

BANKS COUNTY COMMUNICATIONS
GRADY SITE – SATELLITE RECEIVER

RFP# 2011-COMMUNICATIONS-2

Advertised: August 25, 2011, September 1, 2011
Mandatory Pre-Bid Meeting: September 20, 2011 @ 10am, Grady Fire
Sealed Bid Due Date / Bid Opening: October 6, 2011 @ 10am, Annex
Potential Bid Award: October 25, 2011

INVITATION TO BID/REPLY to RFP # 2011-COMMUNICATIONS-1

NOTE: This RFP format must be used for your bid format. All points within the bid package must be answered as either 'Understood and/or Compliant', 'Non-Compliant' or 'Non-Compliant with Alternate Solution Provided'. If you answer with the last selection, you should provide thorough information on your alternate solution. Any point not addressed will be considered incomplete and may result in disqualification.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

General Instructions:

1. This bid is for the Purchase, Installation and Maintenance of system to enhance emergency service unit ability to 'talk-back' from portable radio to the 911 Communication Center. Banks County seeks clearer communications to this Grady fire service area which is lacking in coverage due partially from terrain and varying elevations.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

2. The invitation is advertised **August 25 and September 1, 2011**, and is published on the same date.

In order to bid on this project; prospective **Bidders must attend a mandatory pre-bid meeting. This meeting will be conducted at Grady Fire Station in Homer, Georgia on September 20, 2011 at 10am.** To RSVP and obtain directions; please email Deidra Moore, EMA / E-911 Director at dmoore@co.banks.ga.us no later than September 16. Again, *if you wish to bid for this project, you must attend the mandatory pre-bid meeting. Technical staff will be present at that time to answer any questions. This will enable us to ensure that all bidders are informed with the same information at all times.*

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

3. All bids must be delivered to the Banks County Commissioners Office which is located inside the Banks County Annex at 150 Hudson Ridge, Homer, Georgia 30547. You must include 2 copies of your bid and they must be delivered sealed and properly labeled with the following title: RFP # 2011-COMMUNICATIONS-2. **They must be delivered in a sealed package, on or before 10:00 o'clock A.M., on October 6, 2011.**

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

4. Pricing and technical response proposals must be on the Bidder Response Form(s) attached, with explanations, if necessary, on separate identified sheets, and must state the total bid "not to exceed" price with a breakdown of price for each component and/or option, and must strictly comply with the specifications and general conditions following, or a detailed explanation of alternatives and the reason therefore.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

5. Bids will be **opened on October 6, 2011 at 10am** at the Banks County Annex.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

6. **Bid award will be determined at a later date, the proposed timeline for award is October 25, 2011** but this is not definite. It is imperative that you ensure that your bid is valid for a minimum time of 90-days past opening. This will allow time to review the entire bid package and either make award or reissue the RFP.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

7. It is possible that in a RFP with such complex equipment and requirements that some proposed terms may be altered in material or non-material ways prior to bid opening. All prospective bidders receiving this package will be notified in writing of any such proposed changes.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

8. It will not be acceptable to rely solely on descriptive or marketing material.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

9. Banks County incurs no obligation by extending this invitation and all RFP responses will be received without obligation, and County will not incur any costs associated with submission of a bid.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

10. Bids will not be refused or rejected for minor errors, but not utilizing the bid forms and responding to the system specifications, point by point as requested, will result in “the bid being rejected”. It is the bidder’s responsibility to seek clarification to any question concerning the bid prior to submission of the bid, from the supervisor above named.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

11. The County reserves the right to reject any and all bid responses.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

12. The bid is expected to be awarded to the lowest responsible bidder, considering price, meeting or exceeding specifications, growth potential, flexibility to meet changing technology, redundancy, overall capability, additional features available, and the following elements:

- a. Quality of workmanship
- b. Equipment performance and reliability
- c. Design features advantageous to the user
- d. Freedom from premature obsolescence
- e. Ease of installation, removal, servicing
- f. Equipment interchangeability
- g. Safety and security provisions
- h. Warranties and service contracts available
- i. Minimum Installation time
- j. Redundancy

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

13. Any other terms, costs, conditions, or options that would affect your bid that have not been requested or specified in the RFP package must be noted and included in the submitted bid response.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

