Request for Proposal for
Base Station Radio Systems

Issue Date: January 14, 2016

Haywood County Finance Department
215 N. Main Street
Waynesville, NC 28786
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1 Introduction

Haywood County invites proposals from various two-way radio vendors and manufacturers for the purchase and installation of base station and control station radio equipment, including all antenna systems, associated accessories and installation. The equipment will be installed at the Haywood County Sheriff’s Office at 1620 Brown Avenue, located in the Town of Waynesville, North Carolina.

It is the intent of Haywood County to acquire the highest quality public-safety-grade radio equipment with proven technologies that will not preclude or restrict the ability of interested parties to respond with “vendor neutral” bids. The new equipment shall support mission-critical, two-way wireless communications capabilities to the county’s law enforcement, fire and emergency medical services (EMS) agencies, as well as local emergency management and various county services.

Each radio shall directly interface with the new 8-position, IP-based dispatch console system located in the dispatch area. Radio systems, antennas and lines are listed in Attachment A.

Installation of the new base station and control stations includes racking, antennas, low-loss transmission lines, grounding kits, tower and ice bridge line hangers, entry boots and cushions, jumper cables, lightning suppression devices and associated accessories.

A “turnkey” proposal is desired that includes all equipment, programming and installation, as well as interfacing the existing radio networks to the new radio dispatch console equipment and related testing.

Bidders are responsible to provide and install the following:

1. Project management
2. Radios, antennas, lines and associated accessories delivery to site
3. Equipment and antennas installation services
4. Surge-protection devices
5. Interconnection to existing tower ground system
6. Equipment programming
7. One main VHF continuous-duty base station
8. One backup VHF continuous-duty base station
9. Two main UHF continuous-duty base stations
10. Two backup UHF continuous-duty base stations
11. Eight UHF intermittent-duty control stations
12. Four VHF intermittent-duty control stations
13. Installation of provided VIPER control stations (main and backup)
14. Radio internal or external interface equipment
15. Internal interconnecting cables and accessories
16. Equipment room overhead cable tray
17. Interior Perimeter Ground Bus
18. Master Ground Bar
19. Grounding of coaxial cable conduits entering building
20. Connection to External Ground Bar (Installed by Others)

In general, these specifications describe the County’s requirements to be used in supply and installation of equipment and materials to be furnished within this contract.

The 911 facility is collocated at the Sheriff’s Office facility at 1620 Brown Avenue, Waynesville, NC 28786.

Haywood County will not be responsible for any unforeseen delays or costs.

2 General Conditions

2.1 Purpose

The purpose of this request for proposal (RFP) is to solicit proposals for base and control station equipment, antennas and installation used by the County to dispatch first responders and their organizations to support mission-critical communications.

2.2 Mandatory Pre-bid Meeting/Site Visit

2.2.1 A mandatory pre-bid meeting will be held on Wednesday January 20, 2016 at 10:00 a.m. at the Haywood County Sheriff’s Office, 1620 Brown Avenue, Waynesville, NC 28786. Contractors shall be a bona fide North Carolina contractor at the time of the mandatory pre-bid conference.

2.2.2 The purpose of this pre-bid meeting is to conduct a question and answer session regarding this RFP, and to conduct a site tour of the dispatch facility to maximize the Respondent’s understanding as to what is required by this RFP. In conjunction with the mandatory pre-bid meeting, an initial inspection of the new dispatch facility will be conducted.

2.2.3 All contractors and their subcontractors are hereby notified that they must have proper license under the state laws governing their respective trades. General contractors are notified that Chapter 87, Article 1, General Statutes of North Carolina, will be observed in receiving and awarding general contracts. No submittals shall be accepted from contractors that are not physically represented at the mandatory pre-bid meeting.
2.2.4 In conjunction with the mandatory pre-bid meeting, an initial inspection will be conducted. Subsequent to the mandatory pre-bid meeting, potential contractors may schedule and attend a mandatory visit to perform an onsite site inspection and survey that addresses the site conditions, accessibility, and equipment needs for the project.

2.2.5 Potential bidders shall make advance arrangements for an onsite visit at the 1620 Brown Avenue site through Haywood County Facilities and Maintenance Department by phone at 828-452-6651. Arrangements shall be made at least five days before the requested day of visit.

2.3 Bid Questions

2.3.1 Questions pertaining to this RFP shall be directed in writing to the County’s consultant via email, to the attention of Philip Penny (philippenny@mcp911.com), with a copy to Chanda Morgan (cmorgan@haywoodnc.net), and be sent no later than Wednesday, January 27, 2016 at 3:00 p.m. Eastern Daylight Time (EDT). The subject line of the email should be titled: Questions for Haywood County Base Station Radio systems RFP. No verbal questions will be accepted.

2.4 Bid Submission

2.4.1 Respondents shall submit one bound original and three bound copies of the proposal to the County. Each package also shall include a copy of the proposal in electronic format on CD-ROM or USB drive. Bidders shall seal packages containing proposals and mark all sides as follows: Sealed Bid for Haywood County Base Station Radio Systems. DO NOT OPEN PRIOR TO 3:00 p.m. on Thursday, February 11, 2016. The name and address of the respondent must be plainly marked on the outside of each package.

Proposals shall be mailed or delivered to:

Purchasing Manager
Haywood County Finance Department
215 N. Main Street, 4th Floor
Waynesville, NC 28786

2.5 Bid Rejection

2.5.1 The County reserves the right to reject any or all bids for any reason.
2.5.2 Bids shall be received no later than 3:00 p.m. EDT on Thursday, February 11, 2016, at:

Purchasing Manager
Haywood County Finance Department
215 N. Main Street, 4th Floor
Waynesville, NC 28786

2.5.2.1 Bids will be opened publicly and read aloud at that time.

2.5.2.2 Late bids by mail, courier or in person will be refused. The County will not accept any bid that is not delivered directly to the Finance Department at the address listed by the time indicated above.

2.5.3 All bids must be submitted on the bid forms supplied.

2.6 Evaluation of Bids

2.6.1 All bids shall be evaluated and scored according to the categories specified in the Bid Analysis Evaluation Form (reference Attachment B).

2.6.2 No bid may be withdrawn without the consent of the County for a period of 90 days after the date of bid opening.

2.6.3 The County and the bid evaluators reserve the right to solely determine if a contractor’s bid is compliant with the specification.

2.6.4 The decision of the County regarding the selection of a successful contractor is final.

2.7 Bid Response Quantities and Format

2.7.1 The County requires that contractors submit one original and three copies of their bids, with copies clearly marked as COPY. Contractors’ bids shall be provided in hard copy (paper format), and in electronic format (Portable Document Format [PDF]) on a CD-ROM or USB drive. Hard copy submittals shall be bound separately in three-ring, “D-ring” binders. Loose sheets are not acceptable. Each page must be numbered.

2.8 Implementation Plan and Timeline

2.8.1 The County requires that each contractor provide a timeline for equipment delivery, installation, testing and acceptance of radios, antennas and accessory items.
2.9 **Supervision**

2.9.1 The work to be performed by the successful contractor shall be under the supervision of the County project manager or its designee.

2.10 **Project Coordination**

2.10.1 Work shall be coordinated with the County, which shall at a minimum constitute sign-off on the various project milestones, including but not limited to: radio equipment, transmission lines and antennas delivery, installation of antennas and lines, installation of radio equipment, interfacing and testing of radio systems, and final acceptance testing.

2.10.2 Contractors shall specify the names, positions, telephone numbers and email addresses of the individuals assigned to this project, as well as the manner in which each shall participate in the overall implementation of this project.

2.10.3 **Contractor Responsibilities**

2.10.3.1 Identify primary point of contact (POC) between the contractor, subcontractors, and County project manager for items within the scope of this project.

2.10.3.2 Work in close coordination with the County.

2.10.3.3 The selected contractor and/or subcontractors shall execute and coordinate installation work with the County and other contractors working on the project.

2.10.3.4 Effectively manage scope, time, cost, quality, and differing stakeholder needs and expectations, along with any identified and future requirements or specifications that may arise during the course of the project.

2.10.3.5 Attend meetings as required by the County project manager or designated County representative.

2.10.3.6 Coordinate schedules for work, equipment delivery, materials delivery and significant milestones that may affect County operations.

2.10.3.7 Provide toilet facilities, as there shall be no use of interior toilet facilities at the Sheriff’s office.

2.10.3.8 Obtain all licensing prior to the mandatory pre-bid meeting, as well as all permits and approvals as required.
2.10.3.9 Submit copies of all required permits and approvals prior to beginning any work, unless otherwise agreed to in writing between the contractor and the County.

