ISABELLA COUNTY
REQUEST FOR PROPOSAL

Isabella County Water Supply System No. 1 (Lake Isabella) - SCADA Bid Project

ISSUED BY ISABELLA COUNTY BOARD OF PUBLIC WORKS

ISSUE DATE: Friday, February 8, 2018

DUE DATE OF PROPOSALS: Monday, March 5, 2018 at 1:30 p.m.

Isabella County

Isabella County Water Supply System No. 1 (Lake Isabella)
SCADA Bid Project
Bid Proposal Specifications

Definitions:

The following definitions shall apply in this Specification:

Purchaser - The County of Isabella, by and through the Isabella County Board of Public Works, henceforth known as the Owner.

Vendor - The party supplying software, hardware, and related products and services.

Project Overview:

The Isabella County Water Supply System No. 1 (Lake Isabella) system uses two wells to supply water to its water distribution system. This project will install a Supervisory Control And Data Acquisition (SCADA) system to control the operation of the wells and to allow remote monitoring of those wells. It consists of several components:

1) Well 1 SCADA system design, installation, and startup.
2) Remote monitoring system installation and startup.
3) Well 2 SCADA system design, installation, and startup.

Scope of Project:

The Isabella County Drain Commissioner Office operates the Isabella County Water Supply System No. 1 (Lake Isabella) using two wells to supply water to system customers. There is currently a very limited control system for those wells. This project will install a SCADA system to perform the well control(s) and to allow for remote monitoring by County staff.

Well locations are: Well #1, 1086 Queensway, Lake Isabella, MI 48893 and Well #2, 1064 Queensway, Lake Isabella, MI 48893.

The SCADA system shall be designed using Opto22 SNAP components, and the remote monitoring shall use the Opto22 Groov device. No other manufactures are acceptable. The SCADA System shall use the existing VFD, pressure transducers, and LED display in the design. Isabella County will supply broadband for the remote communication. Based on the bids, the County will choose one the following SCADA options to:

1) Control both Well #1 and Well #2; or
2) Control & Monitoring only Well #1; or
3) Control Well #1 with limited monitoring of Well #2.

GENERAL INFORMATION FOR CONTRACTORS

Project Manager:

The Project Manager is Owner's designee and is the sole point of contact for this proposal. All communication between prospective bidders and the County upon receipt of this RFP shall be with the Project Manager, as follows:

Tim A. Warner
Office of Isabella County Drain Commissioner
Room 140, 200 N. Main Street
Mt. Pleasant, MI 48858

Telephone: 989.317.4072
Facsimile: 989.779.8785
E-mail: twarner@isabellacounty.org

Prospective bidders are welcome and encouraged to contact the Project Manager for an on-site visit to the Well houses prior to proposal due date.

Prospective bidders are to rely on written statements issued by the Project Manager. Any other communication will be considered unofficial and non-binding on the County.

Supplied Equipment and Software:

The Owner will provide modules listed in the I/O Information section.

All other hardware and software shall be provided by the Vendor(s) as specified in the **Deliverables** section and shall be approved by the Owner through a submittal process.

Deliverables:

1) SCADA system design: 1) Design a SCADA system including. a) Opto22 R-2 Controller, 12-Slot Rack, power supplies, and UPS. b) Analog and digital IO necessary to start and stop wells based on current pressure-based scheme. See equipment list later in this Specification. c) Moxa EDR-G903 network router (with a Meanwell MDR-60-24 power supply) or approved equal. d) Hoffman cabinet and mounting hardware. e) Building temperature and door open status monitoring. f) 5GHz radio base station and subscriber units. 2) Produce complete documentation (two printed hardcopies and one digital copy in PDF format). 3) Digital copy of the Opto programming. 4) Any and all work as specified in the **Vendor Services** section. The design shall include the three options as outlined in the **Scope of Project**.

2) SCADA system installation: a) Install SCADA system as designed in Deliverables b) Startup and verify correct system operation. c) Produce complete system documentation (one printed hardcopy and one digital copy in PDF format). d) Any and all work as specified in the **Vendor Services** section. A manufacturers' certification of installation is required.

