

**Radio Communications
For
New Police Facility
Bid Number 11-03-20**

**City of Zephyrhills
5335 8th Street
Zephyrhills, Florida 33542**

Purpose and Intent:

The City of Zephyrhills, Florida is located about 15 miles northeast of Tampa and has a population of approximately 11,000 residents and is expecting rapid growth over the next several years. The City is happy to announce the construction of a State of the Art Police Station that is due to be completed in December 2003. This facility will have the ability to act as an Emergency Operations Center in the case of a natural or manmade disaster with the efforts of the public safety officers and a combined police and fire dispatch. This project represents a major step forward for our city and our public safety officers.

The purpose and intent of this Bid is to obtain hardware and services that will meet the radio communication needs for the new Zephyrhills Police Facility. Building plans can be viewed at the City of Zephyrhills Planning office between the hours of 8AM – 5PM, Monday through Friday at 5335 8th Street, Zephyrhills, FL. With a 24-hour notice, plans may be purchased from the City of Zephyrhills for \$15. Please contact Sgt. Jeff McDougal at 813-780-0050 for more information regarding copies of the plans.

Specifications:

Please refer to Addendums A and B for lists of the specifications for the hardware needed for the new Public Safety Dispatch Area. Bids should include the price for this hardware, installation costs, training costs and a per hour rate for additional work on an “as-needed” basis. Please price Addendum A and B separately as they will be paid from different funds. The City of Zephyrhills will require 24/7 support and a minimum one year warranty on both the equipment and the installation. Annual maintenance agreements must be outlined and included in the contract between the Proposer and the Customer. A 5% bid bond is required.

Definitions:

Proposer: Shall mean any individual, partnership, or corporation submitting a response in accordance with this Bid.

City of Zephyrhills, Client or Customer: All are used a synonymous terms and shall mean the City of Zephyrhills.

Proposer/Contractor: Successful responder to the Bid who is awarded the contract.

Days: Shall mean consecutive calendar days.

Bid Specifications: The general terms comprising all the directions, provisions and requirements contained herein, and any addenda, supplemental agreements and changes (orders) that may be issued for the contract.

Proposer Information:

The information of this section is advisory and serves as a preface to other sections of this RFP. The City of Zephyrhills reserves the right to accept or reject any and all bids, to waive irregularities and technicalities, requests for resubmissions, and enter into negotiations with proposers as warranted. There is no obligation on the part of the City to award the contract to the firm proposing the lowest cost. The City reserves the right to award the contract to the firm whose bid is most advantageous to and in the best interest of the City.

Bid Opening Date:

Date: August 27th

Time: 3:00 p.m.

Location: City of Zephyrhills
Office of the City Clerk
5335 8th Street
Zephyrhills, FL 33542

Bid Delivery:

The exterior of all bid packages shall be labeled with the bid title, "Telecommunication Equipment for Police Department" and the bid opening date. Sealed bids must be received prior to the deadline. Late bids will be ineligible for consideration.

Signatures:

Bids must be signed. Unsigned bids will be rejected.

Questions:

The City of Zephyrhills will accept questions via electronic mail. Email questions to rfp@ci.zephyrhills.fl.us. Questions will be accepted until 5:00 PM on August 22, 2003.

Cost Liability:

The proposer shall bear all costs associated with submitting the bid, including bid preparation, site visitation or any travel connected with submission of the bid.

Contents of Bid:

Contents of this bid, once opened and presented, shall become a public record. The contents of the bid, as accepted by City Council, will become part of any contract or agreement awarded as a result of this bid. All bids, as public records, will be available for public inspection during normal business hours.

Bid Response Date:

In order to be considered, bids must arrive at the Office of the City Clerk, City of Zephyrhills, 5335 8th Street, Zephyrhills, FL 33542, prior to 3:00pm, Wednesday, August 27th, 2003.

Non-Collusion Affidavit:

The proposer, by signing the bid, does hereby warrant and represent that this agreement has not been solicited, secured or prepared directly or indirectly, in a manner contrary to the laws of the State of Florida and that said laws have not been violated and shall not be violated as they relate to the procurement or the performance of the agreement by any conduct, including the paying or giving of any fee, commission, compensation, gift, gratuity, or consideration of any kind, directly or indirectly to any City employee, officer, or official.

Public Entity Crimes Form:

Public Entity Crimes against the State Affidavit must be completed in accordance with the instructions given and shall be submitted with the bid.

