limited to:

5.2.1.1 Raceway, boxes, and cable tray

5.2.1.2 Telephone and data cabling terminations

5.2.1.3 Optical fiber and terminations

5.2.1.4 Telecommunications outlets

5.2.1.5 Terminal blocks/cross-connect systems

5.2.1.6 Equipment racks and cabinets

5.2.1.7 System testing

5.2.1.8 Documentation and submission

5.2.2 Ability for Removal of Abandoned Cable, if required:  
Provide all equipment, materials, labor, and services, not specifically mentioned or shown, which may be necessary to complete, or perfect all parts of the installation. Ensure that they are in compliance with requirements stated or reasonably inferred by the contract documents.

## 5.3 VENDOR QUALIFICATIONS

Please provide documentation confirming the following:

### 5.3.1 Experience

The selected Proposer shall be fully capable and experienced in the *information transport system (ITS)* specified. To ensure the system has continued support, The District will contract only with Proposers having a successful history of sales, installation, service, and support. During the evaluation process, The District may, with full cooperation of The Proposer, visit The Proposers' places of business, observe operations, and

inspect records. The Proposer must have a minimum of *five (5) years* of experience.

The Proposer must have an **RCDD**<sup>®</sup> (*Registered Communications Distribution Designer*) on staff that will be ultimately responsible for this project. The RCDD must have sufficient experience in this type project as to be able to lend adequate technical support to the field forces during installation, during the warranty period, and during any extended warranty periods or maintenance contracts. A resume of the responsible RCDD must be attached to The Proposer's response for evaluation by the District. Should the RCDD assigned to this project change during the installation, the new RCDD assigned must also submit a resume for review by the District.

If, in the opinion of the District, the RCDD does not possess adequate qualifications to support the project, The District reserves the right to require the Proposer to assign an RCDD who, in the District's opinion, possesses the necessary skills and experience required of this project.

#### 5.3.1.1 Provide References

- a) Worked performed in higher educational environment.
- b) Large projects with 1000 plus station drops.
- c) Outside plant projects; K-12, city, state, multi-campus environments.
- d) Define Service Departments capabilities, i.e. number of dedicated vehicles, service tech and their experience.

#### 5.3.1.2 Provide Certifications

- a) Include employee resumes with required certifications that will be working on District projects.
- b) Include all Manufacturer Certification held by the Proposer.
- c) The District may, with full cooperation of the Proposer, visit client installations to observe equipment operations and consult with references.

Specified visits and discussion shall be arranged through the Proposers; however, District personnel shall **not** be present during discussions with references. The Proposer must provide a minimum of **three (3)** reference accounts at which similar work, both in scope and design, have been completed by the Proposer within the last **two (2)** years.

#### 5.4 DEVIATIONS FROM RFP

Proposers must specifically provide a separate listing of each circumstance in which their proposal differs from any terms or conditions of the request for proposal. Failure to list such a deviation will result in that terms of the proposal being disregarded in favor of the correlative term(s) of the RFP.

#### 5.5 SIGNATURE

The Proposer shall furnish and include the above data with their proposal. Statements are required to be complete and accurate and they shall be signed by an authorized signatory of the company, sworn to and notarized, if requested. A proposal submitted by an agent will have a current Power of Attorney attached certifying the agent's authority to bind the Proposer. Omission, inaccuracy, or misstatement may be sufficient cause for rejection of the proposal.

### 6. EVALUATION CRITERIA

- 6.1. General quality of responsiveness of proposer:
  - A. Ability to meet all terms and conditions
  - B. Completeness and thoroughness of proposal
  - C. Grasp of scope of work to be performed
  - D. Description of approach to be taken
  - E. Evidence of good organizational and management practices
  - F. Qualifications of personnel
  - G. Experience and past performance
  
- 6.2. Specific areas that will be evaluated and scored:
  - A. The professional, technical and managerial qualifications of the firm and the personnel to be assigned to this account.
  - B. Past experience in providing comparable services to other higher education institutions.

