



Procurement Services  
Lucas Administrative Center, 617  
1 Nunn Drive  
Highland Heights, KY 41099  
859.572.6605  
FAX 859.572.6995

**ADDENDUM NO: 3**

**IFB/RFP No:** NKU-05-20

**Project /Commodity:** Cabling Services

**Date:** 11/19/2019

**Due Date:** 12/5/2019

***BIDDER/RESPONDER SHALL CONFORM TO THE FOLLOWING CHANGES AS SAME SHALL BECOME BINDING UPON THE CONTRACT TO BE ISSUED IN RESPONSE TO THIS INVITATION FOR BID.***

1. A potential bidder has requested a copy of the last cabling contract via open records request. Since this is an open bid, we need to make that contract available to everyone.

Please note that this instance the price contract is considered the award along with the vendor's proposal.

Ryan Straus  
Coordinator, Contracts & Bidding  
Procurement Services  
Lucas Administrative Center, Suite 617  
Northern Kentucky University  
Highland Heights, KY 41099  
[Strausr2@nku.edu](mailto:Strausr2@nku.edu)

**END OF ADDENDUM**

RS-11/19/2019

**NORTHERN KENTUCKY UNIVERSITY  
PURCHASING DEPARTMENT  
HIGHLAND HEIGHTS, KY 41099  
PHONE: 859.572.5265  
FAX: 859.572.6995**

**NOTICE OF AWARD OF PRICE CONTRACT**

Cincinnati Bell  
221 E. Fourth St/347-200  
PO Box 2301  
Cincinnati, OH 45201-2301

***Representative: Danny Arnado***  
***Telephone: 513.397.7102***  
***Fax: 866.549.9250***  
***Email: Danny.Arnado@cinbell.com***

**Department: Information Technology**

**Dept. Contact: Robert Webber**

**Dept. Contact Phone: 859.572.6418**

**Dept. Contact Fax: 859.572.1517**

**Price Contract No.: NK-617-1113**

**For: Cabling Services, Network & Telecomm**

**Date: November 1, 2015**

**Invitation No.: NK-04-16**

**Terms: Net**

**Vendor No. 100840**

**Contract Period:**

**Effective: November 1, 2015**

**Expires: October 31, 2018**

In accordance with terms, conditions and specifications in bid submitted by you on above referenced invitation, you are hereby awarded this Price Contract to furnish items listed below AS MAY BE REQUIRED by Northern Kentucky University, during the period indicated.

**SHIPMENTS ARE TO BE MADE ONLY UPON RECEIPT OF OFFICIAL PURCHASE ORDER**

<b>ESTIMATED QUANTITIES</b>	<b>DESCRIPTION</b>	<b>UNIT</b>	<b>UNIT PRICE</b>
	<p>Award of Price Contract, NK-617-1113, for Cabling Services, Network and Telecomm, in accordance with the terms, conditions and specifications contained in Invitation for Bid NK-04-16.</p> <p>See bid documents for pricing information</p> <p>Base Contract period shall be for three (3) years from date of award, with the option to renew for one (1) additional one (1) year term.</p>		
<b>ALL PRICES ARE F.O.B. DESTINATION UNLESS OTHERWISE SPECIFIED</b>			

**Instructions to Departments**

Use Purchase Requisition Form in accordance with terms and conditions of the Price Contract when placing requests for items contained herein. Each requisition should be filled in completely. Including all required information as shown on PCT. Variations in specifications will not be accepted.

\_\_\_\_\_  
(Authorized Procurement Agent)



Procurement Services  
Lucas Administrative Center 617  
Nunn Drive  
Highland Heights, Kentucky 41099  
tel 859.572.5265 | fax 859.572.6995  
[www.nku.edu](http://www.nku.edu)

November 2, 2015

Mr. Chris Schoeny  
CBTS  
221 E. Fourth Street  
Cincinnati, OH 45202

RE: Northern Kentucky University  
Network & Telecomm Cabling Services  
NKU-04-16

Dear Mr. Schoeny,

Northern Kentucky University has evaluated the ITB responses for the project indicated above. We are pleased to advise you that your company has been selected to perform these services in accordance with the bidding documents. This is a three (3) year term with an optional one (1) year extension.

We look forward to meeting with you soon to begin discussions about the work effort for these services. Doug Wells or his designee will be in contact with you.

Please accept our congratulations on your selection.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Blaine A. Gilmore', written over a horizontal line.

Blaine A. Gilmore  
Procurement Services, Associate Director  
Northern Kentucky University  
Lucas Administrative Center, 617  
Highland Heights, KY 41099  
Phone: 859.572.6449  
FAX: 859.572.6995  
E-mail: [gilmoreb@nku.edu](mailto:gilmoreb@nku.edu)

Cc: Jeff Strunk, Doug Wells

**Northern Kentucky University  
Procurement Services  
Bid # NKU-04-16**

**ITB  
For  
NETWORK AND TELECOMM  
CABLING SERVICES**



**September 17, 2015**

<b>1</b>	Section 1 – Cover Letter
<b>2</b>	Section 2 – Authentication, Non-Collusion and Conflict of Interest Statement
<b>3</b>	Section 3 – General Terms and Conditions
<b>4</b>	Section 4 – References/Subcontractors/General Safety and Coordination Requirements
<b>5</b>	Section 5 – Bond
<b>6</b>	Section 6 - Proposal
<b>7</b>	
<b>8</b>	





October 9, 2015

Jeff Strunk

Northern Kentucky University  
1 Nunn Drive, Lucas Admin Center, Suite 617  
Highland Heights, KY 41099

Dear Jeff,

CBTS appreciates the opportunity to offer Northern Kentucky University this proposal for your Network and Cabling Services in response to your ITB NKU-04-16.

