



KANAWHA COUNTY
POLICE | FIRE | EMS

METRO EMERGENCY OPERATIONS CENTER OF KANAWHA COUNTY

200 Peyton Way
Charleston, WV 25309
(304) 746-7911

Request for Quotations

Re: Dispatch Radio Console Equipment

Date: March 5, 2018

Fiscal Year: 2018

Bid Opening: Bids must be received on or before Tuesday, March 20, 2018 at 2:00 pm at the Metro Emergency Operations Center of Kanawha County (the "Center"), 200 Peyton Way, Charleston, WV 25309.

INSTRUCTIONS TO VENDORS:

***PLEASE USE THIS FORM AS THE COVER SHEET FOR YOUR BID**

1. **Bids must be received in a sealed envelope with the name and address of the vendor. The envelope must also show "Proposal for Dispatch Radio Console Equipment" with the date and time that bids are due on the outside of the envelope. Faxed bids or electronically-submitted bids will not be accepted.**
2. Bids must include original and two copies.
3. Bids must be F.O.B. Delivery Point, unless otherwise indicated in bid.
4. Bids must be signed in ink, showing all facts and the total amount.
5. The Center reserves the right to accept or reject in part or in whole any bid submitted, whichever is in the best interest of the Center.

Item No.	Description	Amount
1		\$.

Written Bid Amount: _____ Dollars _____ Cents

Vendor Name: _____

Address: _____ Date: _____

Telephone: _____

Signature: _____ E-Mail: _____

Vendor Name _____

**Metro Emergency Operations Center
of Kanawha County
Request for Quotations**

- ITEM:** Metro 911 Dispatch Radio Console Equipment
- LOCATION AND TIME IN WHICH WORKED WILL BE COMPLETED:** The Center -- 200 Peyton Way, Charleston, WV 25309 -- during its regular business hours of Monday-Friday 8:00 am to 5:00 pm, excluding Kanawha County Commission holidays
- CONTACT:** Radio Group
Metro Emergency Operations Center of Kanawha County
(304) 746-7911 or rfp@metro911.org
- BID DUE DATE:** **Bids must be received in a sealed envelope on or before Tuesday, March 20, 2018 at 2:00 at the Center -- 200 Peyton Way, Charleston, WV 25309. Faxed or electronically-submitted bids will not be accepted.**
- PURPOSE AND SCOPE:** Metro Emergency Operations Center of Kanawha County (the Center) is soliciting quotations for Dispatch Radio Console Equipment.
- SPECIFICATIONS:** The following specifications are intended to describe the requested work for the Center; the details contained in these specifications are not designed to exclude any vendor from bidding but, rather, are offered as a means of describing the needs of the Center. Where brand names may be used, the words "or equal" are assumed to follow. All specifications are minimum requirements. Quoting used or refurbished equipment will be considered if it meets the stringent specifications as outlined below. The bid response must include pricing for the option allowing the Center to either increase or decrease the part quantities as desired.
- OTHER:** The Center will not be responsible for any expenses incurred in the preparation and/or presentation of bid or for the disclosure of any information or material received in connection with the solicitation, whether by negligence or otherwise.
- Bids may be withdrawn prior to the scheduled date and time, or postponement thereof, of the opening of bids. Bids will not be accepted after the scheduled date and time. No vendor may withdraw a bid after bid opening. Once bids are unsealed, all bid documents become public record. The Center reserves the right to reject any and/or all bids, with or without cause, and to waive any informality in bidding. The Center further reserves the right to resolicit proposals.
- Payment will be released within 30 days of completion of work that is satisfactory to the Center.

Pricing Pages

Pricing Pages means the schedule of prices, order quantity, and totals attached hereto as Exhibit A. Only Exhibit A will be used to evaluate the RFQ.

Vendor Name _____

- a. Exhibit A will consist of materials needed to complete the spirit of the RFP with the respective grand total on page 1 of 6.
- b. Exhibit B will consist of Labor/Installation, priced as an individual item beyond this RFQ and listed/created by Microsoft Excel or other compatible spreadsheet program (not to be included in the totals on page 1 of 6).

Vendor should complete the Pricing Pages by placing a per item price in the "Unit Price" section of the pricing pages and then multiplying that price by the "Extended Price" field. Vendor shall then total the amount listed for all quoted items in the "Total" field on the Pricing Page. Vendor should complete the Pricing Pages in their entirety as failure to do so may result in Vendor's quotations being disqualified.

The Pricing Pages contain a list of the contract items and estimated purchase volume. The estimated purchase volume for each item represents the approximate volume of anticipated purchases only. No future use of the Contract or any individual item is guaranteed or implied.

Vendor should type or electronically enter the information into Pricing Pages to prevent errors in the evaluation. The Pricing Pages can be created by Microsoft Excel or other compatible spreadsheet program. Vendor shall have copies of the generated spreadsheets (Exhibit A & Exhibit B) available upon request of the Center.

General Information and Requirements

The proposal must include pricing for all work to meet the specifications below. Details must be provided where proposed specifications are not exactly as requested.

The Center seeks five (5) new, used, or refurbished Radio Dispatch Positions in an Alternate PSAP/EOC (i.e. Motorola, Telex, Avtec, Zetron, or comparable equivalent).

- The dispatch computers and peripheral (microphones, speakers, etc.) equipment will be separated from any support hardware by approximately 60+ feet (dispatch positions will be in a different room than any interfacing equipment).
- The RF Equipment will be located 600 feet from the interface equipment and shall be interconnected by copper; 35 copper pair is available for remoting the RF equipment to the other building.
 - Includes all radio interface equipment/cables, etc. between the dispatch support equipment and the actual RF radios (excludes the 600 feet of 35 pair copper wire).
- 2-Tone Sequential Paging and Tone Alert Encoding resources shall not be less than 160 instances, and will be displayed on the GUI (icons, tabbed pages, or form graphic representation). Manual paging or alert tones will not be the singular method for encoding; manual encoding will be required as a backup. – (153)
- Vendor will note any and all warranties included with items proposed with this option.

