



## **CHEROKEE COUNTY**

110 Railroad Ave.  
Gaffney, SC 29340  
Tel: (864) 902-2370  
Email: [sanderson@cherokeecountysheriff.net](mailto:sanderson@cherokeecountysheriff.net)

## **REQUEST FOR BIDS**

**Proposal # 2023-15**

*FOR*

**Replacing the Control Board at CCDC**

**Issued on:** Thursday, January 19th, 2023

**Due Date:** Thursday, February 16th, 2023 at 12:00 P.M. EST

**Administered by:** Doris Pearson, Master Clerk To Council

## **INTRODUCTION and INTENT of BID:**

### **Notice to Vendors**

**Sealed proposals** will be received by Cherokee County from experienced, qualified vendors who specialize in the following:

#### **REQUEST FOR BID 2023-15**

#### **Replacing the Control Board at CCDC**

**Sealed Proposals will be accepted until Thursday, February 16th, 2023 at 12:00 P.M at the Administration Department in the Cherokee County Office Building, 110 Railroad Ave, 2<sup>nd</sup> Floor, Gaffney, South Carolina 29340.** Complete specifications and instructions are attached herewith. Location of projects is 110 Railroad Av. Gaffney, SC 29340.

Proposal documents may be obtained from Maj. Stephen at the Cherokee County Department of Corrections, by email at [sanderson@cherokeecountysheriff.net](mailto:sanderson@cherokeecountysheriff.net). Bid documents can also be found on our website <https://cherokeecountysc.gov/finance-purchasing/> under the Cherokee County Bids/Specs tab. Proposals shall be submitted on the form furnished and shall be submitted in a sealed envelope identifying the company name, the BID title, the BID number, and the BID due date on the face of the envelope.

**There will be a mandatory pre-bid meeting at the CCDC on Thursday, February 3<sup>rd</sup> at 10:00am. The address is 315 E. Dr. LM Rosemond Lane, Gaffney, SC 29340.**

## **GENERAL CONDITIONS and FINANCIAL PROVISIONS:**

**PRICING:** The company warrants that the pricing stated herein shall remain firm for a period of one (1) year from the first day of the contract period. Pricing shall include all charges that may be imposed in fulfilling the terms of the contract. A maximum of 5% per year during the second and third year will be accepted.

**PAYMENT TERMS:** Payment terms are NET 30 days following receipt of correct invoice. Invoices must be submitted to:

Cherokee County  
Attn: Accounts Payable  
110 Railroad Ave  
Gaffney, SC 29340

Cherokee County is responsible for all payments to the Company under this contract.

**CHANGES:** Cherokee County shall have the right, at any time, to alter the specifications to meet increased or decreased needs. If any such changes cause an increase or decrease in the cost or the time required for the performance, or otherwise affects any other provision of this agreement, an equitable adjustment shall be made and this agreement shall be modified in writing accordingly.

**AVAILABILITY OF FUNDS:** Any and all payments to the Company shall be deemed binding only to the extent of appropriated funds for the purpose set forth in this proposal.

**NON-DISCRIMINATION:** The Company shall not discriminate against any individuals and will take proactive measures to assure compliance with all Federal and State requirements concerning fair employment, employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination based upon age, race, color, religion, sex, national origin or disability.

**GOVERNING LAWS:** This contract is made under and shall be governed and construed in accordance with the laws of the State of South Carolina.

**ADVERTISING:** In submitting a proposal to Cherokee County, the Company agrees not to use the results of their proposal as a part of any commercial advertising without prior approval of Cherokee County Government.

**CONFIDENTIALITY OF PROPOSALS:** In submitting a proposal the Company agrees not to discuss or otherwise reveal the contents of the proposal to any source outside of Cherokee County Government until after the award of the contract. Companies not in compliance with the provision may, at the option of Cherokee County, be disqualified from contract award. Only discussions authorized by the issuing agency are exempt from this provision.

**COST FOR PROPOSAL PREPARATION:** Any costs incurred by a Company in preparing or submitting proposals are the Companies' sole responsibility. Cherokee County will not reimburse any Company for any costs incurred prior to award of this contract.

**TIME FOR ACCEPTANCE:** Each proposal shall state that it is a firm offer which may be accepted within a period of 90 days following the submittal date, Thursday, February 16th, 2023 at 12:00 P.M. Although the contract is expected to be awarded prior to that time, the 90-day period is requested to allow for unforeseen delays.

**RIGHT TO SUBMITTED MATERIAL:** All responses, inquiries, or correspondence relating to or in reference to this Request for Proposals, and all other reports, charts, displays, schedules, exhibits, and other documentation submitted by the Company shall become the property of Cherokee County when received.

**COLLUSIVE BIDDING:** The vendor's signature on the Cherokee County "Request for BID" is a guarantee that the prices quoted have been arrived at without collusion with other eligible Company and without effort to preclude Cherokee County Government from obtaining the lowest possible competitive price.

**ERRORS AND OMISSIONS:** The Contractor shall not take advantage of any errors or omissions in this BID. The Company shall promptly notify Cherokee County Government of any omissions or errors found in this document.

**PROPOSAL OPENING:** The proposal deadline is Thursday, February 16th, 2023 at 12:00 P.M. and opened at 5:00 P.M on Tuesday, February 21, 2023 at the County Council Meeting. On that date and time, the package containing the proposals from each responding Company will be publicly opened. At that time the name of the Company and the cost(s) offered will be announced. This is an open and public meeting. Interested parties may attend. However, it must be noted that these costs and their components are subject to further evaluation for completeness and correctness. Therefore, the cost(s) announced at that time may not be an exact indicator of the Companies pricing position. Neither can the assumption be made that the Company with the lowest price offered will be awarded the contract. See "**EVALUATION CRITERIA**" and "**AWARD OF BID**" for further explanation on the components involved with the award of this contract.

**EVALUATION CRITERIA:** Cherokee County Government, at its sole discretion, following an objective evaluation, will award this contract to the most responsible, responsive Company. The proposals will be evaluated on a "best overall value" basis including, but not limited to, completeness and content of the proposal, pricing, quality, the Company's ability to follow the specifications, the Company's ability to provide a team of skilled, trained employees, the Company's experience with similar projects and the Company's responses to "Mandatory Issues". In addition to these considerations, the evaluators may request additional information, oral presentations or discussions with any or all of the responding Company's to clarify elements of their proposal or to amplify the materials presented in any part of the proposal. However, Companies are cautioned that the evaluators are not required to request clarification; therefore, all proposals should be complete and reflect the most favorable terms available from the Company.