2.10.3.10 Coordinate with the County and its selected representative to identify specific antenna location and orientation requirements.

2.10.3.11 County shall be responsible for National Environmental Policy Act (NEPA) and State Historic Preservation Office (SHPO) filings as required.

2.10.3.12 The selected contractor shall provide the Haywood County Facilities and Maintenance director full documentation for any and all employees onsite, so that a complete and thorough background check can be completed by the Haywood County Sheriff’s Department before any work can begin.

2.10.3.13 In addition to the requirements as set forth in this RFP, the contractor shall be responsible for all construction and building permits, comply with all contractor licensing, workmen’s compensation and liability insurance laws (including work permit requirements), as required by the Town of Waynesville, Haywood County or State of North Carolina codes. Contractor shall produce written proof to the Haywood County Finance Department prior to the start of any work.

2.11 Delivery Storage and Handling

2.11.1 The contractor shall coordinate delivery dates and location with the Haywood County Facilities and Maintenance Department no later than five days prior to shipment.

2.11.2 The contractor shall be responsible for coordinating with the Haywood County Facilities and Maintenance Department regarding the storage of equipment and material used before, during, and after the project. The County shall not be responsible for equipment or material stored onsite.

2.11.3 Antennas and lines stored offsite and onsite shall be maintained in a manner to protect the materials from weather, corrosion, or other damage.

2.11.4 Project material shall be stored in a secure location under the direct control of the contractor.

2.11.5 Project material shall be handled as recommended by the manufacturer.
2.11.6 Products exhibiting evidence of damage, corrosion, or defect shall be removed from the site and replaced at no additional cost to the County.

2.12 Reference Standards

2.12.1 Unless otherwise modified herein, materials, design, and construction procedures shall be in accordance with the following standards:

2.12.1.1 Motorola R56®, Standards and Guidelines for Communications Sites, 68P81089E50-B, 9/1/2005, or Harris AE/LZT 123 4618/1 R3A (or most current version of these documents).

2.12.1.2 American National Standards Institute (ANSI), Telecommunications Industry Association (TIA), and Electronic Industries Association (EIA) Standard ANSI/TIA/EIA-222-G Class III, Structural Standards for Steel Antenna Towers and Antenna Supporting Structures.

2.12.1.3 Electrical equipment and devices shall be listed, approved, or certified by Underwriters Laboratories (UL), when available.

2.12.1.4 Installation of electrical equipment, power distribution, lighting and outlet assemblies, and alarm and grounding systems (with associated wire ways and wiring) shall comply with the most recent edition of the National Electrical Code (NEC) and National Fire Protection Association (NFPA) codes.

2.12.1.5 The successful contractor shall comply with Occupational Safety and Health Administration (OSHA) and Maximum Permissible Exposure [MPE] regulations.

2.12.1.6 The successful contractor shall comply with the Uniform Building Code (UBC).

2.12.1.7 The successful contractor shall comply with Federal, State of North Carolina, and local Haywood County codes and other applicable regulations.

2.12.1.8 Where local Haywood County ordinances or the Authority Having Jurisdiction (AHJ) specify higher standards than those represented in these specifications, the local ordinances or AHJ shall govern.
2.12.2 Multiple References

2.12.2.1 Where two or more standards are specified to establish quality, the contractor shall conform to, or surpass, the requirements of both standards.

2.12.2.2 In the case of a conflict between reference standards, the more stringent requirements shall be enforced, unless contract documents specifically indicate less stringent requirements are acceptable.

2.12.2.3 The contractor shall consult with the County for direction before proceeding if uncertainties about requirements exist.

2.12.2.4 Where copies of standards are needed for proper performance of work, the contractor shall obtain such copies directly from the publication source.

2.13 Materials and Workmanship

2.13.1 Proposed base station radio equipment, antennas and accessories shall meet or exceed industry standards for quality and reliability. Materials, parts, assemblies, etc., shall be new and free of corrosion, blemishes, or other cosmetic defects. The proposed equipment shall be manufactured in the United States to the greatest extent possible.

2.13.2 Products and their components utilized in conjunction with this project shall be specifically designed to meet or exceed the reliability and continued support requirements of emergency management communications systems. Equipment and materials provided under this RFP shall be standard products of a manufacturer regularly engaged in the production of the equipment and products specified. Materials and equipment provided under this RFP shall meet or exceed the applicable requirements of federal, state, county, and municipal codes, laws, and regulations relevant to project work of this type, and specifically to emergency management communications systems.

2.13.3 The County shall investigate, as it deems necessary, the ability of contractors to furnish the required equipment and services. Contractors shall furnish the County with information and data outlining their qualifications as requested within this document, or as may become required later by the County.

2.13.4 The contractor shall comply with industry best practices for antenna and line installation, grounding and bonding, as outlined in the following standards:
2.13.4.1 Motorola R56©, Standards and Guidelines for Communications Sites (latest revision), or Harris 4618/1 (latest revision).

2.13.4.2 All other contractor/industry standards to which a contractor complies shall be submitted with the proposal to allow the County to review and approve prior to contract award.

2.14 Ordering Materials

2.14.1 Immediately following award of the contract for this work, the contractor shall determine sources of supply for equipment and length of time required for their delivery, including materials of subcontractors, and orders shall be placed for such materials promptly.

2.14.2 If, for any reason, any item specified will not be available when needed, and the contractor can show that s/he has made a reasonable, persistent effort to obtain the item in question, the engineer shall be notified in writing, within 10 days after the contract is signed, and s/he will either determine a source of supply or arrange with owner’s representatives or the owner for appropriate substitution within the terms of the contract. Otherwise, the contractor will not be excused for delays in securing the specified material, and shall be held accountable if completion is hereby delayed.

2.15 Tower Climbing and Antenna Installation Safety Practices

2.15.1 The contractor must submit evidence of extensive training of its current antenna-tower-climbing employees in any recognized grounding training courses. The training must be specifically and uniquely geared towards two-way radio and/or microwave tower sites, and similar communications facilities. At least one of these trained employees must monitor and oversee the grounding work.

2.15.2 Because the antenna system installation requires working at heights, the County is very concerned that all work be done in a safe manner. The successful contractor must:

2.15.2.1 Submit as part of the RFP response the contractor’s written Environmental, Safety and Health Program, to which the contractor agrees it will adhere.

2.15.2.2 When any work on an antenna support structure is being performed above ground level, there must be at least two certified competent tower climbers on the site at all times.
2.15.2.3 All tower climbers and their supervisors must have completed an OSHA-approved Tower Climbing Safety and Rescue course, such as those offered by ComTrain or Tractel, within the last five years. At least one person within the contractor’s company must have completed the course within the last year, so as to bring others in the company up to date regarding any new changes in safety regulations, requirements, and procedures. The contractor must submit certification cards for its personnel with its response. A copy shall be maintained at all times onsite by the contractor.

2.15.2.4 An industry-standard rescue bag must be ready at the tower site whenever a climber is working on a tower. The bag must include at least one 400-foot, properly rated rescue rope with appropriate safe pulley system, and all necessary items to allow the safe lowering of an injured worker. The contractor must supply evidence that it owns at least one of these kits.

2.15.2.5 All climbers must wear a full-body safety harness—with the appropriate approved shock-absorbing safety lanyard attached to a single D-ring at the top of the climber’s back—at all times when on a tower. Each climber must be issued, equipped, and use fall-protection equipment that must ensure a 100-percent tie-off while climbing. All fall-protection and safety equipment must meet ANSI and OSHA standards, and may be inspected by the County or its representatives at any time during the project.

2.15.2.6 A daily pre-climb safety meeting is required before each climbing of an antenna support structure. A log of such meetings is required and may be inspected by the County at any time during the project.

2.15.2.7 The County may perform unannounced safety inspections at any time during the project, but this in no way infers that the County has accepted any liability for any safety procedure, equipment condition, safety condition or work action taken by the contractor, regardless of whether the County was aware of the procedure, condition, or work action.

2.15.2.8 The County has the right, as solely determined by the County, to: inform the contractor of any actions, procedures, conditions, or equipment that it deems to be unsafe or potentially hazardous; and to halt work on the site until such time that the County agrees that the action, procedure, condition, or equipment has been returned to a safe condition. No additional charges will be incurred by the County for the above work stoppage.
2.15.2.9 All standard, best safety practices must be followed at all times when working at the tower site. The contractor shall be solely and completely responsible for the safety and supervision of its employees, and any other persons engaged by the contractor for this project.

