

# Hamblen County Emergency Communications District

*“First Point of Contact”*



## Invitation for Bids (IFB)

### for Design and Installation of a Free Standing Tower

Issued By: Hamblen County Emergency Communications District  
530 North Jackson Street  
Morristown, Tennessee 37814

Proposal No: HCECD-001-2023

Issue Date: 21 March 2023

Last Date to Obtain IFB: 6 April 2023

IFB Submission Deadline: 18 April 2023 at 1000hrs

#### Name and Location of Project(s):

Hamblen County Emergency Communications District  
530 North Jackson Street  
Morristown, Tennessee 37814

#### District Contacts

S. Eric Carpenter, ENP, CMCP  
Executive Director  
ecarpenter@hamblen911.org  
423.585.2700

Jacob M. Peoples  
Deputy Director of Technology  
jpeoples@hamblen911.org  
423.312.3902

Sealed bids, subject to the conditions and instructions contained herein, will be received at the above office of Hamblen County ECD, 530 North Jackson Street, Morristown, Tennessee until the due date and hour shown below (local prevailing time), and then publicly opened, for furnishing the following described equipment, materials, and/or services, for delivery and/or performance F.O.B.

**Bids Due/Opened: April 18, 2023 – 10:00 a.m.**

**Location: Morristown City Center**

**100 W First North Street, Morristown, Tennessee 37814**

**SEALED bids should be clearly marked “Bid for Tower”**

**\*\*AN ORIGINAL AND TWO (2) COPIES OF YOUR SUBMITTAL IS REQUESTED\*\***

In compliance with this Invitation for Bids, and subject to all the conditions thereof, the undersigned offers, if this bid is accepted, within twelve (12) months from the date of the opening, to furnish any or all of the items and/or services upon which prices are quoted, at the price set opposite each item, to be delivered at the time and place specified herein. The undersigned certifies he/she has read, understands, and agrees to all terms, conditions, and requirements of this bid, and is authorized to contract on behalf of the firm named below.

*This form must be signed. All signatures must be original and not photocopies.*

COMPANY NAME	
STREET ADDRESS	
COUNTY / STATE / ZIP CODE	
TELEPHONE	
EMAIL	
FEDERAL TAX ID	
PRINT NAME	
TITLE	
SIGNATURE	
DATE	

## CONDITIONS AND INSTRUCTIONS

1. All bids shall be submitted on and in accordance with this form. If more space is required to furnish a description of the services offered or delivery terms, the bidder may attach a letter hereto that will be made a part of the bid. All bids shall be submitted sealed, plainly marked showing the bid name, date, and time.
2. Bids and requirements thereto, if received by the District after the date and time specified for bid opening, will not be considered. It will be the responsibility of the bidder to see that their bid is received by the District by the specified time and date. There will be no exceptions. Date of postmark will not be considered. Telephone, facsimile, electronic, and verbal bids will not be accepted. Prices or changes shown on the outside of an envelope will not be acceptable.
3. Prices shall be stated in units of quantity specified. No additional charges shall be passed to the District, including any applicable taxes, delivery, or fuel surcharges. Prices quoted shall be final cost to the District.
4. The time of proposed delivery must be stated in definite terms. If time of delivery for different services varies, the bidder shall so state.
5. In case of error in the extension of prices, the unit price shall govern.
6. The bidder certifies by signing this Invitation for Bid that this bid is made without prior understanding, agreement, or accord with any other person submitting a bid for the same service and that this bid is in all respects bona fide, fair, and not the result of any act of fraud or collusion with another person engaged in the same line of business or commerce. Any false statement hereunder constitutes a felony and can result in a fine and imprisonment, as well as civil damages.
7. Award will be made to the lowest, best responsive, and most responsible bidder. The quality of the services to be supplied, their conformity with the specifications, their suitability to the requirements, the delivery terms, qualifications and references will be taken into consideration in making an award. Length of time for delivery as well as price may be considered in awarding the bid.
8. The District reserves the right to award by item, groups of items, or total bid; to reject any and all bids in whole or in part, and to waive any informality if it is determined to be in the best interest of the District.
9. Payment Terms:
  - a. Payment terms shall be considered in determining the low bidder.
  - b. The payment terms stated herein must appear on the vendor's invoice. Failure to comply with this requirement shall result in the invoice being returned to the vendor for correction.
10. Receipt of your bid by the District is not to be construed as an award for services.
11. In the event of default by the contractor, the District reserves the right to procure the services from other sources, and hold the contractor liable for any excess cost occasioned thereby.
12. Availability of Funds: Obligations on those contracts that envision extended funding through successive fiscal periods shall be contingent upon actual appropriations for the following years.
13. The contractor shall keep himself fully informed of all Federal, State, and local laws, ordinances and regulations that in any manner affect the conduct of the work. The contractor shall at all times observe and comply with all such laws, ordinances and regulations and he shall protect and indemnify the District and its representatives against any claim or liability arising from or based on any violation of the same, whether by the contractor, his subcontractors, suppliers of materials or services, or others engaged by the contractor or the employees of any of them.
14. All prices and notations should be in ink or typewritten. Mistakes may be crossed out and corrections made in ink and must be initialed and dated in ink by the person signing the bid.
15. All bids must be signed by an authorized, responsible officer or employee having the authority to enter contracts. Obligations assumed by such signature must be fulfilled.
16. If you do not quote, advise the District of your intent and state the reason. Otherwise your name may be removed from our mailing list.