Cherokee County reserves the right to make independent investigations as to the qualifications of the Company. Such investigations may include contacting existing customers. Companies should keep in mind that this is a Request for Proposals and not a request to contract. Cherokee County reserves the unqualified right to accept or reject any and all proposals, and to waive any irregularities as may be permitted by law when it is deemed that such action will be in the best interest of Cherokee County.

**REFERENCE TO OTHER DATA:** Only information which is received in response to this BID will be evaluated. Reference to information previously submitted shall not be evaluated.

**AWARD OF BID:** Cherokee County Government, at its sole discretion, following an objective evaluation, will award this contract to the most responsible, responsive Company. Price will be a major consideration but will not be the determining factor in our selection. The award of this contract will be based and granted on "**BEST VALUE.**" "**BEST VALUE**" will allow Cherokee County to consider factors beyond pricing such as whether the responsible Company is able to meet and/or exceed the required specifications. "**BEST VALUE**" will permit and reflect prudent stewardship of public funds and trust. Award of the contract to one Company does not mean that the other proposals lacked merit. Award of the contract signifies that after all factors have been considered, the selected proposal was deemed most advantageous to Cherokee County

**NOTIFICATION OF AWARD:** After all prerequisites and specifications have been met by the Company, the successful Company will be notified within ten(10) working days of this award. Cherokee County will notify the successful Company in writing, either by a LETTER OF AWARD or a PURCHASE ORDER or both. VERBAL NOTIFICATION OF THE AWARD OF THIS CONTRACT IS NOT CONSIDERED A RELIABLE MODE OF NOTIFICATION AND, THEREFORE, WILL NOT BE RECOGNIZED AS AN OFFICIAL NOTIFICATION.

**TERMINATION FOR CAUSE:** Cherokee County reserves the right to terminate this contract at any time for cause. The violation of any provision or condition contained in this contract, or the refusal, failure, or inability to carry out any provisions of this contract shall constitute sufficient grounds to terminate this contract for cause.

**TERMINATION WITHOUT CAUSE:** Cherokee County and the Company may terminate this contract without cause. Written notice of termination must be sent via certified U.S. mail no later than thirty (30) days prior to the termination date.

## **EMPLOYEE GUIDELINES:**

**DRUG POLICY:** The Company certifies that it maintains a drug free work place environment to ensure worker safety and workplace integrity. The Company further agrees their employees shall comply with Cherokee County's Drug-Free Workplace Policy.

**EMPLOYEE GUIDELINES:** The Company shall use only qualified personnel to provide the required services. The Company shall be responsible for insuring that employees abide by all rules and regulations set forth for the buildings and grounds.

## **SAFETY:**

**State and Federal Regulations:** The Company shall perform all work in accordance with State and Federal safety regulations in regards to work zones, work areas, equipment, vehicles, tools and supplies. The Company shall provide all necessary and required work zone protective devices and traffic channeling devices as required under State and Federal safety regulations.

**Public Safety:** The Company shall protect the safety and convenience of the general public. The Company shall perform work as needed and necessary to protect the general public from hazards.

## **SPECIAL CONDITIONS:**

**HISTORICALLY UNDERUTILIZED BUSINESSES:** Cherokee County invites and encourages participation in this Request for Proposals process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled.

## **PROPOSAL INFORMATION:**

- Proposals will be received by Cherokee County until February 16<sup>th</sup>, 2023 at 12:00 P.M. EST. Proposals may be submitted by mail or delivered in person. **NO** faxed or email proposals will be accepted. The Master Clerk To Council must receive all proposals at the following location **PRIOR** to the date and time specified. Any proposal received after the date and time prescribed shall **NOT** be considered for award and the proposal shall be returned to the Company.

Each proposal must be submitted in a sealed envelope, addressed to:

**Cherokee County  
Attn: Doris Pearson  
110 Railroad Ave  
Gaffney, SC 29340**

- Each sealed envelope containing a proposal must be plainly marked with the **“COMPANY’S NAME”, “BID TITLE”, “BID NUMBER”, and the “BID OPENING DATE & TIME”.**
- All proposals must be submitted on the required forms. All blank spaces for bid prices must be completed in ink or typewritten. The Bid Forms must be completed, signed, and dated by an official of the company authorized to bind the firm. Unsigned proposals will not be considered. Proposals must consist of one (1) original and one (1) copy. These proposals shall be marked as such – Original and Copy.
- Questions regarding this BID must be submitted in writing directly to Maj. Stephen Anderson at the Cherokee County Department of Corrections by email [sanderson@cherokeecountysheriff.net](mailto:sanderson@cherokeecountysheriff.net)  
Phone 864-902-2370
- A conditional or qualified proposal will not be accepted.
- Prior to receiving the contract, the successful bidders will be required to submit a Certificate of Liability Insurance.

**COMPANY INFORMATION:**

- 1. Owner of the Company \_\_\_\_\_
  - 2. Location of the Company \_\_\_\_\_
  - 3. List the number of years in business \_\_\_\_\_
  - 4. Is your business full or part-time? \_\_\_\_\_
  - 5. List the number of people employed on a regular basis. \_\_\_\_\_
  - 6. Do you maintain an office that is staffed during normal daily working hours?  
\_\_\_\_\_
  - 7. Who is the County's contact person in the event your firm is awarded the contract?  
\_\_\_\_\_
- E-mail Address: \_\_\_\_\_
- 8. List at least four (4) references of firms (not residences) in which your company has provided services within the past two (2) years.

Company Name	Contact Name	Telephone Number



**CHEROKEE COUNTY  
110 RAILROAD AVE  
GAFFNEY, SC 29340**

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**REQUEST FOR BID**

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BID TITLE:

BID NUMBER:

**Replacing the Control Board at CCDC**

**# 2023-15**

Issue Date:

**January 17<sup>th</sup>, 2023**

Purchasing Contact & Telephone

**Maj. Stephen Anderson**

**864-902-2370**

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**PROPOSAL DUE DATE & TIME:**

**February 16th, 2023 @ 12:00 P.M. EST**

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**NOTE: Proposals received after the opening date and time will not be accepted.**

Cherokee County Government solicits your company to submit a proposal on the above referenced project. By signing this form, the Company signifies their acceptance of all terms, conditions, and specifications set forth in this Request for Proposals. All proposals must have an authorized signature in the space provided below. Two (2) copies of your proposal must be sealed and delivered to: CHEROKEE COUNTY, Administration Office, 110 Railroad Ave, Gaffney, SC, 29340 before the BID deadline. The package containing proposals for this project must reference the "COMPANY'S NAME", "BID TITLE", "BID NUMBER", and the "BID OPENING DATE & TIME". **NO** faxed or email proposals will be accepted. Cherokee County Government will not be responsible for late or lost bids by the U.S. Postal office or any other delivery services used by the Company. Proposals may not be withdrawn for a period of sixty (60) days after the bid opening unless otherwise specified.

