City of Highland

REQUEST FOR PROPOSALS

Communication System Upgrade
Highland Police Department
Highland Fire and EMS
Highland Public Works

November 18, 2014

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PROJECT OVERVIEW

This invitation to make proposal is issued for the purpose of establishing a contract to supply the City of Highland with the equipment stated herein.

Project Title:	City of Highland Communication System Upgrade
Specifications Released:	**November 18, 2014** **10:00AM Central**
Mandatory Pre Proposal Meeting:	**December 2, 2014** **10:00AM Central** **Highland City Hall** **1115 Broadway** **Highland, IL 62249**
Proposal Due:	**December 17, 2014** **10:00AM Central** **Highland City Hall** **1115 Broadway** **PO Box 218** **Highland, IL 62249**
Project Award:	**January 5, 2015**
Project Administrator:	**Chief Terry Bell** **820 Mulberry** **Highland, IL 62246**
Project Consultant:	**Phil McCarty, Project Manger** **Public Safety Group** **PO Box 323** **Jacksonville, IL 62650** **Voice: 217-473-6525** **Email: phil.mccarty@thepsg.net**

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SECTION 1.0 GENERAL INFORMATION

1.01 Project Summary

The City of Highland, desires to purchase and implement a P25 Law Enforcement and Fire and EMS 2-Way Radio System, Analog 2 Way Radio System for Public Work and upgrade a number of different base stations which shall include the radio infrastructure, interoperability features, portable radios, mobile radios for all departments of the City.

The law enforcement radio system will center around a P25 Multi-Site capable, VHF, 2-Way, repeater to cover Highland, Illinois. The base bid system will be P25 VHF Phase One and capable of upgrade to Phase Two without hardware upgrade. One site operation with the capabilities of upgrade to multi-site in the future without hardware replacement upgrades for multi-site license must be included in the optional pricing. This system shall be referred to as the City of Highland Law Enforcement Radio System and will be referred to, in part, as "the Law Enforcement System" for purposes herein.

The Fire and EMS radio system will center around a P25 Multi-Site capable, VHF, 2-Way, repeater to cover Highland, Illinois and surrounding district. The base bid system will be P25 VHF Phase One and capable of upgrade to Phase Two without hardware upgrade. One site operation with the capabilities of upgrade to multi-site in the future without hardware replacement upgrades for multi-site license must be included in the optional pricing. This system shall be referred to as the City of Highland Fire and EMS Radio System and will be referred to, in part, as "the Fire and EMS System" for purposes herein.

The Law Enforcement and Fire and EMS system shall be capable of supporting multiple receive sites for future operation, utilizing a receive signal voting comparator to select the best receive signal and repeating that signal as a 2-way radio signal repeater. The same voted receive signal shall be delivered to the PSAP communications console.

The Public Works radio system will center around an analog, VHF, 2-Way, repeater to cover Highland, Illinois and surrounding district. This system shall be referred to as the City of Highland Public Works Radio System and will be referred to, in part, as "the Public Works System" for purposes herein.

The Madison County Fire radio system will center around an analog, VHF, 2-Way, Simplex System to cover Highland, Illinois and surrounding district. This system shall be referred to as the Madison County Fire Radio System and will be referred to, in part, as "the Madison County Fire System" for purposes herein.

A back up system for both law enforcement radio system, Fire and EMS system will center around a P25 Phase I, VHF, 2-Way, repeaters to cover Highland, Illinois. This system shall be referred to as the City of Highland Law

Enforcement, Fire and EMS Back up System and will be referred to, in part, as "the Backup System" for purposes herein. This system will be a "cold" stand by system to be installed at Site 3.

Control of the system will be provided by an existing Motorola Gold Elite series dispatch console located at the City of Highland dispatch herein after referred to as the "PSAP" and Site 2.

ALL OF THE Primary RF equipment will be located on the City of Highlands Tower. All required equipment for control stations at the console shall be included within the scope of this project. Control Stations will be located at the following locations:
Site 2 (Highland PSAP)
Site 3 (Highland Fire Department)
Site 4 (Highland City Hall)

Programing of the existing console will be provided by other outside the scope of the bid of this bid process. Vendors will only need to provide standard connection to the console.

ALL facets of the system shall be provided with an AC power failure emergency.

All antenna and equipment (RF, AC, telco and otherwise) installations shall follow proper grounding techniques as established in the Motorola R56 standards.

The specific requirements of all equipment desired and other work required as part of this project is described in detail in the various sections in this RFP.

It is the intent of the City of Highland to accomplish installation of the system in a complete "turnkey" manner.

Lastly, each proposer shall submit pricing for compliant mobile and portable equipment. Quantities are estimated will initially be purchased as indicated within. The successful vendor shall be required to make the proposed equipment available for purchase thru the CITY OF HIGHLAND by other Offices and agencies within the State of Illinois for a minimum of one year.

1.02 APCO P25 Compliance

In order to achieve interoperability and secure communications it is the desire of this project to be installed APCO P25 VHF Phase I with the capability to migrate to Phase II without a hardware upgrade. In this case all repeaters, mobile and portable radios purchased within the scope of this project are to be APCO P25 Phase 1 compliant out of the box. Vendors are required to provide APCO P25 Phase 2 upgrade path and cost of that upgrade. If the project allows Phase 2 compliant equipment may be purchased.

1.03 FCC Licensure

The necessary FCC licenses have been applied for in order to save time and currently are pending at the FCC. Any of the license that have not been granted at the time of proposal due date it can be assumed that the repeater frequencies will have a minimum spread from transmit to receive of 600KHz, will be assigned in the VHF band and be narrow band.

1.04 Site Definition

This project will entail work at three (4) different physical locations, as well as work on emergency vehicles at locations to be determined with in the City. The physical locations are defined as:

SITE 1: Main Tower
12274 Highland Road
Highland, IL 62249

LAT/LONG: 38-44-07.9 N, 089-41-41.2 W

SITE 2: "PSAP" Highland Police Department
820 Mulberry
Highland, IL 62249

SITE 3: "FIRE AND EMS" Highland Fire and EMS Department
1122 Broadway
Highland, IL 62249

SITE 4: "CITY HALL" Highland City Hall
1115 Broadway
Highland, IL 62249

1.05 Power Failure Notification

In the event that commercial power should fail at the main tower site (1) and the equipment reverts to the battery backup and then generator operation, it is required that the site report such condition. Additionally it is required that commercial power restoration is reported as well. Such notification shall be made by a pre-recorded human voice indicating which site is experiencing trouble and if the power has failed or restored on the Fire and EMS system. Generator operation will have a dry contact for an interface vendors will interface to contact provided by generator vendor.

1.06 Proposal Due Date

Proposals are due at Highland City Hall no later than December 17, 2014 10:00AM Central.

1.07 Final Inspection and Acceptance

Upon completion of all installation work, testing and verification, a Final Inspection and Acceptance will be conducted by the City of Highland and the Project Consultant/Manger.

The system inspection will be coordinated by:

Phil McCarty, Project Consultant/Manger

Chief Terry Bell, Project Administrator

A) Final Acceptance Criteria: In preparation for final inspection the vendor must supply, ***included with the proposal,*** a suggested system final acceptance criteria list. This is a requirement for a vendor's proposal to be accepted.

The final acceptance criteria list is a vendor-provided document which details how each major component provided in this project will be tested and demonstrated, to the City of Highland and the Project Consultant, to meet all project specifications. The list will contain, at a minimum:

An outline of each major component in the system that will be demonstrated to the City of Highland during this acceptance phase.

A listing of the specifications of each major component of the system. The vendor will make on site measurements of these specifications for comparison to listed and published specifications, where applicable.

B) System Audits and Inspection: The vendor shall supply, prior to final inspection, a complete inventory of all equipment that has been supplied to the

City of Highland as a part of the project. This inventory will include, for each major component as described below:

- Manufacturer make and model number
- Serial number (if appropriate)

The audit information is subject to verification by the City of Highland and the Project Consultant. After completion of this audit, a physical inspection of the equipment supplied and work completed as part of the project will be conducted.

The inspection of the facilities and sites will include:

a. Physical inspection of all equipment.
b. Examination of related engineering documentation supporting all items identified above.