Indemnification:

The proposer agrees to indemnify and hold harmless the City of Zephyrhills, its officials, employees and agents from or on account of any and all suits, actions, or claims for injuries, losses, damages, liabilities, costs or expenses of any kind arising from this ensuing contract or which are incidental to or are in any way connected with this bid, regardless of negligence or omission of the proposer or the proposer's subcontractors, agents or employees. The indemnification provided herein shall obligate the proposer to defend, at the proposer's own expense or to provide for such defense (as determined by the City of Zephyrhills), for any and all claims of liability and all consequences of actions or inactions relating to this bid.

Insurance Requirements:

Proposer must be able to maintain Worker's Compensation Insurance, Public Liability Insurance, Property Damage Insurance, and Vehicle Liability Insurance during the time any of his/her personnel are working on City property. Proposer must be able to provide Public Liability coverage in the amount that is NOT less than \$1,000,000.00 for injury or death to any one person, and NOT less than \$2,000,000.00 on account of one accident. Proposer must be able to provide Property Damage Insurance in amount NOT less than \$1,000,000.00 for each accident. Proposer must be able to provide Professional Liability Insurance including Errors and Omissions in an amount NOT less than \$500,000.00.

Insurance requirement shall be required by the City and may be amended or changed at the discretion of the City.

Bid Evaluations:

There is no obligation on the part of the City of Zephyrhills to award to the proposer with the lowest pricing and the City reserves the right to award the contract to the most responsive proposer, submitting a complete bid meeting specifications and requirements which are deemed most advantageous to and in the best interest of the City of Zephyrhills, or reject all bids.

Selection Criteria:

The following criteria, not necessarily listed in order of importance, will be used to evaluate bids. These criteria are general in nature and may be used to develop a more detailed evaluation work sheet.

- A. The extent to which the bid provides the requested information, the quality and completeness of the information provided and the clarity of responses.
- B. The specificity of the responder in identifying and committing to hard costs as well as the identification and parameters associated with variable costs.
- C. Work samples, testimonials, references and client lists for projects of a similar nature.
- D. Pricing is a consideration but not the sole determining factor in the selection.
- E. Has submitted the following:

Public Entity Crime Form
Vendor Drug Free Workplace Form

Bid Preparation and Submission:

One (1) original and 3 photocopies of the bid will be submitted.

<u>Addendum A</u>	
<u>Quantity</u>	<u>Description</u>
3	Zetron, IntegratorRD, v3.0 Dispatch Workstation
3	Zetron, IntegratorIRR package, Software, Radio/Telephone Interface and Sound Card
3	Zetron, Gooseneck Microphone (4118/4217B)
3	Zetron, Telephone/Radio Headset Interface (TRHI)
3	Zetron, Footswitch
1	Zetron, M4020 Redundant System Bundle, Includes (1) M4020 CCE, (1) Redundant Power Supply, (2) Traffic Cards
2	Zetron, Dual Channel Tone/Local T/R Control Card
3	Zetron, Dual Channel T/R Control Card (Orion)
6	Zetron, Orion Interface Module
2	Zetron, Auxillary Input/Output Interface Card
3	Zetron, Consule Interface Card (4020/4048)
1	Zetron, Patch Card (4020/4048)
2	Zetron, Intercom Interface Option
6	Zetron, 25 Pair Cables
6	Zetron, connectorized Punchdown Block
6	Orion, EDACS, 806-870 MHz Mobile 35W radio (remote mount)
6	Orion, Accessory Kit Front Mount with Extended Opt. Cable
1	Jaguar, J725, Mobile 35W radio
1	Jaguar, Front Mount SCAN Control Unit
1	Jaguar, Accessory Kit, Front Mount
1	Jaguar, Microphone
1	Orion, Conventional, 440-470 MHz Mobile 40W radio (remote mount)
8	37AMP Power Supply for Desktop Orion & Jaguar Radios
1	8 Radio Antenna Coupler/Multicombiner
1	Antennas, Wiring and Connectors
1	Grounding Materials
2	Tessco, 7' Equipment Rack
5	Tessco, 19" Equipment Shelf
3	Tessco, 19" Punchblock Rack
3	M66, Punchdown Block
3	Tessco, Cable ladder, 10'
4	Tessco, Wall Support Kit
4	Tessco Junction Kit
2	Tessco Rack Support
2	Misc Cabling, Telco w/Amphenol (880)
200 ft	Misc Cabling, Cat5

Addendum B

<u>Quantity</u>	<u>Description</u>
	Fire station alerting system
1	Zetron, Model 26 control/status panel
2	Zetron, model 6 transponder units

**Pricing for this Addendum should include a site visit to the existing fire stations (2) and connections to provide - at a minimum - voice activated alerting, stove shut down, safety lighting activation as specified by the customer.