17. **Non-Discrimination:** During the performance of this contract, the contractor agrees as follows:

**He/she will not discriminate against any employees or applicants for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where one or more of these are a bona fide occupational qualification reasonable necessary to the normal operations of the contractor. The contractor agrees to post in conspicuous places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.**

**During the performance of this contract, the contractor agrees to provide a drug-free workplace.**

18. **Direct contact with District employees other than Administration, on the subject of this bid is expressly forbidden except with the foreknowledge and permission of the Deputy Director of Technology or their representative.**
19. Bidders have the right to request withdrawal of their bids from consideration due to error by giving notice not later than two (2) days after bids are publicly opened.
20. If Hamblen County ECD's administrative office is closed for business at the time scheduled for bid opening, for whatever reason, sealed bids will be accepted and opened on the next business day of the District, at the originally scheduled hour.
21. The original bid maintained by the District, in the bid file folder, shall be considered the official copy.

**By application of my signature, I signify that I have read and understand the Conditions and Instructions.**

Signature \_\_\_\_\_

**ANTI-COLLUSION CERTIFICATION**

The bidder certifies that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same product and that this bid is in all respects bona fide, fair, and not the result of any act of fraud or collusion with another person or firm engaged in the same line of business or commerce. The bidder understands collusive bidding is a violation of Federal Law and that any false statement hereunder constitutes a felony and can result in fines, imprisonment, as well as civil damages. The bidder also understands that failure to sign this statement will make the bid non-responsive and unqualified for award.

<b>SIGNED</b>	
<b>DATE</b>	
<b>NAME OF COMPANY</b>	

**Notary:** \_\_\_\_\_

**My Term Expires:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**{Seal}**

## **AWARD**

The bid awarding will be approved by the Board of Directors of the Hamblen County Emergency Communications District. This body meets the fourth Friday of even numbered months.

## **CANCELLATION**

The District may cancel the contract with the vendor at any time for vendor poor-performance. Cancellation shall not release the vendor from legal remedies available to the District.

## **QUESTIONS**

All questions of a procedural nature shall be directed to the Executive Director. Questions of a technical nature shall be submitted in writing to the Deputy Director of Technology by fax at (423) 585-2704, electronically at [jpeoples@hamblen911.org](mailto:jpeoples@hamblen911.org), or by mail at 530 North Jackson Street, Morristown, TN 37814.