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**THE FOLLOWING MUST BE COMPLETED, SIGNED, AND RETURNED AS PART OF YOUR PROPOSAL. PROPOSALS WILL NOT BE ACCEPTED WITHOUT THIS FORM, SIGNED BY AN AUTHORIZED AGENT OF THE CONTRACTOR.**

COMPANY NAME:

MAILING ADDRESS:

CITY, STATE, ZIP:

EMPLOYER'S FEDERAL IDENTIFICATION NUMBER:

TELEPHONE NUMBER:

FAX NUMBER:

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I CERTIFY THAT THIS PROPOSAL IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT, OR CONNECTION WITH ANY OTHER CONTRACTOR SUBMITTING A PROPOSAL FOR THE SAME SERVICES, AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I AGREE TO ABIDE TO ALL TERMS AND CONDITIONS OF THIS BID AND CERTIFY THAT I AM AUTHORIZED TO SIGN THIS BID AS OR FOR THE COMPANY.

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AUTHORIZED SIGNATURE:

TYPED OR PRINTED NAME:

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

DATE: \_\_\_\_\_



## SECURITY ELECTRONICS GENERAL

### PART 1 – GENERAL

#### RELATED DOCUMENTS

- 3.01** Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specifications, apply to this and other sections of Division 11 and 26. The Division 28 series of sections will be referred to in this specification as the “Security Electronics”, “SEC” or “Security Electronics Division” - See Index for pertinent Sections.

#### SUMMARY OF WORK

- A. The contractor will be retrofitting an existing system
- 3.02** All new work (wire, wire installation, terminations and mounting) shall be the responsibility of the Security Electronics integrator.
- 3.03** The Security Electronics Integrator shall be bid to Cherokee County.
- 3.04** All non-standard back boxes shall be provided by the Security Electronics Integrator
- 3.05** Security Electronics Integrator’s official main location must be within a 100 mile radius of Cherokee County Detention Center and able to respond in no more than 2 hours.

#### QUALIFICATIONS

- B. Only PRE-QUALIFIED systems integrators will be allowed to bid the Security Electronics Sections.
- C. PRE-QUALIFIED systems integrators  
Icotech, Inc. – Montgomery, AL

- 3.06** Qualifications of all Systems Integrators or firms wishing to be pre-qualified must submit in writing, no later than 10 working days before the bid, a pre-qualification package including the items below and only these items. Approval of another system integrator does not mean acceptance of that integrator’s “typical” software and hardware. The specification must be adhered to.

(Please provide your responses as listed below)

1. A list of 3 projects that were completed by the submitting integrator. These projects must have been designed to use industrial programmable controllers and touchscreens as described in this specification and applied in a detention security application. The 3 projects should be similar in size, scope, and price to this project. If SUBCONTRACTORS were used by the submitting Systems Integrator, then that project SHALL NOT be used or included in the list, as this project is requiring a “Single Source Responsibility” format requiring complete installation by full time employed employees of the submitting Systems Integrator. The owner will review each project submitted and disallow any project not meeting the above requirements. If the total approved projects do not meet the minimum 3 required, the Owner will not approve the submitting systems integrator.
2. For each project listed provide:
  - The brand of PLC, Audio, Video and equipment used
  - Values of the subsystems and total contract price
  - Technically describe the security components integration with each other

Provide Contact Person Name and Phone Number at each submitted project site that can confirm that the systems integrator preformed the installation in an acceptable manner.  
List the names and roles of employees on the submitted projects.

A statement from the Owner or President, listing those products that will be used for each section of Security Electronics. No exceptions to this bill of material shall be accepted after the awarding of the contract unless approved by owner. Multiple selections are NOT ACCEPTABLE. State in writing, your intent to “comply fully with the requirements of this specification and to hold harmless the Owner from omissions of a casual nature that would be considered to be an implied requirement for a fully operational security electronics integrated system”

A list of all outstanding, past judgments or lawsuits against the company or owners under their current name or any previous name or business entity.

Company’s history providing detention control systems.

Organizational chart with the names of individuals that will be working on this project.

Provide a narrative description of all software to be utilized, network types, and interfaces with other systems. Any custom software that is to be developed by the contractor needs to be described in detail.

**3.07** Systems Integrators who do not meet these specifications, fail to turn a valid prequalification, or do not have an acceptable reputation of good service may not be allowed to bid.

**SYSTEM**

D. This Division includes the requirements and operational characteristics for a Security Electronics System which is 100%, integrated with each other component and section of this specification.

**SUBMITTALS**

E. General: Submit the following in accordance with conditions of Contract specifications.

**3.08** Product data for each type of product specified.

**3.09** Submittal package detailing the Security Electronics system including but not limited to the following:

- 3. Touchscreen screen graphical layouts.
- 4. Equipment cabinet arrangement.
- 5. Power circuits.
- 6. System riser diagram - including all interconnecting wiring, sizing and color codes. Include manufacturers wire type where required.
- 7. PLC configurations.

**3.010** Wiring diagrams, detailing wiring for power, signal and control, differentiating clearly between manufacturers installed wiring and field installed wiring. Identify terminals to facilitate installation, operation, and maintenance.

**3.011** Any substitutions for specified equipment must be pre-approved by the owner at least 10 working days prior to bid date. Provide complete product data, diagrams and block diagrams for substitution. ANY SUBSTITUTIONS THAT WERE NOT PRE-APPROVED may be denied after the bid.

**3.012** Maintenance data for materials and products, for inclusion in Operating and Maintenance Manual specified in Division 1 and Division 26. Provide complete manual material concurrently with the system

submittal and provide updated final version of Manuals at completion of construction and final system turnover.

- 3.013** All software files and any configuration files required to bring the system back up to working order.