CBTS provides a complete suite of end-to-end IT and communications solutions that allow mid-sized and enterprise businesses to improve operational efficiency, enable innovation, mitigate risk and reduce expenditures. With over 700 technical consultants, CBTS enables you to acquire and manage technology in a manner that meets your business and financial goals—today and tomorrow. From building enablement infrastructure, to deploying cloud services and managed applications, to offering top-notch technology consultants, CBTS is your technology partner to deliver quality and efficiency.

CBTS works with multiple manufacturers and distributors to ensure the widest array of product availability for our customers. This open sourcing arrangement means nearly 100% of the products we order are in stock and can be delivered within the critical time-frames of our customers. Our technicians have been proven assets to NKU for the past 6 years as your cabling and wiring experts. We look forward to the opportunity to continue this services in the years to come.

In order to assist you directly, Chris Schoeny will serve as your CBTS Contact. You can reach Chris a 513.397.5974], cell 513.30.1620, or by email [chris.schoeny@cbts.net](mailto:chris.schoeny@cbts.net).

We look forward to working with NKU on this project and await your evaluation of our proposal.

Sincerely



Chris Schoeny  
Senior Account Manager– Business Markets







**Proposal NO:** NKU-04-16  
**Issue Date:** 9/17/2015  
**Title:** Cabling services  
**Purchasing Officer:** Blaine Gilmore  
**Phone:** 859.572.6449

**RETURN ORIGINAL COPY OF PROPOSAL TO:**

**Northern Kentucky University  
Procurement Services  
Nunn Drive  
61 Luca Administrative Center  
Highland Heights, KY 40109**

**IMPORTANT: BIDS MUST BE RECEIVED BY: 10/9/15 BEFORE 2:00 P.M. HIGHLAND HEIGHTS, KY time.**

**NOTICE OF REQUIREMENTS**

1. The University's General Terms and Conditions and Instructions to Bidders, viewable at <http://procurement.nku.edu/policies/terms-and-conditions.html>, apply to this Request for Proposal.
2. Contracts resulting from this RFP must be governed by and in accordance with the laws of the Commonwealth of Kentucky.
3. Any agreement or collusion among Offerors or prospective Offerors, which restrains, tends to restrain, or is reasonably calculated to restrain competition by agreement to bid at a fixed price or to refrain from offering, or otherwise, is prohibited.
4. Any person who violates any provisions of KRS 45A.325 shall be guilty of a felony and shall be punished by a fine of not less than five thousand dollars nor more than ten thousand dollars, or be imprisoned not less than one year nor more than five years, or both such fine and imprisonment. Any firm, corporation, or association who violates any of the provisions of KRS 45A.325 shall, upon conviction, may be fined not less than ten thousand dollars or more than twenty thousand dollars.

**AUTHENTICATION OF BID AND STATEMENT OF NON-COLLUSION AND NON-CONFLICT OF INTEREST**

I hereby swear (or affirm) under the penalty for false swearing as provided by KRS 523.040:

1. That I am the offeror (if the offeror is an individual), a partner, (if the offeror is a partnership), or an officer or employee of the bidding corporation having authority to sign on its behalf (if the offeror is a corporation);
2. That the attached proposal has been arrived at by the offeror independently and has been submitted without collusion with, and without any agreement, understanding or planned common course of action with, any other Contractor of materials, supplies, equipment or services described in the Request for Proposal, designed to limit independent bidding or competition;
3. That the contents of the proposal have not been communicated by the offeror or its employees or agents to any person not an employee or agent of the offeror or its surety on any bond furnished with the proposal and will not be communicated to any such person prior to the official closing of the RFP;
4. That the offeror is legally entitled to enter into contracts with the Northern Kentucky University and is not in violation of any prohibited conflict of interest, including those prohibited by the provisions of KRS 45A.330 to .340, 164.390, and
5. That the Offeror, and its affiliates, are duly registered with the Kentucky Department of Revenue to collect and remit the sale and use tax imposed by Chapter 139 to the extent required by Kentucky law and will remain registered for the duration of any contract award
6. That I have fully informed myself regarding the accuracy of the statement made above.

**SWORN STATEMENT OF COMPLIANCE WITH FINANCE LAWS**

In accordance with KRS 45A.110 (2), the undersigned hereby swears under penalty of perjury that he/she has not knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky and that the award of a contract to a bidder will not violate any provision of the campaign finance laws of the Commonwealth of Kentucky.


