



City of Fruitland, Maryland

Bid Documents

Information Technology System for New Police Building

BID F-2011- P4 (Revised)

Due – 1/5/2011 at 2:00 PM

I. BID QUALIFICATIONS AND SPECIFICATIONS

A. QUALIFICATIONS OF BIDDER AND DISQUALIFICATION OF BIDS

1. All bidders are to be acceptable to the Owner and shall be skilled in the class of work for which they bid. Bidders shall furnish in writing, upon demand, a list giving the date and location of work performed of similar character and magnitude of that on which they are bidding.
2. The Contractor shall examine the premises and observe the conditions under which the work will be done, or other circumstances which will affect the contemplated work. No allowance will be made subsequently in this connection for any error or negligence on the Contractors part.
3. The bidders shall familiarize themselves with the total scope of work avoiding misunderstandings in regard to the nature and character of the work to be performed. All work shall be the best of its kind and done in accordance with good standard practice.

B. SUBSTITUTIONS

1. The bidders must adhere strictly to the specifications. Any change or deviation from the specifications or any detail in which their product or services differ from these specifications must be examined in detail in a separate letter accompanying their bids and marked as an exception. Providing Manufacturers cut sheets are required for products that differ from the brand or style number of the specified item. The City strongly prefers HP products for its IT uses.

C. GUARANTEE

1. The contractor shall furnish the Owner a minimum one-year guarantee of workmanship and materials, dating from time of acceptance of the project and shall make good any defects which may occur during that period. If any special guarantees in excess of the one-year period are specified by the manufacturer, these guarantees shall take precedence over the one-year period guarantee.

D. TIME FOR COMPLETION

1. The work contemplated under this contract shall be considered as continuous and shall begin within 10 working days of the Notice to Proceed and be completed within 30 working days of the start of the job. Job start is dependent on the completion of the building.
2. The contractor will not be permitted to work on holidays observed by City Of Fruitland or the State of Maryland or on Saturdays or Sundays unless otherwise authorized in writing.
3. In case of an emergency which may require that work be done on Saturdays, Sundays, and Holidays, the contractor shall request permission of the owner to do so. If, in the opinion of the owner, the need is bonafide, permission may be granted to the contractor to work such hours as may be necessary. Also, if in the opinion of the owner a bonafide need exists, the contractor may be directed to work such hours as may be necessary whether or not the contractor requests permission to do so. The contractor will be allowed to work eight (8) hours per day, Monday through Friday, except for holidays, 52 weeks per year. The contractor shall pay the owner for all costs incurred for inspection services required for work permitted during holidays, weekends or in excess of eight (8) hours per day.

E. PENALTY

1. If the contractor shall fail to complete the project within the time frame stated above, the Owner shall assess a penalty of \$100 per calendar day for each and every day the contractor fails to complete the contract. The City Manager reserves the option to extend the scheduled completion date or waive this penalty clause in its entirety if he is of the opinion that extenuating circumstances deemed such action appropriate.

F. PAYMENT

1. Final payment in full will be made within thirty (30) days after full completion of the work provided that the contract has been fully performed according to these specifications. Partial payment for materials may be requested under the contract in the event the installation is delayed due to delay in the construction schedule. Any partial payments will be subject to a 5% retainage.

G. CHANGES IN WORK

1. The Owner, without invalidating the contract, may order extra work or make changes by altering, adding or deducting from the work with the contract sum being adjusted accordingly. All such work shall be executed under the conditions of the original contract, except that any claim for the extension of time caused thereby shall be adjusted at the time of ordering such change. The value of any such extra work or change shall be determined in one or more of the following ways:
 - a. By estimate and acceptance of lump sum
 - b. By unit prices named in the contract or subsequently agreed upon.

H. ERRORS OR OMISSIONS

1. Should any detail be omitted from the specifications or from the details, or should any errors appear in either, it shall be the duty of the Contractor to notify the Owners designated Inspector. In no case shall the contractor proceed with the work without notifying and receiving definite instructions from the Owner. Work which is incorrectly constructed without such notification shall be corrected by the Contractor at his own cost.