- C. Past experience in providing comparable services to other Arizona public agencies.
- D. Ability to meet requirements in Section 4 / Scope of Work, and response to Section 5 / Proposal Requirements.
- E. Price Worksheets.

6.3 Proposals will be evaluated in accordance with the following three-step process:

STEP ONE – Verification of each proposer’s compliance with the RFP general terms and conditions as listed in Sections 1, 2 and 3 of this RFP.

STEP TWO – Verification of each proposer’s compliance with the requirements of Sections 4, 7 and 8 of this RFP by providing specific, written responses or confirmations.

STEP THREE – All proposals meeting the criteria as presented in Steps One and Two will then be subjected to a “points-earned compliance matrix”. A selection committee will evaluate and score the proposals in accordance with paragraph 6.2. The proposals will be ranked on a “points-earned” technical, service, and financial compliance matrix. Due to this type of evaluation procedure, the lowest pricing **may** or **may not** indicate the successful proposer. Price constitutes only one of several evaluation criteria. Should MCCCCD not be able to determine a successful proposer at this point, some proposers may be requested to make oral presentations to the evaluation committee. These presentations will be scored and added to the initial scoring of the proposal to determine the successful proposer.

## 7. PRICE WORKSHEET

Complete an individual Price Worksheet for each product listed in **Sub-Sections 4.4.1.1 through 4.4.1.5** on the following pages.

**NOTE:** ALL installs to be verified with MCCCCD to confirm manufacture preference.

No.	Description (All Items Complete per Specifications)	Mfgr	Mfgr Part No.	/Unit	Unit-Price (\$)
	<b><u>Horizontal station cable runs, copper, voice, data &amp; video (pricing with universal workstation outlets and without patch panel)</u></b>				
1	1-ea. category 5e cable, 150' average, installed, labeled, tested and certified			ea	
2	2-ea. category 5e cables, 150' average, installed, labeled, tested and certified			ea	
3	3-ea. category 5e cables, 150' average, installed, labeled, tested and certified			ea	
4	4-ea. category 5e cables, 150' average, installed, labeled, tested and certified			ea	
5	5-ea. category 5e cables, 150' average, installed, labeled, tested and certified			ea	
6	6-ea. category 5e cables, 150' average, installed, labeled, tested and certified			ea	
7	1-ea. category 6 cable, 150' average, installed, labeled, tested and certified			ea	
8	2-ea. category 6 cables, 150' average, installed, labeled, tested and certified			ea	
9	3-ea. category 6 cables, 150' average, installed, labeled, tested and certified			ea	
10	4-ea. category 6 cables, 150' average, installed, labeled, tested and certified			ea	
11	5-ea. category 6 cables, 150' average, installed, labeled, tested and certified			ea	
12	6-ea. category 6 cables, 150' average, installed, labeled, tested and certified			ea	
13	Unit cost to add or subtract from 150' long category 5e cable, installed			Ft	

No.	Description (All Items Complete per Specifications)	Mfgr	Mfgr Part No.	Unit	Unit-Price (\$)
14	Unit cost to add or subtract from 150' long category 6 cable, installed			Ft	
	<b><u>Video cables (priced w/o video patch panel)</u></b>				
15	1-ea. RG-6 coax, plenum rated, 150' long, installed, labeled, w/o termination			ea	
16	1-ea. RG-6 coax, riser rated, 150' long, installed, labeled, w/o termination			ea	
17	Terminate & test RG-6 Coax, 2-ends, type F			ea	
18	1-ea. RG11, plenum rated, 150' long, installed, labeled, w/o termination			ea	
19	1-ea. RG11, riser rated, 150' long, installed, labeled, w/o termination			ea	
20	Terminate & Test RG-11 Coax, 2-ends			ea	
21	Unit cost to add or subtract from 150' long RG-6 coax cable, installed			Ft	
22	Unit cost to add or subtract from 150' long RG-11 coax cable, installed			Ft	
	<b><u>Multi pair copper cables (OSP cable pricing assumes clear conduits are available)</u></b>				
23	1-ea. 25 pair plenum feed cable, installed			Ft	
24	1-ea. 50 pair plenum feed cable, installed			Ft	
25	1-ea. 100 pair plenum feed cable, installed			Ft	
26	1-ea. 300 pair plenum feed cable, installed			Ft	
	<b><u>Fiberoptic cables, Innerduct, LIUs, splices &amp; connectors (Fiber Prices shall not include innerduct)</u></b>				
27	1-ea. 2 strand 50/125 multimode Plenum, installed			Ft	
28	1-ea. 6 strand 50/125 multimode Plenum, installed			Ft	
29	1-ea. 12 strand 50/125 multimode Plenum, installed			Ft	
30	1-ea. 24 strand 50/125 multimode Plenum, installed			Ft	
31	1-ea. 2 strand 62.5/125 multimode Plenum, installed			Ft	