2.15.2.10 Contractor also must submit a copy of its written Drug and Alcohol Policy with its response, including information on what drug and alcohol testing policies currently are used by the contractor.

2.15.3 Contractors and subcontractors or other persons performing work on the tower shall follow ANSI and OSHA standards and regulations for tower climbing—as well as ANSI/American Society of Safety Engineers (ASSE) Z490.1-2009, Criteria for Accepted Practices in Safety, Health, and Environmental Training (latest revision).

2.15.4 When performing any work on an antenna support structure, or near any radio frequency (RF) emitters, such as antennas and microwave dishes, the contractor must comply with the FCC’s Office of Engineering and Technology (OET) Bulletin 65, Edition 97-01 (including Supplement A), Evaluating Compliance with FCC Guidelines for Human Exposure to Radio Frequency Electromagnetic Fields. The contractor must show proof that its personnel have received training in RF exposure, such as a description of a course taken, or other details on the training received, along with the names of those personnel who will be working on this upgrade and as such may be exposed to RF electromagnetic fields. In addition, the proposal must supply the model number and serial numbers of at least two personal RF safety monitors. The contractor shall be solely and completely responsible for the RF exposure compliance and safety, as well as supervision of its employees and any other persons engaged by the contractor for this upgrade.

3 Instructions to Contractors

3.1 Qualifications of Contractors

3.1.1 Each firm submitting a bid shall meet the following qualifications:

3.1.1.1 Vendors or manufacturers shall have been actively engaged in the design, manufacture, supply, installation and integration of public safety-grade radio communication systems proposed in this RFP for at least five years.

3.1.1.2 Equipment and systems supplied by and similar to the equipment offered by the contractor, and of equal scope, shall have been
installed and in continuous satisfactory operation for not less than three years in at least five installations.

3.1.1.3 The County also may request proof of financial stability from any contractor that would be evaluated prior to award.

3.1.2 Required submittals with the bid shall be as follows:

3.1.2.1 A brief history of the contractor/company submitting the bid.

3.1.2.2 A listing and brief history of all subcontractors to be utilized in the fulfillment or completion of the contract negotiated as a result of this RFP. Under no condition shall the contractor change a subcontractor without the consent of the County after the contract has been awarded and negotiated.

3.1.2.3 The résumé of the contractor’s proposed key manager or project manager.

3.1.2.4 The County requires that each potential contractor submit with its bid three references of installations similar in size and scope to this upgrade that have been completed within the last five years.

3.1.2.5 The County reserves the right to contact any and all references supplied for an evaluation of past performance, in order to establish the responsibility of the contractor before the actual award. In executing this bid, the contractor agrees that the County may contact said references and be guided by their information in awarding the contract.

a) References submitted should be no more than five years old.
b) References shall include the name and location of the system, contact person, telephone number, email address, and a brief description of the system.

3.1.2.6 All bids shall contain a statement signed by an authorized agent of the company on company letterhead certifying that the company meets all legal requirements set forth in this RFP. Failure to provide this certification may result in the bid being deemed non-compliant.

3.1.2.7 All bids shall utilize the Bid Pricing Sheet provided herein as Attachment C. All line items must be completed or the bid response may be deemed non-compliant. Bids shall provide total proposal cost
and itemized pricing. Each line item shall indicate list cost as well as any discount offered.

3.1.2.8 In addition to returning Attachment C, Contractor shall return Attachment F – Anti-Collusion Affidavit with their response.

3.2 Submittal Requirements

3.2.1 Submittals shall be clear and legible and of a size sufficient for presentation of data.

3.2.2 Respondents shall submit one bound original and three bound copies of the proposal to the County. Each package also shall include a copy of the proposal in electronic format on CD-ROM or USB drive.

3.2.2.1 The front of the package shall be marked:

“Proposal for Haywood County Radio Base Station Systems”

3.2.2.2 Proposals must be received by the following date and time at the location specified:

Date: Thursday February 11, 2016
Time: 3:00 p.m. (local time)
Location: Haywood County Finance Office

3.3 Submittal Format

3.3.1 Respondents shall adhere to the proposal format provided below, organized by section:

1. Section 1: Cover letter—dated cover letter fully describing the contents of the submittal
2. Section 2: Table of contents
3. Section 3: Executive summary
4. Section 4: Qualifications
5. Section 5: Detailed description of the proposed system and services to be provided by the Respondent.
   • This section shall contain detailed descriptions of the elements comprising the installed system, including, but not limited to, cut sheets, specifications, manuals, diagrams, and other pertinent data.
6. Section 6: Preliminary project schedule
7. Section 7: Additional information not covered in other sections
8. Section 8: Compliance matrix
• Respondents shall provide any non-compliance to the specifications. If the Respondent complies with the paragraph, no response is required. Only responses for Comply with Clarification and Exceptions shall the respondent provide an explanation and paragraph reference. Compliance definitions are:

a) COMPLY—The proposal meets or exceeds the specified requirement

b) COMPLY WITH CLARIFICATION—The proposal does not meet the exact stated requirement; however, it meets a substantial portion of or meets the intent of the requirement. Respondents must provide a detailed explanation when using this statement

c) EXCEPTION—The proposal does not meet the specified requirements. Respondents must provide a detailed explanation when using this statement

9. Section 9: Total proposal cost and detailed pricing breakdown

3.4 Pricing

3.4.1 Respondents shall provide line-item pricing for work to be conducted that shall include labor, material, equipment, travel and lodging, and transportation costs for meetings, dispatch surveys, systems installation, and commissioning necessary to meet the requirements of this RFP.

3.4.2 Respondents shall provide total proposal cost and itemized pricing as found in Attachment C. Each line item shall indicate list cost and discount offered. Costs for OPTIONAL items also shall be provided.

3.4.3 No options should be included in the base proposal price. Options shall be priced separately.

3.5 Addenda to the Specifications

3.5.1 During the proposal period, the County may issue written addenda making changes or corrections to the specifications as issued. Such changes or corrections shall be included in the work and/or materials covered by the proposal, and such addenda shall become part of the specifications and contract.
3.6 Bid Guarantee

3.6.1 Bid Security (Bond)

3.6.1.1 Each proposal shall be accompanied by a cash deposit, a cashier’s check, or a certified check drawn on a bank or trust company insured by the Federal Deposit Insurance Corporation (FDIC) in an amount not less than five percent of the proposal, or in lieu thereof, a bidder may offer a Bid Bond of five percent of the maximum amount of the bid, executed by a surety company licensed under the laws of North Carolina to execute such bonds, conditioned that the surety will, upon demand, forthwith make payment to the obligees upon said bond, if the bidder fails to execute the contract in accordance with the Bid Bond.

3.6.1.2 Said deposit shall be retained by the Owner as liquidated damages if the successful bidder fails to execute the contract within ten days after the award, or to give satisfactory surety as required by law.

3.6.1.3 A Performance Bond and Payment Bond will be required for 100 percent of the contract price in compliance with North Carolina General Statutes Section 143-129 and of Article 3 of Chapter 44A. The Performance Bond shall be in full force and effect for one (1) year after the date of final acceptance of the project by Haywood County.

3.6.1.4 Payment will be made on the following basis: the first 95 percent will be paid in equal installments as each milestone listed below is completed; the final five percent payment then will be made upon completion and acceptance of the work as determined by the County’s consultant:

a) Delivery of base and control station equipment
b) Delivery of antennas, transmission lines and accessories
c) Installation of antennas, transmission lines and accessories
d) Completion of installation of radio equipment
e) Completion of satisfactory initial testing of all systems

3.7 Presentation of Bids

3.7.1 Bids must be made on the standard bid forms provided, in the manner designated and required by the specifications.
3.7.2 Bids must be:

3.7.2.1 Enclosed in a sealed package(s) bearing the name and address of the contractor.

3.7.2.2 “Sealed Bid for Haywood County Base Station Radio Systems. DO NOT OPEN PRIOR TO 3:00 p.m. EDT on Thursday, February 11, 2016” should be clearly marked on the outside of each package.

3.7.2.3 A separate sealed envelope containing the Bid Pricing shall be included within the bid package. It shall be clearly designated as “Bid Pricing - Sealed Bid for Haywood County Base Station Radio Systems. DO NOT OPEN PRIOR TO 3:00 p.m. EDT on Thursday, February 11, 2016.” The name and address of the respondent must be plainly marked on the outside of the package.

3.7.2.4 One original and three copies, clearly marked as “COPY,” of the bid pricing shall be provided in a separate common package.