3) SCADA Groov Programming, and Installation: Install the Groov device and provide connectivity to the County supplied broadband connection and to the Well site network. Install and program a router to provide security to the Well site.

Vendor Services:

1) The Vendor shall recommend and provide any technology required for secure, robust communication under all weather conditions and resistant to unauthorized use and attack.

2) The Vendor shall, working with and under the direction of the Owner or Owner's designee: a) provide and perform any PLC hardware, firmware, and Opto 22 software upgrades or programming necessary, and b) test the operation of the radio system with the PLC's to successfully operate and monitor the, Wells, c) provide complete documentation of all hardware and software changes (two printed hardcopies and one digital copy in PDF format). Any PLC hardware or software modifications shall be coordinated through the Owner. Under no circumstances shall the Vendor place controlling devices out of service without notice and consent of the Owner.

3) The Vendor shall guarantee reliable, correct, and full operation of the system for one year and provide on-site repair service within 12 hours of notice of failure. No more than one system failure within any three-month time is allowed. Reliability shall be attained by operating for six months without any communication system failure.

Project Coordination:

Regularly scheduled project meetings will be held. Additional meetings will be scheduled as needed, either on-site or by telephone. Consistent failure by the (any) Vendor to attend scheduled meetings without authorization from the Owner shall constitute Default. Consistent failure to assist other Vendors as required in the **Vendor Services** shall constitute Default.

Vendor Qualifications:

The successful bidder shall:

1) Demonstrate competence in previous similar projects installing and configuring Opto22 hardware and software.

2) Identify key staff that will be assigned to the County and other personal also that have experience in similar projects, as stated above.

3) List recent similar projects.

4) Licensed to do business in the State of Michigan.

Fair Employment Practices

In accordance with the United States Constitution and all federal legislation and regulations governing fair employment practices and equal employment opportunity, including but not limited to Title VI of the Civil Rights Act of 1964 (P.L. 88-352, 78 STAT. 252), and United States Department of Justice Regulations (28 C.F.R. Part 42) issued pursuant to the Title, and in accordance with the Michigan Constitution and all state laws and regulations governing fair employment opportunity, including but not limited to the Michigan Civil Rights Act (P.A. 1976 No. 453) and the Michigan Handicappers Civil Rights Act (P.A. 1976 No. 220) the Contractor agrees that he will not discriminate against any person, employee, consultant of applicant for employment with respect to his or her hire, tenure, terms, conditions or privileges of employment or hire because of his or her religion, race. color, national origin, age, sex, height, weight, material status, or handicap that is unrelated to the individual's ability to perform the duties of a particular job or position. The Contractor recognizes the right of the United States and the State of Michigan to seek judicial enforcement of the foregoing covenants against discrimination against itself or its subcontractors.

Bid Due Date:

March 5, 2018 at 1:30 p.m.

Address bids as: "LAKE ISABELLA SCADA 2018", delivered to: Isabella County, Office of the Drain Commissioner, Room 140, 200 N. Main Street, Mt. Pleasant, MI 48858.

Proposers who mail proposals should allow normal mail delivery time to ensure timely receipt of their proposals at the Isabella County Drain Commissioner's Office. Respondents assume the risk for the method of delivery chosen. The County assumes no responsibility for delays caused by any delivery service. **Proposals may not be transmitted using electronic media such as facsimile transmission or electronic mail only.**

Late proposals will not be accepted and will automatically disqualified from further consideration. All proposals and any accompanying documentation become property of Isabella County and will not be returned.

Date of Award:

Within 90 days from the Day of Bid Opening with a recommendation from the Board of Public Works and final approval from The Board of Commissioners and/or their Representative.

Basis of Award of Contract

After the Proposals are opened and read, the totals will be checked and compared, and the results of such comparison will be immediately made public. Until the final award of the Contract, however, the Owner reserves the right to reject any or all Proposals and to waive technical errors, as may be deemed to be for the best interest of the Owner.