C) Final Acceptance: Final system acceptance, and subsequent payment for all system work and equipment, will be completed based on the following criteria:

1. The vendor has supplied the City of Highland with a system final acceptance criteria list, jointly approved by the City of Highland and the Project Consultant.

2. All equipment audit documentation has been supplied by the vendor and accepted by the City of Highland and the Project Consultant.

3. Final site inspections by the City of Highland representative and the Project Consultant have been completed and accepted.

4. The repeaters and related equipment shall be installed and operational for a minimum of 30 days after acceptance testing is successfully completed before final acceptance.

1.08 System Vendor Responsibilities

Notwithstanding the details presented in these specifications, it is the responsibility of the vendor to verify the completeness of the materials and the suitability of the devices to meet the intent of these specifications. Any additional equipment or service required after execution of a contract (i.e., if a vendor neglects to identify or include a needed piece of equipment with their proposal) even if not specifically mentioned herein, shall be provided by the vendor without claim for additional payment; it being understood that a complete and operating system is required. The successful vendor will be obligated to provide a system which meets all guarantees in his or her proposal for the price contained therein.
Submission of a proposal shall be conclusive evidence that the respondent has investigated and is satisfied as to the conditions to be encountered in performing the work. Any additional materials, labor, and/or equipment that the respondent

deems necessary to insure a satisfactory installation for the purpose intended, shall be noted in the Proposal and the cost included in the proposal quotation.

1.09 Addendum to Specifications

Any substantive interpretation, correction or change of the proposal documents shall be made by addendum to respondents of record. Interpretation, corrections or changes of the proposal documents made in any other manner shall not be binding, and respondents shall not rely upon such interpretations, corrections or changes. Any addendum shall be issued within a reasonable time prior to the proposal deadline.

While the City of Highland will make every possible effort to notify all potential proposers, it is the proposers responsibility to be aware of ALL issued addendum. A copy of each addendum shall be included with each proposers response and placed in the administrative documents section. Failure to include copies of all issued addendum is reason for proposal rejection.

1.10 Specifications For Certain Equipment

In certain cases in this RFP, specifications and/or brand names of a certain manufacturer may be quoted. This is not to be construed as limiting the competition; proposals are invited by manufacturers and distributors of other equipment, which equal or exceed the specified performance of the specified item, and will be given full consideration.

1.11 Successful Vendor Selection

Proposals will be evaluated by the City of Highland for conformance to the project specifications.

The proposal award shall be based upon, but not necessarily limited to the following criteria:

A) Adherence to all specifications and other proposal requirements, including contingency plans.

B) Respondents general reputation and experience in the field (minimums are established within).

C) The City of Highland's evaluation of the respondents ability to fulfill the requirements of the contract.

D) The evaluation of proposals and the determination as to the quality of the supplies, materials, labor and equipment offered shall be the responsibility of the City of Highland and will be based on information furnished by the respondent, or identified in his/her proposal as well as other information reasonably available to the City of Highland. The City of Highland shall make such investigations as it deems necessary to determine the ability of the respondent to perform the work specified in these documents and the respondent shall furnish to the City of Highland all such information and

data for this purpose as the City of Highland may request. The successful respondent shall supply the names and addresses of major suppliers when required to do so by the City of Highland. The contract will be awarded to the vendor who is, in the exclusive review of the City of Highland's, the most qualified respondent.

1.12 Contract Award

The contract for this entire project of furnishing all equipment, and the installation as specified, will be to the best and most responsive respondent as determined by the City of Highland, and may not be the lowest proposal with regard to price. The City of Highland specifically reserves the right to reject any and all proposals, to consider alternatives, to waive any minor irregularities and technicalities, and to re-solicit proposals.

1.13 Terms and Conditions of Award

The terms and conditions for contract award imposed herein shall govern in all cases, and conflicting terms or conditions submitted by the respondent may constitute sufficient grounds for rejection of the proposal.

1.14 Delivery

The equipment purchased shall be delivered to its proper location and installed by the Contractor without additional cost or expense to the City of Highland and at the convenience and direction of the City of Highland. The City of Highland shall not be deemed to have accepted any component or piece of equipment until such time as said equipment has been installed and operating in accordance with the specifications.

1.15 Prosecution of Work

The installation of the new equipment shall be accomplished with the minimum of interruption to normal related PSAP's business operation.

All work shall be done in a neat and professional manner and shall comply with the applicable national, state and local codes and regulations. Any electrical work, if required, shall be done by or under the supervision of an acceptable electrician licensed by the State of Illinois.

1.16 Supervision By Contractor

The Respondent/Contractor shall have a complete set of Plans and Specifications available on the Project at all times while the work is in progress, shall assume full responsibility for supervision of the work irrespective of the amount of work sublet, and shall give the project the constant attention necessary to facilitate satisfactory progress and to assure completion in accordance with the terms of the Contract.

During the life of the Contract, the Contractor shall identify and provide at all times a competent person/individual in charge of the overall Project, who will be personally available within 24-hours notice. This person may be either the

Contractor or a responsible employee. This individual shall be fully authorized to conduct all business with the subcontractors; to negotiate and execute all Supplemental Agreements; to execute the orders and directions of the Engineer without delay; and to promptly supply the materials, equipment, tools, labor and incidentals necessary for prosecution of the work.

At all times while work is actually being performed, the Contractor shall employ a competent individual who is authorized and fully capable of managing, directing, and coordinating the work in progress; who is thoroughly experienced in the type of work being performed; who is capable of reading and thoroughly understanding the Plans and Specifications; and who is authorized to receive instructions from the City of Highland representatives.

1.17 Proprietary Statement

The laws of the State of Illinois require that at the conclusion of the selection process, the contents of all proposals shall be placed in the public domain and be open to inspection by interested parties. All requests for said inspections shall be directed to the City of Highland. Trade secrets or proprietary information that is recognized as such and protected by law may be withheld if clearly identified in the proposal. Proprietary restrictions normally are not accepted. However, when accepted, it is the vendor's responsibility to defend the determination in event of an appeal or litigation.

1.18 Laws To Be Observed

The Contractor shall keep fully informed of all Federal and State laws; all regulations pertaining to the Occupational and Safety Hazards Act (OSHA); all local laws, ordinances and regulations; and all orders and decrees of bodies and tribunals having any jurisdiction or authority, which in any manner affect the conduct of work. In interpreting this Invitation to Proposal and the contract that will be ultimately signed by the successful respondent, the laws of the State of Illinois shall govern. Any disputes involving any aspects of this Request For Proposal and the contract to be signed by the successful respondent shall be initiated and conducted in the courts of the State of Illinois, Third Judicial Circuit, Madison County, Illinois. The Contractor shall at all times observe and comply with all applicable laws, ordinances, regulations, orders and decrees, and shall protect and indemnify the City of Highland and its representatives against all claims and liabilities arising from or based on Contractor or employee violations. Upon discovering any provisions in the contract that are contrary to or inconsistent with any law, ordinance, regulation, order or decree, the Contractor shall immediately report it to the City of Highland in writing.

1.19 Site Visits

It is required that respondents/potential vendors planning to submit a proposal for this project will attend the mandatory pre-proposal meeting. Site visit will be a part of the pre-bid meeting. Site visits can be arranged by contacting the Project Administrators but will not take the place of the mandatory pre-bid meeting.

1.20 Method of Payment

The City of Highland plans to purchase the equipment outlined for this project via the following payment schedule:

Phased Purchase:

25% upon contract signing
25% upon delivery of materials to job site
25% upon successful installation
15% upon successful operator training
10% upon system final acceptance

Invoices shall be sent to:
City of Highland
1115 Broadway
PO Box 218
Highland, IL 62249

1.21 Project Schedule

The following schedule will be adhered to as closely as possible. Timeliness is of the utmost importance.

- Project specifications released: November 18, 2014
- Mandatory pre-proposal meeting: December 2, 2014
- Last day written questions accepted: December 11, 2014
- Proposals due: December 17, 2014
- Project award: January 5, 2015
- Project completion: March 15, 2015

1.22 Mandatory Pre-Proposal Meeting

The Pre-Proposal meeting is mandatory. Proposals received from Respondents that are not in attendance of the pre-proposal meeting **will** have their Proposal returned unopened.