3.7.3 Submission of the bid to the County shall be deemed consent for the bids to be publicly identified. The information contained therein shall be deemed a matter of public record, unless such information is designated by the party submitting the bid as trade secrets or other information allowed to be kept confidential, pursuant to the appropriate statutes of the state of North Carolina.

3.7.3.1 In order to designate information as confidential, the party submitting the bid must highlight the information and inform the County of its desire to keep that information confidential in a letter transmitting the bid.

3.7.3.2 The County, pursuant to North Carolina laws and upon consultation with legal counsel, shall determine whether any information designated as confidential by the contractor is legally allowed to be kept confidential. Notice of such determination shall be made to the contractor prior to the release of the information in order to afford the contractor an opportunity to appeal the decision.

3.8 Award of Contract

3.8.1 It is anticipated that the County will award the contract within 30 days after the receipt of the bids.

3.8.2 Contractor bids are valid and may not be withdrawn for a period of 90 days after the date and time set for the bid opening.
3.9 Contract Provisions

3.9.1 The successful contractor shall not assign, transfer, convey, sublet, or otherwise dispose of the contract, or any part thereof, without the written consent of the County.

3.9.2 Insurance

3.9.2.1 Notwithstanding the terms, conditions, or provisions in any other writing between the parties, the successful contractor hereby agrees to effectuate the naming of the County, its officers, and its employees as unrestricted additional insured parties on the contractor’s insurance policy, with the exception of Workers’ Compensation.

3.9.2.2 All policies of insurance naming the County, its officers, and its employees as additional insured parties shall:

   a) Be an insurance policy from an A.M. Best-rated A-Minus, North Carolina state-licensed insurer.
   b) Contain a 30-day notice of cancellation.
   c) State that the organization’s coverage shall be primary and non-contributory coverage for the County, its officers, and its employees.
   d) Contain, by endorsement or otherwise, a waiver of subrogation against the County, its officers, and its employees.

3.9.2.3 The successful contractor agrees to indemnify the County for any applicable deductibles.

3.9.2.4 Required limits of insurance:

<table>
<thead>
<tr>
<th>Coverage</th>
<th>Limits of Liability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workers Compensation</td>
<td>$ 500,000</td>
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<tr>
<td>Employer’s Liability</td>
<td>$ 1,000,000</td>
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<tr>
<td>General Liability</td>
<td>$ 2,000,000 each occurrence</td>
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<tr>
<td>Automobile Liability</td>
<td>$ 2,000,000 each occurrence</td>
</tr>
<tr>
<td>Excess Umbrella Liability Insurance</td>
<td>$ 2,000,000</td>
</tr>
</tbody>
</table>

3.9.2.5 The successful contractor and all of its subcontractors shall maintain the required insurance coverage for itself and all additional insured parties for the duration of the project, and shall maintain completed operations coverage for itself and each additional insured party for at
least two years after completion of the work. Proof of this coverage shall be furnished prior to final payment.

3.9.2.6 The successful contractor acknowledges that failure to obtain such insurance on behalf of the County, its officers, and its employees constitutes a material breach of contract and subjects it to liability for damages, indemnification, and all other legal remedies available to the County. The successful contractor is to provide the County with a Certificate of Insurance, evidencing that the above requirements have been met, upon request and not later than prior to the commencement of work or use of the facilities. The failure of the County to object to the contents of the Certificate or the absence of same shall not be deemed a waiver of any and all rights held by the County.

3.9.2.7 In addition to the foregoing, the County may at any time request a copy of insurance policies providing the coverage required herein, and the successful contractor shall, within ten days, furnish copies of said policies.

3.9.2.8 The successful contractor and its subcontractors waive all rights against the County and its agents, its officers, and its employees for recovery of damages to the extent that these damages are covered by Commercial General Liability, Automobile Liability, Workers Compensation, or Employers Liability insurance, as described above.

3.9.3 Indemnification Clause

3.9.3.1 The successful contractor shall indemnify and hold harmless the County, its officers, its directors, its agents, and its employees from and against any and all claims, demands, or causes of action for injury or death to person or damage to property (including all costs and reasonable attorney’s fees incurred in defending any claim, demand, or cause of action), arising out of or resulting from any negligent or wrongful acts, errors, omissions, negligence, incompetence, malfeasance, or misfeasance by the contractor, its employees, or its agents, including subcontractors, in the performance of its obligations under the Agreement to furnish the services and materials provided for in the bid and any contractor agreement in furtherance thereof.

3.9.4 Contract Documents

3.9.4.1 These specifications shall be attached to and part of any contract documents resulting from the award of this contract.
3.10 Non-Discrimination Clause

3.10.1 Contractors shall comply with all non-discrimination standards established by the State of North Carolina and, by submitting a bid, agree to comply with any and all such standards during the full term of any contract issued pursuant to this bid.

3.11 Non-Collusion Affidavit

3.11.1 All bids shall be accompanied by a non-collusion affidavit, attached as Attachment F.

3.12 Exceptions to Specifications

3.12.1 Items in this specification that materially contribute to equipment reliability will not be compromised.

3.12.2 Where deviations from the specifications are necessary, contractors shall put in writing the said deviations stating why, in its opinion, the plan and equipment proposed will either exceed or render equivalent performance.

3.12.2.1 Failure to so detail all such deviations shall provide grounds for rejection of the entire bid as unworthy of further consideration.

3.12.2.2 Such deviation shall be referenced to the proper item and page in the bid specifications.

3.13 Acceptance of Plans and Specifications

3.13.1 Contractors will be held to have accepted the terms and conditions as expressed in the specifications that are a part hereof.

3.13.2 Notwithstanding the details presented in these specifications, it is the responsibility of the contractor to verify the correctness of the material lists and suitability of devices to meet the specifications.

3.14 Disputes

3.14.1 Except as otherwise provided in any ensuing contract, any dispute concerning a question of fact arising under the provisions of the contract, which if not disposed of by agreement, shall be decided by the County’s authorized representative.

3.14.2 The County’s authorized representative will translate his decision in writing and either mail or furnish a copy thereof to the successful contractor.
3.14.3 Either party shall have the right of appeal from any decision and award as provided by law.

3.14.4 All legal disputes shall be adjudicated before a court of competent jurisdiction.

3.14.5 Pending final decision of a dispute, the successful contractor shall proceed diligently with the performance of the contract in accordance with the directions of the County’s authorized representative.

3.15 Submission of Bid Constituting Agreement

3.15.1 Submission of a bid constitutes agreement to all terms and conditions set forth herein. By submitting a signed bid, the contractor:

3.15.1.1 Warrants that the contents of its bid are accurate and binding upon the contractor.

3.15.1.2 Represents that its staff is knowledgeable about the services to be provided as identified in this RFP.

3.15.1.3 Warrants that it will use reasonable and appropriate efforts to provide such services in a professional and timely manner if awarded a contract.

3.15.2 In addition, the contractor further warrants that it has become sufficiently acquainted with the conditions, facts and circumstances relating to providing the requested services.

3.15.3 Failure or omission of the contractor to adequately acquaint itself with existing conditions, facts, and circumstances shall not in any way relieve the firm of any obligations with respect to this RFP.

3.15.4 Respondents shall provide line-item pricing for work to be conducted at the site and shall include labor, material, equipment, travel, and lodging and transportation costs for meetings, surveys, systems installation and commissioning necessary to meet the requirements of this RFP.

4 Special Conditions

4.1 The following conditions shall apply to the whole of these specifications:

4.1.1 The County is not liable for any costs incurred by contractors in preparing this bid or for any other costs contractors may incur prior to issuance of a contract.
4.1.2 These specifications may only be modified in writing by the County. No verbal modifications of these specifications will be recognized.

4.1.3 Bids must be signed by an official of the firm authorized to bind the contractor to the provisions of these specifications.

4.1.4 The contract must be completed within 60 days after issuance of the Notice to Proceed.

4.1.5 The successful contractor must sign a contract with the County.

4.1.6 Time for Completion and Liquidated Damages

4.1.6.1 Said work shall be prosecuted regularly, diligently, and uninterruptedly at such a rate of progress as will ensure full completion thereof by the date specified in the terms and conditions of the negotiated contract. It will be expressly understood and agreed by and between the County and the successful contractor that the time for completion of the work described in the negotiated contract is reasonable, taking into consideration the average climatic range and usual industrial conditions prevailing in this area.

4.1.6.2 If the successful contractor shall neglect, fail, or refuse to complete the work, ready for acceptance, by the date specified in the negotiated contract, or by any proper extension thereof granted by the County, then the successful contractor does hereby agree as a part of the consideration for the award of the contract to pay to the County, not as a penalty but as liquidated damages for breach of contract, the sum of $250.00 for each and every calendar day that the successful contractor shall be in default of the time stipulated in the negotiated contract for completing the work.