## TESTING AND DEMONSTRATION

- F. The security automation system, excluding field devices, shall be assembled complete and 100% tested in the security automation system integrator's facility. This includes all applicable equipment cabinets, touchscreens, security management systems, intercom head ends, Video head ends, card access systems, watch tour systems, and any other component deemed necessary by the engineer to be demonstrated. All software for all systems shall be programmed and tested.
- 3.014** The testing shall include attachment and proper operation of a typical field device to each and every point of field device connection. While testing is demonstrated to the engineer and owner, the engineer may randomly choose field device connection points to be connected and operated. Because the system shall be 100% tested, these field devices shall operate properly.
- 3.015** The security automation system integrator shall notify the engineers and owners 30 days prior to shipment of the equipment that the test is ready and shall coordinate with them to organize the date of the demonstration.

## DELIVERY, STORAGE, AND HANDLING

- G. Protect all materials and equipment from damage during storage at the site and throughout the construction period. Protect equipment and materials during shipment and storage against physical damage, dirt, dust, moisture, heat, cold, rain, and any foreign substances that may damage the equipment.
- 3.016** Prevent damage from rain, dirt, sun and ground water by storing the equipment on elevated supports and covering them on all sides with securely fastened protective rigid or flexible waterproof coverings.
- 3.017** Ship and haul all headend control cabinets with integrator's personnel.
- 3.018** Install control room security equipment only when control rooms are clean, dry, and ready for the equipment. Control rooms should have all construction work, especially overhead ceiling work and painting, done by the General Contractor before install. Rooms should have functioning security locks provided by GC to secure them from damage and theft.
- 3.019** Security electronics rooms shall also be clean, dry and ready for the panels to be moved in. Rooms should have all construction work done, absolutely finished, before equipment is moved in. The rooms should also be lockable with the General Contractor providing the locks/keys.

## INSTALLATION

- H. General: Install system in accordance with NEC, NFC, IBC, FM, ADA, UL, NFPA 70 and other applicable codes. Install equipment in accordance with manufacturer's written instructions.
- 3.020** Control Circuit Wiring: Install control circuits in accordance with NFPA 70 and as indicated. Provide number of conductors as recommended by system manufacturer to provide control functions indicated or specified.
- 3.021** Wiring within Enclosures: Provide adequate length of conductors. Bundle, lace, and train the conductors to terminal points with no excess. Provide and use lacing bars or tie wraps.

- 3.022** No splices are permitted in field wiring. All conductors shall be continuous from the device to head-end.
- 3.023** Identification of Conductors and Cables: Use color coding of conductors or apply wire and cable marking tape to designate wires and cables so all media are identified in coordination with system wiring diagrams.
- 3.024** Weatherproofing: Provide weatherproof enclosures for items to be mounted outdoors or exposed to weather.
- 3.025** Repairs: Wherever walls, ceilings, floors, or other building finishes are cut for installation, repair, restore, and refinish to original appearance.

## GROUNDING

- I. Provide equipment grounding connections for interconnections systems as indicated. Tighten connections to comply with tightening torques specified in UL Standard 486A to assure permanent and effective grounds.

## FIELD QUALITY CONTROL

- J. Manufacturer's Field Services: Provide services of a factory authorized service representative to supervise the field assembly and connection of components and the pre-testing, testing, and adjustment of the system.
- 3.026** Pre-testing: Upon completing installation of the system, align, adjust, and balance the system and perform complete 100% pre-testing of all devices. Determine, through pre-testing, the conformance of the system to the requirements of Drawings and Specifications. Correct deficiencies observed in pre-testing. Replace malfunctioning or damaged items with new and retest until satisfactory performance and conditions are achieved.
- 3.027** System Validation: Upon completion of Pre-testing, notify the owner a minimum of 10 days in advance, of acceptance test performance schedule and conduct tests of all devices in his presence. Provide a complete step by step written record of test results which shall be turned over to the owner along with the As-built documentation. This process shall be known as the "System Validation".
- 3.028** Operational Test: Perform an operational system test to verify conformance of system to these specifications.
- 3.029** Inspection: Make observations to verify that units and controls are properly labeled and interconnecting wires and terminals are identified.
- 3.030** Retesting – Re-certify deficiencies indicated by tests and completely retest work affected by such deficiencies at Contractor's expense. Verify by the system test that the total system meets the Specifications and complies with applicable standards.

## QUALITY ASSURANCE

- K. Installer Qualifications: Engage an experienced installer who is a factory authorized service representative to perform the work in this section.
- 3.031** Electrical Component Standard: Components and installation shall comply with NFPA 70, "National Electric Code."
- 3.032** EIA Compliance: Comply with the Electronics Industries Association standards.
- 3.033** Compliance with Local Requirements: Comply with the applicable building code, state and local ordinances, and regulations and the requirements of the authority having jurisdiction.

## **PART 2 – PRODUCTS**

### **GENERAL**

- L. Acceptable manufacturers – See individual sections
- 3.034** NFPA Compliance: Provide systems conforming to the requirements of the NFPA 101, "Life Safety."
- 3.035** Nationally Recognized Testing Laboratory Listing and Labeling (NRTL): Provide system and components specified that are listed and labeled by an NRTL. The term "NRTL" shall be defined in OSHA Regulation 1910.7.
- 3.036** Single Source Responsibility: Obtain components from a single source integrator who assumes responsibility for compatibility for system components furnished and provides complete turn-key installation to maintain the Single Source Responsibility format.

### **PRODUCT MODELS**

- M. If any product model numbers in this specification ceases to exist, go out of production, or are unobtainable then the most current model of that manufacturer shall be provided at no extra expense to the owner.

### **TRANSIENT SURGE PROTECTION**

- N. Surge Protection is required for all devices outside the building that are connected to the Security Electronics Division equipment.
- 3.037** All TSP devices installed shall utilize Silicon Avalanche Diodes (SAD) as the primary means of protection. Secondary protection shall be SAD or MOVs. Each protection circuit shall be independent of each other and neither circuit shall short to ground on clamping transient surges.
- 3.038** Each TSP device shall be provided with a ground connection.
- 3.039** Alarm contacts on each TSP device shall be wired as inputs to the security system to annunciate as trouble alarms.

### **EXTRA MATERIALS**

- O. Deliver products as identified in the individual sections in factory containers. Store in a clean dry space, in original containers. Protect products from fumes and construction traffic. Handle carefully to avoid damage.

## **PART 3 – EXECUTION**

### **1 SYSTEM VALIDATION**

- P. Train Owner's maintenance personnel in the procedures and schedules involved in operating, programming, troubleshooting, servicing, and preventative maintenance of the system. Provide up to forty (40) hours training on site which should include sixteen (16) hours for maintenance, sixteen (16) hours for general user and eight (8) hours for administration use.
- 3.040** Schedule training with Owner through the Architect, with at least seven days advance notice.
- 3.041** Video record all training sessions. Make available to owner the finished sessions.
- 3.042** Occupancy Adjustments: When requested by the Architect, within one year of date of Substantial Completion, provide on-site assistance in adjusting levels, re-aiming or focusing cameras, resetting line matching transformer taps, and adjusting controls to suit actual occupied conditions. Provide up to two visits to the site for this purpose.