1.23 Questions

Initial questions will be addressed at the mandatory pre-proposal meeting. Questions that cannot be answered during the pre-proposal meeting will be addressed and responses will be generated and then questions and responses will be distributed to all potentially eligible respondents. Said responses will be electronically distributed in a timely fashion.

Questions that arise after the pre-proposal meeting must be referred in writing and sent via email to:

Phil McCarty, Project Manger

Email: phil.mccarty@thepsg.net

Questions will then be compiled, responses will be generated and then questions and responses will be distributed to all potentially eligible respondents. Said response will be distributed in a timely fashion.

PLEASE NOTE: With exception of questions at the pre-proposal meeting, questions must submitted in writing, via email and questions will not be accepted after date listed above.

The last date written questions will be accepted is: 5:00PM Central, December 11, 2014.

SECTION 2.0 INSTRUCTIONS TO RESPONDENTS

2.01 Proposal Documents

Five (5) copies of the proposal, appropriate proposal forms, and any other documents submitted with the proposal shall be mailed or submitted to:

Highland City Hall
1115 Broadway
PO Box 218
Highland, IL 62249

Note: Receipt of delivery to any other location does not constitute delivery.

The document containing original signatures and original documents shall be clearly marked "MASTER" and the copy shall be clearly marked "COPY."

Further, an electronic soft copy of the response is required. A complete copy of the respondent's submittal shall be submitted, in an electronic soft format, within the sealed package. The electronic soft copy format should be in Adobe PDF.

2.02 Proposal Responses

Your understanding and response to these specifications must address the requirements of each Section. The contents of this proposal, by the successful potential vendor, shall become a contractual obligation if accepted by the City of Highland. All proposal prices must be valid for 90 calendar days from response due date.

All responses must be in a sealed container and be labeled:

Response to City of Highland's Communication Upgrade RFP

Proposals may be withdrawn or resubmitted any time up to the deadline for proposal closing. Any request to withdraw a proposal must be made in writing to:

Highland City Hall
1115 Broadway
PO Box 218
Highland, IL 62249

No vendor may withdraw a proposal after the actual proposal due date and time.

If no proposal is received from a vendor by the proposal due date, it will be assumed that they do not intend to make a proposal. Failure to respond will forfeit consideration. Proposals received after the scheduled proposal opening date shall be returned to the vendor unopened.

2.03 Proposal Due Date

No proposal received after December 17, 2014 10:00AM CENTRAL will be considered and will be returned to the vendor unopened.

No responsibility will attach to the City of Highland for unintentional premature opening of a proposal not properly addressed and identified.

2.04 Postponement and Rejection of Proposals

The City of Highland shall have the right to postpone the proposal consideration for its own convenience, or to reject any or all proposals not accompanied by any required data. The City of Highland reserves the right to reject a proposal that is in any way incomplete or irregular.

2.05 Information To Be Submitted With Proposals

The respondent shall submit **five (5) copies** of the following information to be included in the proposal as evidence of compliance with City of Highland's specifications (see Section 6 for Proposal Format). **A proposal may be rejected if the responses to the requested specifications are incomplete or if the proposed equipment deviates from the specifications.**

A) A complete list of all equipment proposed for the installation, which shall specify manufacturer and individual model numbers. All equipment and component parts furnished shall be new, meet the minimum requirements stated herein, and be in operable condition at the time of delivery.

B) The vendor shall furnish free of charge with their proposal drawings, technical information, graphs, charts, photographs, diagrams, instruction books, and/or other means to show that the proposed equipment fully complies with this specification. In the event the published literature furnished by the vendor is a variance with the requirements of any item of this specification, the vendor shall explain in detail, with full engineering support data, the reason why the proposed equipment will meet specification and not be considered an exception thereto. A vendor must request any such variance no later than 15 calendar days prior to the date of proposal opening.

C) A detailed description of any special equipment.

D) A list of owners/users currently utilizing equipment similar to that proposed by the respondent.

2.06 Exceptions and Alternate Proposals

Exceptions to any part of the requirements stated in this request must be clearly identified as exceptions. Alternate proposals for equipment may be submitted by vendors for consideration provided the vendor has first provided a detailed response to the primary proposal and as long as the equipment specified meets the intent of the specifications. Vendors are required to submit with the proposal

package complete documentation of any alternate equipment to be proposed for analysis of suitability by the City of Highland.

All alternate proposals shall be **in addition to a fully compliant proposal,** shall be self-supporting, and shall clearly indicate the differences between the alternate and the fully compliant proposal.

All vendors are hereby advised that proposals must be submitted on the equipment as specified herein and that any proposals submitted with an alternate equipment option will not be considered unless the proposal contains prices for the equipment precisely as specified herein, as well as prices for the proposed alternate.

Alternate proposals are not acceptable unless they are supplied with a fully compliant proposal.

Compliant Proposal:
P25 Phase one and upgradeable to Phase two stations for Law Enforcement and Fire and EMS system.
Analog Repeater Public Works System
Portable and Mobile Equipment for each system

NOTE:
Digital Equipment for Public Works can be priced interoperability MUST be maintained on a user level.

2.07 Prices
All prices shall include warranty and delivery to the purchaser. Payment will be made only for equipment and services purchased under contract with the contractor. Payment will not be made for submission of proposal or any part thereof.

2.08 Breakdown of Costs
Proposers must provide a complete breakdown of cost by organized by site. A cost for each item shall be included for equipment and installation. If one or more of these items require no cost to the vendor and, respectively, no cost to the Purchaser, the item shall be marked "No Cost." The manufacturer, manufacturer part number and part price MUST be listed for each and every part proposed.

2.09 Quantities
Quantities specified in the specification are the best estimates of needs and are submitted to establish unit prices. The City of Highland reserves the right, within reason, to increase or decrease the quantity of equipment purchased.

The Vendor agrees to accept orders for items on this list at the prices quoted for a period of one year from the date of contract award, subject to an adjustment tied to

the cost of living. Indicate on the proposal item schedule whether you will extend your prices for these potential additional purchases. Your response will not be a factor in the award.

2.10 Miscellaneous Items

The vendor shall provide all equipment, materials and supplies necessary for a complete operational system.

2.11 Detailed Equipment Specifications

Proposals will be rejected that do not have the detailed specifications, catalog numbers of items, and any other data specifically requested. Technical data sheets containing detailed specifications shall be provided as part of the vendor's proposal.

2.12 Warranty

All equipment including material used therein shall be guaranteed by the successful vendor against mechanical, electrical, design, and workmanship defects. In the event defects become evident within the warranty period, the Respondent shall furnish replacement parts, materials and procedures, and labor as necessary, at no cost to the City of Highland. The Respondent shall be liable to the City of Highland for supply of information and materials necessary for mandatory revisions and updates determined by the manufacturer at no cost to the purchaser for the duration of the warranty period.

The duration of the warranty period shall be stated by the vendor in their proposal and shall be at least two (2) years. **The warranty period shall commence on the date of system acceptance**, not on the date of equipment delivery or completion of installation. If it appears at any time within two years after installation and/or system final acceptance that the equipment does not meet the system performance or individual equipment specifications and the City of Highland has notified the vendor promptly in writing of such deficiencies, the vendor shall within fourteen (14) days of notification correct the deficiency or make necessary repairs or replace any defective equipment or system to meet these specifications
In addition to these general warranty requirements, the following specific requirements apply:

A) The Contractor warrants that all equipment conforms to its published specifications.

B) The Contractor warrants that the equipment delivered under this contract conforms to the contract requirements and is free of any defect of equipment, material or workmanship.

C) The Contractor warrants that all equipment furnished hereunder is new, current manufacture, and includes the latest hardware and software (if appropriate) designs being delivered by each manufacturer.

D) Under this warranty the Contractor shall remedy at its own expense any failure to conform with the general contract terms, specifications, or any other document included by reference into this contract. Contractor also agrees to remedy at its own expense any defect in materials or their workmanship.

E) The Contractor shall remedy at its own expense damage to City-owned or controlled real or personnel property, when that damage is the result of the Contractor's failure to conform to the contract requirements. The Contractor shall also restore any work damaged in fulfilling the terms of this contract.