4.1.6.3 The said amount is fixed and agreed upon by and between the County and the successful contractor because of the impracticality and extreme difficulty of fixing and ascertaining the actual damages the County would sustain in such an event. Therefore, the County shall deduct said amount from payments due to the contractor.

4.1.7 It is understood and shall be mutually agreed by and between the successful contractor and the County that TIME IS OF THE ESSENCE for completion as will be specified in the negotiated contract and is an ESSENTIAL CONDITION.

4.1.8 It shall be further agreed that TIME IS OF THE ESSENCE for each and every portion of a negotiated contract and of the specifications, wherein a definite and
certain length of time is fixed for the performance of any act whatsoever; and
where under the negotiated contract, an additional time is allowed for the
completion of any work, the new time limit fixed by such extension shall be of the
essence of the negotiated contract; provided that the contractor shall not be
charged with liquidated damages or any excess cost when the County
determines that the contractor is without fault and the contractor's reasons for the
time extension are acceptable to the County; provided further that the contractor
shall not be charged with liquidated damages or any excess cost when the delay
in completion of the work is due:

4.1.8.1 To any preference, priority, or allocation order duly issued by the
County.

4.1.8.2 To an unforeseeable cause beyond the control and without the fault or
negligence of the contractor, including but not restricted to acts of God
or a public enemy, acts of the County, acts of another contractor in
the performance of the contract with the County, fires, floods,
edemics, quarantine restrictions, strikes, freight embargoes, and
severe weather.

5 Technical Specifications: Base and Control Station Equipment

5.1 Station Specifications

5.1.1 Summary

5.1.1.1 This section provides specifications and requirements for control and
base station equipment operating in the:

a) VHF High Band 150 to 174 MHz range
b) UHF Band 450 to 470 MHz range

5.1.1.2 This specification describes equipment that provides features and
attributes for public-safety-grade fixed radio products. Therefore, all
proposed equipment shall be high-quality, durable and generally
acknowledged as public-safety-grade, designed and manufactured to
provide high reliability under heavy use in severe environments
operational on standard 120 VAC 60 Hz power.
5.1.1.3 The scope includes:

a) Transmitters  
b) Receivers  
c) Interface Modules

5.1.2 Manufacturers

5.1.2.1 Available Manufacturers. Subject to compliance with requirements, this section is open to all base station equipment manufacturers and integrators offering products that meet or exceed specifications indicated in this section.

5.1.3 General

5.1.3.1 Components shall be supplied and installed in accordance with the associated project drawings and meet the suggested manufacturer’s equipment specifications listed below, or approved equal. Only systems and equipment that meet or exceed the level of quality and capabilities stated within this document will be considered for acceptance.

5.1.3.2 Station system components include:

a) Transmitter  
b) Receiver  
c) Power Supplies  
d) IP Console interface card  
e) Cabling, racking and cabinets

5.1.4 Grounding and Surge Protection

5.1.4.1 Grounding system internal installation shall include but not be limited to the master ground bar (MGB), Interior Perimeter Ground Bus (IPGB) “halo”, sub system ground bars (SSGB), overhead cable tray grounds and individual ground leads to each rack cabinet. All components shall be properly grounded with a single point grounding system design and installed with surge protection per Motorola R56, Harris AE/LZT 123 4618/1 R3A or generally accepted standard industry practice. The MGB shall be of solid copper at a minimum of 14” in width drilled with 2 separate rows of holes for dual compression type ground lug installation.

5.1.4.2 Each transmission line shall be grounded to the tower ground bar (TGB) on the vertical section before the cables change direction to the horizontal on the ice bridge, and at the external ground bar (EGB)
where the cables enter the building with manufacturer-specified grounding kits. Several conduits will be installed through the outside wall of the building in lieu of a standard cable entry port. Each of the individual cable conduits shall be grounded to the EGB at the point where they enter the building. The TGB and the EGB will be installed by others. Each surge-protection device (SPD) shall be grounded to the master ground bar (MGB) with wire leads as short as possible.

5.1.5 Overhead Cable Trays

5.1.5.1 Vendor shall provide and install 18” wide industry standard anodized overhead cable tray suspended from secure ceiling attachment points with manufacturer specified threaded rods and accessory hardware supported at an interval not to exceed 24”.

5.1.5.2 The cable tray shall be suspended 12”-18” above the top of the racks the full width of the room. It shall extend from the wall separating the equipment room from the evidence garage to the opposite side of the room directly over the racks as shown on the architectural drawings. Drawings may be requested from Emily Coleman at Padgett & Freeman Architects at ecoleman@pfarchitects.com or at tel: 828-254-1963 x102. The MGB shall be located as close as possible internally on the same wall opposite the EGB so as to make the interconnection to the EGB as short as possible.

5.2 Continuous Duty Base Station Requirements

5.2.1 Each base station shall be designed and constructed as a compact, highly reliable, unit.

5.2.2 Base station shall operate under direct IP control.

5.2.3 Base stations shall be rack mounted in the telecommunications equipment room.

5.2.4 Analog base stations shall be designed to operate on narrowband channels.

5.2.5 Transmitter, receiver, power supply, and all other equipment necessary for console operation shall be self-contained.

5.2.6 Environmental

5.2.6.1 Respondent shall provide the guaranteed operating temperature range and the British thermal units (BTUs) of heat generated for each primary piece of equipment in the proposed system.
5.2.6.2 Equipment will function properly under the following environmental conditions:

a) Temperature:
   1) Operating Range: 0°C to +50°C
   2) Storage: -40°C to +65°C
b) Humidity
   1) Maximum of 95 percent non-condensing
c) Altitude
   1) 0 to 16,400 feet (5,000 meters) above mean sea level (AMSL)

5.2.6.3 Remote control functions shall include, but not be limited to:

a) Transmitter keying
b) Continuous Tone-Coded Squelch System (CTCSS) monitor
c) Base station on/off (disable)

5.2.7 Transmitter

5.2.7.1 Base station transmitters shall comply with Part 90 of the Federal Communications Commission (FCC) rules and appropriate EIA and similar agency standards, and be FCC type accepted for the proposed frequency band(s).

5.2.7.2 VHF high band technical specifications:

a) Output frequency 150 MHz to 174 MHz
b) RF output power 25 watts to 100 watts, adjustable
c) Duty cycle 100 percent (continuous duty)
d) Frequency stability 1 ppm with external reference
e) Channel spacing 12.5 kHz
f) Output impedance 50 ohms
g) Maximum deviation 2.5 kHz
h) Audio sensitivity Adjustable to -35 dBm
i) Spurious and harmonics -85 dBc
j) FM hum and noise (audio) 25 kHz: -50 dB
k) FM hum and noise (audio) 12.5 kHz: -45 dB
l) Analog audio distortion 2 percent maximum @ 1,000 Hz
m) Analog audio response +1, -3 dB (6 dB pre-emphasis) from 300 - 3,000 Hz
5.2.7.3 UHF Technical specifications:

a) Output frequency 450 MHz to 470 MHz  
b) RF output power 25 watts to 100 watts, adjustable  
c) Duty cycle 100 percent (continuous duty)  
d) Frequency stability 1 ppm with external reference  
e) Channel spacing 12.5 kHz (P25 Phase 2 upgradeable)  
f) Output impedance 50 ohms  
g) Maximum deviation 2.5 kHz  
h) Audio sensitivity Adjustable to -35 dBm  
i) Spurious and harmonics -85 dBC  
j) FM hum and noise (audio) 25 kHz: -50 dB  
k) FM hum and noise (audio) 12.5 kHz: -45 dB  
l) Analog audio distortion 2 percent maximum @ 1,000 Hz  
m) Analog audio response +1, -3 dB (6 dB pre-emphasis) from 300 - 3,000 Hz

5.2.8 Base Station Receivers

5.2.8.1 Base station receivers shall comply with Part 90 of the FCC rules and appropriate EIA and similar agency standards, and be FCC type accepted for the proposed frequency band.