**2 CLEANING AND PROTECTION**

Q. Prior to final acceptance, clean system components and protect from damage and deterioration.

**3 AS-BUILT DOCUMENTATION**

R. At the end of the project provide to the Architect to deliver to the owner, 6 sets of D-size “as-built” systems drawings in Adobe .PDF format on electronic media for every system in the Security Electronics Division. Drawings in .DXF format should also be delivered which shall be marked clearly with project name, system, and company information.

**3.043** Post-bid supplied information shall be submitted under Division 1, a complete system description including number and manufacturer of all equipment required for a complete Security Electronics system as described in these specifications. Include all Owner supplied equipment, wire, and cables pertaining to or interfacing to this system.

**4 WARRANTY / MAINTENANCE SERVICE**

S. Warranty / Maintenance Service Contract: Provide warranty of systems and equipment for a period of 12 months commencing with Substantial Completion, using factory-authorized service representatives.

- 8. Warranty/Basic Services: respond to warranty service calls within 2 hours of notification of system trouble. Adjust and replace defective parts and components with original manufacturer’s replacement parts, components, and supplies.
- 9. Network Service: Provide the ability to make changes or modifications, provide service or monitor touchscreen or PLC activity. Provide network access to the facility to allow upgrades, changes, modifications, troubleshooting and status updates. Provide VNC, Remote Desktop or pre-approved equal software on all Touchscreens, Fileservers and ADS machines to allow the SEC to view service or modify features per the owner’s request.
- 10. Additional Services: Perform services within the above 12-month period not classified as warranty work as described in Division 1 when authorized in writing. Compensation for additional services must be agreed upon in writing prior to performing services.
- 11. The warranty shall exclude Acts of God, lighting strikes (as long as grounding and surge protection specifications were adhered to), officer abuse or any unnatural abuse the owner.

**TOUCHSCREEN SYSTEM**

**PART 1 – GENERAL**

**4.01 SUMMARY OF WORK**

The integrator shall provide a complete working touchscreen and software interface that shall form a seamless, integrated human machine interface with the rest of the Security Electronics System.

The Touchscreen and software shall provide the owner with a flexible, networked, data-logged system for the control and monitoring of the facility. The system shall be a “software” solution allowing for ease of adapting over time as the facility’s needs change.

**4.02 REFERENCES**

T. This section references all other sections of the Security Electronics Division, Division 1, 11, 26.

## PART 2 – PRODUCTS

### SYSTEM REQUIREMENTS

U. Acceptable Manufacturers - Acceptable manufacturers who have demonstrated, produced, and have a history of developing products that meet the software requirements of this specification are limited to:

1. Icotech, Inc. – Montgomery, AL

#### Touchscreen Control Stations

12. Touchscreen(s) (refer to plans for quantities and locations):

The LCD shall be ELO 32" high resolutions (1920 x 1080) non-interlaced with a 75 Hz refresh rate and a dot pitch of 0.31 mm maximum. Touchscreens shall utilize IntelliTouch Plus technology. Meantime between failures (MBF) for the controller shall be greater than 50,000 hours and a touch life in any one location of 20 million touches. Connection to PC shall be USB. See plans for screen size designations. (secondary stations may be 22 inch)

The touchscreen driver shall allow the touch area to activate upon release from the touchscreen.

The touchscreen must operate simultaneously with a mouse so that the user can use either the touchscreen or the mouse without reconnections, switches, or system re-boot.

Touchscreen Computer (refer to plans for quantities and locations): The computer shall be at a minimum 100% IBM compatible, Intel Core i5 Dual Core Processor 3.30GHz 3MB, , 8 GB Ram DDR3 1600Mhz, dedicated graphics card with 4GB of RAM, 256 GB Solid State drive, 8 USB ports, 10/100/1000 Gigabit Ethernet, and running Windows 10 Professional 64 Bit. All computer requirements are minimums.

#### The Touchscreen Networking

- a. The touchscreen stations shall be connected through a network that complies with requirements for IEEE 802.3ab for 100/1000BaseT Ethernet. 100/1000BaseT is required so that other members of the network are not subject to problems associated with wiring or Ethernet ports of other network members including access to on screen video display from the IP Video system.
- b. The PLC shall also be a member of the network and shall communicate directly to all control stations at a minimum standard of 10/100BaseT. All touchscreens shall communicate directly to each PLC independently of one another, and the failure of no combination of touchscreen(s) shall cause any other to not function. Server configurations where one computer serves as the communications server to the PLC or where a local touch screen can only communicate to the local PLC in the event of a rollover are not acceptable.

#### Touchscreen Configuration Software

13. Touchscreen Configuration Software: The touchscreen configuration software shall be non-proprietary. It also shall be developed using a standard Windows based industrial software package that is regularly used in industrial applications and 100% compatible with the industrial PLC specified.

14. The following Software shall be acceptable

- c. Wonderware InTouch
- d. InduSoft WebStudio 8.1 or later
- e. Econ (Icotech)

The configuration or development software must be compatible with the PLC programming software. The configuration software manufacturer must have the facilities and a regular schedule for training so those individuals who receive the training will have the ability to develop or modify the touchscreen configuration. The touchscreen station is for operator interface only. All control functions are to be controlled by PLC software.

Passwords and User Levels - The touchscreen shall use a combination of username and passwords and be capable of 99 different Users' Levels. The owner shall have an administration password that

enables the owner the ability to alter passwords and password levels. The administration password shall be able to be changed by the owner. The user levels allow or not allow operators certain abilities on the control station. Some of these abilities are describe in this specification others will be determined during the initial software meetings with the owner/architect. The touchscreen software shall allow for changes to the user password and then automatically sync to the rest of the system including the system logger. Systems that require a Windows domain server to manage users will not be accepted.

**Touchscreen Integration:** The touchscreen is only an operator interface to the system. No control logic is allowed on/in the touchscreen computer. All control logic is to reside and be performed in the PLC or server based. Touchscreen stations and graphic control panels must be able to control the same points and be able to be integrated into the same control system.

