



GWINNETT COUNTY PUBLIC LIBRARY
REQUEST FOR PROPOSALS
Uninterruptible Power Supplies
RFP # GCPL-2602

ISSUED December 19, 2025

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Request for Proposals to Provide Uninterruptible Power Supplies

I. GENERAL PROJECT DESCRIPTION

A. Introduction

Gwinnett County Public Library (hereafter referred to as “GCPL” or “library”) is soliciting formal proposals from qualified vendors (hereafter referred to as “Vendor” or “respondent”) for replacement of uninterruptible power supply (UPS) systems at three GCPL locations. This request is for OEM new Vertiv Liebert GXT5 Lithium Ion N Online UPS 2000VA/1800W 120V Tower/Rack units and matching external lithium ion battery cabinets at the following sites: Grayson (GRA), Norcross (NOR), and Snellville (SNE). The intent of this project is to replace existing lead acid UPS and battery systems with lithium ion technology to improve reliability, runtime stability, and lifecycle performance. Vendor will deliver, install, commission, and validate each UPS and external battery cabinet system at the listed locations, and will remove and dispose of existing lead acid equipment in accordance with applicable regulations.

Vendors must propose an E rate eligible solution that meets or exceeds the requirements in this technical section. References to specific manufacturers or models are provided for example only and are not intended to limit competition. Vendors may propose functionally equivalent or superior equipment, provided all requirements are met. Proposals must clearly identify any optional, non required items, price them as separate line items, and distinguish E rate eligible versus ineligible components.

1. Library Background

The Gwinnett County Library system was founded in 1935. Currently 16 facilities totaling 262,000 square feet are located throughout Gwinnett County. The library website offers the convenience of remote access, enabling customers to search for materials and information, access their library record, request or renew materials without driving to the library, and download music, videos, audiobooks and ebooks 24 hours/day, 7 days per week.

Mission: As an organization, Gwinnett County Public Library promotes lifelong learning and growth to meet the changing needs of its board, staff and community.

Vision: Gwinnett County Public Library provides resources and services that enrich and inspire our community.

Find more at gwinnettpl.org.

B. Objective of this Request for Proposals

1. Project Description

UPS Units

- Three (3) Vertiv Liebert GXT5 Lithium-Ion N Online UPS 2000VA/1800W 120V Tower/Rack UPS (or equivalent) to be delivered per the Locations chart below.
- Three (3) External Battery Cabinets for the above UPS units (or equivalent) to be delivered per the Locations chart below.

Compatibility, Installation, and Commissioning

- Vendor must confirm full compatibility between the proposed lithium-ion UPS units and external battery cabinets. Vendor will install and commission each UPS/battery system, including verification of UPS battery recognition, charging status, alarms, and management communications, and will complete a basic runtime validation test (load-supported discharge verification) witnessed by GCPL IT staff.
- Proposed UPS and external battery configurations must meet or exceed the current runtime at each site under existing load. Vendor must state expected runtime at approximately 50% and 100% UPS load.

Warranty

- Vendor must provide proof of a minimum five (5) year manufacturer warranty for each UPS and external battery cabinet. Warranty terms (including whether prorated) must be stated clearly in the proposal. Vendor is responsible for any required warranty registration.

2. Scope of work Proposal Format and Deliverables

Proposals must itemize costs per location, including UPS hardware, external battery cabinet, installation/commissioning, removal/disposal of existing equipment, warranty, and any optional items. Each site must have a subtotal, with a grand total provided.

- Vendor will remove, transport, and recycle/dispose of all existing lead-acid UPS batteries and associated cabinets in accordance with applicable regulations and will provide disposal documentation to GCPL upon completion.
- Vendor must provide a brief commissioning/acceptance report per site confirming model/serial numbers, successful UPS and EBC recognition, alarm/management verification, and runtime validation results.

Specific Unit Descriptions and Locations

Gwinnett County Public Library Grayson location 700 Grayson Parkway, Grayson, GA 30017	Existing: UPS Model - Vertiv Liebert GXT5 2000VA 120V UPS, GXT5-2000LVRT2UXL. External Battery Cabinet - Model - GXT5-EBC48VRT2U REQUEST: UPS Model - Vertiv Liebert GXT5 Lithium-Ion N Online UPS 2000VA/1800W 120V Tower/Rack UPS, GXT5LI-2000LVRT2UXLN External Battery Cabinet - Model - VEBCLI-48VRT1U
Gwinnett County Public Library Norcross location 5735 Buford Highway, Norcross, GA 30071	Existing: UPS Model - Vertiv Liebert GXT5 2000VA 120V UPS, GXT5-2000LVRT2UXL. External Battery Cabinet - Model - GXT5-EBC48VRT2U REQUEST: UPS Model - Vertiv Liebert GXT5 Lithium-Ion N Online UPS 2000VA/1800W 120V Tower/Rack UPS, GXT5LI-2000LVRT2UXLN External Battery Cabinet - Model - VEBCLI-48VRT1U
Gwinnett County Public Library Snellville location 2245 Wisteria Drive, Snellville, GA 30078	Existing: UPS Model - Vertiv Liebert GXT5 2000VA 120V UPS, GXT5-2000LVRT2UXL. External Battery Cabinet - Model - GXT5-EBC48VRT2U REQUEST: UPS Model - Vertiv Liebert GXT5 Lithium-Ion N Online UPS 2000VA/1800W 120V Tower/Rack UPS, GXT5LI-2000LVRT2UXLN External Battery Cabinet - Model - VEBCLI-48VRT1U

C. Schedule

The following Schedule applies to this RFP, but is subject to change. Except as provided below, changes will be made only by written amendment to this RFP.