The Contractor's warranty with respect to work repaired or replaced hereunder will run for one year from the date of such repair or replacement.

F) Should the Contractor fail to remedy any failure, defect, or damage within a reasonable time after receipt of notice thereof, the City of Highland shall have the right to replace, repair, or otherwise remedy such failure, defect, or damage at the Contractor's expense. This failure is also a breach of contract. Thus, the City of Highland's rights are in addition to and not as an alternative to the City of Highland's rights under breach of contract.

G) In addition to the other rights and remedies provided by this contact clause, all subcontractors', manufacturers', and suppliers' warranties expressed or implied, regarding any work and materials shall, at the discretion of the purchaser, be enforced by the Contractor for the benefit of the purchaser. The Contractor shall obtain any warranties which the subcontractors, manufacturers, or suppliers would give in normal commercial practice.

H) If directed by the City of Highland, the Contractor shall require any such warranties to be executed in writing to the purchaser.

I) The "acceptance" of a subsystem or individual equipment by the City of Highland shall not limit the City of Highland's Office's rights with respect to material defects, workmanship, or fraud.

J) If there is a conflict between a clause in this warranty and a clause in the Contractor's warranty, the clause which extends the greatest protection to the City of Highland under the circumstances in question shall control.

Refer to the specific warranty requirements in section 5.0 of this document.

2.13 Incurring Costs
The City of Highland is not liable for any costs incurred with replying to this RFP.

2.14 Patent and Royalty Infringement
The successful vendor shall agree to defend at his/her own expense all suits alleging infringement on any patents or royalties by reason of the use or resale of any apparatus furnished or used and will hold the City of Highland harmless from any and all expense of defending said suits from all payments which may be assessed against the City of Highland on account of such infringement.

2.15 Non Discrimination
All Contractors agree that during the life of the contract, the Contractor will not discriminate against any employee or applicant for employment because of race, color, creed, national origin or ancestry, religion, sex, age, marital status, public assistance status, handicap or disability, and will intend a similar provision in all subcontracts entered into for the performance thereof. All proposals will be accompanied by a signed statement of this fact with failure to sign reason for proposal rejection.

2.16 Affirmative Action Policy & Requirements
During the performance of this contract, the contractor will not discriminate any employee or applicant for employment because of race, color, religion, sex, marital. status, national origin or ancestry, age, physical or mental handicap unrelated to ability, unfavorable discharge from military service, or any other protected class under State and Federal law; and further, the contractor will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

If the contractor hires additional employees in order to perform this contract or any portion thereof, it will determine the availability of minorities and women in the area from which it may reasonably recruit and will hire for each job classification, for which employees are hired in, such a way that minorities and women are not underutilized.

All solicitations or advertisements for employees placed by the contractor or on the contractors behalf will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, unfavorable discharge from military service, or any other protected class under State and Federal law.

The contractor will send to each labor organization or representative of workers with which it has a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's

obligation under State and Federal law. If any such labor organization representative fails to or refuses to cooperate with the contractor in its efforts to comply with State or Federal law, the contractor will promptly notify the political subdivision that is signatory to this agreement, and will recruit employees from other sources, when necessary, to fulfill its obligations there under.

The contractor will submit reports as required by the political subdivision, that is signatory to this agreement and furnish all relevant information as may, from time to time, be requested. The contractor will also permit access to all relevant books, records, accounts and work sites by personnel of the political subdivision that is Signatory to this agreement to ascertain compliance with provisions of the EEO/AA requirement.

The contractor will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions shall be binding on such subcontractor. The contractor will be liable for compliance with applicable provisions of this clause by such subcontractors, and, further, will promptly notify the political subdivision that is signatory to this agreement in the event any subcontractor fails or refuses to comply therewith. In addition, the contractor will not utilize any subcontractor declared by the political subdivision that is signatory to this agreement to be ineligible for contracts or subcontracts.

In the event of the contractors noncompliance with, the provisions this Equal Employment Opportunity Clause or any State or Federal Law governing equal employment opportunity and affirmative action, the contractor may be declared ineligible for future contracts or subcontracts with the political subdivision that is signatory to this agreement, and the contract may be cancelled or voided in whole or in part, and any such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

All proposals will be accompanied by a signed statement of this fact with failure to sign reason for proposal rejection.

2.17 Sexual Harassment

Every party to a public contract and every party bidding on public contracts are required to have a written sexual harassment policy that contains:

1. a definition of sexual harassment under state law;
2. a description of sexual harassment utilizing examples;
3. a formalized complaint procedure;
4. a statement of victims rights;
5. directions on how to contact the Illinois Department of Human Rights – **Illinois companies**. **Out-of-state** companies must include directions on how to contact the enforcement agency within their state. Companies that issue a standard policy for all business locations must prepare an

addendum providing directions on how to contact the appropriate enforcement agency.

6. a recitation that there cannot be any retaliation against employees who elect to file charges.

All proposals will be accompanied by a signed statement of this fact with failure to sign reason for proposal rejection.

2.18 Payment of Prevailing Wage Rates

Applicability of Prevailing Wage Act: This contract is governed by Illinois State Law regarding the payment of prevailing wages, with this contract involving public works as further defined by the Illinois Prevailing Wage Act. The contractor shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS Sec. 130. *et seq*, including but not limited to: Paying a wage of not less than the general prevailing hourly rate as paid for work of a similar character in the locality in which the work is performed to all laborers, workers and mechanics engaged in the construction of public works; including in each subcontract and lower tiered subcontract a written stipulation to the effect that not less than the prevailing rate of wages shall be paid to all laborers, workers and mechanics performing work under this contract; including in all contractor bonds such provision as will guarantee the faithful performance of such prevailing wage clause as provided by contract; making and keeping all records showing compliance with the Illinois Prevailing Wage Act, and providing access to such records to all political agencies requesting inspection of such records; and complying with any and all other provisions of the Illinois Prevailing Wage Act. The Illinois Prevailing Wages Act requires *"a wage of no less than the general prevailing hourly rate as paid for work of similar character in the locality in which the work is performed, shall be paid to all laborers, workers and mechanics on behalf of any and all public bodies engaged in public works."*

Public Act 94-0515; Effective 08/10/2005 requires contractors and subcontractors on public works projects to submit monthly certified payroll records to the public body in charge of the project, along with a statement affirming that such records are true and accurate, that the wages paid to each worker are not less than the required prevailing rate and that the contractor is aware that filing records he or she knows to be false is a Class B misdemeanor.

The certified payroll records must include the name, address, telephone number, social security number, job classification, hourly wages paid in each pay period, number of hours worked each day, and starting and ending times of work each day for every worker employed on the project. These certified payroll records are considered public records and public bodies must make these records available under the Freedom of Information Act, with exception of the employee's address, telephone number and social security number. Any contractor who fails to submit a certified payroll or knowingly files a false certified payroll is guilty of a Class B misdemeanor.

2.19 Substance Abuse Prevention Program

In addition to all other labor requirements set forth in this proposal, during the performance of this contract, the Contractor for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

Before the Contractor and any Subcontractor commences work, the Contractor and any Subcontractor shall have in place a written Substance Abuse Prevention Program for the prevention of substance abuse among its employees which meets or exceeds the requirements in P.A. 95-0635 or shall have a collective bargaining agreement in effect dealing with the subject matter of P.A. 95-0635.

The Contractor and any Subcontractor shall file with a public body: a copy of the substance abuse prevention program along with a cover letter certifying that their program meets the requirements of the Act, or a letter certifying that the Contractor or a Subcontractor has a collective bargaining agreement in effect dealing with the subject matter of this Act.

All proposals will be accompanied by a signed statement of this fact and a copy of the said policy with failure to do so reason for proposal rejection.

2.20 Insurance

All Contractors shall purchase and maintain such insurance as will protect the Contractor, and the City of Highland (who shall be named as a co-insured) from claims set forth below which may arise out of or result from the Contractor's operations under the contract whether the operation be by the contractor, by a subcontractor, or by anyone employed by them. The successful respondent must submit prior to contract award, evidence of insurability in the amounts as specified below, (A certificate of Insurance).