All system functions currently incorporated into the system must be retained in the system after upgrades in addition to those listed in this specification. Refer to section 28 46 19. Advanced Software Features, for additional functions required for this system.

## SOFTWARE OPERATION

V. Door Control - Door control logic shall live in and be authorized by the PLC or server not the HMI. The icons shall be on the HMI but the HMI programming has to refer to the PLC for decision and actions. The HMI only acts as a “window” into the PLC for door control. This is for security and reliability purposes. Door control shall also be integrated with the touchscreen stations to operate in the following manner.

15. **Unlock** - During an Unlock function, all doors shall be configured to automatically relock after a programmable amount of time. All swinging doors will automatically perform in this manner during an Unlock function. All sliding and overhead doors shall also be configured to automatically close after a programmable amount of time if so desired by the owner.

**Hold Open** - During a Hold Open door function, all swinging doors, regardless of the type of locking hardware, will remain unlocked until commanded to lock. Once selected to the Hold Open mode the icon will be orange indicating that door is in Hold Open mode. Only solenoid type locks are allowed to be continually powered for the Hold Open function. All full cycle locks with mechanical latchback features will first be provided with a momentary pulse long enough to unlock the door and latch it into the mechanical latchback position; then when the door is opened and then closed, the PLC will sense when the door re-secures and then will unlock it again. The PLC shall be programmed to interface to any lock in order to satisfy the Hold Open function as described.

**Sliding/Overhead Door Open** - When opening a sliding or overhead door, the PLC, through interposing mechanical relays, will energize the relay to power the door open until it senses the open limit switch or until a programmable amount of time that is longer than the time it takes for the door to typically open. When the door open limit switch is sensed or the programmable time has elapsed, then the PLC will de-energize the interposing relay.

**Sliding/Overhead Door Close** - When closing a sliding or overhead door, the PLC, through interposing mechanical relays, will energize the relay to power the door closed until it senses the close limit switch or until a programmable amount of time that is longer than the time it takes for the door to typically close. When the door close limit switch is sensed or the programmable time has elapsed, then the PLC will de-energize the interposing relay

**Sliding/Overhead Door Stop** - When opening or closing a sliding or overhead door, a stop command sent to the PLC will stop the door(s) in mid travel. Doors that are designed for a stop circuit shall have an interposing stop relay wired. When the stop command is issued, this relay will energize and stop the door. For doors that do not have a stop circuit, the stop command will de-energize the open and close relays. For doors that do not have a hardwired electrical interface external to the PLC (local pushbutton station); then if this door is not commanded open or closed, then the stop command shall be continuously issued by the PLC



**Sliding/Overhead Door Dwell** - A sliding or overhead door shall be able to be reversed by the control officer without forcing the officer to first stop the door. The PLC logic shall determine that the door is being requested to be reversed and shall stop the door at that moment for a programmable amount of time. After a sufficient dwell period, the door will reverse direction and continue until it completely reaches the open or close limit switch. This dwell time shall be programmable.

**Sequencing Groups of Doors** - When more than one door at a time is being unlocked, then the doors shall be sequenced such that the doors simultaneously causing load the power supply remain at an acceptable level so that fuses, breakers and the power supply is not overloaded. For solenoid type doors, this period of time is during the inrush of the solenoid, for motorized locks this period of time is until the lock has completed its cycle, and for sliding doors this period of time is one fourth of its cycle time. For locks that require power to lock, the PLC shall also sequence the locking action. In any case, the system must be programmed to handle all emergency and group unlocking without failure of the available power supply.

**Door Breaches, Openings and Closings** - Each controlled and monitored door shall be configured to have the ability to alarm or have a "Breach Alarm". A violation occurs when a door is opened and/or unlocked by some means other than the PLC. If the owner determines that a specific door not Breach, then that door shall be configured to either display status only or to display status and to sound a short warning. All Breaches, Breach silencing, Breach resetting, changes of state of door switches, doors securing, and doors becoming unsecure shall be recorded separately to the Reporter/Logger system.

**Door Switch Debounce** - Logic must be programmed into the PLC so that the door must be secure for a sufficient amount of time to avoid a switch-bouncing problem. This time must be able to be configured.

**Emergency Evacuation** - Any door shall be configured to be part of any emergency evacuation group. When Emergency Evacuation is activated for the group then each door in the group will unlock as explained in Sequencing Groups of doors.

**Group Unlocking** - Any door shall be configured to be part of any group for group unlocking and locking. Doors selected to the group mode shall be show with a distinct outline around the door icon. Selecting the Group Unlock icon and then the ON icon will open only the doors selected to that group.

**Isolate** - Any door and any keypad/proximity reader to a door shall be configured to be isolated. Isolating a door keeps that door from being unlocked. Isolating a keypad keeps the keypad from unlocking a door. Isolate doors, keypads or proximity reader stations shall have a yellow "/" on the icon. Any isolation or removal of isolation for a door shall be recorded to the Reporter/Logger.

**Interlocks** - Where two or more doors with electric hardware form a sallyport or where interlocks between hardware sets are indicated on the plans or specs, or will be specified by the architect or engineer at the time of graphic map submissions, the operation of the individual hardware sets shall be as follows: The controls will allow only one of the hardware sets to be in the non-secured condition at any given time unless the interlock override function is activated. These doors shall be indicated on the screen with a yellow outline around the door icon. The corrections officer must press the interlock override pushbutton prior to unlocking a door to bypass the interlock. Logic shall also be incorporated such that the interlocks cannot be bypassed by pressing two door icons simultaneously on a control screen.

Communications Control - Communications control shall be integrated with the touchscreen controls to operate in the following manner. Each touchscreen shall have its own dedicated intercom amplifier. Systems that share a common intercom amplifier and/or intercom buss and show BUSY, when in use, will not be accepted.

- 16. Intercom Communications** - Communicating to an intercom staff station location from a control location shall cause a PLC output to energize a sound card relay and connects the talk-back amplifier to the sound card's audio bus while also placing the control station's audio speaker onto the talk-back amplifier's speaker output. The control location then automatically monitors the intercom location.

When the control officer presses push to talk, then the intercom staff station speaker shall be able to hear the control officer. Control stations shall be able to call other control stations utilizing the existing talk back amplifier configuration.

**Paging** - Page zone selection shall be configurable. Each intercom staff station shall be configurable to be included in any paging zone. The system shall have the ability to monitor paging speakers as well as staff stations.

**Video** - Establishing video (CCTV) communications from the control screen is accomplished by pressing the Video icon. Pressing the Video icon on the control screen at the location of the camera will cause the icon to change state and the CCTV image to be displayed on the Spot/Assessment Monitor(s). Pressing a different Video icon will cause that camera to be active and will cancel any others.