- December 19, 2025 - Release of Request for Proposals
- January 9, 2026 -Proposers' written questions due by 3:00 pm. ET
- January 16, 2026 - Library's written responses to questions published
- January 30, 2026 - Proposals due by 3:00 pm. ET
- February 2 to 6, 2026 - Proposals evaluated by Library's Evaluation Committee
- February 9 to 13, 2026 - Interviews with finalist(s) conducted
- February 13, 2026 - Notice of Intent to Award issued
- February 16 to 20, 2026 -Negotiations and contract creation with finalist
- March 16, 2026 - Contract presented to Library Board of Trustees for approval

The Library reserves the right to revise these dates at its sole discretion based on unforeseen events or organizational requirements. Any revisions made will be published using the same sources and media as this RFP.

D. Questions

Proposers may submit written questions regarding this RFP via email, which the Library will respond to in writing via email, based on the dates set forth in the Schedule (above). The Library's written email responses will be provided to all proposers who have submitted their email contact information to the Library.

Questions regarding this RFP should be sent via email directly to the Library's contact person:

Jessica Fulks
Business Services Manager
jfulks@gwinnettpl.org

Email should include reference RFP # GCPL-2602 Uninterruptible Power Supplies

All questions and responses must be in writing; no verbal communications between a proposer and Library staff regarding the substance of a pending RFP are permitted, and any verbal representations provided by Library staff are not binding on the Library.

If a proposer discovers any ambiguity, conflict, discrepancy, omission, or other error in this RFP, the proposer shall immediately notify the Library's contact person of such perceived error. Modifications to this RFP may be made by addenda, which then become part of this RFP.

II. SUBMISSION OF PROPOSALS

A. Submission, Copies and Due Date

Proposers must submit their proposal on a **flash drive** in a sealed envelope marked "PROPOSAL UNINTERRUPTIBLE POWER SUPPLIES" to:

Gwinnett County Public Library
Attn: Jessica Fulks
1001 Lawrenceville Highway
Lawrenceville, GA 30046

Proposals must be received by 3:00 pm ET on January 30, 2026.

Late Proposals will not be accepted or considered. It is the responsibility of the proposer to ensure that the proposal arrives at the Gwinnett County Public Library prior to the date and time indicated.

Section 1 – Qualifications and Experience:

Please explain your and your staff's qualifications and experience in this section, including:

- i. Your qualifications and experience in the subject areas that are applicable to the project. Be specific in describing the depth of both you and your staff's knowledge and experience (Experience with providing the requested services to local government clients is strongly preferred);
- vi. A brief representative listing of similar projects completed in the past three (3) years and your responsibilities for those projects, as well as the responsibilities of other key personnel who would be part of the team on this project. (Experience with providing the requested services to local government clients is strongly preferred);
- viii. Disclose any lawsuit or any other type of proceeding (such as an arbitration) resulting from any job undertaken by you or your sub- contractors which is still pending or has occurred on projects within the last five years, and related details; and
- xv. Any other information which might aid the Evaluation Committee in ascertaining your qualifications and experience.

Section 2 - Project Approach and Work Schedule:

In this section, please explain your understanding of the RFP's requirements and objectives regarding the project, and how you will satisfy them.

Section 3 - Cost of Service:

In this section, please disclose all expense types, rates, and charges to be assessed to the Library for the required services. All proposals must identify the following:

- i. The proposal provided to the Library under this section must include all labor, materials, equipment and accessories required to furnish, configure, install, and integrate a complete wide area network connection.
- ii. Provide the monthly cost for service. Include all mandatory fees and charges.
- iii. Provide one-time costs including any installation, activation, initial configuration, programming or service charges.

A fixed price cost for the project will be developed and agreed to during the negotiation and contract development phase of the solicitation.

B. Proposal Duration and Contract Timing Requirements

All proposals will remain in effect and shall be legally binding for at least one hundred and twenty (120) days after the proposal submission due date.

Unless otherwise authorized by the Library, the selected contractor will be expected to agree to a mutually acceptable contract with the Library for the services requested within fifteen (15) days of the Library's issuance of the notice of intent to award. If agreement on contract terms and conditions acceptable to the Library cannot be achieved within that time frame, or if it appears that an agreement will not be possible after reasonable negotiations have been conducted (as determined at the sole discretion of the Library), then the Library reserves the right to retract the notice of intent to award and proceed with awards to other consultants, or to withdraw this RFP.

D. Confidentiality of Information Contained in Proposals

All proposals are subject to the provisions of The Official Code of Georgia Annotated § 15-18-70 *et. seq.* Georgia procurement law, however, provides that all proposals shall be treated as confidential documents until the selection and negotiation process has been completed. Once the Library has issued its notice of intent to award and the contract negotiations have been completed, all submitted proposals shall be deemed public records and become subject to public disclosure.