Award of the Contract, if it be awarded, will be to the lowest responsible bidder whose Proposal complies with all the requirements prescribed. In comparing Proposals, the Owner will consider the amount of work to be done, the unit and lump sum prices bid, the experience and skill of the Bidder in work of this kind, the Contractors proposed time for completion of the work, and the business ability to finance and successfully complete a Contract of this magnitude. In no case will an award be made until all necessary investigations are made as to the responsibility of the Bidder to whom it is proposed to award the Contract.

Date of Completion:

Contractor will agree to all the work to be completed within sixty (60) calendar days after the Execution of Contract and Notice to Proceed.

Assignments:

The Vendor agrees not to assign or transfer this contract or any part thereof without the written consent of the Owner. Any unauthorized assignment may subject the Vendor to immediate termination.

Errors / Omissions / Discrepancies:

Any errors, omissions, or discrepancies in this Specification discovered by the Vendor and/or service provider shall be brought to the attention of Tim Warner, Isabella County Drain Commissioner's Office, as soon after discovery as possible. Further, the Vendor and/or service provider shall not be allowed to take advantage of errors, omissions, or discrepancies in the Specification.

Default:

Is defined as the failure of the Vendor to fulfill the obligations of the Contract, including but not limited to: failure to deliver on time, or the unauthorized substitution of articles other than those approved through the submittal process; or failure to deliver

specified services. If continued abuse or any or all of the above conditions persist, the Owner will notify the Contractor in writing. The Vendor will be given ten days to correct this "Default" condition. Failure to do so within the specified period will result in the Owner canceling the Contract and procuring the articles or services from other sources and hold the Vendor responsible for any excess cost occasioned thereby.

Termination:

The Owner reserves the right to terminate the Agreement with the Vendor for cause, without any liability, upon 10 days' notice from the Drain Commissioner's Office or his authorized representative, (See Default above).

Indemnification:

The Vendor agrees to defend, indemnify and hold harmless the Owner, its employees and agents from all claims and lawsuits arising out of its performance of this Contract.

Additional Information:

Bidders may contact the Office of the Drain Commissioner, Isabella County, Tim Warner, (989.317.4072, or twarner@isabellacounty.org) for additional or detailed information beyond that contained in this Specification.

Well 1 Existing Components:

A. Well 1 Electrical & Discharge Piping
   1) 40 HP, 3-Phase Motor
   2) VFD, Danfoss VLT Aqua Drive
   3) WIKA Pressure Transducer with 4-20mA output

B. Hydro-pneumatic Tank
   1) Ashcroft pressure Transducer with 4-20mA output

C. Motor Control Center
   1) Simpson Panel Meter (30 CM) for display with output to relays
   2) Various relays

Well 2 Existing Components:

A. Well 2 Electrical & Discharge Piping
   1) 25 HP, 3-Phase Motor

I/O Information:

Well #1
SNAP-PAC-R2
SNAP-PAC-RCK12
SNAP-AIMA-iSRC
SNAP-AOA-23-iSRC (VFD control for both stations)
SNAP-IAC5 (flow switch, hand, off, automatic) - **Supplied by County**
SNAP-OAC5 (CL2 pump, PO4 pump, well pump#1, well pump #2)
SNAP-AITM (temperature monitoring) – **Supplied by County**
SNAP-IDC5 (door open status) & door magnet

Well #2
SNAP-PAC-R2
SNAP-PAC-RCK12
2) SNAP-AIMA-iSRC
1) SNAP-AOA-23-iSRC
2) SNAP-IAC5(hand, off, automatic) – **Supplied by County**
1) SNAP-OAC5(CL2 pump, PO4 pump, well pump #2)
SNAP-AITM (temperature monitoring) – **Supplied by County**
SNAP-IDC5 (door open status) & door magnet

Ubiquity 5GHz Base Station and Ubiquity 5GHz Subscriber Unit for connectivity between the well houses.

Other components as needed to produce a working system.

