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June 9, 2010

Addendum # 1  
ITB # 031-10  
Cabling and Related Services

Dear Sir or Madam,

**REMOVE PAGES: 5 and 16 (11/02/09)**

**ADD PAGES: 5 and 16 (06/09/10)**

This addendum amends Section 1.1 entitled Purpose and Section 3.4 entitled Service Facility.

In addition the following questions were received.

Question received from Kablelink Communications

**Question 1: Can you share Historical figures for parts used?**

Answer to Question 1: Volume of parts varies greatly from year to year and would be difficult to calculate.

**Question 2: Can you share anticipated number of new facilities?**

Answer to Question 2: The number of facilities to be added is unknown. The Department currently has 170 field offices, new office are determined by availability of funding which is appropriated by the State Legislature.

**Question 3: Can you share anticipated number of moves?**

Answer to Question 3: The moves vary from year to year are determined by availability of funding which is appropriated by the State Legislature.

**Question 4: On the proposal bond, how do we calculate contract value without volume detail?**

Answer to Question 4: The information for the proposal bond can be located on page 12, Section 2.3, entitled Proposal (Bid) Bond.

**Question 5: When is the bond returned to losing respondents?**

Answer to Question 5: Proposal bonds and checks will be sent back to all bidders after the date of the Bid Award which can be located on page 12; Section 2.1 entitled Proposal (Bid) Bond.

**Question 6: What are the state's payment terms?**

Answer to Question 6: Per the prompt payment law; Section 215.422, f.s., payment must be made within forty (40) days of the receipt of an invoice.

**Question 7: When acting as agent of the state, are we responsible for layer 1 and 2 issues only?**

Answer to Question 7: This question is not applicable to this bid.

Question received from Universal Cabling Systems, Inc.

**Question 8:** According to section 3.4 (page 16) of ITB BID 031-10 it states "The awarded vendor shall maintain his/ her service facility in Leon County, Florida. We were wondering if the Bid is "throughout the State of Florida" as stated in section 1.1 (page 5). Then is it possible to maintain a facility in a county other than Leon County that may be centrally located? Or does it truly have to be located in Leon County, FL?"

Answer to Question 8: See Section 3.4 Revised 06/09/10

**End of Question and Answers**

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All other dates and terms and conditions remain the same in this Invitation to Bid.

**Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. Any notice of protest or protest to this solicitation which was filed prior to this notice is null and void.**

Sincerely,



Kevin Bailey, Chief  
Bureau of Purchasing and Contracts

## 1.0 PURPOSE AND GENERAL INFORMATION

**1.1 PURPOSE:** The purpose of this bid is to establish a contract for computer cabling and related services at the Department of Highway Safety and Motor Vehicles located in the Neil Kirkman Building, Leon County, Tallahassee, Florida and throughout the State of Florida. It is anticipated that the contract will be effective July 1, 2010 through June 30, 2015.

**1.2 GLOSSARY:** See attached PUR 1000, Paragraph 1, and PUR 1001, Paragraph 1 for further definitions.

**Contractor:** The proposer who is awarded a contract by the Department as a result of this solicitation.

**Day:** A Calendar day.

**DDL:** Division of Driver Licenses

**Department:** Department of Highway Safety and Motor Vehicles

**Direct Order:** A Direct Order is a purchase order issued via the eProcurement system. See attached PUR Form 1000, paragraph 2.

**DMV:** Division of Motor Vehicles

**Equipment Failure:** A malfunction in equipment maintained by the contractor that delays or prevents the State's productive use of said equipment for the purpose for which said equipment was installed.

**ISA:** Information Systems Administration of the Department of Highway Safety and Motor Vehicles.

**ITB:** Invitation to Bid

**Machine(s):** Equipment, components and/or their features, model conversions, equipment elements and accessories submitted by the contractor in response to this solicitation.

**Number of Verbs or Nouns:** Throughout this solicitation, the singular may be read as the plural and the plural as the singular.

**Packing:** Tangible product shall be securely and properly packed for shipment, storage, and stocking in appropriate, clearly labeled, shipping containers and according to accepted commercial practice, without extra charge for packing materials, cases or other types of containers. All containers and packing shall become and remain Department property.

**Proposer:** Any firm or person who submits a proposal to the Department in response to this solicitation.

**Proposal:** All information and materials submitted by a proposer in response to this solicitation.

**State:** State shall be synonymous with the Department of Highway Safety and Motor Vehicles.

**Subcontractor:** Any person other than an employee of the contractor who performs any of the services listed in this solicitation for compensation paid by the contractor.

**Vendor:** Any firm or person who submits a proposal to the Department in response to this solicitation.

### 3.0 SPECIFICATIONS

**3.1 OBJECTIVES:** The Department of Highway Safety and Motor Vehicles is seeking a comprehensive computer cabling and service vendor for computer installation/cable repairs/installs located in the Neil Kirkman Building, Tallahassee, Florida and all Field Offices in the State of Florida. The awarded vendor will be expected to support and maintain all computer peripheral cables not being maintained, covered by warranty, or current service contracts. This bid includes computer cabling, hardware reconfigurations and cable/connector repairs, in a multi-vendor environment.

**3.2 SCOPE:** The scope of the contract shall include but not be limited to:

- A. All relocations of LANS/Personal Computers, including any support Component, or wiring to re-establish a fully functional system.
- B. All additions and expansions of existing computer cabling configurations, including but not limited to Cat5e, Multi-mode Fiber Optic cable, 50/100 pair telco and any termination component associated with the require add.
- C. Repair of computer cables, and connectors, including but not limited to: BNC Coax, RJ11, RJ45 connectors, terminating blocks and Cat5e connectors or any associated cable which cause a communication failure.

**NOTE:** In the event services and/or repairs are needed that are not contained herein, the Department reserves the right to request quotes from the successful bidder and order the needed services and/or repairs. The Department also reserves the right to utilize additional vendors in the event the successful bidder is unable to perform the needed services and/or repairs, or for any other reason if it is in the best interest of the State to purchase needed services and/or repairs elsewhere. However, this clause will not be used to evade the intent of this invitation to bid.

**3.3 AREAS TO BE SERVED:** This contract will be used to support and maintain all Departmental owned computer cabling in the Neil Kirkman Building, 2900 Apalachee Parkway, Tallahassee, Florida and will also be required to provide services for the Florida Highway Patrol, Driver Licenses or the County Tax Collectors throughout State of Florida. This contract does not serve equipment, components or systems currently under warranty; however, upon expiration of the warranty, the agency may utilize this contract for system support and maintenance.

**3.4 SERVICE FACILITY:** The awarded vendor shall maintain his/her service facility in Leon County, Florida. A satellite office located in the Tallahassee will be acceptable in lieu of service facility. A central service/repair number will be provided for call in by the agency authorizing official. A log will be kept of all incoming requests and/or calls for repair and will include:

- Date/Time call received.
- Problem description.
- Location, Building, Room number
- Name of Contact Person
- Date/Time of Dispatch

The same information will be filled out on a service request form, discussed in Section 3.10, (see Attachment VII) and hand or electronically delivered to the authorizing official located in the Neil Kirkman Building. The vendor's service facility shall maintain a sufficient inventory of spare parts to meet the service needs of the State of Florida under this contract for repairs and have ready access to parts for additions and expansions to meet the terms of this contract.

### 3.5 QUALIFICATIONS:

- The bidder must certify on the attached certification page Attachment VI that he/she has experience in Cat5e, Multi-mode Fiber Optic cable, 50/100 pair Telco and has maintained at least one hundred 100 NODR Network on each cable configuration specified in Bid sheets.