## **CONTACT**

Direct contact with any District employee other than Administration on the subject of this invitation for bid is expressly forbidden except with the foreknowledge and permission of the Deputy Director Director of Technology or his/her representative.

## **SUBMITTALS**

1. Invitation for Bids Packet – Complete with all initials and signatures applied for accuracy and understanding
2. Two (2) complete copies of the Invitation for Bids Packet.

**EXCEPTIONS**

**Note: Bidder must sign the appropriate statement below, as applicable:**

Bidder understands and agrees to all terms, conditions, requirements, and specifications stated herein.

<b>FIRM NAME</b>	
<b>SIGNATURE</b>	

**- OR -**

Bidder takes exception to terms, conditions, requirements, or specifications stated herein. *(Bidder must itemize below all exceptions that are initialed on the following pages. Should additional pages be necessary for the itemization of exceptions, they may be attached to this IFB.)*

<b>FIRM NAME</b>	
<b>SIGNATURE</b>	
<u>EXCEPTIONS TO NOTE</u>	
LINE	EXCEPTION

Vendors should note that any exceptions taken from the stated terms and/or specifications may be cause for their submittal to be deemed "Non-Responsive", risking the rejection of their submittal.

## **Bid Results**

Bid results of the apparent low bidders will be made available two (2) business days following the bid opening. For a tally sheet, please send a stamped, self-addressed envelope, indicating the Bid Name, and a tally sheet will be mailed following presentation of the tally sheet to the Board of Directors.

## **Availability for Inspection**

If desired, bidders may visit the District for the purpose of inspecting the current equipment, location, accessibility, etc. prior to submitting their proposal. The District will make the following dates/times available for bidders to visit for these purposes:

- April 4, 2023 from 2:00pm – 5:00pm
- April 10, 2023 from 9:00am – 11:00am

## **Insurance**

A Certificate of Insurance (General Liability and Workman's Comp) shall be delivered to the District upon award and prior to start of any performance / installation.



## 1. Background Information

The Hamblen County Emergency Communications District (Hamblen County ECD) is in the process of acquiring a new facility for our public safety answering point (PSAP) and dispatching operations. This facility, which is located at 331 W Main St., Morristown, TN 37814, currently houses the Hamblen County Health Department. They are currently in the process of acquiring a new facility. Once they have relocated, Hamblen County ECD will relocate to this location. For our operations, this location will require the installation of a new communications tower structure.

We are seeking competitive sealed bids from interested vendors for this project.

