



Electrical Update for Network Equipment

(Submission deadline is 12 p.m. CDT on March 9, 2021)

Purpose

The purpose of this request for proposal (RFP) is to invite prospective vendors to submit a proposal for electrical services in several campus buildings as part of a campus-wide network update.

Overview

Electrical services occurred in 2020 in four buildings as a portion of the Phase II Colby Community College (CCC) network update. CCC will need to complete Phase I of the network update with electrical work in several buildings as outlined in the Scope of Work section below.

Project Timeline

The following is a tentative schedule that will apply to this RFP, but may change in accordance with the organization's needs or unforeseen circumstances. Changes will be communicated by email to all invited bidders.

Issuance of RFP	February 23, 2021
RFP Closes	March 9, 2021
Complete Initial Evaluation	March 10, 2021
Final Award Notification	March 16, 2021
Project Completion Deadline	May 14, 2021

Scope of Work

Building Location	Power	Grounding on New Equipment Racks
Cultural Arts Center	30 AMP Electrical Circuit	Bonding bars installation to wall and rack
Administration	30 AMP Electrical Circuit	Bonding bars installation to wall and rack
Thomas Hall	No Change	Bonding bars installation to wall and rack
Ferguson Hall	No Change	Bonding bars installation to wall and rack
Steve Lampe Athletic Center	No Change	Bonding bars installation to wall and rack
Student Union	30 AMP Electrical Circuit	Bonding bars installation to wall and rack
Bedker Memorial Complex	30 AMP Electrical Circuit	Bonding bars installation to wall and rack
H.F. Davis Memorial Library (Ground floor CLC location)	20 AMP Electrical Circuit	Bonding bars installation to wall and rack
Health Science	30 AMP Electrical Circuit	Bonding bars installation to wall and rack
Gymnasium	20 AMP Electrical Circuit	Bonding bars installation to wall and rack

Requirements

The selected vendor is responsible for obtaining their own building permit and insurance. In addition, the vendor is responsible for ensuring all materials and finishes are compliant with current code. All applicable workman's compensation, liability, and builders risk insurance needs are required to be provided by the vendor.

Vendors are required to physically look at the project site. Please coordinate these activities with Justin Villmer, (785) 460-5407 or e-mail him directly at Justin.Villmer@colbycc.edu. Any questions can also be directed to the aforementioned contact provided.

Exclusions

Any project exclusions or any portion of the proposal that cannot be provided must be disclosed in an area labeled *exclusions*.

Communication

Verbal communication shall not be effective unless formally confirmed in writing by a specified procurement official in charge of managing this RFP process. In no case shall verbal communication govern over written communication.

Vendors' Inquiries. Applicable terms and conditions herein shall govern communications and inquiries between Colby Community College and vendors as they relate to this RFP. Inquiries, questions, and requests for clarification related to this RFP are to be directed electronically by submitting an e-mail to the Vice President of Business Affairs, Justin Villmer at following address:

Justin.Villmer@colbycc.edu

Proposal Submission

All sealed bids need to be finalized and submitted by 12:00 p.m. on March 9, 2021, to Thomas Hall (CCC's Main Campus), attention: Justin Villmer. Electronic submissions via email (Justin.villmer@colbycc.edu) will be accepted or submissions can be mailed to 1255 S Range, Colby, KS 67701 Attention: Justin Villmer.

Vendors are required to prepare and submit, at their own cost, one signed original proposal. Submission must include the Vendor's full response including all attachments, product services and specifications where applicable. Electronic submission must be PDF or Microsoft Word format.

Selection and Notification

The Board meeting will be held on Monday, March 15, 2021, to select a vendor. The selected vendor will be notified after approval has been received from the Board of Trustees.

Statement of Disclosure

The board reserves the right to reject any or all bids, to accept that bid which appears to be in the best interest of the college, to waive any informalities in any part of any bid, and to reject any or all bids received after the date and time specified. Any bid may be withdrawn prior to the scheduled time for the opening of bids. The bidder to whom the award is made may be required to enter into a written contract with the college and provide a performance or public works bond as required by law or the Board of Trustees (where applicable).