

REQUEST FOR PROPOSALS

RADIOS AND OTHER COMMUNICATION EQUIPMENT MAINTENANCE CITY OF NORTH LITTLE ROCK, ARKANSAS

Mary Beth Bowman
Director of Commerce
120 Main Street
North Little Rock, Arkansas 72114
501-975-8880

NUMBER RFP: _____ 19-3622 _____ DATE ISSUED: _____ October 4, 2019

DATE AND TIME RFP OPENING: _____ Monday, October 21, 2019 @ 10:00 A.M.

RFP NOTICE

The City of North Little Rock is soliciting written proposals from qualified firms for regularly scheduled maintenance and services on the City's radios and other communication equipment.

Any amendments to the RFP will be posted on the City's website at www.nlr.ar.gov. **It is the bidder's responsibility to review the CNLR bid information online in order to obtain all available information and updated requirements for this RFP.**

NAME OF FIRM _____

PHONE NO. _____ AR TAX PERMIT NO. _____

BUSINESS ADDRESS _____

SIGNATURE OF AUTHORIZED PERSON _____

TITLE _____ DATE _____

Mail your Proposal and any required documents to the address above.

UNSIGNED REQUEST FOR PROPOSALS WILL BE REJECTED

Request for Proposals

Radios & Other Communication Equipment Maintenance North Little Rock, AR

1.0 Purpose

The purpose of this Request for Proposal is to obtain sealed proposals from qualified firms for a maintenance agreement for its land mobile radios (LMR), fire station alerting, and dispatch center radio equipment. It is the intent of the RFP to select a firm from which the City of North Little Rock (hereinafter referred to as "City") could procure these services, at a cost which represents the best value and enter into a Contract.

2.0 Statement of Needs

The City of North Little Rock's need is for a firm capable of maintaining the City's radios and communication equipment on an on-going basis. The Vendor must be able to provide 24/7 response to system failures during the life of the Contract.

3.0 Background

The City currently uses Motorola P25 trunked radio equipment, fire station alerting, dispatch consoles and related equipment and services as listed in Attachment "A". The City operates two analog conventional 800MHz repeaters and also owns approximately 90 Motorola XTS5000 portable radios.

4.0 Specifications/Requirements

- 4.1 Successful Vendor must be a Motorola authorized service center.
 - 4.1.1 Provide the number of Motorola trained/certified technicians that are employed at the servicing site.
 - 4.1.2 Vendor must be authorized by AWIN to program AWIN radios.
- 4.2 Vendor must have technicians trained to service NICE radio logger hardware and software. Provide the number of technicians with this training.
- 4.3 Vendor must maintain certifications during the term of this Contract and make them available to the City when requested.
- 4.4 Vendor must be authorized to sell and provide warranty service for Motorola P25 public safety grade mobile and portable radios.
- 4.5 Vendor must be capable of providing service in accordance with manufacturer's standard commercial practices and will be performed at a location agreeable to the City.

- 4.6 Vendor shall not have the right to subcontract in whole or in part any service delivered to the City under this Contract without prior approval from the City.
 - 4.6.1 If Vendor intends to use a subcontractor to provide any of the services under this agreement, please provide the name, address, what service(s) the subcontractor will be providing, years of experience in the service(s) they are providing, certifications, etc. with your proposal.
- 4.7 All equipment shall be maintained at a level no less than equal to the maintenance specifications recommended by the manufacturer for the items on the equipment schedule.
- 4.8 The City reserves the right to add, delete, or change equipment on the Pricing Sheet (Attachment "A") as required by the City's designated representative(s). Additions or deletions may be single items or include complete group of items. For additions or changes, the monthly cost of maintenance shall be determined by the unit price listed on the Pricing Sheet.
- 4.9 Vendor must be able to provide 24/7 response to system failures during the life of the Contract.
 - 4.9.1 Provide the number of Motorola trained/certified technicians who will be available for after hour's response.
 - 4.9.2 Provide response times for service calls listed below:
 - 4.9.2.1 Major system failures.
 - 4.9.2.2 Significant system failures.
 - 4.9.2.3 Non-major system failures.
- 4.10 Vendor's Service site must be located within 25 miles of the City of North Little Rock.

5.0 Maintenance Standards

- 5.1 All equipment shall be maintained to manufacturer's specifications.
- 5.2 Exact manufacturer's replacement parts shall be used in the repair of radio equipment to the maximum extent possible.