I. CONTROL OF CONTRACTS

1. The Contractor shall furnish all labor and materials and has entire charge of the project and shall be solely responsible for the execution of the work in its entirety, whether sublet or executed by the Contractors own organization.

J. SUPERVISION

1. The Contractor shall maintain, at all times during the progress of work, a competent and experienced supervisor who shall represent the Contractor, and all directions given to him shall be binding. Important decisions of any directions, if requested by the supervisor, shall be confirmed in writing.
2. Supervision by the Owner or his representative does not relieve the Contractor of responsibility for defective work executed under the direct control of the Contractor. Responsibility for defective work rests upon the Contractor, whether discovered by the Owner prior to final payment or subsequent thereto.

K. RELEASE OF LIENS

1. The Contractor will be required to deliver to the Owner, Release of Liens from the prime contractor and all sub-contractors before final payment is made for the job.

L. CLEAN UP

1. Upon completion of the items within a given location as specified and before monthly estimates will be paid, the construction area and all other areas occupied by the contractor during the construction of said Contract shall be cleaned of all surplus and discarded materials (excepting scrap metal), bracing, forms, rubbish and temporary structures that were placed there by the Contractor.

M. RESPONSIBILITY FOR DAMAGE CLAIMS

1. The Contractor shall indemnify and save harmless the City and all its representatives from all suits, actions or claims of any character, brought on account of any injuries or damages sustained by any person or property in consequence of any neglect in safeguarding the work or any act of omission of the said Contractor, or for any other reason occurring as result of any act, omission, neglect or misconduct in the manner or method of executing said work during the period of construction and until such time as the improvements shall be formally accepted.

N. INSURANCE

1. The Contractor shall furnish and maintain, during the period of this agreement and at its own cost, policies of insurance as follows:
 - a. Covering the legal liability of the Contractor and/or its sub-contractors who may be engaged in the work to pay claims for personal injuries to the Contractor's employees and for death resulting therefrom under the State of Maryland's Worker's Compensation Law.
 - b. Covering the legal liability of the Contractor to pay claims for damages or personal injuries, including death, on the account of accidents to persons other than employees of the Contractor, and to pay claims for property damages arising from operation under this agreement. Minimum liability requirements for this purpose shall be one million dollars (\$1,000,000).
 - c. The Contractor shall provide the City with the Certificate issued with the City named as a co-insured by the insurance carrier or broker which evidences the coverage described above to the satisfaction of the City.
 - d. The Contractor and all employees or agents of the Contractor assume all risk and danger incidental to the Contractor's obligations and operations provided in this agreement. The Contractor agrees that neither the City nor its officials, employees, agents or representatives shall be liable for injuries including death, to person or property arising out of the Contractor's obligations and operations provided in this agreement.

O. FAMILIARITY WITH LAWS, ETC.

1. The bidder is assumed to have made himself familiar with all federal, state, local and municipal laws, ordinances, rules and regulations which, in any manner, affect those engaged or employed in the work, or the materials or equipment used in or upon the work, or in any way affect the

work, and no plea of misunderstanding will be considered on account of the ignorance thereof. If the bidder or contractor shall discover any provisions in the plans, specifications, or contract which is contrary to or inconsistent with any such law, ordinance, rule or regulation, he shall forthwith report it in writing to the owner or any representative thereof.

P. EXAMINATION OF PLANS, SPECIFICATIONS AND SITE

1. Bidders shall make a personal examination of the location of the proposed work and of the surroundings thereof, and shall thoroughly acquaint themselves with the details of the work to be done and all the conditions and obstacles likely to be encountered in the performance and completion of the work. Bidders shall inform themselves as to the facilities for the transportation, handling and storage of equipment and materials, and they shall carefully study the plans, specifications and other conditions under which the work is to be done and as to the character, qualities and quantities of work to be performed and materials to be furnished, and be prepared to execute a finished job in every particular without extra charge whatever, except as may be specifically provided for elsewhere in these contract documents. No allowance will subsequently be made in this regard for error and/or negligence on the part of the contractor.