**CONTRACTOR REPORT OF PRIOR VIOLATIONS OF KRS CHAPTERS 136, 139, 141, 337, 338, 341 & 342**

The Contractor by signing and submitting a proposal agrees as required by 45A.485 to submit final determinations of any violations of the provisions of KRS Chapters 136, 139, 141, 337, 338, 341 and 342 that have occurred in the previous five (5) years prior to the award of a contract and agrees to remain in continuous compliance with the provisions of the statutes during the duration of any contract that may be established. Final determinations of violations of these statutes must be provided to the University by the successful Contractor prior to the award of a contract.

**CERTIFICATION OF NON-SEGREGATED FACILITIES**

The Contractor, by submitting a proposal, certifies that he/she is in compliance with the Code of Federal Regulations, No. 41 CFR 60-1.8(b) that prohibits the maintaining of segregated facilities.

**SIGNATURE REQUIRED:** This proposal cannot be considered valid unless signed and dated by an authorized agent of the offeror. Type or print the signatory's name, title, address, phone number and fax number in the spaces provided. Offers signed by an agent are to be accompanied by evidence of his/her authority unless such evidence has been previously furnished to the issuing office. Your signature is acceptance to the Terms and conditions above.

<b>DELIVERY TIME:</b> 10/9/15 2:00 PM	<b>NAME OF COMPANY:</b> CBTS	<b>DUNS#:</b> 83-568-4853
<b>PROPOSAL FIRM THROUGH:</b> 90 days from delivery	<b>ADDRESS:</b> 221 E. Fourth Street	<b>Phone/Fax:</b> 513.397.5974
<b>PAYMENT TERMS:</b> Net 30	<b>CITY, STATE &amp; ZIP CODE:</b> Cincinnati, Ohio 45202	<b>E-MAIL:</b> <a href="mailto:chris.schoeny@cbts.net">chris.schoeny@cbts.net</a>
<b>SHIPPING TERMS:</b> F.O.B. DESTINATION - PREPAID AND ALLOWED	<b>TYPED OR PRINTED NAME:</b> Chris Schoeny	<b>WEB ADDRESS:</b> <a href="http://cbts.net/">http://cbts.net/</a>
<b>FEDERAL EMPLOYER ID NO.:</b>	<b>SIGNATURE:</b> 	<b>DATE:</b> October 8, 2015



**SPECIAL CONDITIONS****GENERAL TERMS AND CONDITIONS TO PROPOSERS:**

The general terms and conditions linked below shall be applicable to this Bid and take precedence over any Contractor terms and conditions:

<http://procurement.nku.edu/policies/terms-and-conditions.html>

**CBTS has read and agrees.**

**PARKING PERMITS:**

Contractor must obtain parking permits for all vehicles that will be parked on campus. Permits can be obtained at the welcome center for \$28.75/month.

<http://parking.nku.edu/rules/guidelines.html>

**CBTS has read and agrees.**

**GOVERNING LAW:**

Proposers shall conform to and observe all laws, ordinances, rules and regulations of the United States of America, Commonwealth of Kentucky, and all other local governments, public authorities, boards or offices relating to the Project Site or the improvements upon same, or the use thereof, and will not permit the same to be used for any illegal or immoral purposes, business or occupation. The resulting Contract shall be governed by Kentucky Law and any claim relating to this Contract shall only be brought in the Franklin Circuit Court in Accordance with KRS 45A-245.

**CBTS has read and agrees.**

**TOBACCO FREE CAMPUS**

Effective January 1st, 2014, NKU will be a tobacco free campus. The use of all tobacco products shall be prohibited in all campus buildings and outside areas on campus. **CBTS has read and agrees.**

**MULTIPLE AWARDS**

N/A

**STATUTORY AUTHORITY**

Selection of firms to provide professional services to Northern Kentucky University are governed by the provisions of the Kentucky Revised Statutes, KRS 45A.085, <http://www.lrc.ky.gov/KRS/045A00/085.PDF> **CBTS has read and agrees.**

**FOREIGN CORPORATIONS**

Foreign corporations are defined as corporations that are organized under laws other than the laws of the commonwealth of Kentucky. Foreign corporations doing business within the commonwealth of Kentucky are required to be registered with the Secretary of State, New Capitol Building, Frankfort, Kentucky and must be in good standing.

The Foreign Corporate Proposer, if not registered with the Secretary of State at the time of the bid submittal, shall be

required to become registered and be declared in good standing prior to the issuance or receipt of a contract. [CBTS has read and agrees.](#)

**DOMESTIC CORPORATIONS**

Domestic corporations are required to be in good standing. [CBTS has read and agrees.](#)

**OCCUPATIONAL LICENCE**

Northern Kentucky University was annexed by the city of Highland Heights in 2008. All contractors performing work for NKU must possess a Campbell County Occupational License and a city of Highland Heights Occupational License (administered by Campbell County) and must also pay applicable payroll taxes. For further information call



**PERMITS**

The Contractor shall obtain all permits necessary for any or all parts of the work from the authorities governing such work. The Contractor shall procure building permits, when required but no fee shall be applicable on projects for the Commonwealth. Evidence that such permits have been issued shall be furnished to the Owner before beginning work. **CBTS has read and agrees.**

**BID BONDS:**

A 5% bid bond is required with submission of this ITB. **CBTS has read and agrees.**

**COMPLETION DATES**

It is understood and agreed that time is of the essence. The Contractor will efficiently, diligently, and expeditiously conduct the work in a manner that will satisfy compliance with approved project schedules and completion by the completion date appearing in the body of this bid. **CBTS has read and agrees.**

**COORDINATION OF WORK**

The Vendor shall be responsible for coordinating all work with the Project Manager. Contractor shall notify all subcontractors in ample time when their services are needed at the job site.