**Spot/Assessment Monitor** - The cameras that are displayed shall be configurable for each alarm.

**Call Window** – A portion of the touchscreen shall be allocated and used as the Intercom Queue, Active window and Alarm Queue window. The Intercom Queue window shall contain the text names of at least 5 incoming pending calls, the Active window contains the text name of the active intercom call, zoom icon and Unlock and Cancel icon for the active call. This window pertains to every call assigned to the touchscreen station and is not exclusive to the intercom stations shown on the current active screen. This window will allow the operator to answer calls without having to go to a particular screen unless it is desired to do so.

17. Intercom Queue - The list of five incoming pending calls designated for the particular touchscreen station shall show the owner-assigned text names for the oldest five pending calls that have not been answered and in the order that they were initiated. As a call is answered, it shall be removed from the list and the list shall be automatically updated with any new incoming calls. If there are no pending calls, this list shall be blank. All incoming calls shall be logged into the Intercom Queue. None shall be lost. The Total Call window will show the number of current calls waiting for response.

Call Answer icon - Each time this icon is touched, the active station will automatically cancel and the first station on the pending list will automatically connect.

Find icon - When this icon is touched, the touchscreen will automatically go to the screen where the answered intercom station is located.

Call Cancel icon - When this icon is touched, the active intercom call is disconnected.

Alarm Queue – The list of five active alarms that can be scrolled up and down in the event there are more than five. Alarms are sorted in the queue by priority, date & time and silenced state

**Key Map Screen** – The Site screen on each touchscreen shall be allocated and used for the purpose of making screen movement tasks easy for the operator. This window shall contain the whole site plan. All screens shall be accessible with one touch of the site plan such that any screen can be accessed from any other screen with just one touch of a screen's outlined area on the site plan of the Screen Zoom icons in the navigation panel. Each control screen shall be graphically outlined on the Zoom Window.

18. Area Window - Pressing an outlined area of the site plan shall cause the touchscreen to go directly to the screen that controls the touched area. A distinctive audible sound shall annunciate when this action is performed.

Location Indicator - The Key Map Screen shall highlight the current map view so that the operator knows exactly what screen is active in relation to the whole facility. The other areas shall be gray unless pending calls or alarms are active as explained by the Pending Call Indicator and the Alarm Indicator.

Pending Call Indicator - When calls are pending from areas other than the current screen, and these calls are defined to be answered at a particular touchscreen station, the area of the call shall flash yellow on the Screen Zoom icons. If both an alarm and a pending call are active at the same time in an area, then the respective area shall flash red.

Alarm Indicator - When alarms are active from areas other than the current screen, the area of the alarm shall flash red on the Screen Zoom icons. If both an alarm and a pending call are active at the same time in an area, then the respective area shall flash red.

Capability for Emergency Evacuation Operations: Located on selected touchscreens are icons labeled as Emergency Release. When pressed, a warning dialog will be displayed explaining the consequences of proceeding with the evacuation and offers directions for the operator. The operator shall be able to see all doors which will be evacuated as they will be highlighted in red. Proceeding with the Emergency Release will open all the associated doors and cause an emergency tone to be sounded at the touchscreen.

- f. The background around the Emergency Release icon shall flash red and the workstation shall continuously sound an Emergency Evacuation tone. Provide an Alarm Silence function for the Emergency Evacuation tone.

All doors of the configurable Emergency Evacuation route will open. As the doors unlock, each icon shall flash red.

The Reporter/Logger shall record to disk all emergency release activities.

When the loss of AC power is detected and the PLC reverts to UPS or emergency power, an indication labeled Emergency Power shall flash and the alarm shall sound.

General graphics design shall be passive grey as the normal indication with the addition of color to indicate status an event that the system operator needs to respond to. Design should be such that the visual operator fatigue is minimized by the graphics.

## **PART 3 - EXECUTION**

### **EXAMINATION**

W. Working Order – Verify that all equipment is in working order and within heat tolerances.

Installation – Verify that the equipment has been installed in accordance with all codes and complies with the Security Electronics General Section and Division 16 requirements

Confirm and verify all equipment is in a new condition with manufacturer's warranty still intact. Make sure all wiring has been tied down and dressed out to professional standards.

Confirm all equipment is clean, wiped off and ready for occupancy and owners use.

### **CLOSEOUT**

X. In the presence of an owner's representative and the architect, verify that the material and software provided meets this specification. If there are deficiencies and the contractor was at fault or negligent, the contractor is responsible for immediate correction.

Training - Verify all training has been completed as is described in Security Electronics General Section

As-Built Documentation – Deliver as-built documents for this section and all sections of the Security Electronics Division. Also deliver all documents, instructions and literature that came with the material in this section.

## **PLC AND EQUIPMENT RACKS**

## **PART 1 – GENERAL**

### **4.03 SUMMARY OF WORK**

- Y. The integrator shall provide a complete working industrial grade, PLC based security control system that integrates will all other sections of the Security Electronics Division. This PLC system forms the backbone of the Security Electronics system. It is the intent of this specification that all software “decisions” funnel through the PLC thereby allowing any process or procedure change to be possible.

### **4.04 REFERENCES**

- A. This section references all other sections of the Security Electronics Division, Division 1, 11, 26.

## **PART 2 – PRODUCTS**

### **2.01 SYSTEM REQUIREMENTS**

- A. Programmable Logic Controller
  - 19. Acceptable Manufacturers (no others will be considered)
    - g. Omron
    - h. Allen-Bradley
    - i. Econ (Icotech)
  - 20. The programmable logic controller (hereafter referred to as the PLC) and all components in the controller system shall be the product of a company regularly engaged in the design and manufacturer of this type of equipment and who meets the requirements listed below.
  - 21. The PLC shall be designed specifically for detention center electronics.
  - 22. The PLC CPU shall be mounted to a backplane and shall utilize Backplane I/O Modules. Remote I/O module design can be used if the communication protocol is an industry standard protocol and the PLC manufacture has a communication module for that protocol in their standard assemblies.
  - 23. All assemblies and sub-assemblies performing similar functions in separate controllers purchased under this specification shall be interchangeable.
  - 24. All components of the programmable controller system shall be of normally recognized industry standards and have thousands of installations.
  - 25. All components shall be housed in structurally sound and finished existing metal cabinets.
  - 26. All switches and other operator-controlled devices shall be of the size and durability for their intended use as is normally offered for industrial applications.
  - 27. Modular components of the system shall be UL listed or recognized.
  - 28. Each PLC shall be password and key protected against unauthorized entry to software.
  - 29. Each input and output to the PLC system shall have LED indicators integrated into the input and output cards that reflect the state of each input and output.
  - 30. Output cards shall be internally or externally fused.
  - 31. Each PLC system shall have remote diagnostics indications. This includes PLC status and remote I/O status.
  - 32. Each PLC system shall have the capability to be programmed remotely at the discretion of the owner.
- B. PLC Control Software - PLC control software shall be commercially available, industrial used software. Software shall allow for routine reprogramming by the integrator.
  - 1. The worst-case response between any input and any output shall be 250 milliseconds. This shall include when the command is sent via Ethernet from one PLC to another.