III. SELECTION PROCESS

A. Evaluation Committee to Review Proposals

The Library shall form an Evaluation Committee to review the content of all proposals submitted in response to this RFP. The Evaluation Committee may be composed of Library employees or officers, Board members, or persons outside of the Library. The Evaluation Committee shall review and evaluate all timely proposals based on the terms of this RFP, and shall make a recommendation for selection of a contractor to the Library Board. The Library Board is ultimately responsible for approving any contract to be awarded under this RFP, in its sole discretion.

Those Library employees who have a relationship with a person or business entity submitting a proposal shall not participate in the review or selection process. Any person or business entity submitting a proposal who has such a relationship with a Library employee who may be involved in the selection process shall advise the Library of the name of its employee in the proposal.

The Evaluation Committee may reject any or all proposals, or portions thereof, if it determines that it is in the Library's best interests to do so.

B. Additional or Supplemental Information

The Evaluation Committee may, during the evaluation process, request any proposer to provide additional information which the Evaluation Committee deems necessary to evaluate the proposer's ability to perform the required services. Such information shall be required to be provided in writing, and shall become part of the proposal on record.

C. Interviews

After initial screening, the Evaluation Committee may select those proposers deemed most qualified for this project for further evaluation. Interviews of those selected proposers may be conducted as part of the final selection process. Interviews may or may not have their own separate scoring during the evaluation process.

D. Selection of Proposals

The Library reserves the right to select the proposal(s) which in its sole judgment best meets its needs, and to award a contract to one or multiple qualified submittals. ***The lowest proposed cost is not the sole criterion for recommending contract award.***

The Library also makes no guarantee of any or equal amounts of work for the project which is the subject of this RFP. Further, the Library is not responsible for any costs incurred in the preparation or submission of a proposal or any work performed prior to the execution of a contract.

IV. CONTRACT AWARD

A. Notice of Intent to Award Contract

Upon selecting a proposal, the Library will enter into contract negotiations with the chosen contractor. If such negotiations are unsuccessful, the Library will proceed to negotiate with the proposer who scored next highest in rank.

Upon successful completion of contract negotiations, all proposers who have submitted proposals in response to this RFP will be provided with notice as to the successful contractor(s).

B. Contract Award

The Evaluation Committee will make a recommendation on awarding a contract to the Library Board of Trustees. No contract will be in effect until approved by the Board.

This RFP does not commit the Library to award a contract. The Library has absolute discretion in awarding a contract and reserves the right to waive informalities and irregularities in this RFP and/or the proposals received. The Library reserves the right to accept or reject any or all proposals or to modify or cancel this RFP in part or its entirety.

EXHIBIT A

INSURANCE REQUIREMENTS

With respect to performance of work under this Agreement, Consultant shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain insurance as described below unless such insurance has been expressly waived by the Library through a *Waiver of Insurance Requirements*. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

The Library reserves the right to review any and all of the required insurance policies and/or endorsements, but has no obligation to do so. Failure to demand evidence of full compliance with the insurance requirements set forth in this Agreement (or failure to identify any insurance deficiency) shall not relieve Consultant from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.

1. Workers Compensation and Employers Liability Insurance

Within ten days after execution of this Contract and during the entire period of the contract, the Consultant shall maintain Workers Compensation insurance in the statutory amounts required. The Consultant shall file with the Library a certificate of insurance from an insurance company or agent licensed to do business in the State of Georgia showing evidence of workers compensation insurance meeting statutory requirements.

2. General Liability Insurance

Within ten days after execution of this Contract and during the entire period of the contract, the Consultant shall maintain professional liability insurance (errors and omissions insurance) applicable to the Services being performed. If there is no professional liability insurance product applicable to the services, the Consultant shall maintain a commercial general liability policy covering his Services. The Consultant shall file with the Library a certificate of insurance from an insurance company licensed to do business in the State of Georgia showing evidence of such professional or commercial general liability insurance in limits of not less than \$1,000,000 per occurrence and \$3,000,000 in aggregate. Consultant shall provide a certificate of insurance from an insurance company or agent licensed to do business in the State of Georgia and copies of the additional insured endorsement naming Gwinnett County Public Library as an additional insured. Any deductibles and self-insurance retention may not be greater than \$100,000.

3. Material Breach

If Consultant fails to maintain insurance which is required pursuant to this Agreement, it shall be deemed a material breach of this Agreement. The Library, at its sole option, may terminate this Agreement and obtain damages from the Consultant resulting from said breach. Alternatively, the Library may purchase the required insurance, and without further notice to Consultant, the Library may deduct from sums due to Consultant any premium costs advanced by the Library for such insurance. These remedies shall be in addition to any other remedies available to the Library.

EXHIBIT B

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of (Gwinnett County Public Library) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Name of Project

Gwinnett Co Public Library_____

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, ___, 202__ in _____(city), _____(state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY OF _____, 202__.

NOTARY PUBLIC

My Commission Expires:
