

BACKGROUND

City of Ocala – Ocala Fiber Network (OFN) is seeking bids from qualified contractors with experience working near an electric distribution system and who have a clear understanding of working in the communication zone for the installation of Dielectric and Non-Dielectric Self-Supporting fiber (trunk and service fiber optic cables) both underground and aerial.

Unless specifically set forth below, the successful Contractor shall provide and furnish all labor, materials, equipment, supplies, services, machinery, tools and elements necessary to perform any work that may be reasonably inferred from this Scope of Work as being required to produce the intended result. All work shall be performed with minimal disruption or inconvenience to the public within and around the work area.

The successful Contractor will install underground pole risers/u-guard, including pedestals and attachments for the service connections, and determine location-of-service point connection to ensure the correct length of fiber. When u-guard and enclosure are existing, the Contractor will be required to install cable inside u-guard and enclosure to include tagging cable with direction or address as requested.

For underground work, the Contractor shall install conduit as needed and requested by the City of Ocala. Conduit will be installed using a variety of methods including, but not limited to: plow, hand dig, missile, or directional bore.

For aerial work, a portion of the work may be performed at locations that are inaccessible to bucket trucks. Therefore, Contractor must be experienced in pole climbing. The City is a transmission owner; consequently, lowering some splice boxes may require working near the power zone.

Community construction projects may require a combination of underground and aerial construction to include wall fishing the drop to point-of-service inside of a structure.

LICENSING AND EXPERIENCE REQUIREMENTS

1. **Licensing Requirement:** Successful bidder must be an Electrical Contractor licensed by the State of Florida to perform all work outlined in this Scope of Work.
2. **Experience Requirement:** Successful bidder must have at least five (5) years of experience providing this type of work and must provide a minimum of two (2) references.

INSURANCE REQUIREMENTS

1. **Commercial General Liability:** with limits of \$1,000,000 per occurrence/\$2,000,000 aggregate.
2. **Commercial Automotive Liability:** a combined limit of not less than \$1,000,000.
3. **Workers' Compensation and Employer's Liability:** per Florida statutory requirements.

CONTRACT TERM

1. **Term:** The resulting contract will be for an initial term of two (2) years.

2. **Renewals:** Two (2) optional, one-year renewal term.
3. **Escalation:** Bid prices shall remain firm and fixed during the initial term of the resulting contract. Any renewal price adjustment shall be subject to negotiation and must be approved by the City of Ocala. Prior to acceptance of any requested price increase, Contractor shall submit a written request identifying the reason for the price increase, and attach suitable documentation to support same, no less than ninety (90) days prior to the expiration of the current term. No retroactive price adjustments will be allowed. Pricing increases shall not exceed the lesser of: (a) the amount of the percentage increase in the Consumer Price Index for all Urban Consumers (CPI-U), not seasonally adjusted, based on the most recent twelve (12) month period; or (b) three percent (3%).

CONTRACTOR RESPONSIBILITIES

1. Contractor will be required to mark-up distributed drawings upon completion as a set of "as-built" drawings for documentation purposes.
2. Contractor will be required to contact the OFN project manager on a weekly basis to discuss current and upcoming projects.
3. Contractor will be required to report any damages immediately to the OFN Project Manager and must provide pictures of damage before and after repair. Contractor must repair all damages at no additional cost to the City.
4. OFN reserves the right to make any necessary repairs and charge the Contractor for unresolved damages within five (5) days of notification.
5. Contractor will be responsible for obtaining all utility locates prior to excavating and/or boring any conduits. The City will obtain all applicable permits.
6. Contractor will adhere to all Florida Department of Transportation (FDOT) and Marion County right of way regulations. All Maintenance of Traffic (MOT) equipment to be supplied by Contractor.
7. Contractor shall keep all disturbances of property to a minimum and will restore all excavated areas to "pre-excavation" condition after installation of the conduit system. This may require equivalent sod or fill dirt to be installed. Before and after pictures are required.
8. Sludge/Dirt/Sand will not be permitted to be discharged on the ground at any time. Disposal of the sludge/dirt/sand is the responsibility of the Contractor and must be disposed of in a proper manner.
9. Contractor's vehicles must have the company and OFN logo visible on the outside of each vehicle. OFN logo must be removed during non-working hours. All workers must wear a company shirt or name badge with the company name.
10. Contractor's crews working on City assigned jobs must have a mobile contact number.

11. Any additional miscellaneous fittings or fastener hardware will be reimbursed at cost by prior approval of the Project Manager. Contractor shall submit supplier's itemized invoices to City for reimbursement at cost for these items.