5.2.8.2 Stations operating with the receiver voter panel shall be capable of pilot tone operation.

5.2.8.3 VHF high band technical specifications:

a) Input frequency 150 MHz to 174 MHz  
b) Frequency stability 1 ppm with external reference  
c) 12 dB SINAD sensitivity 0.35 microvolts  
d) Channel spacing 15.0 kHz  
e) Input impedance 50 ohms  
f) Adjacent channel rejection 12.5 kHz: 75 dB  
g) Pre-selector bandwidth 4 MHz  
h) Intermodulation rejection 85 dB  
i) Spurious & image rejection 85 dB  
j) Analog audio response +1, -3 dB (6 dB de-emphasis) 300 to 3,000 Hz  
k) Analog audio distortion 5 percent @ 12.5 kHz  
l) FM hum and noise (audio) 15.0 kHz: -45 dB
5.2.8.4 UHF technical specifications:

a) Input frequency  
450 MHz to 470 MHz

b) Frequency stability  
1 ppm with external reference

c) 12 dB SINAD sensitivity  
0.35 microvolts

d) Channel spacing  
12.5 kHz

e) Input impedance  
50 ohms

f) Adjacent channel rejection  
12.5 kHz: 75 dB

g) Pre-selector bandwidth  
4 MHz

h) Intermodulation rejection  
85 dB

i) Spurious & image rejection  
85 dB

j) Analog audio response  
+1, -3 dB (6 dB de-emphasis) 300 to 3,000 Hz

k) Analog audio distortion  
5 percent @ 12.5 kHz

l) FM hum and noise (audio)  
12.5 kHz: -45 dB

5.2.9 Console Control

5.2.9.1 The high-power, continuous-duty base stations located in the Haywood 911 telecommunications equipment room will be controlled from the dispatch center via the IP network consoles.

5.3 Intermittent-Duty Station Specifications

5.3.1 Summary

5.3.1.1 This section provides specifications and requirements for intermittent-duty station equipment operating in the:

a) VHF High Band  
150 to 174 MHz range

b) UHF Band  
450 to 470 MHz range

5.3.1.2 This specification describes equipment that provides features and attributes for public safety-grade fixed radio products. Therefore, all proposed equipment shall be high quality, durable, and generally acknowledged as public safety-grade, and shall be designed and manufactured to provide high reliability under heavy use in severe environments, and operational on standard 120 VAC 60 Hz power.

5.3.1.3 The scope includes:

a) Transmitters
b) Receivers
c) Separate DC power supplies
5.3.2 Manufacturers

5.3.2.1 Available manufacturers: subject to compliance with requirements, this section is open to all continuous- and intermittent-duty station equipment manufacturers and integrators offering products that meet or exceed specifications indicated in this section.

5.3.3 General

5.3.3.1 Components shall be supplied and installed in accordance with the associated project drawings and meet the suggested manufacturer’s equipment specifications listed below, or approved equal. Only systems and equipment that meet or exceed the level of quality and capabilities stated within this document will be considered for acceptance.

5.3.3.2 Control station system components include:

a) Transmitter
b) Receiver
c) Power supplies
d) DC cabling
e) IP console interface card
f) Cabling, racking, and cabinets

5.3.4 Grounding and Surge Protection

5.3.4.1 All components shall be properly grounded and installed with surge protection per standard industry practice.

5.3.5 Station Requirements

5.3.5.1 Each control station shall be a public safety-grade, mobile-style transceiver designed and constructed as a compact, highly reliable unit used for the purpose.

5.3.5.2 All transceivers shall employ their own individual power supply.

5.3.5.3 Transceiver, power supply, interface cards, and all other equipment necessary for console operation shall be efficiently installed in multiple rack cabinets in the telecommunications room.

5.3.5.4 Control stations shall operate under direct IP control or with an IP console adapter card.
5.3.5.5 Analog base stations must be designed to operate on narrowband channels.

5.3.6 Environmental

5.3.6.1 Respondent shall provide the guaranteed operating temperature range and the BTUs of heat generated for each primary piece of equipment in the proposed system.

5.3.6.2 Equipment will function properly under the following environmental conditions:

a) Temperature:
   1) Operating Range: 0°C to +50°C
   2) Storage: -40°C to +65°C
b) Humidity
   1) Maximum of 95 percent non-condensing
c) Altitude
   1) 0 to 16,400 feet (5,000 meters) AMSL

5.3.6.3 Remote control functions shall include, but not be limited to:

a) Transmitter keying
b) CTCSS monitor
c) Main station on/off (disable)
d) Backup station on/off (disable)

5.3.7 Transmitter

5.3.7.1 Base station transmitters shall comply with Part 90 of the FCC rules and appropriate EIA and similar agency standards, and be FCC type accepted for the proposed frequency band(s).

5.3.7.2 VHF high band technical specifications:

a) Output frequency 150 MHz to 174 MHz
b) RF output power 10 watts to 35 watts, adjustable
c) Duty cycle EIA/TIA intermittent duty cycle
d) Frequency stability 1 ppm with external reference
e) Channel spacing 12.5 kHz
f) Output impedance 50 ohms
g) Maximum deviation 2.5 kHz
h) Audio sensitivity Adjustable to -35 dBm
i) Spurious and harmonics -85 dBc
5.3.7.3 UHF technical specifications:

a) Output frequency 450 MHz to 470 MHz
b) RF output power 10 watts to 35 watts, adjustable
c) Duty cycle EIA/TIA intermittent duty cycle
d) Frequency stability 1 ppm with external reference
e) Channel spacing 12.5 kHz (P25 Phase 2 upgradeable)
f) Output impedance 50 ohms
g) Maximum deviation 2.5 kHz
h) Audio sensitivity Adjustable to -35 dBm
i) Spurious and harmonics -85 dBC
j) FM hum and noise (audio) 25 kHz: -50 dB
k) FM hum and noise (audio) 12.5 kHz: -45 dB
l) Analog audio distortion 2 percent maximum @ 1,000 Hz
m) Analog audio response +1, -3 dB (6 dB pre-emphasis) from 300 - 3,000 Hz

5.3.8 Receiver

5.3.8.1 Base station receivers shall comply with Part 90 of the FCC rules and appropriate EIA and similar agency standards, and be FCC type accepted for the proposed frequency band.

5.3.8.2 VHF high band technical specifications:

a) Input frequency 150 MHz to 174 MHz
b) Frequency stability 1 ppm with external reference
c) 12 dB SINAD sensitivity 0.35 microvolts
d) Channel spacing 15.0 kHz
e) Input impedance 50 ohms
f) Adjacent channel rejection 12.5 kHz: 75 dB
g) Pre-selector bandwidth 4 MHz
h) Intermodulation rejection 85 dB
i) Spurious & image rejection 85 dB
j) Analog audio response +1, -3 dB (6 dB de-emphasis) 300 to 3,000 Hz
k) Analog audio distortion 5 percent @ 12.5 kHz
### 5.3.8.3 UHF Technical Specifications:

- a) Input frequency: 450 - 470 MHz
- b) Frequency stability: 1 ppm with external reference
- c) 12 dB SINAD sensitivity: 0.35 microvolts
- d) Channel spacing: 12.5 kHz
- e) Input impedance: 50 ohms
- f) Adjacent channel rejection: 12.5 kHz: 75 dB
- g) Pre-selector bandwidth: 4 MHz
- h) Intermodulation rejection: 85 dB
- i) Spurious & image rejection: 85 dB
- j) Analog audio response: +1, -3 dB (6 dB de-emphasis) 300 to 3,000 Hz
- k) Analog audio distortion: 5 percent @ 12.5 kHz
- l) FM hum and noise (audio): 12.5 kHz: -45 dB

### 5.3.9 Console Control

**5.3.9.1** The intermittent-duty control stations located in the Haywood 911 telecommunications equipment room will be controlled from the dispatch center via the IP network consoles.

### 5.3.10 Site Operation

**5.3.10.1 Site**

- a) The contractor shall keep the tower site area and telecommunications equipment room neat and free from the accumulation of waste material and debris.

- b) Onsite burning shall not be allowed anywhere on the property.

- c) The contractor shall conduct a site walk with the County to identify any areas requiring special attention prior to beginning work.

- d) The contractor shall conduct operations with minimum interference to public or private accesses and facilities; maintain ingress and egress at all times; and clean or sweep any roadways daily, or as required by the governing authority. At such times as deemed necessary by the County, dust control shall be provided with water-sprinkling systems or equipment provided by the contractor or its subcontractor(s).
5.3.11 Labeling and Identification

5.3.11.1 Antennas, lines and internal jumpers shall be clearly color coded with electrical tape

5.3.11.2 Labeling shall be weatherproof and with an expected lifetime to match the expected life of the antenna systems.

5.3.12 Grounding

5.3.12.1 Antennas, lines and surge suppressors shall be properly grounded and installed in accordance with best industry practices and applicable Motorola R56, Harris AE/LZT 123 4618/1 R3A, and accepted EIA standards.