14. Some specifications may refer to specific products or manufacturers indicating “brand names”, and any such references are for illustration purposes only.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

15. All persons working for the winning bidder will conduct him or herself in a professional manner at all times.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

16. All bidders must be able to demonstrate an operational, fully functional system including all equipment and/or systems proposed in the bid response.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

17. The County reserves the right to make modifications in specifications and/or conditions prior to response opening if deemed necessary, in which event, all bidders will be timely notified, and the time for responses extended. Failure to respond as requested may result in the elimination of your entire response from consideration.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

18. Each bid responder will submit with its response the following:

- a. Data relating to its ownership, affiliations, and duration of time it has engaged in the manufacture and/or installation of satellite systems and equipment for which this RFP is made.
- b. References, with names, addresses and telephone numbers of entities for which the responder has leased, sold, and/or maintained identical or similar systems as that proposed in this RFP.
- c. Estimated shipping dates and delivery schedules for any of the equipment proposed in this RFP. Show sample timeline of project as an attachment.
- d. Payments will be as follows: 30% of contract on signing, 30% due upon completion of foundation, and 30% due upon completion of installation. Final payment will be paid upon full acceptance. An acceptance amount of 10% of the contract price will be retained and not be paid until not less than 30 days of successful operation of the system and its equipment or from the date of completed installation.
- e. A list of the locations with addresses and phone numbers of the nearest service facilities for equipment and systems furnished by or through the successful responder.
- f. A complete listing of all warranties including systems and equipment, detailing what is included and what is not included and the period of duration of each such warranty.
- g. A listing of all national accepted standards of the systems and/or equipment to be furnished pursuant to this RFP.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

19. Winning bidder will provide coordination for all phases (this includes coordination with radio equipment suppliers, existing maintenance providers, utility companies, regulatory agencies). This is imperative and will require the winning bidder to coordinate licensing, permitting and other items such as FCC licensing etc. All legal requirements must be coordinated by the winning bidder. This will include the appropriate meetings and efforts to successfully complete coordination. The ability to effectively work together is tantamount with the success of the project.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

20. The vendor will provide a plan or time table to complete the installation of the entire system and attachments. The time table must be finished within 30 days after award of the bid and the project must be completed within 120 days from the date of award.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

21. All bidders shall state the level of warrantee and local maintenance support available. This shall be considered in the award of the bid.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

22. Winning bidder must also agree to follow grounding guidance from the 9-1-1 Maintenance provider because this will be tied with systems that are under maintenance contract.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

23. All equipment being bid must have been in service providing service to a client within the continental United States for a minimum of 5 years. A list of verifiable clients must be provided with bid submission.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

24. A letter from the manufacturer that it will support the proposed equipment for a minimum of ten (10) years from purchase date will be required with bid submission.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

25. The vendor submitting the bid shall be responsible for all aspects of the project. The vendor will designate and identify a Project Manager with whom the county to coordinate fully. The Project Manager shall be available at all times during the project and onsite during the climbing work, ground system installation, erection of the antennas and installation of attachments.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

26. The County reserves the right to reject any subcontractors as may be required to meet the installation and maintenance responsibilities of this RFP. If this should occur, the bidder may submit an alternative that is acceptable to the Director.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

27. The winning bidder is required to provide documentation for installation, operating and maintenance for each component of the system. They will provide complete (as built and installed) diagrams for the entire project.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

28. Winning bidder will provide a performance bond for 100% of the project cost.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

29. Winning bidder will keep site clean and free from obstructions during and following construction as the construction site is a working Fire Station.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

30. Winning bidder will ensure that there is a full 1-year warrantee against failures for all portions of the project.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