Vendor Name _____

- Below is a representation of the RF Equipment that will be interconnected to the dispatch equipment (note: bold text below represents 5 (five) Radio Dispatch Positions).

Position 1

1 VHF analog radio w/ PL steering 3 tones
1 UHF radio trunked 9600 baud Astro 25

Position 2

1 UHF radio trunked 9600 baud Astro 25

Position 3

1 800 MHz analog simplex WB/NB radio
1 800 MHz analog simplex WB/NB radio
1 450 Mhz analog radio
1 450 Mhz analog radio
1 800 Mhz analog simplex WB/NB radio
1 800 Mhz analog simplex WB/NB radio
1 450 Mhz analog radio

Position 4

1 UHF radio trunked 9600 baud Astro 25
1 UHF radio trunked 9600 baud Astro 25

Position 5

1 UHF radio trunked 9600 baud Astro 25
1 VHF analog radio

- Below is a representation of the exact specifications required for MCC-5500 bids. Other offers must be comparable equivalent.

Quantity 5 (five) Motorola MCC-5500 with the following:

- *Console Version: 3211997-127 SR1 July 27, 2009*
- *CAB Version: 3210832-22 SR1*
- *CAB Software: 4211067-40-SR1*
- *COP Version: 4211064-127 SR1*
- *Database Revision: 206*
- *CSDM: 4211059-129 SR1*
- *DAP Cards: 5 - 4 channel cards*
- *Computer Software: 5 - MCC-5500 Dispatch Console*
- *Computer Software: 1 – (CSDM) Console System Database Manager*
- *All Motorola Licensure: i.e. Hardware/MCC-5500 Disp. Console & CSDM Software*
- *HP Switch: procure 2524 J4813A 24 port 10/100 HP Auto MDIX*
- *Spectracom Netclock 9483*
- *All MCC-5500 Backplane interconnecting cables*
i.e. CAB Cabling 60+ feet, interconnect East/West; includes all radio interface equipment/cables, etc. between the dispatch support equipment and the actual RF radios (excludes the 600 feet of 35 pair cooper wire).

- Vendor will note any and all warranties included with items proposed with this option.

Vendor Name _____

- Vendor will provide pricing for at least two (2) additional radio dispatch positions that will be optional. These additional positions are located 100+ feet away from an equipment room at another location and will require longer cabling to be included. These positions are intended to act as hot spares for both the primary location and/or Alt PSAP and should include all system components that could be expected to be used as spares. Bidder must itemize what is included for these positions.

Installation Services:

Installation will be quoted as an optional item. Vendor should type or electronically enter the information into Pricing Pages (Exhibit B) to prevent errors in the evaluation. The Pricing Pages (Exhibit B) can be created by Microsoft Excel or other compatible spreadsheet program.

Return of Unacceptable Items

If the Center deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Center to arrange for the return and reimburse the Center for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Center with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Center. The returned product shall either be replaced, or the Center shall receive a full credit or refund for the purchase price, at the Center's discretion.

Reservations of Rights by the Center

The issuance of this RFQ does not constitute an agreement by The Center that any contract will actually be entered into by the Center. The Center expressly reserves the right at any time to:

- Waive or correct any defect or informality in any response
- Reject any or all responses
- Reissue a *Request for Quotations*
- Prior to submission deadline for quotations, modify all, or any portion, of the selection procedures, including deadlines for accepting responses, the specifications or requirements for any materials, equipment, or services to be provided under this RFQ, or the requirements for contents or format of the quotations; such modifications will be posted in a properly-posted addendum
- Procure any materials, equipment, or services specified in this RFQ by any other means or
- Determine that no project will be pursued

Miscellaneous

No Substitutions: Vendor shall supply only Contract Items submitted in response to the RFQ unless a contract modification is approved in accordance with the provisions contained in this Contract.

Vendor Supply: Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.

Documentation Requirements

Real Estate and Personal Property Taxes: No bid contract will be awarded to a vendor who is listed on the last published list of delinquent real or personal property taxes in Kanawha County; however, the Center will accept bids from vendors who provide satisfactory proof of payment of current taxes or a certification from the Sheriff that no taxes are due prior to award of said contract.

Vendor Name _____

Required Forms: Vendor shall complete and submit, or have on file with the Center, a Vendor Registration and Disclosure Statement Form and a State of West Virginia No Debt Affidavit, both of which can be found on the Center's website at metro911.org, as well as a completed IRS Form W9.

Before any work begins, the vendor must provide the Center with a current Certificate of Insurance with proof of minimum one million-dollar-liability coverage and proof of workers' compensation insurance as well as a copy of the vendor's current WV Contractor's License.

Required Forms Checklist

___ *Vendor Registration Form, if not already on file with the Center*

___ *State of WV No Debt Affidavit*

___ *IRS Form W9, if not already on file with the Center*

___ *Current Certificate of Insurance with proof of current minimum one-million-dollar-per-occurrence commercial general liability coverage with the Center named as additional insured*

___ *Certificate of Insurance with proof of workers' compensation insurance*

___ *Copy of WV Contractor's License*

Bid Documents: All documents and information submitted in response to this solicitation shall, pursuant to the WV Freedom of Information Act, become public record.

References: Please include the name, address, and contact information for three business-type references.

Conflict of Interest – Mandatory: Affirm that your firm and all individuals that will be assigned to this transaction are free from all obligations and interest which conflict with the interest of the Center.