All Contractors shall purchase and maintain such insurance as will protect the Contractor, and the City of Highland(who shall be named as a co-insured) from claims set forth below which may arise out of or result from the Contractor's operations under the contract whether the operation be by the contractor, by a subcontractor, or by anyone employed by them. The successful respondent must submit prior to contract award, evidence of insurability in the amounts as specified below, (A certificate of Insurance).

The vendor must maintain said insurance until the project equipment is accepted by the City of Highland. Basic insurance requirements are as follows:

A) Employer's liability insurance - as provided in the applicable law.

B) Comprehensive Public Liability:

Personal Injury -	$1,000,000
Property Damage -	$500,000

C) Comprehensive Automobile:

Personal Injury -	$1,000,000
Property Damage -	$500,000

D) Blanket contractual (hold harmless) protection; and theft and vandalism insurance, for full value of all materials and equipment furnished by the supplier.

The Contractor, any Subcontractor(s), and all employee(s) thereof shall indemnify and save The City of Highland, its officers, affiliates, Project Consultant and employees from any and all claims, suits, losses, damages, or expenses on account of injuries or death of any or all persons or property damages sustained and caused by an act, omission, neglect, or misconduct of said Contractor, Subcontractor(s), and employee(s) thereof.

CERTIFICATE OF INSURANCE

A. The contractor shall provide a Certificate of Insurance indicating all liability coverages.

B. The required coverages include:

1.	Workers Compensation Including Occupational Disease	Statutory Policy
2.	Workers Compensation Coverage	$500.000.00
3.	Comprehensive General Liability including: Contractors Liability XCU Hazards Contractual Liability Illinois Scaffolding Act Contractors Protective Liability	Each Occurrence $1,000,000.00 Property Damage $2.000.000.00
4.	Comprehensive Automobile Liability including: Owned Vehicles Hired Vehicles Other Non-owned Vehicles	Each Occurrence $1,000,000.00 Property Damage $1,000,000.00

2.21 Requirements For All Insurance

All insurance policies (or riders) required by this specification, unless otherwise excepted under this section, shall be:

A) With a rating of not less than "B" as listed in the Best Insurance Guide.

B) Taken out by Vendor/Contractor and maintained with responsible insurance companies organized under the laws of one of the states of the United States and qualified to do business in the State of Illinois.

C) Shall contain a provision that the insurer shall not cancel or revise coverage thereunder without written notice to Vendor/Contractor as an insured party and to the City of Highland as an additional insured at least thirty (30) days before cancellation or revision becomes effective.

D) Shall name Provider as an insured party and The City of Highland as an additional insured.

E) Shall be in accordance with specifications approved by the insurance advisory for the City of Highland.

F) Shall be evidenced by a Certificate of Insurance listing the City of Highland as an additional insured, which shall be filed with the City of Highland.

2.22 Workers Compensation

Prior to commencement of Contract term, the successful vendor shall submit a signed statement to the City of Highland evidencing Contractors compliance with the Worker's Compensation insurance coverage requirement of the States of Illinois.

"In any case where subcontracting is approved, the vendor shall require the subcontractor to provide worker's compensation insurance, all in accordance with statutory requirements. Evidence of subcontractor's insurance shall be filed with the Vendor."

2.23 Independent Contractors

The vendor(s) and all employees of the successful vendor(s) shall not be considered employees of the City of Highland while engaged in the performance of any work or services required herein, and shall be Independent Contractors. Any and all claims that may arise under the Workers Compensation Act of Illinois on behalf of said employees, and any and all claims made by any third party as a consequence of any act of omission on the part of the work or service provided to be rendered herein shall in no way be the obligation or responsibility of the City of Highland.

2.24 Coordination of Project Activities

The successful vendor(s) will coordinate all project activities related to the tower equipment installation with the City of Highland's assigned representative supported by the City of Highland's Project Manager. The City of Highland shall have the right to modify installation plans and schedules, if the City of Highland sees fit.

2.25 Installation Requirements

The cost of installation of all equipment requested shall be included in the proposal price as a separate item as indicated on the proposal form. Upon completion of the installation, all systems and equipment shall operate in accordance with the specifications.

2.26 Permits

The successful respondent(s) shall assist the City of Highland in the procurement of all licenses and permits necessary to the successful completion of this project. The successful respondent shall be responsible for any required modifications to permits and licensing. The City of Highland will pay any permit or license fees.

2.27 Permission to Proceed

Vendor(s) must obtain the City of Highland's **AND** the respective property owner's (if other than the City of Highland) permission before proceeding with any work necessitating:

1) Cutting into or through any part of a building structure.
2) Climbing on any building or other structure

2.28 Authorized Dealer/Re-Seller/Distributor/Representative

Respondents must prove, within its proposal document, that it is authorized, by the manufacturer of any substantial piece of equipment proposed, to sell and to provide factory authorized service (warranty, field, in-shop, etc..).

2.29 Qualifications of Respondents

The City of Highland may make such reasonable investigations as deemed proper and necessary to determine the ability of solicited and unsolicited Respondents to perform the work required by this RFP. Respondent shall furnish The City of Highland all such information and data for this purpose as may be requested. The City of Highland reserves the right to inspect the Respondent's physical plants prior to award to satisfy questions regarding Respondent's capabilities. The City of Highland further reserves the right to reject any proposal if the evidence submitted by or investigations of such Respondent fails to satisfy The City of Highland that such Respondent is properly qualified to carry out the obligations of the contract and to complete the work contemplated herein.

2.30 Financial Stability

Respondent must have been in the specific business of providing emergency 2-way radio communications for public safety agencies for a minimum of five (5) years. Further, Respondent must prove financial solvency. The City of Highland reserves the right to call for a copy of a **current** and **independent** audit and financial statement of the Respondent's financial records or in lieu of an independent audit and financial statement, Respondent may provide an approved independent (Dunn & Bradstreet) financial rating.

SECTION 3.0 GENERAL PROJECT REQUIREMENTS

3.01 General

The scope of work encompassed by these requirements includes the furnishing of all engineering, equipment, software, material, labor and transportation to provide a completely operational radio system for the City of Highland's P25 Radio system and communication upgrade.

These specifications set forth the minimum performance required for the communications equipment as listed in this system design. All equipment shall also meet or exceed design and performance specifications of the Electronics Industries Association (EIA) and the Federal Communications Commission (FCC) and APCO (Association of Public Safety Communications Officials) currently in affect at the time of the proposal opening.

Equipment supplied shall be new and of the latest design presently available and in production by the manufacturer. A product known by the manufacturer to be discontinued within six (6) months after date of proposal opening shall not be acceptable to the City of Highland.

3.02 Repeater and Receiver Stations General

The repeater stations shall initially be capable of being utilized in narrow band analog and APCO Project 25 (P25) Phase I FDMA operation simultaneously as well as being software upgradable to Phase II TDMA operation without the need for any additional hardware or change in hardware.

The repeater stations shall be capable of adding additional receivers in strategic locations for operation in a voted receive configuration; should poor coverage areas be discovered after deployment. All hardware for this functionality shall be included in the base repeater price and requiring to add only software (or license) upgrades at the repeater site. It is understood that each receiver site shall not be included within the scope of this project. The proposed solution shall support a minimum of 4 additional receivers.

The station shall support analog FM and P25 conventional and switch automatically between the two modes based on the call type received. In the case an analog signal is sent to the repeater, the repeater will repeat in analog mode; if a digital signal is sent to the repeater, the repeater will repeat in digital mode. This operation allows flexibility in the initial system implementation and for future interoperability.

Stations are to be mounted in metal racks, suitable for floor mounting.

Each station shall be furnished with a hand microphone and a loudspeaker with a volume control for local test purposes. Local speaker level shall be controlled independently of any remote line level(s).

1. Internal station power supplies shall be adequately fused to prevent damage from overloads. All components shall be solid-state. All stations shall be designed to operate from a nominal 120 VAC 60Hz primary power source.
2. Each station shall be protected by a surge protector in the primary power circuit which protects the station from both line to line and line to ground transients.

The repeater station shall connect directly to the existing dispatch console via a 4-wire, industry standard, tone remote control circuit. The 4-wire interface shall support industry standard encryption formats (DES, AES, etc..) to and from the console with a software upgrade, at a later date if needed.

Interface with the existing Motorola dispatch console will be performed outside the scope identified herein and by the company that currently maintains the console. Said vendor will interface the 4-Wire circuit to the console and program the console as necessary. Console work is not a part of the scope of this project.

3.03 Repeater Transmitter

1. Construction shall be entirely solid state.
2. Transmitter shall be capable of producing a minimum of 100W of RF power.
3. Power output shall conform to EIA standard RS-152B when connected to the proper 50 ohm antenna. Transmitter shall be rated for 100% duty cycle.
4. Tuning adjustments shall be possible without the necessity of special cabling and shall use either minimum or maximum meter readings as an indication of correct adjustment.
5. Modulation to a level of 100% shall be possible by and instantaneously acting deviation limiter, but shall prevent over modulation of the transmitter under normal voice conditions. The limiter circuit shall include a continuously variable control to permit deviation setting to any value between zero and the maximum permissible system deviation.
6. Unwanted emissions shall be suppressed by RF suppression devices to comply with FCC Rules & Regulations paragraph 90.209.

3.04 Repeater Stations Receiver

1. Construction shall be entirely solid state and contain proper circuitry to provide full protection from strong RF signals from nearby transmitters.
2. Carrier squelch shall be an integral part of each receiver of the noise compensated type with a variable control. At threshold, a minimum specified signal impressed on the antenna terminals shall provide positive squelch opening. The squelch circuit shall not respond to noise bursts.
3. Tone-coded or NAC squelch circuits of each receiver shall be tied to the noise squelch system so that both carrier and tone must be present to open the audio circuits.

4. The station will be required to have a CTCSS (Continuously Tone Coded Squelch Scheme) or a DCS (Digitally Coded Squelch) option. This feature will allow the Offices and agencies within City of Highland to access the system yet prevent interference from other agencies outside of the City. Receivers shall be configured to operate using tone and noise "AND" squelch.
5. The following are minimum technical parameters:

Input Impedance:	50 Ohms
Frequency Stability:	+/- 0.0005% Max.
Selectivity:	-85dB @ 12.5kHz (EIA SINAD)
Analog Sensitivity:	.25uV (12dB SINAD EIA)
Digital Sensitivity:	.21uV @ 5% BER (TIA 102)
Spurious & Image Rejection:	-100dB Minimum (ANSI/TA)
Intermodulation:	-80dB Minimum (ANSI/TIA)

3.05 Repeater Stations Voted Receiver (future)

The voted receivers shall meet the same technical criteria as the primary receiver located at the repeater site.

The City of Highland operates a sophisticated LAN/WAN and desires to connect receivers back to the main site via said network. Selected technology shall support connectivity of the voting receivers to the main site with said network and using only COTS network equipment.

3.06 Control Station General/Console Interface

Primary connectivity to each repeater and from the console will be thru a dedicated 4-wire tone remote control circuit. Connectivity between the Police Department dispatch center and the repeater will be provided by the City of Highland.

As a backup, the system will utilize RF control stations connected to the console and capable of switching off the City provided circuit and switching in the control station.

All line levels will be set to maintain said connection and to allow a transition from direct repeater control to control station by a flip of a switch, to be located in the equipment room of the Police Department. (see Figure 1)

Base station type constructed control stations are preferred; however it may be more practical to utilize a mobile radio with a power supply and tone remote control adaptor. The later is an acceptable solution as this is a backup connection.

At a minimum the proposed control station radio shall meet the same specifications as provided for the mobile radio later in this document.

Should a mobile radio be utilized, each control station shall have its own 120VAC to 12VDC power supply.

Stations are to be mounted in existing metal racks.

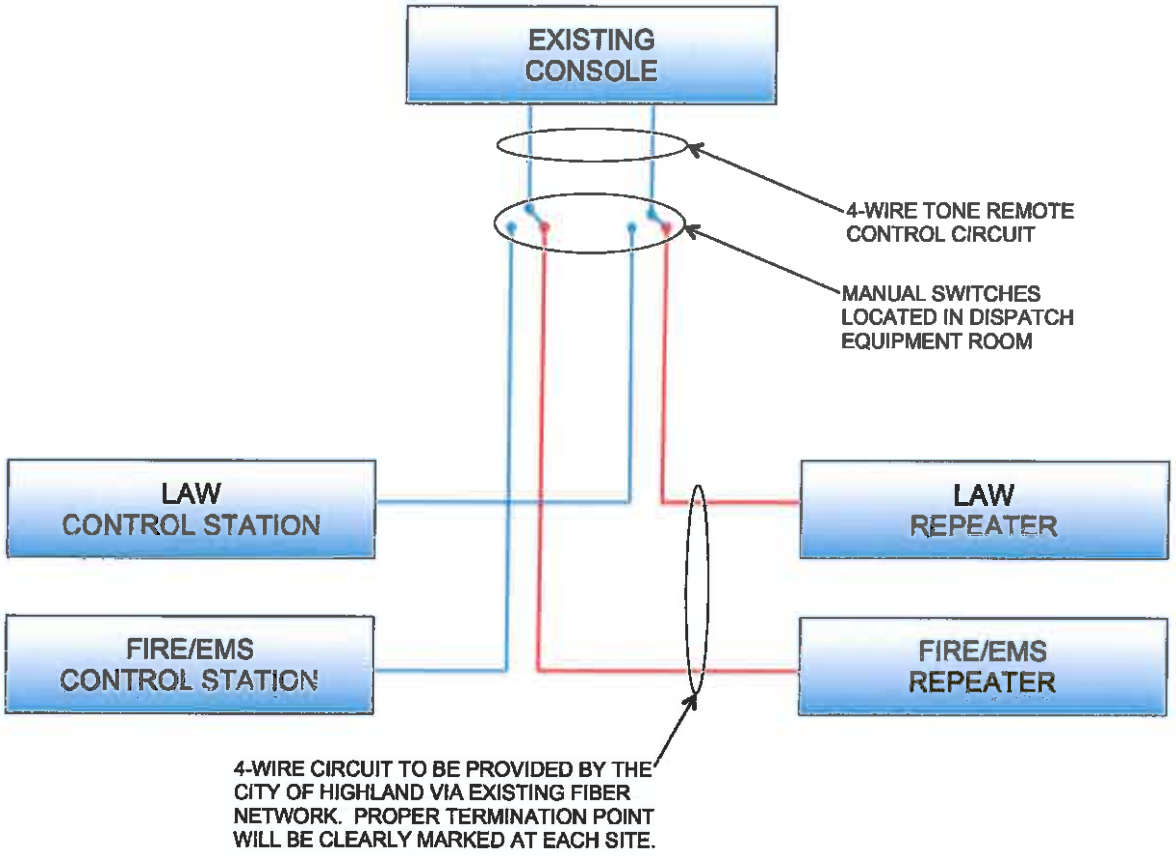
Station shall be furnished with a hand microphone and a loudspeaker with a volume control for local test purposes. Local speaker level shall be controlled independently of any remote line level(s).

Control station should incorporate an adequate antenna system for which function it is designated. Further, if any filtering equipment is necessary, the successful vendor shall include such within the scope of this project.

1. Internal station power supplies shall be adequately fused to prevent damage from overloads. All components shall be solid-state. All stations shall be designed to operate from a nominal 120 VAC 60Hz primary power source.
2. Each station shall be protected by a surge protector in the primary power circuit which protects the station from both line to line and line to ground transients.
3. Control station shall be capable of operating in mixed received mode, that is to monitor the carrier for both analog and digital traffic. The unit then shall deliver the received audio in an industry standard EIA tone remote scheme via a 4-Wire circuit.
4. The existing Motorola dispatch console interfaces will be performed contracted vendor will interface the 4-Wire circuit to the console and program the console as necessary.

This control station will be located at the Police Department dispatch center.

Figure 1 - Control Station Backup Schematic



3.07 Analog (Public Works/Madison County Fire) Repeater/Base Stations General

Repeater stations shall be MOTOROLA MTR3000, KENWOOD NXR-710, or other brand of equivalent construction, specifications and performance.

Stations shall be modular in design and construction, but only if designed from the manufacturer for this application. Stations built from "mobile" radios, with external power supplies, power amplifiers, etc. are not permitted.

Each station shall be furnished with a hand microphone and a loudspeaker with a volume control for local test purposes. Local speaker level shall be controlled independently of any remote line level(s).

1. Internal station power supplies shall be adequately fused to prevent damage from overloads. All components shall be solid-state. All stations shall be designed to operate from a nominal 120 VAC 60Hz primary power source.
2. Each station shall be protected by a surge protector in the primary power circuit which protects the station from both line to line and line to ground transients.

3.08 Repeater Stations Transmitter

1. Construction shall be entirely solid state.
2. Transmitter shall be capable of producing a minimum of 110W of RF power.
3. Power output shall conform to EIA standard RS-152B when connected to the proper 50 ohm antenna. Transmitter shall be rated for 100% duty cycle.
4. Tuning adjustments shall be possible without the necessity of special cabling and shall use either minimum or maximum meter readings as an indication of correct adjustment.
5. Modulation to a level of 100% shall be possible by and instantaneously acting deviation limiter, but shall prevent over modulation of the transmitter under normal voice conditions. The limiter circuit shall include a continuously variable control to permit deviation setting to any value between zero and the maximum permissible system deviation.
6. Unwanted emissions shall be suppressed by RF suppression devices to comply with FCC Rules & Regulations paragraph 90.209.

3.09 Repeater Stations Receiver

1. Construction shall be entirely solid state and contain proper circuitry to provide full protection from strong RF signals from nearby transmitters.
2. Carrier squelch shall be an integral part of each receiver of the noise compensated type with a variable control. At threshold, a minimum specified signal impressed on the antenna terminals shall provide positive squelch opening. The squelch circuit shall not respond to noise bursts.
3. Tone-coded squelch circuits of each receiver shall be tied to the noise squelch system so that both carrier and tone must be present to open the audio circuits.
4. The following are minimum technical parameters:

Input Impedance:	50 Ohms
Frequency Stability:	+/- 0.0005% Max.
Selectivity:	-75dB @ 25kHz (EIA SINAD)
Sensitivity:	.35uV (EIA SINAD)
Spurious & Image Rejection:	-80dB Minimum
Intermodulation:	-75dB Minimum

3.10 Duplexers, Filter Cavities and Transmitter Isolation

Successful vendor shall be responsible for determining what level of RFI suppression filtering is required at each of the sites. Consideration should be given to existing equipment interfering with the proposed system and the proposed system interfering with any existing equipment.

3.11 Antenna System Equipment

Antenna mounting hardware as well as line for the main site has been provided. Antenna mounting hardware for the PSAP tower site 2 and Backup site 3 shall be

the responsibility of the successful vendor. All specific mounting hardware required at each site is to be determined and supplied by the successful vendor.

1. All transmission line used in this project shall be 7/8" helical foam-dielectric transmission line, ANDREW LDF5-50A or equivalent, with proper connectors, lightning arrestors and grounding kits as required in MOTOROLA R56 Grounding Procedures.

3.12 Equipment Installation

All stations are to be installed in a neat and secure manner. Stations shall be clearly labeled with the radio frequency, NAC, CTCSS or DCS and site name for which the station is installed. All cable entrances in and out of the stations cabinets shall be sealed to prevent rodent access. All cables are to be secured to prevent accidental disconnection or damage.

ALL STATIONS SHALL BE FULLY GROUNDED PER MOTOROLA R56 STANDARDS.

3.13 AC Power/Site Ground

Proposers should assume that AC power will be available at each site. An appropriate outlet will be located within ten (10) feet of the equipment. If a suitable outlet is not available, the City of Highland will provide one. Adequate grounds however, are the successful vendor's responsibility.

3.14 Public Safety Mobile Radio

Mobile 2-way radios shall be VHF (136-174MHz) units. MOTOROLA APX-6500, KENWOOD NX-5700, or other of equivalent specifications and performance.

Units shall be capable of the following:

1. 500 channels (minimum)
2. 50W transmit (minimum)
3. Dual priority scan
4. User selectable scan list
5. Mixed analog/digital receive mode
5. Capable of generating a PTT ID data burst at the beginning of each transmission. Data burst shall be compatible with either MOTOROLA's MDC-1200 or M/A-COM's G-STAR.
6. Capable of generating an EMERGENCY or DURESS ID data burst if a programmed button is depressed or an external contact closure is provided in the event of an emergency. Data burst shall be compatible with either MOTOROLA's MDC-1200 or M/A-COM's G-STAR.
7. In digital transmission modes, must be capable of all APCO P25 Phase 1 and Field upgradable to Phase 2 in band signaling functions.
7. Field programmable, initial programming to be included
8. Units must be available in multiple configurations, but are required to be single head dash mount configurations for this application.
9. Alpha-numeric display (minimum of 14 characters)
10. External Speaker
11. Include capacity to automatically decode and encode DES encrypted signals.(priced as option)

Dual head configuration will be required for Fire and EMS installation

Installation, installation accessories (antennae, external speakers, etc.) or other products and services are to be included in the proposed price. A list of emergency vehicles the radios are to be installed in is available from the project administrator. Further, inspection of said emergency vehicles can be arranged the day of the Pre-proposal meeting.

3.15 Public Safety Portable Radio

Portable 2-way radios shall be VHF (136-174MHz) units. MOTOROLA APX-6000, KENWOOD NX-5200, or other of equivalent specifications and performance.

Units shall be capable of the following:

1. 500 channels (minimum)
2. 5W transmit (minimum)
3. Dual priority scan
4. User selectable scan list
5. Mixed analog/digital receive mode
5. Capable of generating a PTT ID data burst at the beginning of each transmission. Data burst shall be compatible with either MOTOROLA's MDC-1200 or M/A-COM's G-STAR.
6. Capable of generating an EMERGENCY or DURESS ID data burst if a programmed button is depressed in the event of an emergency. Data burst shall be compatible with either MOTOROLA's MDC-1200 or M/A-COM's G-STAR.
7. In digital transmission modes, must be capable of all APCO P25 Phase 1 and Field upgradable to Phase 2 in band signaling functions.
8. Field programmable, initial programming to be included
9. Alpha-numeric display (minimums of 14 characters)
10. Include capacity to automatically decode and encode DES encrypted signals. (priced as an option)
11. Radio shall include the following accessories:
    - Rapid-rate desktop charger
    - Shoulder speaker/microphone
    - Minimum of 2500mAH battery
    - Helical antenna
    - Spring action belt clip
    - Leather case, D-Ring belt loop (priced as an option)
    - Earpiece to connect to speaker mic RX only (prices as an option)

3.16 Public Works Mobile Radio

Mobile 2-way radios shall be VHF (136-174MHz) units. MOTOROLA CDM-1250, KENWOOD TK-7180H or other of equivalent specifications and performance.

Units shall be capable of the following:

1. 500 channels (minimum)
2. 50W transmit (minimum)
3. Dual priority scan
4. User selectable scan list
5. VHF analog
6. Capable of generating a PTT ID data burst at the beginning of each transmission. Data burst shall be compatible with either MOTOROLA's MDC-1200 or M/A-COM's G-STAR.
7. Capable of generating an EMERGENCY or DURESS ID data burst if a programmed button is depressed or an external contact closure is provided in the event of an emergency. Data burst shall be compatible with either MOTOROLA's MDC-1200 or M/A-COM's G-STAR.
8. Field programmable, initial programming to be included
9. Units must be available in multiple configurations, but are required to be single head dash mount configurations for this application.
10. Alpha-numeric display (minimum of 14 characters)
11. External Speaker

Installation, installation accessories (antennae, external speakers, etc.) or other products and services are to be included in the proposed price. A list of emergency vehicles the radios are to be installed in is available from the project administrator. Further, inspection of said emergency vehicles can be arranged.

3.17 Public Works Portable Radio

Portable 2-way radios shall be VHF (136-174MHz) units. MOTOROLA HT-1250, KENWOOD TK-2180 or other of equivalent specifications and performance.

