



REQUEST FOR BIDS  
BID REQUEST NO. 4375-09

# **911 UNINTERRUPTIBLE POWER SUPPLY (UPS) REPLACEMENT FOR MACON COUNTY EMERGENCY SERVICES**

ISSUE DATE: OCTOBER 11, 2024

**BID OPENING DATE:  
OCTOBER 23, 2024  
4:00 PM LOCAL TIME**

ISSUED BY: MACON COUNTY FINANCE DEPARTMENT  
5 WEST MAIN STREET  
FRANKLIN, NC 28734  
PHONE: (828) 524-1640  
LINDSAY LEOPARD, ACCOUNTANT / PURCHASING AGENT

**BIDS ARE TO BE SEALED AND MAILED VIA USPS TO THE ABOVE ADDRESS OR DELIVERED TO THE  
PURCHASING AGENT'S OFFICE LOCATED IN THE MACON COUNTY ANNEX BUILDING AT 5 WEST MAIN  
STREET, FRANKLIN, NC 28734**

**MACON COUNTY, NORTH CAROLINA**

**FINANCE DEPARTMENT**

Bid Request No. 4375-09

October 11, 2024

**REQUEST FOR FORMAL BIDS AND PROPOSALS FOR 911 UNINTERRUPTIBLE POWER SUPPLY  
(UPS) FOR MACON COUNTY EMERGENCY SERVICES**

Pursuant to General Statutes of North Carolina, Section 143-129, as amended, sealed bids and proposals, subject to the conditions and specifications herein, are invited for furnishing the following equipment, materials, services or repair work. **All bids will be received by the Macon County Finance Department until 4:00 p.m. local time on Wednesday, October 23, 2024, at which time they will be publicly opened and read.**

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**MAILING INSTRUCTIONS**

1. Bidder submit a complete, fully executed bid document.
2. If mailed, bid should be forwarded by certified U.S. Postal Service. Please address and mark your bid as shown below.

MACON COUNTY FINANCE DEPARTMENT ATTN: LINDSAY LEOPARD 5 WEST MAIN STREET FRANKLIN, NC 28734 BID REQUEST NO 4375-09
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3. If forwarded other than by U.S. Postal Service, delivery must be made directly to Macon County Finance Department, Attn: Lindsay Leopard, 5 West Main Street, Franklin, NC 28734.

**NOTE: IF MAIL OR DELIVERY BY ANY OTHER MEANS IS DELAYED BEYOND THE DATE AND HOUR SET FOR BID OPENING, PROPOSAL THUS DELAYED WILL NOT BE CONSIDERED.**

## **GENERAL CONDITIONS**

1. All bids and proposals shall be for furnishing apparatus, supplies, materials, equipment and/or work and services in accordance with the applicable plans and specifications prescribed by Macon County. From the date shown until the date of opening the bids, the plans and specifications of proposed work and/or a complete description of the apparatus, supplies, materials, equipment, and/or work and services will continue to be on file in the Finance Department of Macon County, Franklin, NC., during usual office hours, and available to prospective bidders.
2. Time, in connection with discount offered, will be computed from the date of delivery of the supplies or materials on delivery at destination when final inspection and acceptance are at those points. Guaranteed maximum price must be shown in all bids.
3. In case of default of the contractor, the County may procure the articles or services from other sources and hold the contractor responsible for any excess cost occasioned thereby.
4. Payment by County due thirty days after delivery in Macon County and acceptance unless otherwise specifically provided, subject to any discounts allowed.
5. Governing Law. This Invitation for Bids and any resulting contract shall be governed by and in accordance with the laws of the State of North Carolina. All actions relating in any way to this bid or resulting contract shall be brought in the General Court of Justice in the County of Macon and the State of North Carolina.
6. Bids shall be submitted on the form provided with these specifications or copies of it. All forms shall be filled out in ink or typewritten.
7. Bids must be submitted in a sealed envelope with the notation "BID REQUEST NO 4375-09" placed on front of the envelope to identify the bid. No responsibility shall be attached to Macon County for the premature opening of any bids incorrectly addressed or identified.
8. All bids shall be valid for sixty (60) days from bid opening.
9. Macon County reserves the right to reject any or all bids, to waive informalities in any bid, to purchase any whole or part of the items listed in the bid, and to award to other than the lowest bidder if deemed to be in the best interest of Macon County.
10. CLARIFICATIONS/INTERPRETATIONS: Any and all questions regarding this document must be addressed in writing. Questions regarding specifications shall be directed in writing to Todd Seagle, tseagle@maconnc.org. Questions and responses will be provided to all bidders by issuance of an Addendum. Any Addenda will be made available on the County's website, www.maconnc.org.
11. EXPENSES INCURRED IN PREPARING BID: Macon County accepts no responsibility for any expense incurred by the bidder in the preparation and presentation of a bid. Such expenses shall be borne exclusively by the bidder.