The Contractor is responsible for all security with regard to the construction. The Contractor shall cooperate completely with the Owner's security forces and measures. **CBTS has read and agrees.**

**DAMAGE AND REPAIRS**

The Contractor shall exercise particular care to avoid damage to his own work, the Owner's property, and adjacent property of every description. He shall make good any damage resulting from or caused by the work under this contract at his sole expense in a manner satisfactory and without extra cost to the Owner including, but not limited to, finishes, furnishings, and landscaping. **CBTS has read and agrees.**

**HAZARDOUS MATERIALS**

No asbestos containing materials, lead based paints, or other hazardous materials shall be furnished or installed in this work. **CBTS has read and agrees.**

**DEBRIS AND CLEANUP**

All debris and waste materials and salvaged materials, unless required by the specifications to be reused or delivered to the Owner, shall become the property of the Vendor and shall be removed by the latter from the installation site and disposed of off University properties.

1. Debris shall not be thrown from windows, and generally, hoists or chutes shall be used for this purpose.
2. The vendor shall at all times keep the premises free from accumulation of waste materials or rubbish used by his employees or work.
3. Vendor will be responsible to leave all installation sites clean and free of all debris.

**CBTS has read and agrees.**

**EXAMINATION OF SITE**

Each vendor shall fully acquaint and familiarize themselves with the conditions as they exist and the character of

the operation to be carried on under the proposed contract and has made such investigation as may be reasonably necessary so that the vendor shall fully understand the facilities, physical conditions and restrictions attending to the work under the contract. The drawings and specifications furnished represent a fair approximation of the material needed but all quotations submitted should take into account knowledge gained as a result of the above referenced visual inspection.

**CBTS has read and agrees.**

**EXAMINATION OF CONTRACT**

Each vendor shall also thoroughly examine and become familiar with the specifications and associated contract documents. By submitting a proposal the vendor agrees that they have carefully examined the specifications and have thereupon decided that from their own investigation Contractor has satisfied themselves as to the nature and location of work, the general and local conditions and all matters which may in any way affect the work or its performance and that as a result of such examination and investigation, vendor fully understands the intent and purpose of the documents and conditions of the bidding. Claims for additional compensation and/or extension of time because of the vendor's failure to follow the foregoing procedure and to familiarize themselves with the Contract Documents and all conditions which might affect work will not be allowed. **CBTS has read and agrees.**

**FIELD VERIFICATION**

It is the Vendor's responsibility to verify all measurements. **CBTS has read and agrees.**

**HOURS OF WORK**

Working days at Northern Kentucky University are Monday through Friday, 8:00am to 4:30pm. Deviation from these working hours must be approved by said project manager. **CBTS has read and agrees.**

**WARRANTY**

All work performed under this contract shall be warranted for both parts and labor for a period of one (1) year from the date any such work is completed. **CBTS has read and agrees.**

**CANCELLATION**

The resulting contract, from this Request for Proposal may be cancelled by the University, for non-compliance with the terms and conditions of any part of the agreement. **CBTS has read and agrees.**

**TERMINATION FOR CONVENIENCE**

Northern Kentucky University reserves the right to terminate the resulting contract without cause with a 30 day written notice. Upon receipt by the Contractor of "notice of termination" the Contractor shall discontinue all services with respect to the applicable contract. The cost of any agreed upon services provided by the Contractor will be calculated at the agreed upon rate prior to "notice of termination" and a fixed fee contract will be pro-rated (as appropriate).

**CBTS has read and agrees.**



## **Scope of Services**

### **PURPOSE:**

Northern Kentucky University seeks bids for the following:

1. Per outlet pricing on data outlet moves, adds, changes and repairs
2. Per outlet pricing on telephone outlet moves, adds, changes and repairs

The University intends to select a vendor to do (Superior Essex/Ortronics or General Cable/Panduit) certified system cabling and non-certified cabling to provide moves, adds, changes and repairs for both voice and data.

The University Campus buildings contain a (Superior Essex/Ortronics or General Cable/Panduit) structured cabling system for voice and data and will continue using the (Superior Essex/Ortronics or General Cable/Panduit) system throughout all buildings for new installations.

### **BACKGROUND:**

The University's existing data and telephone system cabling is not vendor specific, but most recent data outlets have been installed using Ortronics and Panduit components and specifications.

The campus has 150 communication closets, with more than 13,000 data and voice outlets. Using a combination of CAT5e and CAT6a cabling.