## 2. Specifications and Requirements

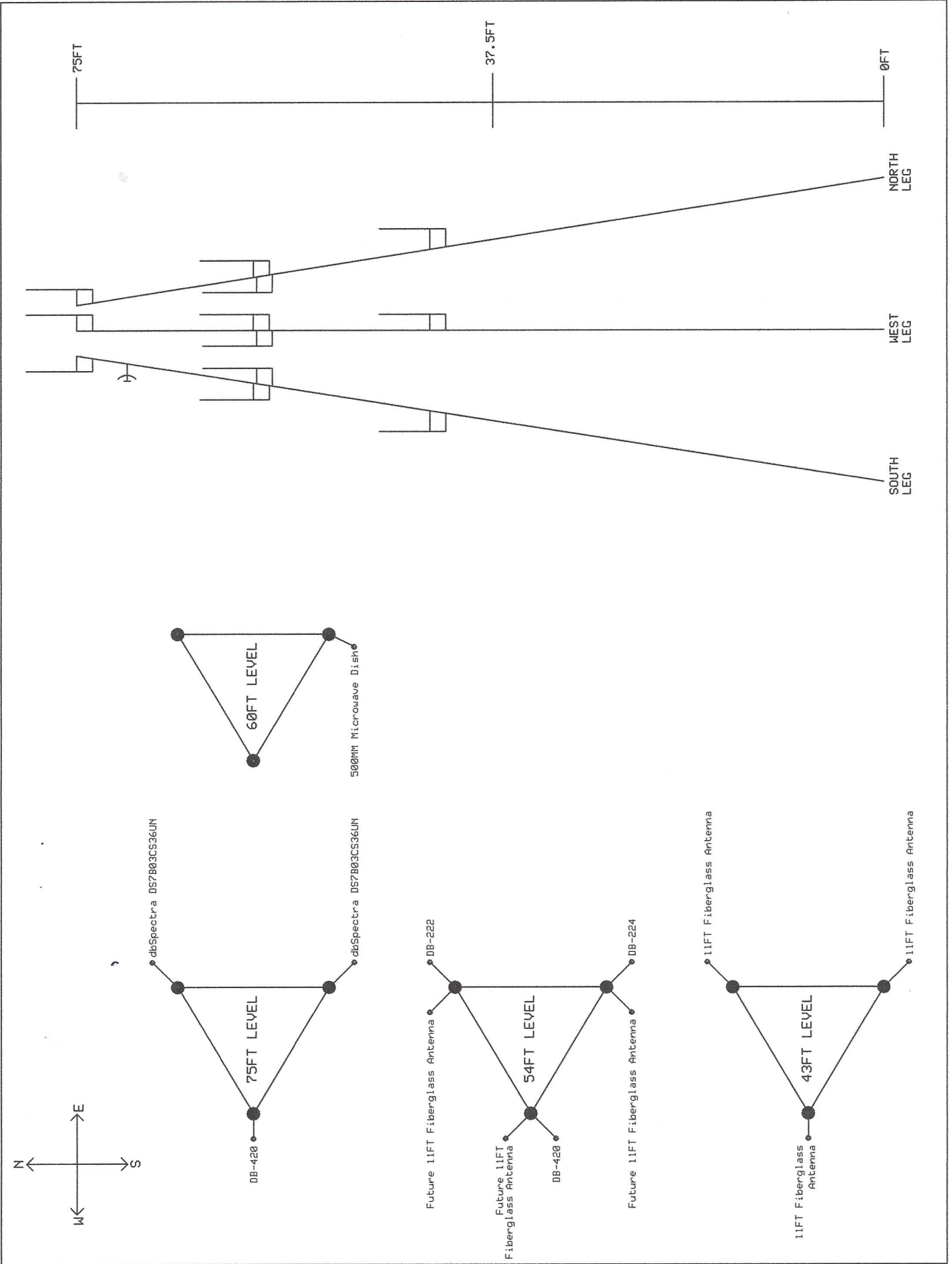
It is the intent of these specifications to describe a new 75-foot freestanding communications tower. The project site is located on Hamblen County Emergency Communications District property; however, at the time of installation, this location will still be an operational health department. A site visit can be coordinated with the ECD Administrative Office by calling 423-585-2700. This project will be a turnkey job. The successful bidder shall provide a bid including the tower, cable ladder, grounding system, foundation, shipping, all necessary hardware, labor and equipment to complete the tower installation. The installation will include the excavation for the tower foundation with an exothermic constructed grounding system consisting of at least three 10-foot rods, one for each leg and two connection points for the existing building ground mat. Each bidder shall provide as part of their bid a tower capable of withstanding winds of 80 miles per hour and icing conditions of at least ½ inch covering the tower and shall be capable of supporting all equipment listed below plus a growth factor of 25%.