Q. INTERPRETATIONS BY ADDENDUM

1. If any person contemplating submitting a bid for this contract is in doubt as to the true meaning of any part of the plans, specifications, or other proposed contract documents, he may submit to the Owner a written request for an interpretation thereof. The person submitting the request will be responsible for its prompt delivery. Any interpretation of bid documents will be made only by addendum duly issued, and a copy of such addendum will be posted on the City website at www.cityoffruitland.com at least five (5) days prior to the bid opening date. The Owners will not be responsible for any other explanation or interpretation of the documents. The Bidder shall acknowledge the receipt of Addendum in his proposal.

R. WORKMANSHIP

1. First class work shall be performed and all materials furnished in carrying out the contract shall be of character and quality required by the specifications. Where no standard is specified for such work or materials, they shall be the best of their respective kinds. Any unsatisfactory work done or materials furnished, at whatever time they may be discovered, shall be immediately removed and satisfactorily replaced by the Contractor, when notified to do so by the Owner.
2. The Contractor shall employ only competent labor specifically experienced in the proposed work. Any employee who is careless, incompetent, disorderly, or who uses abusive or profane language shall be discharged or removed from the project on request of the Owner.
3. The work shall be under the general supervision of the Owner and it's duly appointed field representatives, in accordance with a general plan agreed upon between the Owner and the Contractor. The Contractor shall appoint a competent superintendent and necessary foreman for the direct supervision of the work. The Supervisor shall be on the job at all times that the work is in progress, and shall be available during non-working hours in event of an emergency.

S. CONSTRUCTION SAFETY AND HEALTH STANDARDS

1. It is a condition of this contract, and shall be made a condition of each sub-contract entered into pursuant to this contract, that the Contractor and any sub-contractor shall not require any laborer or mechanic employed in performance of the contract to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to his health or safety, as determined under construction safety and health standards (Title 29, Code of Federal Regulations, Part 1926, formerly Part 1518, as revised from time to time, promulgated by the United States Secretary of Labor, in accordance with Section 107 of the Contract Work House and Safety Standard Act.) (83 Stat. 96)
2. Failure of City of Fruitland to inform the Contractor of safety violations will not release the Contractor of his responsibilities.

T. PROTECTION OF PRIVATE AND PUBLIC PROPERTY

1. The Contractor shall take all necessary precautions to protect the existing county facilities, whether or not shown on the plans.

U. The Contractor shall be held responsible for any damages and the cost of repairing these damages shall be paid by the Contractor.

II. BID SCOPE OF WORK

EQUIPMENT

CORE & TERMINAL SERVERS-UNIT TO CONTAIN THE FOLLOWING:

1. HP Proliant DL380 G7 (583914-B21)
2. Processor - Quad-Core Intel® Xeon® Processor L5630(2.13GHz, 12M L3 Cache, 40 Watts, DDR3-1066MHz,HT Turbo 1/1/2/2)
3. 6GB Memory for 1st processor - 6GB PC3-10600E 3x2GB 2RankMemory
4. 2nd processor - Quad-Core Intel® Xeon® Processor L5630 (2.13GHz,12M L3 Cache, 40 Watts,DDR3-1066MHz, HT Turbo 1/1/2/2)
5. 6GB PC3-10600E 3x2GB 2Rank Memory
6. Advanced memory settings -Mirrored Memory Single Board
7. Storage controller - SAS Array Controller
 - i. 1st hard drive - 300GB 6G Hot Plug 2.5 SAS Dual Port 10,000 rpm Enterprise Hard Drive
 - ii. 2nd hard drive - 300GB 6G Hot Plug 2.5 SAS Dual Port 10,000 rpm Enterprise Hard Drive
 - iii. 3rd hard drive - 300GB 6G Hot Plug 2.5 SAS Dual Port 10,000 rpm Enterprise Hard Drive
 - iv. 4th hard drive - 300GB 6G Hot Plug 2.5 SAS Dual Port 10,000 rpm
8. Enterprise Hard DriveRAID setting - RAID 5 drive set (requires matching 3 hard drives)
9. Multimedia drive - Slim 12.7mm SATA DVD-RW Optical Drive
10. Network card - (2) Embedded Dual Port Multifunction Gigabit Server Adapters
11. Industry Standard Redundant Power supplies¹, qty. 2- 750W Common Slot Gold Hot Plug PowerSupplies²
12. Power cords, qty. 2 - 1.83m 10A C13-UL US Power Cord
13. Server management - integrated Lights Out Management³
14. Industry Standard Limited Warranty: Limited Warranty - 3 Years-Parts and on-site Labor, Next Business Day
15. Dynamic Power Capping⁴
16. Energy Efficiency - ENERGY STAR® qualified⁵