Isabella County

Isabella County Water Supply System No. 1 (Lake Isabella)
SCADA Bid Proposal
BID SHEET

The below unit prices shall include all labor, materials, overhead, profit, insurance, etc., to cover the finished work of the several kinds specified, and the Bidder agrees to perform all of the work described in the Specifications and/or shown on the Plans for the following unit prices:

ITEM NO.	DESCRIPTION	LUMP SUM PRICE
#1	Well #1 and Well #2 Complete	$ _____

_____
(Written)

_____ and _____/100 Dollars.

#2 Well #1 Control & Monitoring Only $ _____

_____
(Written)

_____ and _____/100 Dollars.

#3 Well #1 Control & Monitoring and Well #2 Monitoring $ _____

_____
(Written)

_____ and _____/100 Dollars.

Respectfully Submitted,

Company Name _____

Address _____

City _____ ST _____ Zip Code _____

Telephone Number _____ Fax _____

Email Address _____ Date _____

Authorized Signature _____

Print or Type Name and Title _____

Also, please include pages 11, 12 & 13 with Bid Proposal.

AWARD AND EXECUTION OF CONTRACT

CONSIDERATION OF BIDS

After the Proposals are opened and read, the totals will be checked and compared and the results of such comparison will be immediately made public. Until the final award of the Contract, however, the Owner reserves the right to reject any or all Proposals and to waive technical errors, as may be deemed to be for the best interest of the Owner.

HOLDING OF BIDS

The Owner reserves the right to hold any and all bids for a period of up to and including 90 calendar days from the date of bid opening, prior to awarding or rejecting any or all bids in accordance with other sections of these bidding documents.

EXECUTION OF CONTRACT

The Contract shall be signed by the successful Bidder and returned within ten (10) days after the Bidder has received notice of Contract award.

FAILURE TO EXECUTE CONTRACT

Failure to execute a Contract within ten (10) days as above provided shall be just cause for the annulment of the award and the forfeiture of the proposal guarantee to the Owner, not as a penalty but as liquidated damages. Award may then be made to the next lowest responsible bidder or THE WORK may be re-advertised at the discretion of the Owner.

EFFECTIVE DATE OF CONTRACT

Subject to applicable provisions of law, the Contract shall be in full force and effect as a Contract from and after the date when a fully executed and approved counterpart thereof is delivered to the Contractor.

COMMENCEMENT AND COMPLETION OF THE WORK

The Contractor shall commence work within ten (10) calendar days after the date stipulated in the "Notice to Proceed" given to him by the Owner. He shall complete the work within the time limit as set forth in the Contract and/or the written "Notice to Proceed". Allowances may be granted for reasonable delays beyond the control of the Contractor, such as unusual weather conditions, material shortages or labor strikes.

AMENDMENTS TO CONTRACT

Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted in this Contract herein and this Contract shall be read and enforced as though it were included herein, and if through mere mistake, or otherwise, any such provision is not inserted, or is not correctly inserted, then upon the application of either party hereto, the Contract shall forthwith be physically amended to make such insertion.

EXHIBIT A
CERTIFICATIONS AND ASSURANCES

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL FAILURE TO SUBMIT THIS COMPLETED FORM MAY RESULT IN DISQUALIFICATION

Firm Name: _____

I/we make the following statement of assurances as a required element of the proposal to which it is attached, understanding that the truthfulness of the facts affirmed here and the continuing compliance with these requirements are conditions precedent to the award or continuation of the related contract(s):

1. The prices and/or data have been determined independently, without consultation, communication, or agreement with other proposers for the purpose of restricting competition. However, I/we may freely join with other persons or organizations for the purpose of presenting a single proposal.

2. The attached proposal is a firm offer for a period of ninety (90) days following receipt, and it may be accepted by Isabella County without further negotiation (except where obviously required by lack of certainty in key terms) at any time within the ninety (90) day period.