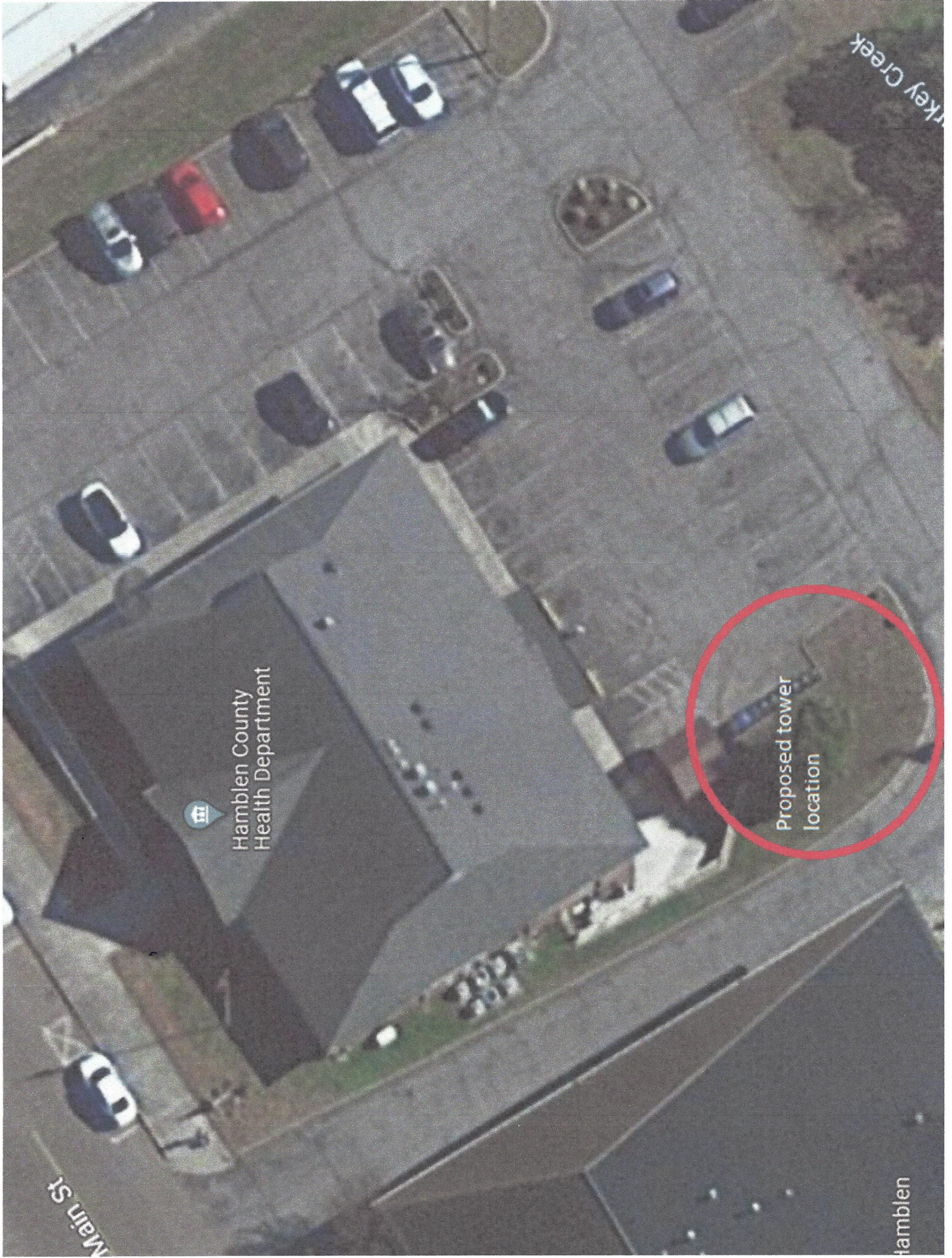
1. The tower shall be a 75-foot freestanding unit with a finished height to the antenna tips of 95 to 100 feet.
2. The successful bidder shall be responsible for complying with all local, state, and federal construction and safety laws and procedures as well as Federal Aviation Administration and Federal Communication Commission requirements applicable to this project.
3. The successful bidder shall document that all applicable codes and federal requirements have been met.
4. Each bid shall include the proposed number of consecutive calendar days for the work to be completed. The number of days proposed may be a determining factor when considering the bid award.
5. All bond and insurance information shall be provided as required.
6. The successful bidder shall be willing to conduct all work alongside facility operations and minimize disruption of health department operations as much as possible.
7. ECD personnel will provide the bidder with a location for the tower. The successful bidder will need to determine how to install the tower in the specified location.
8. The foundation shall be constructed to the tower manufacture's specifications for each of the three wind and ice loading conditions. The bidder shall include any soil studies if required and foundation excavation. The bidder shall describe the type of foundation required for the site provided. The foundation description shall include tower manufacture's foundation drawings and an explanation of the benefits of the foundation system chosen. The area disturbed for construction will be returned to as near as possible to the site conditions found prior to construction.