The NEC NEAX 2400 IMS switch has approximately 3000 programmed extensions. The phone wiring is a combination of Category 3 and Category 5e cabling. The current standard in place is to use 110 Cat 5e wiring blocks for terminations.

Most existing outlets use separate cable paths and wall boxes for voice and data. Current practice during renovation projects is to share conduit and wall boxes.

### **VENDOR REQUIREMENTS:**

#### **Contractor Qualifications:**

The contractor's office from where the technicians will be based must be located within a 50-mile radius of NKU and NKU must be served from that office. During peak times, based on academic calendar, one or more qualified technicians must be available to cover increased workload. The contractor is required to respond to all emergency outages within two hours. **CBTS has read and agrees.**

#### **Data and Voice Contractor Qualifications:**

The contractor is required to have a Registered Communications Distribution Designer (RCDD) and a minimum of two Building Industry Consulting Service International (BICSI) certified installers on staff. The contractor must be certified to install and maintain (Superior Essex/Ortronics and General Cable/Panduit) structured cabling systems. In addition, the contractor must be certified by the manufacturer on design, installation and testing of the products to be supplied. In addition, the technician must have a minimum of two years of prior experience with telecommunication technology. **CBTS has read and agrees.**

#### **Project work:**

Cabling systems other than data and voice systems to be considered are speaker systems, coaxial cable systems, video monitoring systems and all control cabling systems used in conjunction with Smart classroom technologies. These systems and all major renovation projects and new construction projects are subject to individual bids and are awarded per bid specifications. **CBTS has read and agrees.**

#### **Identification:**

The technicians are required at all times to wear apparel that identifies the contracting vendor and should have

proper ID. The contractor is required to purchase and display a valid NKU parking sticker on every vehicle on site

and should display the company logo and contact information , in case of emergency . **CBTS has read and agrees.**

**INSTALLATION:****Certified (Warranted) System Installs:**

Installation shall be done in compliance with (Superior Essex/Ortronics or General Cable/Panduit) design and installation guidelines. The end-to-end system warranty must guarantee the electrical performance of the installed solution to meet or exceed the requirements per the EIA/TIA standards. The 25 year extended product warranty shall ensure against product defects for all cabling components. **CBTS has read and agrees.**

**Non-Certified System Installs:**

The wiring shall use the same components as the certified system to whatever extent practical (i.e. from the wall outlet to the patch panel). **CBTS has read and agrees.**

**All System Installs:**

"J" hooks, cable trays or conduit must be used. It is completely unacceptable to lay cables on the ceiling tiles, attach them to the ceiling grid, or to attach them to some other structure within the ceiling such as the sprinkler system. If conduit or cable trays are unavailable, cable bundles shall be supported with "J" hooks that must be attached to the building structure. The "J" hooks shall be no more than 2 meters apart and should allow for future growth.

All fire and building codes must be observed, such as use of plenum wire in all return air areas and fire stopping between floors and fire rated walls. When creating openings for a cable path, fire retardant sealing material shall be used to plug the unused portion of the opening. Consult the local fire codes to determine which is needed for each particular application.

The contractor is to refer to the "IT Wiring Standards" for all cabling installations. (See Appendix "A") **CBTS has read and agrees.**

**Additional Installations:**

Besides the running of cabling the vendor will assist NKU staff with the hanging of wireless devices, chasing dial tone between the phone switch and end device, assigning extensions and mounting network equipment. **CBTS has read and agrees.**

**Materials:****A list of standard materials is defined in the "IT Wiring Standards "**

At the contractor's request the University will provide a small amount of space for storage of materials, but NKU is not and will not be responsible for any loss or theft of property from that area. **CBTS has read and agrees.**

**Color and Style:**

Wherever possible, modular data and phone outlets in shared wall boxes shall be used. In all cases faceplate colors (normally beige) and location of outlets will be as directed by the University's office of Architecture and Construction Services, and communicated by the Office of Information Technology liaison to the vendor. Cable color shall be white for phone wiring and blue for data cables. **CBTS has read and agrees.**

**Labeling:**

Hand-written labels are not acceptable. All labels shall be machine printed on clear or opaque tape, stenciled onto

adhesive labels, or type written onto adhesive labels. The font shall be at least one-eighth inch (1/8") in height, block characters, and legible. The text shall be of a color contrasting with the label such that it may be easily read. If labeling tape is utilized, the width of the tape shall not exceed 3/8", and the font color shall contrast with the background. Patch panels shall exhibit cable numbers, in sequential order, for all workstations served by the MDF or IDF. Each data outlet shall be labeled (machine labels only) with the following numbering system: room number-wall plate number-cable number. For example, if there were two cables run into the same outlet in room 519, they would be labeled 519-1-1 and 519-1-2. If two new outlets were then added on a different wall, they would be labeled 519-2-1 and 519-2-2. The room number shall be the actual room number, not necessarily the same as the



room number shown on the drawings. Each workstation cable shall be machine labeled as well, at each end of the cable.

Voice cables shall also have the same machine printed labels as described for data ports; however the labeling shall be of the form 519-A-1 for the first outlet. If another voice line were added, 519-A-2 would be used. The only exception to this is that the existing 66 wiring blocks don't contain space for labels. Therefore, the cable itself should be labeled and the numbering shall be written legibly on the 66 block with a black felt-tip (sharpie-type) marker. Please refer to the "IT Wiring Standards" document. **CBTS has read and agrees.**

**Technician Assignment:**

One verified technician shall be assigned to the University's account as the primary installer. At least one certified backup technician shall be trained and current with NKU systems, as part of the contractor's responsibility to cover for vacations and possible unavailability of the primary installer. **CBTS has read and agrees.**

**Campus Renovations:**

Outlet moves will sometimes consist of renovations on campus where the cables are removed from the walls and hung temporarily on the ceiling. Once the wall structure is in place, the cables would be re-run to the new outlets for the renovated area. In some cases new outlets must be run and some old outlets must be removed because the cables are not long enough. Northern Kentucky University will have the option to bid construction renovation and construction projects in a separate RFP process. **CBTS has read and agrees.**

**Coordination:**

Contractor must coordinate the installations with the University's authorized agent to ensure they are the least disruptive to the campus as possible. The contractor is also required to work with other contractors or installers who may be involved in a construction area to achieve a high quality project in a timely fashion. **CBTS has read and agrees.**

**Site Conditions:**

Unless project conditions prevent it, outlets must be installed in the locations specified. Approval of changes must be obtained from the University's authorized agent.

Technicians must ensure that the wiring closets are kept clean of wiring and debris. **CBTS has read and agrees.**

**Testing:**

Testing of all copper wiring shall be performed prior to usage. 100 percent of the horizontal wiring pairs shall be tested for opens, shorts, polarity reversals, transposition and presence of AC voltage. Voice and data horizontal wiring pairs shall be tested from the information outlet to the closet. Category 5, Category 5e and Category 6 cable runs shall be tested for conformance to the specifications of EIA/TIA 568A. Testing shall be done with an EIA/TIA TSB-67 UL Certified Level 2 test set. Test shall include length, mutual capacitance, characteristic impedance, attenuation, and near-end and far end cross-talk. The contractor, at no charge, shall bring any pairs not meeting the requirements of the standard into compliance. **CBTS has read and agrees.**

**Meetings:**

Contractor is required to schedule, at a minimum, monthly meeting with the University's authorized agent and billing coordinator to cover billing statements and communicate progress on projects and timelines. **CBTS has read and agrees.**

Due to university schedules, sometimes there will be more work requested than possible for a single technician to complete within the requested timelines. The contractor would be expected to supply additional technicians at this time to accomplish the requested work within the schedule. If that is not possible; NKU can acquire additional contractors to complete the work. The awarded contractor will be informed when these situations occur, and the extra work will be quoted / awarded by the second and third ranking contractors that bid. **CBTS has read and agrees.**

End Cabling Specifications





**REFERENCES**

**Bidder Qualifications:** The bidder is required to submit a list of completed projects where he has performed similar work to that specified herein.

**Organization:** General Electric Evendale  
**Contact Name:** Jim O'Connor  
**Phone Number:** 513.243.7744  
**Date Work Completed:** on going **Value of Contract:** \$ 252,000.00  
**Project Manager assigned to this project:** Hank Korb  
**Brief Project Description:** Completion of all wire request at the Evendale facility.  
\_\_\_\_\_  
\_\_\_\_\_

**Organization:** General Electric Unison (Beavercreek)  
\_\_\_\_\_  
**Contact Name:** Dave Schappacher  
**Phone Number:** 937.490.7048  
**Date Work Completed:** on going **Value of Contract:** \$1,800.00  
**Project Manager assigned to this project:** Hank Korb  
**Brief Project Description:** Dedicated technician for 1 day per week to do wire request  
\_\_\_\_\_  
\_\_\_\_\_

**Organization:** Northern Kentucky University  
**Contact Name:** Bob Weber  
**Phone Number:** 859.572.6418  
**Date Work Completed:** 11/01/2015 **Value of Contract:** \$144,000.00  
**Project Manager assigned to this project:** Hank Korb  
**Brief Project Description:** Wire request for cabling at NKU for voice and data  
\_\_\_\_\_  
\_\_\_\_\_

**SUBCONTRACTORS**

**SUBCONTRACTORS:** The following is a list of subcontractors proposed by the bidder to be used to complete the project. All subcontractors are subject to approval by Northern Kentucky University. Failure to submit this list completely filled out may invalidate bid. **SUBCONTRACTORS MAY NOT BE CHANGED AFTER CONTRACT AWARD WITHOUT APPROVAL BY NKU.**

**BRANCH OF WORK**

**NAME, ADDRESS AND TELEPHONE OF SUBCONTRACTORS**

Voice and data cabling

Professional Cabling Solutions LLC

11711 Chesterdale Road

Cincinnati, Ohio 45246



**NKU GENERAL SAFETY & COORDINATION REQUIREMENTS**

CBTS has read and agrees.

1. The University strives to continuously maintain both a safe and secure work environment for its students, employees, and the employees of all Contractors assigned to our campus. Therefore, it is essential the following criteria be met by all Contractors (and all their subcontractors) working at NKU.
2. **BACKGROUND CHECKS:** The Contractor shall furnish the University upon request with written documentation that verifies each of their employees working on the property of the University has cleared a background check, has no felony convictions, is not a sex offender, and has the legal right to work in the United States.
3. **DRUG-FREE WORKPLACE:** Northern Kentucky University is a drug-free and alcohol-free workplace, and all employees of Contractors and subcontractors are subject to this policy while working on University property. If there is verifiable suspicion or probable cause that an employee of the contractor or subcontractor is under the influence of drugs or alcohol, the University reserves the right to require the Contractor to have the employee tested immediately at no expense to the University. If the test results are positive the employee will be prohibited from working on University property for a period of one (1) year from the positive test, or the duration of the project, whichever is longer. The banned employee of the Contractor must pass a drug and alcohol test before working again on university property. Effective January 1st, 2014, NKU will be a tobacco free campus. The use of all tobacco products shall be prohibited in all campus buildings and outside areas on campus.
4. **CONTRACTOR PRESENCE ON CAMPUS:** All persons working for (or on behalf of) the Contractor whose duties bring them on campus shall obey the rules and regulations that are established by the University and shall comply with the reasonable directions of the University representatives. Contractor's employees shall never enter or use existing areas of campus where they are not required to be performing work. Contractors and subcontractors are always responsible for providing and maintaining portable restroom facilities for all their workers working on the project. Contractor shall be responsible for the acts of his employees and agents while on campus. Accordingly, Contractor agrees to take all necessary measures to prevent injury and loss to persons or property located on campus. Contractor shall be responsible for all damages to persons or property caused by Contractor or any of his agents or employees. Contractor shall promptly repair any damage that he, or his employees or agent may cause to the campus or to the University equipment. Contractor agrees that in event of an accident of any kind on university property, Contractor will immediately notify the University's Department of Public Safety (859) 572-5770 and furnish a full written report of the accident. All Contractor employees and subcontractors shall present a neat and clean appearance while on University property, and be able to present proper identification upon request.
5. **PROJECT WORK SITE SAFETY & SECURITY:** The University does not, and will not, assume any responsibility for any tools, materials, equipment, or property belonging to the Contractor, his employees or agents, which may be lost or stolen from University property. All contractors and subcontractors are solely responsible for properly securing and protecting their tools and equipment. When working within or on top of an existing building, the Contractor shall work with the assigned University project manager in developing a strategy for securing the project work site and protecting the campus staff and community from the project work site. When working in an open area on campus, the Contractor shall provide securable barricades/fencing around the project site to protect the campus community from the dangers within the project work site. The Contractor shall maintain this project work site protection 24 hours a day, 7 days a week for the duration of the project.
6. **PARKING:** All Contractors and their subcontractors are required purchase a monthly parking pass from NKU at the rate of \$28.75/month, or at a daily rate of \$5.00/day. Weekly passes are also available. This will entitle workers to park at all NKU campus lots and garages, EXCEPT for faculty and staff lots which are noted accordingly. This pass also allows for parking in any of the garages if your vehicles will fit. Parking within the jobsite WILL NOT BE PERMITTED. Workers who do so will be subject to immediate towing, without warning, and at their cost. Vehicles may be parked near a worksite for reasonable times for loading and unloading, providing normal access and egress to buildings is not hindered. All workers shall park their personal vehicles in the Welcome Center parking garage, which is located just north of the Power Plant across from the Bank of Kentucky Center.
7. **GENERAL PROJECT COORDINATION:** All work and information requests by the Contractor shall be coordinated through the assigned NKU Project Manager. Any direction provided by the campus Operations & Maintenance Staff and/or the project user group shall NOT be considered official direction from the University unless authorized in writing from the assigned NKU Project Manager. Contractor will NOT be compensated for work performed without written authorization from the assigned NKU Project Manager.
8. **TEMPORARY USE OF CAMPUS UTILITIES:** As a general rule, utilities required by the Contractor to perform

their work can be obtained from the University. However, the University reserves the right to require the Contractor to

furnish a meter to record the usage of each provided utility for the duration of the project. For projects requiring utility metering, a deduct change order will be issued at the end of the Project to reimburse the University for the Contractor utility usage. The Contractor is responsible for determining and coordinating the procurement of any utility where the University cannot reasonably provide.

9. **CAMPUS UTILITY SHUTDOWNS:** Unless noted otherwise for a specific project, at least seven (7) calendar days notice is required for any campus utility shutdowns and/or any road/parking lot closures necessary for the Contractor to perform their work. All utility shutdowns and closures shall be coordinated with the assigned NKU Project Manager, and the University reserves the right to schedule these shutdowns and closures at night and/or on weekends to minimize disruptions to the campus community. All requests for assistance from NKU's Operations & Maintenance staff in locating existing utilities shall also be submitted to the assigned NKU project manager at least (7) calendar days in advance.
10. **PAYMENT AND PERFORMANCE BONDS:** 100% Payment and Performance Bonds may be required for work arising from this ITB.