5.3.13 Transmission Line Support

5.3.13.1 A 24-inch, triple-stack, three-level trapeze with galvanized pre-punched angle brackets suspended from dual stainless-steel hanger rods shall be installed on the existing ice bridge from the tower to the entry port, at intervals not to exceed 40 inches.

5.3.14 Antenna Systems

5.3.14.1 Antenna mounts have been installed as part of the tower construction to support the proposed antenna systems specified in Attachment A, Antenna and Line Schedule.

5.3.14.2 Transmission lines for all base stations shall consist of copper-jacketed, low-loss foam cables.

5.3.14.3 Tower-mounted jumper cables shall consist of standard ½-inch copper-jacketed, low-loss foam cables.

5.3.14.4 Internal jumpers from the surge-protection devices to the base station equipment shall consist of ½-inch, highly flexible, copper-jacketed, low-loss foam cables.

5.3.14.5 Backup omnidirectional antenna systems listed shall employ low-passive intermodulation (PIM) antennas.

5.3.14.6 Antenna mounting clamps shall be of heavy-duty design.

5.3.14.7 All connectors shall be of the low-PIM design.
6 Final Inspection and Documentation

6.1 General

6.1.1 The contractor shall provide to the County all owners’ manuals, bound as-built documentation, and contractual documents within 30 days following the completion of the installation, to include the following:

6.1.1.1 Radio models and serial numbers
6.1.1.2 Antenna models and serial numbers
6.1.1.3 Surge-protection device models
6.1.1.4 Programming templates
6.1.1.5 As-built drawings
6.1.1.6 Antenna and appurtenances list

6.2 Final Acceptance

6.2.1 The County shall be given two weeks written notice that equipment and installation is ready for final acceptance.

6.2.2 The intent of the final acceptance is to demonstrate to the County that all equipment and associated systems are complete and ready for commissioning and operation.

6.2.3 The County and the selected contractor’s engineer shall conduct and/or witness execution of final acceptance.

6.2.4 The fully executed and completed acceptance document shall be provided to the County.

6.3 Warranty

6.3.1 The manufacturer shall guarantee all installed equipment, antennas, and lines for a period of not less than two years from the date of acceptance.

6.3.2 Manufacturer warranties shall be transferred to the County.

6.3.3 Other guarantees and warranties shall be stated.
6.4 Maintenance Service

6.4.1 General Requirements

6.4.1.1 The approach to maintenance of this system shall be preventive maintenance.

6.4.1.2 The contractor shall include in the proposal the terms and conditions of the warranty covering the equipment. The respondent shall state in the proposal the name, address, and capabilities of the service organizations providing warranty service.

6.4.1.3 Maintenance after the warranty period for all items for the console system, radios and accessories shall be quoted on a standard maintenance contract basis for response time, seven days a week, unless otherwise specified as indicated below.

6.4.1.4 A number shall be provided that users can dial toll-free to report system equipment problems. Selected vendor staff will then dispatch the proper technician in the allotted response time to resolve the problem. Vendor staff must generate a trouble report detailing who called, what the problem was, how it was resolved, response time, and how much it cost to repair.

6.4.1.5 Provide a list of maintenance plans available. These shall include:

a) Fixed equipment onsite service
   • Four-hour response time
   • Eight-hour response time
   • Next-day response time

b) Maintenance Standards:
   • Replacement parts shall be new, equal in quality and ratings as the original parts, and must not be used, remanufactured, or refurbished
   • Equipment and system performance shall be maintained at the level initially described in these equipment and systems specifications. The service organization shall maintain records to confirm that this has been done
   • Selected vendor shall provide only trained and authorized maintenance personnel
c) Preventive and Routine Maintenance
   - Routine maintenance procedures recommended by the equipment manufacturer shall be followed

d) Hardware Maintenance Contract:
   - As an OPTION, the Respondent shall offer separate three-year, four-year, and five-year hardware maintenance contracts for each component contained in the proposal. Maintenance contracts shall commence immediately following the expiration of the warranty period. It is the intent of this paragraph to obtain maintenance quotations on those items that are not directly related to the normal radio shop maintenance articles.
<table>
<thead>
<tr>
<th>ITEM</th>
<th>LEG**</th>
<th>SYSTEM</th>
<th>STATION TX DUTY CYCLE</th>
<th>BASE AGL</th>
<th>ANTENNA STYLE</th>
<th>MFGR</th>
<th>MODEL</th>
<th>MOUNT</th>
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<td>UHF Fire Paging</td>
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<td>800 MHz</td>
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NOTE:
*Base station radio equipment vendor shall supply necessary mounting brackets to install and level yagi antenna’s to tower legs at various heights with a 2 foot side stand off.
**Exact leg location and antenna orientation may vary and will be finalized upon final installation of new tower.
ATTACHMENT B – BID ANALYSIS FORM

The Bid Analysis Form specifies the four areas that each bid shall be graded on. Each category has a minimum and maximum number of points available. The lower the total number, the lower the total evaluation of the bid. The higher the total number, the better the evaluation of the bid.

1. Cost
   Score _______
   (0 to 20 Points)

2. Responsive to the Request for Bid
   Score _______
   (0 to 40 Points)

3. Implementation Plan and Timeline
   Score _______
   (0 to 20 Points)

4. Company Profile/References
   Score _______
   (0 to 20 Points)

TOTAL POINT SCORE _______

Evaluator Name
___________________________

Evaluator’s Signature
___________________________
ATTACHMENT C – BID PRICING SHEET

BASE STATION PRICING SHEET

*Much of this section consists of project-specific data. Examples in the Evaluations section were chosen to illustrate possible section content. Use these sample paragraphs as models to develop text for specific project requirements, or delete them if they do not apply. See the Evaluations section for further discussion.*

**Base Station Systems Equipment**

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<td>VHF Continuous Duty Stations</td>
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<td>UHF Continuous Duty Stations</td>
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<td>Lines, Jumpers, Hangers and Accessories</td>
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**OPTIONAL MAINTENANCE PRICING:**

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ATTACHMENT D – TERMS AND CONDITIONS
CHAPTER 99: TOBACCO USE RESTRICTIONS

Section

99:01 Title
99:02 Authority
99:03 Purpose
99:04 Definitions
99:05 Smoking in County buildings and vehicles
99:06 Smoking on County grounds
99:07 Smokeless and spitting tobacco products
99:08 Electronic cigarettes or vapor products
99:09 Cigarette butts as litter
99:10 Notice Required
99:11 Implementation Requirements
99:12 Enforcement and Penalties
99:13 Severability and Conflict of Laws

§ 99.01 TITLE

This chapter shall be known and may be cited as the “Tobacco Use Restrictions Ordinance for Buildings, Vehicles, and Grounds”

§99:02 AUTHORITY

This chapter is established by the Haywood County Board of Commissioners pursuant to the authority and powers conveyed by NCGS 130A-498 and 160A-174(a).

§99:03 PURPOSE

The purpose of this subchapter is to provide a comprehensive and uniform means of restricting use of all types of tobacco products in buildings and vehicles and on grounds owned or leased and occupied by Haywood County, excluding property leased by Haywood County to third parties.

§99:04 DEFINITIONS

The following definitions are applicable to this Chapter:

(a) “County Building” – A building owned, or the area leased as lessee and occupied by the County and includes but is not limited to offices, restrooms, indoor walkways, stairwells, entrances, passageways, break room, lobbies, and work areas, excluding Buildings leased as lessor by Haywood County to third parties as specified on Appendix A.

(b) “County Grounds” – An unenclosed area owned, leased, or occupied by the County, excluding Grounds leased as lessor by Haywood County to third parties as specified on Appendix A.

(c) “County Vehicle” – A passenger-carrying vehicle owned, leased or otherwise controlled by Haywood County and assigned permanently or temporarily by the County to County employees, agencies, institutions, or facilities for official County business.
(d) "Employee" — A person who is employed by the County, or who contracts with the County or a third person to perform services for the County, or who otherwise performs services for the County with or without compensation.

(e) "Local Health Department" — The public health authority, under the Haywood County Health and Human Services Agency.

(f) "Universal ‘No Smoking and Use of Tobacco Products Prohibited’ Symbol" — Symbol consisting of a pictorial representation of a burning cigarette and a tobacco product enclosed in a red circle with a red bar across it.

(g) "Smoking" — The use or possession of a lighted cigarette, lighted cigar, lighted pipe, or any other lighted tobacco product.