6.0 RFP Proposal and Clarification

All questions must be submitted in writing via email. Response to relevant questions will be posted on the City's web page at nlr.ar.gov - click on Government, Commerce, and then on "Current Bids and Summaries". No questions will be received or responded to after **Monday, October 14, 2019, 10 a.m.**

Questions related to this RFP should be directed to:
Leonard Montgomery
Project Coordinator
Emergency Services
Phone: 501-340-5365
Email: lmontgomery@nlr.ar.gov

7.0 Addenda to the RFP

If it becomes necessary to revise any part of this RFP, revisions will be posted on the City's web page at nlr.ar.gov - click on Government, Commerce, then on "Current Bids and Summaries". No addendum items will be added to the webpage after **Monday, October 14, 2019, 4:30 pm.**

8.0 Proposal Preparation and Submission

8.1 Submission of Proposals

An original and two copies of the proposal must be submitted to:
Mary Beth Bowman
Director of Commerce
City of North Little Rock
120 Main Street
North Little Rock, AR 72114

In order to be considered, proposals **MUST BE RECEIVED** in the office of the Department of Commerce, 120 Main Street, North Little Rock, AR 72114 no later than the date and time on this RFP's cover page at which time and place proposals will be opened and read aloud.

All proposals must be submitted in a sealed envelope clearly marked "**Radio Maintenance RFP**". Any proposal not submitted in compliance with the instructions contained in this section and/or not containing the information requested in this section may be declared "nonresponsive" and may not be considered.

Proposals must be signed by an individual authorized to bind the respondent to the provisions of the RFP and shall remain in full force and effect for ninety (90) days following the date of such opening. Respondent should also be available for a formal presentation if the City decides to have a formal presentation, if respondent's proposal is selected as a finalist candidate. Any such formal presentation will be scheduled at a mutually convenient time at respondent's cost.

Ownership of all data, materials, and documentation originated and prepared for the City of North Little Rock pursuant to the RFP shall belong exclusively to the City and be subject to public inspection in accordance with Arkansas's Freedom of Information Act.

8.2 Evaluation and Selection

Please be advised that this is a request for proposal process, not a straight bid or quote process. Project committee will take into account factors such as qualifications, experience, company history, warranty information, service site location in regards to selection. It is our desire to get the best quality service for the best price.

The City reserves the right to request clarification of information submitted and to request additional information of one or more respondents prior to decision making.

The City reserves the right to accept or reject any or all proposals received as a result of the request, to negotiate with any qualified firm or to modify or cancel any part or in its entirety the Request for Proposal if it is in the best interest of the City of North Little Rock.

8.3 Cost of Preparing Proposal

Any costs incurred in the preparation of the proposal and formal presentation, if selected, are solely the responsibility of the respondent. The City of North Little Rock will provide no reimbursements for such costs. Any cost associated with any oral representatives to the City will be the responsibility of the respondent and may not be billed to the City.

8.4 Proposer's Certification

By signature on the proposal, the respondent certifies that it complies with:

8.4.1 The laws of the state of Arkansas.

8.4.2 All applicable local, state, and federal laws, codes, and regulations.

8.4.3 All terms, conditions, and requirements set forth in this RFP.

8.4.4 A condition that the proposal submitted was independently arrived at without collusion.

If any Respondent fails to comply with the provisions stated in this paragraph, the City reserve the right to reject the proposal, terminate the contract, or consider the contractor in default.

8.5 No Contact Policy

Any contact with any City representatives, related officials, or representatives other than those outlined in the RFP is prohibited. Such unauthorized contact may disqualify the Contractor from this procurement.

8.6 Compliance with Federal, State and Local Laws

The Contractor and its subcontractors shall comply with the Civil Rights Act of 1964, and any amendments thereto, and the rules and regulations thereunder, and Section 504 of Title V of the Vocational Rehabilitation Act of 1973 as amended.

Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age (except as provided by the law), marital status, political affiliations, handicap, sexual orientation or gender identification. The Contractor must take affirmative action to ensure that employees, as well as applicants for employment, are treated without discrimination because of their race, color, religion, sex, national origin, age (except as provided by law), marital status, political affiliation, handicap, sexual orientation or gender identification. Such action shall include, but not be limited to, the following:

1. Employment
2. Promotion
3. Demotion or transfer
4. Recruitment or recruitment advertising
5. Layoff or termination
6. Rates of pay or other forms of compensation
7. Selection of training, including apprenticeship

The Contractor shall comply with the nondiscrimination clause contained in Federal Executive Order 11246, as amended by Federal Executive Order 11375, relative to Equal Employment Opportunity for all persons without regard to race, color, religion, national origin, sex, or sexual orientation and the implementing rules and regulations prescribed by the Secretary of Labor with Title 41, Code of Federal Regulations, and Chapter 60. The Contractor and any subcontractor shall comply with Arkansas Act 954 of 1977.

The Contractor shall comply with regulations issued by the Secretary of Labor of the United States in Title 20, Code of Federal Regulations, Part 741, pursuant to the provisions of Executive Order 11753 and the Federal Regulation Act of 1973. The Contractor Shall be responsible for insuring that all subcontractors comply with the above-mentioned regulations.

