

# CITY OF BUTLER



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*Municipal Engineer*

**CITY OF BUTLER, PENNSYLVANIA**  
**REQUEST FOR PROPOSAL (RFP)**  
**Network Cabling Infrastructure – City Building**

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## 1. INTRODUCTION

The City of Butler (“City”) is seeking proposals from qualified vendors to provide labor, materials, and services for the installation of structured network cabling infrastructure at:

**140 W. North Street**  
**Butler, PA 16001**

This project will support voice and data communications within the Mayor’s Office and associated areas.

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## 2. PROJECT OBJECTIVE

The objective of this project is to design and install a reliable, standards-compliant Category 6 structured cabling system to support current and future network needs, including workstation connectivity and centralized network termination.

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## 3. SCOPE OF WORK

### 3.1 Horizontal Cabling

The selected vendor shall provide and install Category 6 plenum-rated cabling for voice and data applications, including but not limited to:

- Installation of approximately:
  - Eleven (11) two-port data outlets
  - Ten (10) four-port data outlets
- All outlets shall include:
  - Faceplates
  - Surface mount boxes (as required)
  - Modular jacks

### 3.2 Network Termination

- Provide and install:
  - One (1) 48-port Category 6 patch panel
  - One (1) 24-port Category 6 patch panel
- All cabling shall be terminated at designated MDF/IDF locations.

### 3.3 Patch Cords

- Provide patch cords for both:
  - Rack-side connections
  - Workstation connections
- Patch cords shall be appropriately sized and labeled.

### **3.4 Cable Management & Pathways**

Vendor shall provide all materials and labor necessary for proper cable routing and support, including:

- J-hooks and supports
- Conduit and surface raceway (where required)
- Fire-rated pathways and penetrations

### **3.5 Firestopping & Compliance**

- All penetrations through fire-rated walls and floors must be properly sealed to maintain fire ratings.

### **3.6 Grounding & Bonding**

- Provide grounding and bonding of network equipment and enclosures in accordance with applicable standards.

### **3.7 Demolition of Existing Cabling**

- Remove existing active low-voltage cabling back to source.
- Removal of abandoned cabling may be required and should be addressed in the proposal (may be subject to change order).

### **3.8 Testing & Certification**

- Test all installed cabling to industry standards.
- Provide documentation of test results.
- Label all cabling, outlets, and patch panels.

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## **4. PROJECT CONDITIONS**

- Work will be performed in an occupied municipal building.
- Vendor must coordinate with City personnel for access and scheduling.
- Work is expected to be performed during standard business hours unless otherwise approved.
- The building environment is assumed to be typical office construction (e.g., drop ceilings, drywall).

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## **5. SUBMITTAL REQUIREMENTS**

Vendors must submit the following:

### **5.1 Company Information**

- Company name and contact information
- Relevant experience with similar municipal or commercial projects
- References (minimum of three)

### **5.2 Technical Approach**

- Description of installation methods
- Equipment and materials to be used
- Project timeline

### **5.3 Pricing**

- Itemized cost breakdown including:
  - Labor – Prevailing wage rates apply to this contract.
  - Materials
  - Optional or contingency costs

### **5.4 Compliance**

- Confirmation of compliance with applicable codes and standards
  - Proof of insurance
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## **6. EVALUATION CRITERIA**

Proposals will be evaluated based on:

- Experience and qualifications
  - Technical approach and completeness
  - Cost competitiveness
  - References and past performance
  - Ability to meet project timeline
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## **7. INSURANCE**

Performance and Labor and Material Payment Bonds or certified check in the amount of 100% of the contract, along with Public Liability and Property Damage Certificates of Insurance in the amounts specified, as well as Certificates of Workman's Compensation must be filed with the executed Agreement.

Proposals to receive consideration must be accompanied by a Certified Check or Bidder's Bond from a Surety Company authorized to do business in Pennsylvania, made to the order of the City of Butler in an amount equal to ten percent (10%) of the total amount of the Proposal as a guarantee that, if the Proposal is accepted, the successful Bidder will enter into an Agreement within 15 days after Notice of the Award of the Contract

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## **8. TERMS AND CONDITIONS**

- The City reserves the right to accept or reject any or all proposals.
  - The City may request clarification or additional information.
  - Any changes in scope may result in a formal change order.
  - Pricing should remain valid for a minimum of thirty (30) days.
  - Vendor must comply with all applicable local, state, and federal regulations.
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## **9. PROJECT SCHEDULE**

- RFP Release Date: April 24, 2026
  - Proposal Due Date: May 29, 2026
  - Project Start: [To be determined]
  - Project Completion: [To be determined]
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## **10. CONTACT INFORMATION**

All questions and proposal submissions should be directed to:

### **City of Butler**

Melinda F Gall/City Clerk      OfficeofCityClerk@cityofbutler.org  
724-285-4124 x205

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## **11. SITE VISIT (REQUIRED)**

A site visit will be scheduled to allow vendors to review existing conditions prior to submission.