(h) "Tobacco product" — Any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorting, sniffed, or ingested by any other means, or any component part of accessory of a tobacco product, including but not limited to: cigarettes; cigars, little cigars, cheroots, stogies, periques, granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco, snuff, snuff flour, Cavendish; plug scraps, clippings, cutting and sweepings of tobacco, shorts; refuse scraps, clippings, cutting and sweeping of tobacco, and other kinds and forms of tobacco. A tobacco product excludes any product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

(i) "E-cigarettes/vapor product" — any electronic oral devise, such as one composed of heating elements, battery, and/or electronic circuit, which provides a vapor or nicotine or any other substances, and the use or inhalation of which stimulates smoking. The term shall include any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, or under any other product name or descriptor.

§99:05 SMOKING PRODUCTS PROHIBITED IN COUNTY BUILDINGS AND VEHICLES

(a) No person shall smoke, carry or possess a lighted cigar, cigarette, pipe or other lighted smoking equipment or paraphernalia in any County Building or County Vehicle as defined herein.

§99:06 SMOKING PRODUCTS PROHIBITED ON COUNTY GROUNDS

(a) No person shall smoke, carry or possess a lighted cigar, cigarette, pipe or other lighted smoking equipment or paraphernalia on any County Grounds including parks and recreational areas. This section does not apply to:

1. Smoking, carrying or possessing a lighted cigar, cigarette, pipe or other lighted smoking equipment or paraphernalia within the limits of a public right-of-way where the right-of-way boundary does not overlap with a zone measuring 25' from a public entryway, measured from and along a single building face.

2. A public entryway in areas owned by Haywood County but leased as lessor to third parties as lessee.
§99:07 SMOKELESS AND SPITTING TOBACCO PRODUCTS PROHIBITED

(a) The use of smokeless and spitting tobacco products shall not be permitted in any County Buildings, County Grounds and County Vehicles.

§99:08 ELECTRONIC CIGARETTES OR VAPOR PRODUCTS PROHIBITED

(a) Use of e-cigarettes is prohibited in any County Vehicle or County Building where smoking and the use of tobacco products are prohibited.

§99:09 CIGARETTE BUTTS AS LITTER

(a) No person shall dispose of cigarette butts, cigar tips, used dip, or any tobacco waste on County Grounds except for in designated trash receptacles or smoking urns.

§99:10 NOTICE REQUIRED

(a) Clear and conspicuous signs shall be posted in every building and facility and/or grounds wherein tobacco use is regulated by this article as follows:
(b) Stand alone “No Smoking,” “No Smokeless Tobacco,” or other signs stating the tobacco use policy shall have letters of not less than one inch in height, the international “No Smoking” symbol (consisting of a pictorial representation of a burning cigarette enclosed in a circle with a bar across it), or the “No Smokeless Tobacco” symbol.
(c) In lieu or in addition to stand alone signage, tobacco use restrictions can be incorporated into comprehensive rules signage in text form where feasible.
(d) Signs shall be conspicuously posted in a position clearly visible on main entry points into County Buildings.
(e) Signs shall be conspicuously posted outside, within, or near recreational public places where tobacco use is prohibited, but not at every conceivable entry point whereby doing so would overburden the park with signage.
(f) It shall be unlawful for any person to remove to deface any placard or sign erected by or under the authority of this section.

§99:11 IMPLEMENTATION REQUIREMENTS

(a) The County shall post signs that meet all the requirements in Chapter 99:11 of this Ordinance.
(b) The County may locate ash urns or other smoking receptacles in designated smoking areas. Absence of smoking receptacles does not relieve tobacco users from legally disposing of tobacco waste nor does it nullify a designated smoking area.
(c) County staff shall make every effort to ensure compliance with this policy, including requests and if necessary contacting enforcement personnel.

§99:12 ENFORCEMENT AND PENALTIES

(a) Penalty for Violation. Violation of Sections 99.05 through 99.09 shall constitute an infraction punishable by a fine of not more than twenty-five dollars ($25.00).
(b) A citation may be issued by a sworn law enforcement officer. Conviction of an Infraction under this section has no consequence other than as set forth in (a) above, and no court costs may be assessed.
(c) Additional sanctions for employees. In addition to any penalty under this section, employees of the County who violate this ordinance shall be subject to disciplinary action consistent with the County's human resource policies.

§99.13 SEVERABILITY; CONFLICT OF LAWS

(a) If this Ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a court of competent jurisdiction, such invalidity shall not affect other provisions or applications of the ordinance that can be given separate effect and to that end the provisions of this ordinance are declared to be severable. Whenever the provisions of this ordinance conflict with other ordinances of Haywood County, this ordinance shall govern.

(b) All provisions of any County ordinance in conflict with the provisions of this Chapter are hereby repealed.

(c) This ordinance shall become effective 60 days after adoption.

Adopted this [illegible] day of April, 2015.

Mark Swanger, Chairman
Board of Commissioners

ATTEST:

[Signature]

Ira Dove, Clerk to the Board
APPENDIX A

List of County Properties Covered
By Tobacco Restrictions Ordinance

1. Haywood County Courthouse
2. Haywood County Justice Center
3. EOC/EMS and Satellite Facilities
4. County Annex II
5. Materials Recovery Facility Buildings and White Oak Building
6. Haywood County Public Library and Branches
7. Animal Services Facilities
8. Haywood County Law Enforcement Center
9. Elections/Recreation/Adult Day Care Building
10. Health and Human Services/Central Permitting Building
### ATTACHMENT E – SALES TAX REPORT

**CONTRACTOR’S SALES TAX REPORT**  
**N.C. STATE AND LOCAL TAXES PAID**

Owner:________________________________ Project: ____________________________________________  
Contractor: ____________________________  For Period: ____________________________________________  
Address: ______________________________ Subcontractor: ________________________________

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I (please print) ______________________________________ certify that the foregoing statement of applicable sales taxes paid in connection with referenced contract is true to the best of my knowledge and belief.

Signed ______________________________________

Title ________________________________ Date ___________________
ATTACHMENT F – ANTI-COLLUSION AFFIDAVIT

ANTI-COLLUSION AFFIDAVIT

HAYWOOD COUNTY
NORTH CAROLINA

__________________________________________, being first duly sworn deposes and says that:

1. (S)he is the __________________________________ of _____________________________________________ (the company submitting the attached proposal);

2. (S)he is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid;

3. Such bid is genuine and is not collusive or sham;

4. Neither the said bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other bidder, firm or person to submit collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other bidder, or, to fix any overhead, profit, or cost element of the bid price of any other bidder to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against the County of Haywood, or any person interested in the proposed contract; and

5. The price or prices quoted in the attached bid are fair and proper and are not contained by any collusion, conspiracy, connivance or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties, in interest, including this affidavit.

__________________________________________ (SEAL)

__________________________________________ (TITLE)

Subscribed and sworn to before me, this

_______ day of ____________, 20__.

Notary Public

My Commission expires
ATTACHMENT G – E-VERIFY AFFIDAVIT
The State of North Carolina recently passed HB369 enacting NCGS 153A-449(b) which prohibits county governmental units from entering into contracts subject to NCGS 143-129 unless the contractor and the contractor’s subcontractors comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

Article 2 of Chapter 64 of the NCGS requires an employer that transacts business in the State of North Carolina and employs 25 or more employees in the State of North Carolina to verify the work authorization of its employees through the federal E-Verify program.

In accordance with the NCGS, Haywood County requires all contractors/companies entering into a contract subject to NCGS 143-129 with Haywood County to comply with the E-Verify requirements as evidenced by submission of this affidavit.

I, ___________________________ (the individual attesting below), being duly authorized by and on behalf of ___________________________ (the entity bidding on project/contracting with county, hereinafter “Employer”) after first being duly sworn hereby swears or affirms as follows:

1. Employer understands that E-Verify is the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with NCGS §64-25(5).

2. Employer understands that Employers Must Use E-Verify. Each employer, after hiring an employee to work in the United States, shall verify the work authorization of the employee through E-Verify in accordance with NCGS§64-26(a).

3. Employer is a person, business entity, or other organization that transacts business in the State of North Carolina and that employs 25 or more employees in North Carolina. (mark Yes or No)
   a. YES _____, or  b. NO _____

4. Employer’s subcontractors comply with E-Verify, and Employer will ensure compliance with E-Verify by any subcontractors subsequently hired by Employer.

This ______ day of ____________________, 201____.

________________________________________
Signature of Affiant

Print or Type Name: ________________________________

State of __________ County of __________
Signed and sworn to (or affirmed) before me, this the _____
day of ____________________, 201__.

My Commission Expires:

________________________________________
Notary Public

Revised, effective 10/1/14