12. In addition, the successful Proposer shall comply with the North Carolina Workers' Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act. Additionally, the successful Proposer shall maintain, at its expense, the following minimum insurance coverage:

- \$1,000,000 per occurrence/\$2,000,000 aggregate—General Liability, including product/completed operations, and
- \$1,000,000 per occurrence—Combined Single Limit Commercial Automobile

All such insurance shall meet all laws of the State of North Carolina. Such insurance coverage shall be obtained from companies that are authorized to provide such coverage and that are authorized by the Commissioner of Insurance to do business in North Carolina. Such insurance shall remain in full force and effect during the term and any renewals of the contract.

13. This Request for Bids and Proposals is subject to the availability of funds for this Project.

# **SPECIFICATIONS FOR 911 UNINTERRUPTIBLE POWER SUPPLY (UPS) REPLACEMENT FOR MACON COUNTY EMERGENCY SERVICES**

The work to be performed under this project consists of providing all labor, equipment, and materials necessary for the replacement of the 911 Uninterrupted Power Supply located in the 911 Communications Dispatch office.

## **Project Characteristics and Requirements:**

- Removal of the existing UPS
- Installation of county specified UPS or County approved equivalent
- Testing and inspection of the new UPS

## **Project User Acceptance Criteria:**

The UPS must provide a minimum of 1 hour of emergency power to the existing loads. The UPS shall be installed in compliance with applicable codes and manufacturer specifications. The UPS shall be tested and inspected prior to acceptance.

## **Scope of Work:**

- The contractor shall verify existing site conditions, dimensions, and UPS specifications to ensure code compliance and successful integration.
- The contractor shall obtain all necessary permits and inspections.
- The contractor shall coordinate all scheduling with the 911 Communications Supervisor.
- The contractor shall complete all work within 3 calendar days of commencement.
- The contractor shall submit a written plan attached to this bid to effectively limit the duration of interruption for existing UPS loads and provided a not to exceed time for load interruption during the installation process.
- The contractor shall remove the existing UPS, bypass switch, and wiring to feeder disconnect.
- The contractor shall provide all necessary labor and materials to install a new UPS unit.
- The contractor shall install new wiring and conduit systems from the feeder disconnect to the UPS and from the UPS to the distribution panel in a workmanlike manner.
- The contractor shall submit equipment approval requests to the 911 Communications Supervisor prior to installation.
- The UPS installation shall comply with all applicable national, state, and local codes.
- The UPS shall be installed as a separately derived system in accordance with national, state, and local codes.
- The contractor shall test the UPS and verify expected operation and performance.
- The contractor shall have the UPS inspected and furnish related permit/inspection documents.
- The contractor shall be responsible for providing basic training to Macon County 911 dispatch staff on the use and function of the UPS.
- The contractor shall provide factory start-up documentation of the UPS in order to verify all work has been completed to the degree necessary to satisfy the terms of the 36-month warranty.
- During construction of the project, the contractor shall be responsible for the removal of any trash or debris created by his work to an approved disposal site. The site will be maintained in a clean condition at all times. Trash and debris from daily operations are to be stored in appropriate storage containers or trucks until removal to the disposal facility.

# OFFICIAL BID QUOTE AND ACKNOWLEDGMENT

For: 911 UNINTERRUPTIBLE POWER SUPPLY (UPS) REPLACEMENT FOR MACON COUNTY  
EMERGENCY SERVICES (Bid No. 4375-09).

Bid Furnished by: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

We who furnish this bid have carefully examined the Bid General Conditions, completed the Non-Collusion Affidavit, reviewed the Bid Specifications, **and all Addenda which we list below**, and therefore furnish the bid proposal as shown below.

Addenda (if none, state "N/A"): #1 \_\_\_\_\_, #2 \_\_\_\_\_, #3 \_\_\_\_\_.

## Replacement of UPS at Macon County 911 Dispatch Center

\$ \_\_\_\_\_ UPS cost (do not include sales tax)

\$ \_\_\_\_\_ electrical material and labor (do not include sales tax)

**Total Bid \$** \_\_\_\_\_ (do not include sales tax)

# NON-COLLUSION AFFIDAVIT

MACON COUNTY  
BID REQUEST NO. 4375-09

## 911 UNINTERRUPTIBLE POWER SUPPLY (UPS) REPLACEMENT FOR MACON COUNTY EMERGENCY SERVICES

The undersigned affirms that the proposal made here-in is made without any connections with any other person, or persons, making any other proposal for the above item(s): that it is in all respects fair and without collusion or fraud:

That \_\_\_\_\_ (Firm Name) is not connected in any official capacity with Macon County, and that no person, or persons, acting in such a capacity are directly, or indirectly, interested herein or in any of the profit arising or anticipated from this transaction.

In making this proposal, it is understood and agreed, that the conditions set forth in the advertisement for bids, instructions to bidders, terms and conditions and specifications together with the proposal shall form a part of and be construed with the contract under the same.

The acceptance of this proposal by Macon County, as evidenced by the issuance of a Macon County Purchase Order, will be held to be a mutual agreement as to each and every clause of this proposal and to constitute a contract between the parties hereto.

FIRM NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

State of North Carolina  
County of: \_\_\_\_\_

Sworn to and subscribed  
before me, this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_