¹ This ROM-based setup provides the user with |High Efficiency| mode and |Balanced| mode selections. In Balanced mode, both power supplies provide power equally. This mode ensures full redundancy but can result in higher power consumption when power supplies are operating with reduced loads and lower power efficiency. The High Efficiency mode means the system will only use one power supply until system load exceeds a certain threshold. The second power supply stays online maintaining redundancy but does not supply power until needed. Either selection still provides full power redundancy.

² —"Industry standard" power supplies refers to form factors, such as ATX or SSI, that are predefined within the computing industry

³ Server management processors provide remote management with other core-embedded management functions to simplify setup, health monitoring, power and thermal control, and remote administration. The HP Insight Control Environment (ICE) management suite provides a foundation for deploying, managing, optimizing, and controlling the entire server environment from any location.

⁴ Dynamic Power Capping can bring a server experiencing a sudden increase in workload back under its power cap in less than one-half second, preventing any surge in power demand that could cause a typical data center circuit breaker to trip. Dynamic Power Capping has been designed and tested (at 50 degrees C and 150 percent overload) to ensure that it can prevent tripping circuit breakers that have a specified trip time of three seconds or longer.

⁵ *The ENERGY STAR Computer Server Qualified Product List includes a limited amount of information on qualified computer server configurations. For more information on qualified models / configurations, please refer to the ENERGY STAR Power and Performance data sheet which is required to be provided on the manufacturer Web site where qualified product is displayed. This data sheet contains more detailed configuration information (e.g., information on installed I/O devices), performance information, and thermal characteristics of the Computer Server.

Thin Client's and SFF PC'S

1. THIN CLIENT REQUIREMENTS, QTY. 24; TO CONTAIN THE FOLLOWING:

- a. TAA - HP t5565 Thin Client (XR249AA#ABA)
- b. Processor - VIA Eden 1 GHz
- c. Memory - 1G Flash, 1G RAM
- d. Video - VIAChrome9 HC3 Integrated Graphics (64MB reserved for video)
- e. Port types - 6 USB 2.0 ports , 1 Serial, 1 Parallel, 2
- f. Sound card - Internal amplified speaker, 1/8-inch
- g. mini-jack, 24-bit stereo, 192-kHz sample rate
- h. Network card - 10/100/1000 Gigabit Ethernet (RJ-45)
- i. Mouse – qty. 24-USB 2-Button Optical Scroll Mouse (DC172B)
- j. Keyboard - USB Keyboard- qty. 24 (DT528A)
- k. 19-inch LCD Monitor-qty. 24 (9EM887A8#ABA)
- l. Industry Standard Limited Warranty: Limited Warranty 3-Year Limited Worldwide Warranty, 24x7 Phone Support
- m. Energy Efficiency - ENERGY STAR® qualified

2. SFF PC REQUIREMENTS: QTY. 4; TO CONTAIN THE FOLLOWING:

- a. Configurable- HP Compaq 6005 Pro Small Form Factor PC (AT496AV)
- b. Small Form Factor Operating system - Genuine Windows® 7 Professional 32-bit Chipset - AMD 785G Chipset
- c. Power supply - SFF 89% Chassis Manageability features - Integrated DASH 1.1, Processor - AMD Athlon™ II X2 B24 (3.0 GHz, 2 MB L2cache, HT bus 3.0)Memory - 4GB PC3-10600 Memory (2x2GB)
- d. AV Media reader - 22-in-1 3.5-inch Media Card Reader
- e. Hard drives – 1- 500GB 3.5-inch 7200rpm SATA 3.0Gb/sNCQ,
- f. Optical drive - SATA SuperMulti LightScribe DVDWriter Drive
- g. Graphics - Integrated ATI Radeon HD 4200 with 128 MBSideport Memory Frame Buffer
- h. ProNetwork card - Integrated Broadcom NetXtreme
- i. Keyboard - PS/2 Standard Keyboard
- j. AV Mouse -PS/2 2-Button Optical Scroll Mouse
- k. Selected System recovery solutions - Genuine Windows7 Pro 32Recovery DVD (Only w/Win7 Pro 32 or 64-bit OS)
- l. Packaging - Single Unit (SFF) Packaging
- m. Industry Standard Limited Warranty 3yr-3yr-3yr (parts/labor/next business day on-site) warranty
- n. Energy Efficiency - ENERGY STAR® qualified

SWITCH AND ROUTER – Unit Qty. 1

1 – Switch

HP 48G Switch – L3 – managed – 48 x 10/100/1000 + 4 x SFP – rack mountable

- 1 – Router
Cisco 1921 Integrated Services Router – Gigabit Ethernet

RACK, KVM AND UPS – Unit Qty 1

- 1 – Rack
APC Netshelter SX – Black – 24U – 19”
- 1 – KVM
IOGEAR GCL1808KITU – KVM console with KVM switch – 8 ports – rack mountable – TFT – 17” – 1280 x 1024 / 75 Hz – VGA – 1U
- 1 – UPS
HP R/T3000 Uninterruptible Power System (UPS), Low voltage, 3000 watts into 2U space. Output Connections are (2) NEMA 5-20 outlets & (1) NEMA L5-30R

Software

MICROSOFT LICENSING FOR SERVERS – Unit Qty. 1

- 3 – License
Microsoft Windows Server 2008 R2 Standard –1 server – local –MOLP – Government Win – English
- 30 – License
Microsoft Windows Remote Desktop Services 2008 R2 – 1 user CAL – local – MOLP – Win - English
- 1 – License
Microsoft Windows Small Business Server 2011 Standard – 1 server, 5 user CALs – local – MOLP: Government – English
- 1 – License
Microsoft Windows Small Business Server 2011 CAL Suite – 20 user CALs – local – MOLP: Government – English
- 1 – License
Microsoft Windows Small Business Server 2011 CAL Suite – 5 user CALs – local – MOLP: Government – English

LABOR – Lump sum to install above equipment and software

OPTIONAL LICENSING – Unit Qty. – 1 (Add Addition #1)

- 1 – License
Microsoft Office Standard 2010 – 1 PC – local – MOLP: Government – English

LABOR – Per Hour for additional work not covered under this scope of work

III. BID FORM – DATE: _____

PLEASE PROVIDE A SEALED BID MARKED *Information Technology System for New Police Building F-2011 P-4 (Revised)* TO ABOVE ADDRESS ON OR BEFORE 1/5/2012 AT 2:00 P.M. TO: City Manager Rick Konrad, City of Fruitland, Maryland, PO Box F, 401 E. Main Street, Fruitland, Maryland 21826 Phone 410-548-2809

Item	Unit	Cost
CORE SERVER & TERMINAL SERVERS 1 UNIT		
THIN CLIENT 24 UNITS		
SFF PC 4 UNITS		
SWITCH & ROUTER 1 UNIT		
RACK, KVM & UPS 1 UNIT		
MICROSOFT LICENSING FOR SERVERS 1 UNIT		
LABOR (Lump Sum for above)		
TOTAL		
OPTIONAL LICENSING (Add Addition #1)		
ADDITIONAL LABOR COST PER HOUR		XXXXXXX
OTHER -		

Exceptions and cut sheets Noted/Attached Yes _____ No _____

Acknowledgment of Addendum(s) Yes _____ No _____

The City of Fruitland reserves the right to accept the proposal that is deemed to be in the best interest of the City or to reject any or all of the proposals. **The City reserves the right to accept all or part of this bid.**

I have read, understood, and agreed to the terms and conditions of all contents of this BID. The undersigned agrees to furnish the commodity or service stipulated in this BID as stated above.

WE WILL FURNISH THE ABOVE WITHIN _____ DAYS FROM RECEIPT OF ORDER AT PRICES SPECIFIED.

VENDOR: _____

CONTACT NAME: _____

PHONE: _____

ADDRESS: _____

CITY/STATE/ZIP _____ - _____

EMAIL ADDRESS _____

SIGNATURE _____