EQUIPMENT

1. The Contractor shall be responsible for providing all tools and equipment required to perform the work including, but not limited to:
 - (a) one (1) 40' minimum (working height) bucket trucks with insulated buckets;
 - (b) hand tools;
 - (c) required Safety and Traffic Control equipment as required by FDOT for MOT;
 - (d) basic tree trimming equipment (chainsaw, pole saw, bow saw); and
 - (e) one (1) reel wire trailer capable of 84" reel as required, one (1) trailer per crew will be adequate

LABOR

1. All crews must include at least:
 - (a) one (1) working foreman*
 - (b) one (1) qualified lineman or equivalent (aerial)

***The City is a customer service-oriented utility. A working foreman must always be able to interface with the general public, co-workers, and City personnel in a professional manner. The foreman will also help coordinate work and obtain clearances when necessary.**

PROJECT TIMELINE

1. All work must be completed per Notification to Proceed (NTP). The number of days to complete a work order will be agreed upon between the Contractor and OFN. Failure to complete a job in the stated time will result in a default notice being issued.
2. The Contractor must have available staff on site and prepared to begin work within two (2) hours notification of any work deemed "Emergency" (this includes all storm related emergencies). If the work is not completed or staff is not on site by contract timelines the contract will be considered in default.
3. Contractor must be able to mobilize any projects within ten (10) days of Notification to Proceed (NTP).
4. Contractor shall not make changes to work in progress, including designs or quoted projects without the express written permission of the OFN Project Manager prior to work being performed.

CODE REQUIREMENTS

The Contractor shall observe ALL the following:

- Occupational Safety and Health Code (latest edition)
- Applicable utility pole attachment agreements
- Applicable city, county, and state ordinances
- National Electric Safety Code (latest edition)
- National Electric Code (latest edition)
- Manufacturer's specifications

- Call for 811 locates on all underground work performed.
The employees of the Contractor shall wear suitable work uniforms as defined by OSHA (hardhats, flame retardant shirts, bucket harnesses, etc.) and meeting Manual on Uniform Traffic Control Devices (MUTCD) and National Electrical Safety Code (NESC) requirements, FDOT Maintenance of Traffic (MOT) and thoroughly follow City safety policy (policy is available upon request) as indicated for work conducted near an energized work environment and be as clean and in as good appearance as the job conditions permit.

OCALA FIBER NETWORK OUTSIDE FIBER PLANT TECHNICAL SPECIFICATIONS AERIAL

Contractor will be responsible for the following:

1. Installation of All-Dielectric Self-Supporting (ADSS) fiber as requested by the City, by and through, OFN.
2. Installation of fiber by strand and lashing.
3. Installation of banding on concrete/metal poles
4. Installation of down guys.
5. Installation of U-guards.
6. Must wreck out old cable plant as needed.

UNDERGROUND REQUIREMENTS

1. Contractor shall install fiber and conduit as requested by OFN.
2. The conduit shall be installed using plow, hand dig, missile, or directional bore method for OFN with minimal interruption or inconvenience to the public, within and around the work area.
3. Must follow the NESC standards.
4. Contractor shall install splice cabinets and associated equipment.
5. Contractor shall pull single or multiple cables and tracer wire in the installed conduit.
6. Contractor shall direct bury service drops upon request.
7. Contractor will provide all labor, conduit materials, equipment and supplies necessary to perform this work.
8. Mule tape and pull string shall be supplied by Contractor. Fiber, tracer wire, splice boxes, pedestals, vaults, or any other material required will be provided by OFN.

****All work shall be coordinated with the OFN Project Manager, William Weakland, 352-401-6912
Email : wweakland@ocalafl.org**

OFN CONDUIT SPECIFICATIONS

- All conduits shall be orange in color, SDR 13.5 wall rating and minimum 1.25 ID. The actual conduit run location, number of conduits per run, depth and the length of each conduit run will be defined by drawings for each job. All conduit routes shown on the drawing must be followed unless written permission from the City Project Manager has been obtained. All conduits must include pull strings.
- Typical conduits must be buried between twenty-four inches (24") and forty-eight inches (48") deep (all FDOT and Marion County regulations apply).
- The Contractor will be responsible for installing a five-foot (5') section of Sch. 40 PVC prior to 90 degrees sweep at each stub-up location. (PC fusion by poly water upon request) will be used at transition from HDPE to PVC pipe; sweeps will be a minimum of twenty-four inches (24") radius,

and all stub-ups must be twelve inches (12") above grade. Where conduit stub-up locations fall inside existing pedestal/locations the conduit will only rise three inches (3") above ground.

INVOICING

1. All original invoices will be sent to: Project Manager, William Weakland, Phone: 352-401-6912
Email : wweakland@ocalafl.org
2. Invoices must include the work order number, location/address and description of all work performed that is being billed. OFN requires inspection and approval by OFN Project Manager before payment is processed.

PRICING AND AWARD

1. Bidder must upload a completed **Exhibit – B** Price Proposal with their response.
2. Bidder must bid on all line items, with the exception of optional items. The quantities in Price Proposal are estimated based upon past annual usage and should not be construed as guaranteed minimums.
3. Bids will be received on a unit price basis. The City will pay the Contractor only for the actual units that the Contractor installs.
4. Award will be made to the lowest bidder meeting all requirements outlined herein.