31. Winning bidder will ensure that they have valid and active insurance and make assurances as follows:

- a. Maintain statutory Worker's Compensation and Employer's Liability insurance in an amount of not less than \$500,000.00 to protect the Contractor from any liability or damages for any injuries (including death and disability) to any of its employees, volunteers, or sub-contractors, including any and all liability or damage which may arise by virtue or any statute or law in force within the State of Georgia, or which may be herein after enacted.
- b. The Contractor agrees to maintain Comprehensive General Liability insurance in an amount of not less than \$1,000,000.00 per occurrence to protect the Contractor, its sub-contractors, and the interest of the County, against any and all injuries to third parties, including bodily injury and personal injury, wherever located, resulting from any action or operation under the Contract or in connection with the contracted work. The General Liability insurance shall also include the Broad Form Property Damage Liability endorsement, in addition to coverage for explosion, collapse, and underground hazards, where required.
- c. The Contractor agrees to maintain Automobile Liability Insurance in an amount of not less than \$500,000 per occurrence. Such insurance shall include coverage for owned, hired, and non-owned automobiles.
- d. The Contractor further agrees to protect, defend, indemnify, and hold harmless Banks County, its commissioners, officers, agents, and employees from and against any and all liability incurred whatsoever as a result of the work performed pursuant to the terms of this RFP.
- e. This insurance and assurance requirement is in effect the full term of this project.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

32. Reports, plans, data, statistics, specifications, and other supporting records compiled or prepared in the performance of the Services required by this Contract, shall be the absolute property of the County and shall not be used by the Contractor for purposes unrelated to this Contract without the prior written approval of the County. Such original documents shall be turned over to the County upon completion of the contract except that Contractor shall have the right to retain copies of the same.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

33. The County reserves the right to cancel the contract and discontinue the services with a thirty (30) day written notice as a result of the failure of the Contractor to provide acceptable work and services as delineated in the response to this document.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

34. It is agreed that the Contractor will not assign, transfer, convey, or otherwise dispose of a contract that may result from this bid or his right, title, or interest in or to the same, or any part thereof, without written consent of the County.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

35. To the fullest extent permitted by law, the Contractor will indemnify, defend, and hold Banks County harmless from and against any and all claims, damages, losses, and expenses, including, but not limited to, fees and charges of attorneys and court and arbitration costs, arising out of or resulting from the negligent acts, negligent omissions, willful misconduct, or reckless misconduct of the Contractor or anyone for whom the Contractor is responsible.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

36. Bidder Certification and Price forms must be filled out. They are located at the end of this document. Failure to fill these out may mean disqualification.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

37. Evaluation of proposals will include the following during administrative reviews and will aid in determining recommendation that is made for award:

- a. Was the proposal submitted by the deadline?
- b. Was the proposal sealed and labeled as required?
- c. Was the proper format used?
- d. Were all questions / points addressed?
- e. Does the bidder display that they will maintain quality of workmanship?
- f. Does the bidder display that they will guarantee equipment performance and reliability?
- g. Are the design features advantageous to the user?
- h. Does the solution provide freedom from premature obsolescence?
- i. Does the solution provide for ease of installation, removal and servicing?
- j. Does the solution provide for equipment interchangeability?
- k. Does the bidder express his or her safety and security provisions?
- l. Are there warranties and service contracts available?
- m. Can they meet the minimum installation time?
- n. Is this providing for redundancy?
- o. Cost?

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

Minimum Equipment Specifications:

1. In accordance with good engineering standards and installation practices the satellite system and all cables shall be connected to a single point ground system. All materials are to be installed in accordance and compliance with Motorola's R56 Standards for Installation of Communications Equipment.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

2. All items offered must meet requirements and current standards for Communication Center radio equipment and electrical systems. All items must be of a quality which will adequately and consistently serve the use and purpose for which intended.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

3. The following is the expected system requirements for this project. This list may not be all inclusive. It is the Bidder's responsibility to ensure that all items are included that are needed to accomplish the stated objectives, provide reliable service and complete the project. It is also the Bidder's responsibility to ensure compatibility with existing systems and to provide full identification of each item proposed, including brand name, model, catalog number etc.