No.	Description (All Items Complete per Specifications)	Mfgr	Mfgr Part No.	Unit	Unit-Price (\$)
32	1-ea. 6 strand 62.5/125 multimode Plenum, installed			Ft	
33	1-ea. 12 strand 62.5/125 multimode Plenum, installed			Ft	
34	1-ea. 24 strand 62.5/125 multimode Plenum, installed			Ft	
35	1-ea. 6 strand 50/125 multimode riser, installed			Ft	
36	1-ea. 12 strand 50/125 multimode riser, installed			Ft	
37	1-ea. 24 strand 50/125 multimode riser, installed			Ft	
38	1-ea. 6 strand 62.5/125 multimode riser, installed			Ft	
39	1-ea. 12 strand 62.5/125 multimode riser, installed			Ft	
40	1-ea. 24 strand 62.5/125 multimode riser, installed			Ft	
41	1-ea. 6 strand singlemode Plenum, installed			Ft	
42	1-ea. 12 strand singlemode Plenum, installed			Ft	
43	1-ea. 24 strand singlemode Plenum, installed			Ft	
44	1-ea. 6 strand singlemode riser, installed			Ft	
45	1-ea. 12 strand singlemode riser, installed			Ft	
46	1-ea. 24 strand singlemode riser, installed			Ft	
47	1-ea. Innerduct, 1", non-rated, installed			Ft	
48	1-ea. Innerduct, 1", riser rated, installed			Ft	
49	1-ea. Innerduct, 1", plenum rated, installed			Ft	
50	Install non-corrosive pull rope in 1" innerduct			Ft	
51	Coupler, fiber, ST, 50/62.5 multimode, installed, and certified for either 50 or 62.5			ea	
52	Coupler, fiber, ST, singlemode, installed, and certified			ea	
53	Coupler, fiber, SC, 50/62.5 multimode, installed, and certified for either 50 or 62.5			ea	
54	Coupler, fiber, SC, singlemode, installed, and certified			ea	
55	12 port wall mount LIU, installed			ea	
56	24 port wall mount LIU, installed			ea	
57	12 port rack mount LIU, 19", installed			ea	
58	24 port rack mount LIU, 19", installed			ea	

No.	Description (All Items Complete per Specifications)	Mfgr	Mfgr Part No.	Unit	Unit-Price (\$)
59	48 port rack mount LIU, 19", installed			ea	
60	72 port rack mount LIU, 19", installed			ea	
61	Terminate, test and certify 50/62.5 multi-mode fiberoptic cable - inside plant - ST			ea	
62	Terminate, test and certify 50/62.5 multi-mode fiberoptic cable - inside plant - SC			ea	
63	Terminate, test and certify single Mode fiberoptic cable - inside plant - ST			ea	
64	Terminate, test and certify single Mode fiberoptic cable - inside plant - SC			ea	
65	Splice, 50/62.5 multimode, inside plant			ea	
66	Splice, singlemode, inside plant			ea	
	<b>Relay racks, ladder rack, cabinets, rack / cabinet accessories &amp; grounding</b>				
67	Rack, 19", 7' without vertical wire mgt, installed			ea	
68	Cabinet, 19" floor mount, w/o fan, filters, power strips, vertical wire mgt, installed			ea	
69	Cable ladder, 18" wide, installed			Ft	
70	Wall angle support, for cable ladder, 18", installed			ea	
71	Rack to rung kit, for cable ladder, 18", installed			ea	
72	Cable ladder, 12" wide, installed			Ft	
73	Wall angle support, for cable ladder, 12", installed			ea	
74	Rack to rung kit, for cable ladder, 12", installed			ea	
75	Wall angle support, for cable ladder, 8", installed			ea	
76	Rack to rung kit, for cable ladder, 8", installed			ea	
77	Rack coupler kits, swivel kits, or corner junctions, installed			ea	
78	Cabinet, IDF wall mounted, w/o fan, filters, power strips, installed			ea	
79	Equipment shelf, IDF cabinet, installed			ea	
80	Ground bus bar, rack mount, installed			ea	
81	Ground bus bar, wall mount, installed			Ea	
82	Backboard, fire-rated, 4' x 8' x 3/4", w/ 2-coats of fire retardant paint, installed			Ea	

No.	Description (All Items Complete per Specifications)	Mfgr	Mfgr Part No.	Unit	Unit-Price (\$)
83	Wire, 6 AWG, stranded, green, per foot installed			ea	
84	Ground lugs for AWG 6 copper, installed			ea	
	<b><u>Patch panels, wire managers &amp; voice termination blocks</u></b>				
85	12 Port Category 5e patch panel, installed			ea	
86	24 Port Category 5e patch panel, installed			ea	
87	48 Port Category 5e patch panel, installed			ea	
88	12 Port Category 6 patch panel, installed			ea	
89	24 Port Category 6 patch panel, installed			ea	
90	48 Port Category 6 patch panel, installed			ea	
91	Wall mount assembly for 12 port Category 5e/6 patch panel, installed			ea	
92	Wall mount assembly for 24 port Category 5e/6 patch panel, installed			ea	
93	Wall mount assembly for 48 port Category 5e/6 patch panel, installed			ea	
94	Manager, vertical, 7', single sided, installed			ea	
95	Horizontal wire manager, installed			ea	
96	Vertical wire manager, 7', single sided, installed			ea	
97	Vertical wire manager, 7', double sided, installed			ea	
	<b><u>OSP protection, OSP splicing</u></b>				
98	25 pair protection unit, 110 in, 110 out or 66 in, 66 out, installed			ea	
99	100 pair protection unit, 110 in, 110 out or 66 in, 66 out, installed			ea	
100	Protector, solid state, installed			Pr	
101	25 pair splice modules, 710 type, installed			ea	
	<b><u>Other</u></b>				
102	Power pole, for 8' ceiling height, installed			ea	
103	Power pole, for 10' ceiling height, installed			ea	
104	Surface mount raceway, decorator style, category, sized for min. of 8-ea cat-5e/6 cables, installed			Ft	
105	Surface mount box, single gang, installed			ea	
106	Surface mount box, double gang, installed			ea	

No.	Description (All Items Complete per Specifications)	Mfgr	Mfgr Part No.	Unit	Unit-Price (\$)
107	Re-terminate, test and certify existing Cat 5e/6 cable to new faceplate, per cable (not including UWO)			ea	
108	Re-terminate, test and certify existing Cat 5e/6 cable to new patch panel, per cable (not including patch panel)			ea	
109	Poke-throughs, Supply And Install (Include concrete coring and firestop)			ea	
110	Universal Workstation Outlet w/ 1-Cat 5e socket, supply and install			Ea	
111	Universal Workstation Outlet w/ 2-Cat 5e sockets, supply and install			Ea	
112	Universal Workstation Outlet w/ 3-Cat 5e sockets, supply and install			Ea	
113	Universal Workstation Outlet w/ 4-Cat 5e sockets, supply and install			Ea	
114	Universal Workstation Outlet w/ 5-Cat 5e sockets, supply and install			Ea	
115	Universal Workstation Outlet w/ 6-Cat 5e sockets, supply and install			Ea	
116	Universal Workstation Outlet w/ 1-Cat 6 socket, supply and install			Ea	
117	Universal Workstation Outlet w/ 2-Cat 6 sockets, supply and install			Ea	
118	Universal Workstation Outlet w/ 3-Cat 6 sockets, supply and install			Ea	
119	Universal Workstation Outlet w/ 4-Cat 6 sockets, supply and install			Ea	
120	Universal Workstation Outlet w/ 5-Cat 6 sockets, supply and install			Ea	
121	Universal Workstation Outlet w/ 6-Cat 6 sockets, supply and install			Ea	
122	Conduit bushing, 1"-4", provide and install			Ea	
123	Floor penetration, 4", w/ firestop			Ea	
124	Wall penetration, 4", w/ firestop			Ea	
125	Firestop bags, per bag installed			Ea	
126	Innerduct plugging, 1 or 1 1/4-inch " innerduct			Ea	
127	Duct plugging, 4" conduit			Ea	
128	Cable bonding shield			Ea	
129	D-ring			Ea	

No.	Description (All Items Complete per Specifications)	Mfgr	Mfgr Part No.	Unit	Unit-Price (\$)
	<u>Base labor rates, including local trip charges and per diem - within 60 miles from center of Phoenix or Tucson</u>				
130	Installer, cable pulling			Per hr	
131	Service Technician			Per hr	
132	Low Voltage Technician			Per hr	
133	Structured Cable, termination, testing, certification Technician			Per hr	
134	Fiberoptic Cable, termination, testing, certification Technician			Per hr	
135	Fiber Optic Technician			Per hr	
136	Lead Foreman			Per hr	
137	Project Manager			Per hr	
138	CAD Drafter			Per hr	

Please provide pricing for any additional items or services not listed on the above Price Worksheet

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## 8. COST SUMMARY

Submission Date: \_\_\_\_\_

Proposal of \_\_\_\_\_ (hereinafter called ("Contractor")) organized and existing under the laws of the State of \_\_\_\_\_, a Corporation, Partnership, or an individual doing business as \_\_\_\_\_.

To Maricopa County Community College District (hereinafter called MCCCCD).

To Whom it May Concern:

The Vendor, in compliance with **Request for Proposal #2947-10** for the provision of voice, data and telecommunications services, has examined the specifications, and being familiar with all the terms and conditions in accordance with the Contract Documents of which this proposal will be a part.

1. The ability of the firm to meet the requirements contained in the RFP
2. The professional, technical and managerial qualifications of the firm
3. Past experience in providing comparable services
4. References

**9. SIGNATURE PAGE**

**This page must be completed and signed and included with your proposal.**

SIGNATURE \_\_\_\_\_

(PRINTED NAME) \_\_\_\_\_

TITLE \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX NUMBER \_\_\_\_\_

E-MAIL \_\_\_\_\_

Is your firm a:

( ) Corporation\* ( ) Partnership ( ) Individual ( ) Joint Venture

\* If a corporation, answer the following:

(a) Where incorporated:

(b) Date incorporated:

Have your Articles ever been suspended or revoked? ( ) Yes ( ) No

If yes, when, for what reason, and when were they reinstated:

Has your firm or its parent or subsidiaries ever been debarred or suspended from providing any goods or services to the Federal Government? ( ) Yes ( ) No

If yes, when, for what reason, and when were they reinstated:

**10. ATTACHMENT 1**

**BIDDER'S STATEMENT**

Interested Bidders are asked to review and provide, as completely and accurately as possible, a **written response** on each applicable section below:

**TYPE OF BUSINESS ORGANIZATION**

**Please check the appropriate box(es).**

The Bidder represents that it operates as:

\_\_\_\_\_ A CORPORATION incorporated under the laws of  
the State of \_\_\_\_\_