3. In preparing this proposal, I/we have not been assisted by any current or former employee of Isabella County whose duties relate (or did relate) to this proposal or prospective contract, and who was assisting in other than his or her official, public capacity. Neither does such a person nor any member of his or her immediate family have any financial interest in the outcome of this proposal. (Any exceptions to these assurances are described in full detail on a separate page and attached to this document.)

4. I/we understand that Isabella County will not reimburse me/us for any costs incurred in the preparation of this proposal. All proposals become the property of Isabella County, and I/we claim no proprietary right to the ideas, writings, items, or samples, unless so stated in this proposal.

5. Unless otherwise required by law, the prices and/or cost data which have been submitted have not been knowingly disclosed by the proposer and will not knowingly be disclosed by him/her prior to opening, in the case of a proposal directly or indirectly to any other proposer or to any competitor.

6. No attempt has been made or will be made by the proposer to induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition.

7. I/we agree that submission of the attached proposal constitutes acceptance of the solicitation contents.

8. I/we acknowledge communication of any kind regarding my/our proposal directed to parties other than the Project Administrator may result in my/our disqualification.

9. I/we warrant that no conflict of interest knowingly exists for any member of the project team that contributed to this proposal or prospective contract.

10. I/we certify that I/we shall procure and maintain Workers' Compensation Insurance, including Employer's Liability Coverage, in accordance with all applicable statutes of the State of Michigan during the duration of this prospective contract.

11. I/we certify that I/we shall procure and maintain Professional Liability Insurance (errors and omissions) with limits of liability of not less than $1,000,000 per claim and aggregate during the duration of, and a minimum of three (3) years beyond the completion of, this proposed contract.

12. I/we certify that I/we shall procure and maintain Comprehensive General Liability Insurance on an "Occurrence Basis" with limits of liability not less than $1,000,000 per occurrence and/or aggregate combined single limit, covering Personal Injury, Bodily Injury and Property Damage during the duration of this prospective contract.

13. I/we certify that I/we shall procure and maintain Motor Vehicle Liability Insurance, including applicable Michigan No-Fault coverages, with limits of liability not less than $1,000,000 per occurrence combined single limit for Personal Injury, Bodily Injury and Property Damage during the duration of this prospective contract.

14. I/we certify that the General Liability Insurance and the Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following shall be "Additional Insureds": Isabella County, including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, including employees and volunteers thereof during the duration of this prospective contract.

15. I/we certify that the Workers' Compensation Insurance, General Liability Insurance and the Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following: Thirty (30) days advance written notice of cancellation or non-renewal shall be sent to: Isabella County Drain Commissioner's Office, 200 N. Main Street, Room 140, Mt. Pleasant, MI 48858.

16. I/we will attach a notarized Contractor's Affidavit – Final Estimates, on the form attached herein, as a requisite for payment of Final Estimates.

_____ _____

Signature Date

_____

Title

EXHIBIT B
CERTIFICATE OF COMPLIANCE WITH PUBLIC ACT 517 OF 2012

I certify that neither_____(Company), nor any of its successors, parent companies, subsidiaries, or companies under common control, are an "Iran linked business" engaged in investment activities of $20,000,000.00 or more with the energy sector of Iran, within the meaning of Michigan Public Act 517 of 2012. In the event it is awarded a Contract as a result of this Request for Proposals, Company will not become an "Iran linked business" during the course of performing the work under the Contract.

NOTE: IF A PERSON OR ENTITY FALSELY CERTIFIES THAT IT IS NOT AN IRAN LINKED BUSINESS AS DEFINED BY PUBLIC ACT 517 OF 2012, IT WILL BE RESPONSIBLE FOR CIVIL PENALTIES OF NOT MORE THAN $250,000.00 OR TWO TIMES THE AMOUNT OF THE CONTRACT FOR WHICH THE FALSE CERTIFICATION WAS MADE, WHICHEVER IS GREATER, PLUS COSTS AND REASONABLE ATTORNEY FEES INCURRED, AS MORE FULLY SET FORTH IN SECTION 5 OF ACT NO. 517, PUBLIC ACTS OF 2012.