- a. The Vendor is to supply a digital microwave link between the Grady Fire Station and 911 Center. The MW link will support upon installation a minimum of (8) eight 4 wire E&M full duplex audio circuits. The equipment must be upgradeable to a maximum of (24) 4 wire E&M full duplex audio circuits by simply adding additional E&M modules. The link shall also provide an Ethernet throughput of not less than 10Mbps full duplex available after all Public Safety radio traffic is accounted for. The Microwave link must provide remote access and control for monitoring and maintenance via an Ethernet IP addressable method. If proprietary software is necessary to gain access to the vendors proposed equipment, the vendor must supply Banks County IT department with the necessary software to access this equipment.
- b. The Vendor must supply a microwave link capable of supporting VLAN tagging to isolate and separate administrative and Public Safety Ethernet Traffic. The link and associated equipment must support QoS to provide priority status to the public safety traffic and administrative VoIP traffic over other uses and SNMP to monitor link status.
- c. The Vendor shall supply a single 24 port managed switch to which all Ethernet capable devices will be connected and assigned an IP within the established Comm System IP Subnet.
- d. The Vendor will supply one each VHF Satellite Receiver and all accessory components for Fire, Sheriff, and the Public Safety Repeaters. The receive audio from these receivers will be fed with 1950 hz Pilot Tone via the microwave link to the 911 Center where the audio will be interfaced with the existing JPS SNV 12 Voter/Comparators for Fire and Sheriff Repeaters and new JPS SNV12 Voter Comparator for Public Safety.
- e. The Vendor will supply at minimum a single APC 1500 Smart UPS or larger with Network Interface Card to keep all microwave equipment, receivers and other associated equipment operational for a minimum of 1 hour. UPS to perform weekly diagnostic tests and provide SNMP and email notification of failures.
- f. The Vendor will supply and install 19" open rack(s) as necessary to install the above equipment.
- g. The Vendor will supply and install all grounding devices (protection, bars, wiring, etc) to meet or exceed the Motorola R56 Standard to protect the provided equipment. Determination of adherence to this standard will be solely determined by the existing equipment maintenance service provider.

h. The Vendor will supply and install an Atlantic Scientific 12100 Zone Master capable of at least 150 Amps. The protector will be installed into the main building electrical panel. The main building panel electrical ground will be exothermically welded into the tower ground system.

i. The Vendor will provide a detailed report to include system drawings of the completed installation. The report to include as a minimum, all IP assignments, switch port assignments, cable routing, etc.

Understood and/or Compliant _____ **Non-Compliant** _____ **Non-Compliant with Alternate Solution Provided** _____

4. Suggested solution must include interface (and all that is required to interface) with existing systems.

Understood and/or Compliant _____ **Non-Compliant** _____ **Non-Compliant with Alternate Solution Provided** _____

SCOPE OF THE PROJECT:

The vendor will be responsible for providing a turn-key solution; all materials and labor necessary to:

Install satellite receivers and ancillary equipment at the Grady Fire Station and interface the site with existing sites and 911 Center. This will include all aspects listed herein from all legal documentation requirements for the project, ground preparation, design and installation, materials and any further required to complete this project.

Legal documentation requirements include any permitting, licensing, tests, meetings and coordination required to ensure the project is a success.

Ground preparation includes ensuring all facets are grounded following Motorola R56 Standards.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

ACCEPTANCE:

Upon acceptance of any bid, a final contract between Banks County and the successful bidder will be entered, the same to embody by reference the provisions of this invitation which will survive the execution of such contract.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

Final payment will not be made until final acceptance is given for project completion.

Understood and/or Compliant _____ Non-Compliant _____ Non-Compliant with Alternate Solution Provided _____

BIDDER'S CERTIFICATION

Banks County Communications

RFP # 2011-COMMUNICATIONS-2

Grady Site – Satellite Receiver

I certify that this Proposal is submitted without prior understanding, agreement or connection with any corporation, firm or person submitting a Proposal for the same goods/services and is in all respects fair and without collusion or fraud. I understand that collusive bidding is a violation of state and Federal law and can result in fines, prison sentences and civil damages awards. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.

Bidder Information Name and Mailing Address

(Type or Print) (Where to Send Payment)

Name of Company

Address Address

City, State, & Zip Code

Phone Number

Fax #

Email Address

_____ OR _____

Tax ID Number Social Security Number

Name & Title of Person Authorized to Sign

Name

SIGNATURE

Title

**Proposals or Bids not signed shall be declared as "Non-Responsive"
and may not be considered for award.**

BIDDER PRICE RESPONSE FORM:

Banks County Communications

RFP # 2011-COMMUNICATIONS-2

Grady Site – Satellite Receiver

Provide details on an additional sheet if necessary.

PURCHASE PRICING:

I. Satellite Receiver Price “Not to Exceed”;
(Equipment and Labor; total **installed** purchase price) _____

** Show components included and
individual item prices on
additional sheet/s.

*NOTE: All installation charges are assuming one time turnkey installation under single contract.