\_\_\_\_\_ An INDIVIDUAL

\_\_\_\_\_ A PARTNERSHIP

\_\_\_\_\_ A NON-PROFIT ORGANIZATION

\_\_\_\_\_ A JOINT VENTURE

Federal Employer Identification  
Number: \_\_\_\_\_

**PARENT COMPANY and IDENTIFYING DATA**

A "parent" company, for the purposes of this provision, is one that owns or controls the activities and basic business policies of the Bidder. To own the Bidding company means that the "parent" company must own more than 50 percent of the voting rights in that company. A company may control a Bidder as a "parent" even though not meeting the requirements for such ownership if the "parent" company is able to formulate, determine or veto basic policy decisions of the Bidder through the use of dominant minority voting rights, use of proxy voting or otherwise.

The Bidder:

\_\_\_\_\_ IS \_\_\_\_\_ IS NOT owned or controlled by a "parent" company.

If the Bidder **IS** owned or controlled by a "parent" company, Bidder shall provide the name, address, phone and fax numbers, and Federal I.D. No. of the company.

ATTACHMENT 1

BIDDER'S STATEMENT (CONTINUED)

BIDDER REFERENCES

Private Business Contracts

MCCCD requires a **minimum of three (3) current and local references** for which you are providing same or similar products and services specified herein. Please indicate below the businesses for which you have provided such **during the past two (2) years**:

1. Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contract Period: From: \_\_\_\_\_ To: \_\_\_\_\_

Describe Services: \_\_\_\_\_

2. Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contract Period: From: \_\_\_\_\_ To: \_\_\_\_\_

Describe Services: \_\_\_\_\_

3. Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contract Period: From: \_\_\_\_\_ To: \_\_\_\_\_

Describe Services: \_\_\_\_\_

**ATTACHMENT 1**

**BIDDER'S STATEMENT (CONTINUED)**

**Federal, State or Other Political Subdivision Contracts**

MCCCD is also interested in speaking with public agencies or educational institutions for whom you have provided such products and services covered herein:

1. Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contract Period: From: \_\_\_\_\_ To: \_\_\_\_\_

Describe Services: \_\_\_\_\_

2. Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contract Period: From: \_\_\_\_\_ To: \_\_\_\_\_

Describe Services: \_\_\_\_\_

3. Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contract Period: From: \_\_\_\_\_ To: \_\_\_\_\_

Describe Services: \_\_\_\_\_

**ATTACHMENT 1**

**BIDDER'S STATEMENT (CONTINUED)**

**ADDITIONAL BUSINESS INFORMATION**

**Standard Business Hours**

1. Days of week available for services: \_\_\_\_\_

2. Business hours of operation: \_\_\_\_\_

3. On-call/Emergency service hours: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Web Address: \_\_\_\_\_

FAX Number: \_\_\_\_\_

**General Information**

4. Business License Number: \_\_\_\_\_

5. Number of years in business under current name: \_\_\_\_\_

6. Number of offices in the State of Arizona: \_\_\_\_\_

7. Business Classification (check applicable category)

Minority Owned Business (MBE) \_\_\_\_\_

Woman Owned Business (WBE) \_\_\_\_\_

Does your firm hold this certification from any other agencies or companies?

No: \_\_\_\_\_ Yes: \_\_\_\_\_ With Whom? \_\_\_\_\_

**ATTACHMENT 1**

**BIDDER'S STATEMENT (CONTINUED)**

**ADDITIONAL BUSINESS INFORMATION (continued)**

8. Name and address of office assigned to handle the MCCCCD account:

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9. Account Manager Information:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Pager: \_\_\_\_\_

10. Contractors License Number(s):

TYPE	NUMBER
_____	_____
_____	_____

11. Do you ever sub-contract any of your services?

\_\_\_\_\_ NO

\_\_\_\_\_ YES

If YES, which services?: \_\_\_\_\_

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**ATTACH ADDITIONAL SHEETS IF NECESSARY TO FURTHER DESCRIBE THE EXPERIENCE AND QUALIFICATIONS OF YOUR FIRM FOR PROVIDING THE PRODUCTS/SERVICES UNDER THE CONTRACT.**