_____
(Name of Company)

By: _____

Date:_____ Title: _____

Subscribed to and sworn before me,
a Notary Public, on this _____day of_____, 2018.

_____
_____, Notary Public
_____ County, State of Michigan
Acting in_____County, Michigan
My Commission Expires: _____

CONTRACTOR'S AFFIDAVIT

FINAL ESTIMATE

STATE OF: Michigan
ss
COUNTY OF: Isabella

The undersigned, _____ hereby represents that on _____, 2018 was awarded a contract by Isabella County hereinafter called the OWNER to supply and install the Isabella County Water Supply System No. 1 (Lake Isabella) – SCADA Project in accordance with the terms and conditions of Contract dated _____, 2018 and the undersigned further represents that the subject work has now been accomplished and the said contract has now been completed.

The undersigned hereby warrants and certifies that all of his (its) indebtedness arising by reason of the said contract has been fully paid or satisfactorily secured; and that all claims from subcontractors and others for labor and material used in accomplishing the said project as well as all other claims arising from the performance of the said contract, have been fully paid or satisfactorily settled. The undersigned further agrees that, if any such claim should hereafter arise, he (it) shall assume responsibility for the same immediately upon request to do so by the OWNER.

The undersigned, for a valuable consideration, the receipt of which is hereby acknowledged, does further hereby waive, release and relinquish any and all claims or right of lien which the undersigned now has or may hereafter acquire upon the subject premises for labor and material used in accomplishing said project owned by the OWNER.

This affidavit is freely and voluntarily given with full knowledge of the facts, on this _____ day of _____, A.D. 2018.

_____CONTRACTOR

BY:_____ Title: _____

Subscribed and sworn to before me this _____ day of _____, in the year of our Lord, 2018.

_____ _____

Notary Public My Commission Expires

NOTICE OF AWARD OF CONTRACT

I _____ being/representing the OWNER on this _____ DAY of _____, 2018, do hereby give notice to _____, (hereinafter referred to as CONTRACTOR) of Award of contract as lowest responsible bidder pursuant to the Proposal submitted and publicly announced on _____, 2018. Said Contract shall be for the construction and related work as required in a good and workmanlike manner, in accordance with the specifications, that portion of a certain project located in the Township(s) of Sherman, and the Village of Lake Isabella in the County of Isabella and designated as" Isabella County Water Supply System No. 1 (Lake Isabella) - SCADA Project".

Within ten (10) days after receipt of the Notice a formal signed Contract shall be submitted to the County Drain Commissioner's Office and a formal Contract signed. Subject to applicable provisions of Law, the Contract shall be in full force and effect as a Contract from and after the dated when a fully executed and approved counterpart thereof is delivered to the Contractor.

The work specified shall be completed within the time stated in the Proposal. All required insurance shall be furnished in an approved form prior to the commencement of any work under the Contract.

Date: _____ RECEIVED BY: _____
Contractor/Authorized Agent

Title: _____

NOTICE TO PROCEED

Dated_____, 2018

TO: _____

ADDRESS: _____
_____
_____

CONTRACT FOR: The Construction of the Isabella County Water Supply System No. 1 (Lake Isabella) – SCADA Bid project.

I _____ being/representing the Owner do hereby give notice to commence WORK in accordance with the Agreement dated _____, 2018, on or before _____, 2018, and you are to complete the WORK within 60 consecutive calendar days thereafter. The date of completion of all WORK is therefore_____, 2018.

Before you may start any work at the Site, you must deliver to the Owner certificates of insurance which you are required to purchase and maintain in accordance with the Contract Documents.

Also, before you may start any work at the Site, you must:

_____

_____

_____

ACCEPTANCE OF NOTICE

(Please execute and return to Office of Drain Commissioner, Owner/agent)

Receipt of the above NOTICE TO PROCEED is hereby acknowledged

by_____, this the_____, 2018.

By: _____
TITLE: _____

EMPLOYER IDENTIFICATION NUMBER: _____

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