9. The tower shall consist of steel tubular and solid leg members with steel angle or tubular bracing members. All steel shall receive hot dip heavy galvanizing on the exterior and interior surfaces as is applicable.
10. The tower shall be capable of supporting all the listed components in an a 60, 70, or 80 MPH wind respectively with a half inch of ice and includes the additional capacity and area for 25 percent future growth.
11. The tower shall be capable of supporting a minimum of ten vertical antennas with the longest antenna being 20ft, one 700/800 MHz yagi antenna, one 500mm microwave dish, and two GPS antennas. The tower shall be capable of support a 25% future growth for additional similar antennas. The tower shall be capable of supporting these antennas at any height.
12. Antenna installation will occur at a later date and will not be included in this project. Antenna information is to be used for tower structural engineering and design.
13. The tower shall be capable of supporting the following antennas at the specified heights while meeting specified wind speed.
  - a. At the 75ft level
    - i. 1x dbSpectra DS7B03CS36UN
    - ii. 1x dbSpectra DS7B03CS36UN
    - iii. 1x DB-420
  - b. At the 60ft level
    - i. 1x 500mm microwave dish
  - c. At the 54ft level
    - i. 1x DB-222
    - ii. 1x DB-224
    - iii. 1x DB-420
    - iv. Future growth of 3 11ft fiberglass antennas
  - d. At the 43ft level
    - i. 1x 11ft fiberglass antenna
    - ii. 1x 11ft fiberglass antenna
    - iii. 1x 11ft fiberglass antenna
14. Antennas will be mounted to the tower utilizing a DB5007 or similar side arm bracket where applicable.
15. Included schematic is the expected layout of the antennas and a map showing the proposed location of the tower.
16. There shall be a cable ladder installed on the tower large enough to handle cables with a maximum size of 7/8" helix for specified equipment and be able to support the additional 25% growth.
17. There shall be an EIA standard or better for the tower grounding system to be installed using exothermic bonding on all connections including two connections to the building ground system. This should include at a minimum of three ten foot copper clad 5/8 steel ground rods, one for each leg with a conductor exothermically bonded to each rod and the building ground system using copper cable. All grounding systems shall be tested by the Contractor according to ASTM standards and a Hamblen County ECD representative is to witness this testing.

18. There shall be an OSHA approved climbing safety system appropriately installed with at least two user attachment devices supplied.
19. The successful bidder shall provide two sets of manufacturer's tower and foundation design drawings stamped and approved by a structural engineer licensed in the State of Tennessee. Two sets of preliminary drawings shall be submitted to owner for review and approval prior to final drawing submission.
20. The successful bidder shall provide adequate staging and storing locations for all tower materials. This will include keeping tower materials off the ground with blocks a minimum of 4".
21. The galvanized and or other coated materials must be protected from scratches, dents, or other damage that would compromise the coatings and paint protection.
22. Tower structure tubing must be kept open and free of debris or soil.
23. Care shall be exercised in the storage and erection of tower members.

### 3. Schematic







Please list all items / conditions that the District will be required to provide prior to implementation.


OPTIONS - MAY BE ADDED BY PURCHASER TO TOTAL COST	Unit Cost	Total Cost

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**Estimated Length of Time From Date of Order to Full Implementation**

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BASE UNIT COST \$

Estimated Cost for any Freight to Morristown, TN \$

**TOTAL COST INCLUDING FREIGHT** \$

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**TOTAL COST INCLUDING FREIGHT - PLUS ALL OPTIONS** \$

**SIGNATURE**

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Authorized Representative