The Contractor and its subcontractors shall comply with the Civil Rights Act of 1964, and any amendments thereto, and the rules and regulations thereunder, and Section 504 of Title V of the Vocational Rehabilitation Act of 1973 as amended.

8.7 Waiver

No covenant, condition, duty, obligation, or undertaking contained in or made a part of the Contract will be waived except by the written agreement of both parties, and forbearance or indulgence in any other form or manner by either party in any regard whatsoever shall not constitute a waiver of the covenant, condition, duty, obligation or undertaking to be kept, performed, or discharged by the part to which the same may apply; and, until complete performance or satisfaction of all such covenants, conditions, duties, obligations, and undertakings, any

other party shall have the right to invoke any remedy available under law or equity, notwithstanding any such forbearance or indulgence.

9.0 Acknowledgement of Contract/Term

Contractor acknowledges and understands that upon award of the winning proposal, the selected Contractor will be required to review and sign a contract with the City of North Little Rock prior to providing any services to the City.

9.1 Term of Contract

An agreement for a two (2) year period will be awarded to the Vendor offering price, service, delivery and support deemed to be the best advantage for the City of North Little Rock. The City may elect to extend the contract for a maximum of three (3) additional one (1) year periods. The Contract will begin on January 1, 2020.

9.2 Cancellation of Contract

The City reserves the right to cancel the Contract for documented non-performance if the Contractor fails to provide a satisfactory level of service for delivery time, substitutions, back orders, improper bookkeeping, or other causes which results in user departments' dissatisfaction.

9.3 Subcontracts

The Contractor is fully responsible for all work performed under this Contract even if some of the work is performed by subcontractors.

No subcontract, which the Contractor entered into with respect to performance under this Contract, shall in any way relieve the Contractor of any responsibility for performance of its duties. Contractor must notify the City if he/she intends to use a subcontractor and get City's approval of the subcontractor.

10.0 Conflict of Interest

Respondent, by responding to this RFP, certifies that to the best of its knowledge or belief, no elected/appointed official or employee of the City is financially interested, directly or indirectly, in the services specified in this RFP.

The City reserves the right to cancel the award if any interest disclosed from any source could either give the appearance of a conflict or cause speculation as to the objectivity of the respondent's proposal. The City's determination regarding any questions of conflict of interest is final.

11.0 Public Records

Respondent understands that the proposal is a "public record", and the public shall have access to all documents and information pertaining the Response and the RFP, subject to the provisions of Arkansas' FOIA. The Respondent, by submitting a proposal,

acknowledges that the City may provide public access to and/or copies of all documents subject to disclosure under applicable law.

12.0 Nondiscrimination

Respondent agrees that it shall not discriminate as to race, sex, color, age, religion, national origin, marital status, or disability in connection with its performance under this RFP. Furthermore, Respondent agrees that no otherwise qualified individual shall solely by reason of his/her race, sex, color, age, religion, national origin, marital status or disability be excluded from the participation in, be denied benefits of, or be subjected to, discrimination under any program or activity.

13.0 Damage Liability

The successful proposer is liable and responsible for any damage to the premises and or site(s) and or equipment of any nature caused by Vendor personnel or equipment during the authorized work

14.0 Vendor Responsibility

Unless otherwise stipulated, Vendor shall provide, and pay for all materials, labor, tools, equipment, transportation and other facilities necessary for the performance and completion of the authorized work pursuant to and billable against this agreement.

PRICING SHEET

Please provide the maintenance cost for each item in the first column, extend the quantity by unit price in second column and show the year cost for each category. Maintenance cost must include the all-inclusive hourly rates (during specified hours), any travel expenses and the percentage of mark up on any materials. Sales Tax can be calculated on Invoice.

QTY	Model/Option	Services Description	Unit Cost per Month	Extended Monthly Cost	Extended Yearly Cost
1	SVC01SVC1104C SVC040AD	ASTRO Technical Support ASTRO25 Dispatch Site			
1	SVC02SVC0001C	SP- Microwave Services PTP-100			
	SVC02SVC005C	SP-Subscriber Repair - Local	0	0	0
388		APX6000			
174		APX6500			
90		XTS5000			
23		APX7500 Consolette			
3		Chargers			
16		Fire Station Alerting			
10		HT750			
6		MCC7500			
1		MCC7500 Archiving Interface Server			
4		MIP5000 Console			
1		MTR3000			
2		Remote Adapters			
1		XTL1500			
17		XTL2500			
34		XTS2500			
189	LSV00S000156A	Local Device Combo Svc – Tier 7 XTL5000			
1	SVC02SVC0071A	SP-OIR with Local Dispatch Site			
1	SVC02SVC0127A	Nice Gold Package Nice IP or MGEN Logger Site			
Unit Cost Total					
Extended Monthly Cost Total					
Extended Yearly Cost Total					