2. The control software shall be fully integrated with other required operations as defined in all sections of the Security Electronics Division.
- C. Security Equipment Racks - Equipment racks shall be the existing housings if applicable. The Security Integrator shall provide a complete design showing the layout of all components housed in the racks. The programmable controller shall be housed in enclosures hereafter referred to as Security Equipment Cabinets (SEC's). The SEC's shall house the following items:
1. Input and output cards related to the monitoring and control of security devices.
  2. Regulated power supplies.
  3. Terminal strips, fusing, & interposing door control relays.
  4. The programmable controller, or where applicable, transmitting and receiving modules to communicate with the PLC or remote input and output racks.
  5. Other Sections (systems) of the Security Electronics Division.
  6. Other necessary items as determined by the contractor's design.
- D. Door Control System
1. All inputs and outputs of the door control system shall go through the input and output cards of the PLC. Direct connections to LED's (light emitting diodes), relays and other devices are not acceptable.
    - a. Unless otherwise stated, all electrically controlled and/or monitored doors shall be connected and controlled and monitored by the system.
    - b. All doors shall be individually fused using industrial grade fuse holder.
    - c. Locks, whether solenoid or motor drive types, shall be controlled via mechanical interposing relays driven by the PLC. Provide all required power to control doors. If DC power supplies are required, the total ampacity shall be 100% greater than the worst case connected load, including inrushes. Group or emergency openings of doors shall cause doors to sequentially open such that power supplies will not be overloaded.
  2. Interlocks shall be via software. Any door shall have the ability to be programmed to become a member of an interlock scheme. The owner shall reserve the right to re-define interlocks during the submittal phase without additional costs.
  3. Upon a loss of power, all doors shall de-energize. Sliding and overhead doors shall remain in their present state.
- E. Utility Control System
1. The touchscreens shall provide icons to control the utility circuits as directed by owner.
  2. Provide interposing relays or data interface to drive contactors, provided by the Division 26 contractor, to allow control of, Power, Television, Water, Lights and other circuits as shown on the drawings.

## **2.02 SPARES**

- A. Provide 1 spare CPU processor programmed with entire facility's program OR provide 1 spare CPU processor with an EEPROM for each PLC location clearly labeled as to which area it is OR if different processors are used, provide multiple processors each with an EEPROM for the different locations.
- B. Provide Input and Output modules equal to 5% of each type used on the project but no less than 1 each.

## **PART 3 - EXECUTION**

### **3.01 EXAMINATION**

- A. Working Order – Verify that all equipment is in working order and within heat tolerances.
- B. Installation – Verify that the equipment has been installed in accordance with all codes and complies with the Security Electronics General Requirements
- C. Confirm and verify all equipment is in a pristine new condition with manufacturer's warranty still intact. Make sure all wiring has been tied down and dressed out to professional standards.
- D. Confirm all equipment is clean, wiped off and ready for occupancy and owners use.

### **3.02 CLOSEOUT**

- A. In the presence of an owner's representative and the architect, verify that the material and software provided meets this specification. If there are deficiencies and the contractor was at fault or negligent, the contractor is responsible for immediate correction.
- B. Training - Verify all training has been completed as is described in Security Electronics General Section As-Built Documentation – Deliver as-built documents for this section and all sections of the Security Electronics Division. Also deliver all documents, instructions and literature that came with the material in this section.

**NOTICE TO BIDDERS:** Bids must be submitted on this form. Bids made otherwise will be subject to rejection.

Labor \$ \_\_\_\_\_

Materials \$ \_\_\_\_\_

Grand Total \$ \_\_\_\_\_

### Cost Proposal/Execution of Proposal

By submitting this proposal, the potential Company certifies the following:

- This proposal is signed by an authorized representative of the firm.
- The cost and availability of all materials, and supplies associated with performing the services described herein have been determined and included in the proposed cost.
- All costs, direct and indirect, have been determined and included in the proposed cost.
- The potential Company has read and understands the conditions set forth in this BID and agrees to them with no exceptions. If exceptions exist, they must be listed on a separate numbered sheet
- Prior to receiving the contract, the successful bidders will be required to submit a Certificate of Liability Insurance

Therefore, in compliance with this Request for Proposals, and subject to all conditions herein, the undersigned offers and agrees, to perform the services in accordance with the specifications and conditions in this BID at the prices quoted, if this proposal is accepted within 90 days from the date of the opening.

COMPANY: \_\_\_\_\_

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

CITY, STATE, ZIP: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ FAX: \_\_\_\_\_

FEDERAL EMPLOYER IDENTIFICATION NUMBER: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

BY: \_\_\_\_\_  
Signature Typed or printed name

\_\_\_\_\_  
Title Date

**THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR PROPOSAL.**





## CHEROKEE COUNTY VENDOR PREFERENCE AFFIDAVIT

\_\_\_\_\_, who being duly sworn,  
(company name/company representative) certifies that the vendor identified in this Bid Response meets all qualifications for the preference as defined in Part 8 of the Cherokee County Purchasing Policy and Procedure Ordinance, as amended.

By this written claim, Bidder requests that the preference be exercised in consideration of the award of this Bid.

BIDDER CERTIFIED THAT HE MEETS ALL QUALIFICATIONS FOR THE (CHECK ONLY ONE OF THE FOLLOWING):

\_\_\_\_\_ 1. **CHEROKEE COUNTY VENDOR PREFERENCE**

Bidder Signature: \_\_\_\_\_

Bidder Name: \_\_\_\_\_

Position: \_\_\_\_\_

Firm Name: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC FOR SOUTH CAROLINA

MY COMMISSION EXPIRES: \_\_\_\_\_

**\*\*\*\*This page ONLY applies to vendors that are located in Cherokee County**