**FORM OF PROPOSAL**

**LUMP SUM BASE BID**

The Bidder agrees to furnish all labor, materials, supplies, supervision and services required to perform this contract in a workmanlike manner. These services to be provided in accordance with Specifications and Contract Documents, and any duly issued Addenda for the LUMP SUM BASE BID set forth below:

For purposes of bid evaluation; enter the appropriate information and calculate the total. Quantities cited are only estimates and neither a typical or guaranteed amount of work.

Standard install: 4 Pair Cat. 5e outlet (voice or data) (line 1) 550 drops X 159.00 = \$ 87,450.00

Project work: Price per hour for data/voice infrastructure services (line 25)  
Up to 1800 hrs. X 39.00 = \$ 70,200.00

**TOTAL EXTENDED \$ 157,650.00**  
(use figures)

One Hundred Fifty Seven Thousand, Six Hundred Fifty Dollars and 00/100 Cents  
(USE WORDS) (USE WORDS)

\$ 157,650.00  
(USE NUMBERS)

This offer is for, at minimum, 1096 (3 years) calendar days from the date this offer is opened. In submitting the above it is expressly agreed that upon proper acceptance by Northern Kentucky University of any or all items offered, a contract shall thereby be created with respect to the items accepted.

THIS BID SUBMITTED BY:

Cincinnati Bell Telephone Company, LLC 221 East Fourth Street, MS 1200-130, Cincinnati, Ohio 45202  
(Name and Address of Bidder)

DATE: 10/8/15 AUTHORIZED SIGNATURE: 

**NOTE:** The Authentication of Bid and Statement of Non-Collusion and Non-Conflict of Interest must be properly executed for this Bid to be valid.

*This Bidder, in compliance with this Request for Bid, and having carefully examined the complete contract documents, as well as the specifications for the work as prepared by Northern Kentucky University, hereby proposes to furnish all labor, supervision, materials, supplies and services required to perform the specifics of the Contract Documents, within the time set forth herein and for the final negotiated price.*

The Bidder, hereby acknowledges receipt of the following Addenda:

ADDENDUM NO. \_\_\_\_\_ DATED \_\_\_\_\_ ADDENDUM NO. \_\_\_\_\_ DATE \_\_\_\_\_

ADDENDUM NO. \_\_\_\_\_ DATED \_\_\_\_\_ ADDENDUM NO. \_\_\_\_\_ DATE \_\_\_\_\_



For the purpose of creating a Price Contract, please fill in prices, where appropriate in the table below.

Line	Description	PRICE	Price per duplex outlet where applicable
	<b>Interior cabling – MDF/IDF to Desktop wall outlet</b>		
	<b>Standard installs</b>		
1	4 Pair Cat. 5e outlet ( voice and data )	159.00	
2	Dual 4 Pair Cat. 5e outlet ( voice and data )	267.00	
3	4 Pair Cat. 6a outlet	290.00	
4	Dual 4 Pair Cat. 6a outlet	528.00	
5	Fiber outlet	768.00	
6	Dual Fiber outlet	914.00	
7	Additional cost if surface mounted raceway is required for phone or data ( cost per foot )	5.00	
8	Repair of Cat. 5e outlet	39.00	
9	Repair of Dual Cat. 5e outlet	49.00	
10	Repair of Cat. 6a outlet	39.00	
11	Repair of Dual Cat. 6a outlet	49.00	
12	Repair of Fiber outlet	78.00	
13	Repair of Dual Fiber outlet	78.00	
14	Renovation - move single data or voice outlet	59.00	
15	Renovation - move dual data or voice outlet	68.00	
16	Renovation - data or voice outlet removal - single or dual	68.00	
17	Phone extension move* (e.g. when an employee moves to another office)	39.00	
18	Installation of a wireless access point (excluding price of the network drop, will use price from above)	39.00	
19	Remove of wireless access point	39.00	
	<b>Vendor Response - Trip Charges</b>		
20	Additional price per trip for Grant County Campus requests	66.00	
21	N/A	N/A	N/A
22	Price per hour during holidays and weekends	49.50	
23	Price per hour for requests before 8:00am and after 5:00pm	49.50	
24	Price for Emergency Response - Two hour response	49.50	
	<b>Project Work</b>		
25	Price per hour for data and voice infrastructure services	33.00	
26	Price per hour for non-certified telecommunication services	33.00	
27	Price per hour for project related work	33.00	
28	Price per hour for data and voice infrastructure services - 40 hrs/week for 9 months - time and materials for 3 months	33.00	
29	Price per hour for data and voice infrastructure services - 40 hrs/week for 12 months	33.00	
	<b>Certified (warranted) installs</b>		
30	Warranted voice and data outlet in a single box	267.00	
31	Warranted Cat 5e voice only outlet	159.00	
32	Warranted Cat 5e data only outlet	159.00	
33	Warranted Cat 6a voice outlet	290.00	
34	Warranted Cat 6a data outlet	290.00	
35	Warranted Fiber data outlet	768.00	