Units shall be capable of the following:

1. 500 channels (minimum)
2. 5W transmit (minimum)
3. Dual priority scan
4. User selectable scan list
5. VHF analog
6. Capable of generating a PTT ID data burst at the beginning of each transmission. Data burst shall be compatible with either MOTOROLA's MDC-1200 or M/A-COM's G-STAR.
7. Capable of generating an EMERGENCY or DURESS ID data burst if a programmed button is depressed in the event of an emergency. Data burst shall be compatible with either MOTOROLA's MDC-1200 or M/A-COM's G-STAR.
8. Field programmable, initial programming to be included
9. Alpha-numeric display (minimums of 14 characters)
10. Radio shall include the following accessories:
    Rapid-rate desktop charger
    Shoulder speaker/microphone
    Minimum of 2500mAH battery
    Helical antenna
    Spring action belt clip
    Leather Case & D-Ring Belt Loop (priced as an option)

SECTION 4.0 SYSTEM OPERATIONAL OVERVIEW

4.01 General Operational Overview

The Law Enforcement and Fire and EMS system is generally a VHF P25 Phase One repeater system and all operations shall hub around SITE 1.

System will initially operate in mixed analog and digital mode where the transmitting radio dictates how the repeated audio will be transmitted.

The Public Works system is generally a VHF Analog One repeater system and all operations shall hub around SITE 1

The second site, Site 2, is the control station at the primary PSAP.

The third site, Site 3, is the back-up location at the Highland Fire Department.

4.02 Power Fail Notification

In the event that commercial power should fail at any of the sites and the equipment reverts to the battery backup, it is required that the remote site report such condition. Additionally it is required that commercial power restoration be reported as well.

A programmable delay (originally set at 15 minutes) shall be installed to minimize reporting (for both fail and restore) in the event of commercial power flickers.

Each alarm/restore shall be reported in a prerecorded voice message and transmitted from the site with the alarm. The voice message shall indicate if the status change is for failure or restore.

The voice messages shall have the capability to be programmable and changed in the future.

In this case, a control station consisting of a mobile radio with a power supply and a remote line adaptor is acceptable.

SECTION 5.0 SYSTEM MAINTENANCE REQUIREMENTS

5.01 Warranty

The contractor shall furnish all parts, labor, and material to completely maintain the radio system, or pertinent parts as it may apply, for a period of (2) one year after system acceptance by the City of Highland under the Warranty conditions identified in Section 2 of this RFP.

5.02 General

The intent of these specifications is to secure prompt and reliable maintenance service for the radio communications equipment. The equipment vendor will be expected to assume entire responsibility for quality of maintenance work and attention to maintenance contract terms. If actual maintenance is proposed to be subcontracted to another, the name of the proposed subcontractor shall be included in the proposal and be subject to approval by the City of Highland. In such case, the subcontractor shall be regularly engaged in the maintenance of the communications equipment and meet all of the service requirements outlined in this section.

The Respondent shall list names of three (3) other similar agencies to the City of Highland for which the respondent now provides maintenance services similar to those specified herein. These references shall be selected to reflect systems of similar size and equipment compared to equipment to be furnished to the City of Highland as part of this contract. No reference shall be made where the respondent has provided maintenance service for less than (1) one year.

5.03 Service

The Contractor shall be prepared to show proof of ability to provide service on the proposed system equipment.

5.04 Service Facility

The Respondent shall identify the location of an established service facility equipped with the equipment necessary to provide service on the system proposed. The Contractor's service staff shall include qualified technical personnel, manufacturer-trained for the system proposed. The Respondent shall indicate in their response the location and personnel involved in installation and service of the proposed system. Respondent's service organization shall maintain at least one full service maintenance shop within sixty (60) miles from Highland, Illinois. Said facility shall be recognized by the major manufacturers as a factory authorized warranty service location. Respondents shall provide proof of such recognition.

5.05 Service Area

The Respondent shall provide documented proof of satisfactory service in the Madison County, Illinois area and within a geographical radius of sixty (60) miles from Highland, Illinois or verify provision of satisfactory service and an ability to

respond to major and minor problems within the time parameters required by the City of Highland.

5.06 Field Technical Support

The respondent shall clearly state his capabilities to provide field service technicians to support the maintenance, installation, and proper operation of the system after installation of purchased equipment.

5.07 Personnel, Training and Safety

All tower maintenance and installation work shall be performed by a technician who has had not less than two (2) years experience as a full-time technician, working on equipment similar to the type to be furnished under this contract. Any technicians employed by a subcontractor who have responsibility for work under this contract shall be regular, full-time employees of the subcontractor.

The contractor or proposed subcontractor shall not have any personnel climbing, doing erection or service work on the tower unless a minimum of two workers are on-site.

5.08 Telephone Service

The contractor shall maintain adequate telephone service to assure answering emergency calls. The City of Highland shall be provided with the name and telephone number for service outside normal working hours or the number of answering service to handle such calls. The contractor shall guarantee to have a technician on the job within two (2) hours of the time of the first call for emergency service.

5.09 Maintenance Limitations

The contractor shall be responsible for all maintenance required due to normal wear and tear on the equipment. The contractor will not be required to repair equipment at the contract price which becomes defective due to negligence or abuse by the City of Highland, lightning, act of God, or other event patently not under control of the City of Highland. Maintenance work does not include fixed station antenna or coaxial cable, antenna support structures, building, fence, or emergency generators.

Maintenance performed beyond the contract price shall be invoiced at the labor rate proposed for normal or emergency service as appropriate plus parts at manufacturer's recommended retail price.

5.10 Replacement Parts

The equipment manufacturer shall maintain a replacement parts inventory for service of the equipment. The vendor shall certify that he maintains a stock of replacement parts, for each item included in his equipment, and shall be in a position to replace such parts as may be required for a period consistent with the

life of the equipment or for 7 years, whichever is longer. An ample stock of individual components shall be carried for as long a period as demand warrants.

Replacement parts used in the repair of equipment furnished under this contract shall be exact replacement parts or substitutes recommended by the equipment manufacturer. The contractor shall have parts in stock at all times to prevent unnecessary delay to the owner. No modifications shall be made to new equipment unless it is approved by the manufacturer and the owner.

5.11 Recommended Spare Parts

A complete list, with unit price, of all recommended spare parts and assemblies shall be furnished with the proposal.

5.12 Insurance

The contractor shall maintain insurance satisfactory to the owner for the life of the maintenance contract in amounts not less than specified in the General Conditions for this proposal.

5.13 Maintenance Contract

Respondents will provide to the City of Highland, as part of their proposal, a proposed Maintenance Contract which is consistent with the project specifications for the equipment provided as part of the project. This Proposal will, if so chosen by the City of Highland, provide maintenance services for the project equipment upon expiration of the 2-year warranty initially provided by the vendor.

The City of Highland shall have the option to purchase this maintenance contract at any time prior to the expiration of the two (2) year warranty period.

Maintenance prices quoted which are patently out of balance with other maintenance prices charged for similar work in the area by the respondent may be cause for rejection of the entire proposal.

SECTION 6.0 PROPOSAL FORMAT

The submitted written proposal must follow the following format and content detail. Standard brochures and technical specifications may be submitted as addendum material but NOT as the primary proposal data. It is requested and expected that the following proposal sections be specifically prepared and perhaps substantiated by addendum material.

All proposals are to be typed double-spaced between paragraphs on 8-1/2 x 11 size paper. Each of the following required proposal sections are to begin a new page and be separately tabbed. Each page shall be numbered in sequence and have the respondent's identification. The respondent is to include as much pertinent data and information under each section as necessary to ensure proper evaluation of the proposed systems. Proposals are not limited to sections outlined below, if a respondent should need to submit additional information, in fact it is encouraged, simply add additional sections as required. If, however additional sections are added, it is required that the additional sections be included in the above listed format.

Vendors must provide the proposed equipment list part by part breakdown by item number and costs in hard paper format as well as an electronic soft copy. The format of the electronic soft copy should be Microsoft Excel. This electronic soft copy may be submitted via the same medium (CD-ROM is preferred) that the electronic soft copy of the entire response is submitted on.

A response text narrative detailing understanding of each section and subsection, the compliance of the respondents proposal with each section and subsection, as well as any questions or variance from the stated proposal sections or subsections is required. This part of the proposal response shall be a section on to itself in the RFP response document. The intention here is to be able to simply confirm that the responders to this RFP have a clear understanding of each item, that they have truly gone through this RFP page by page, and item by item to come to a thorough understanding of the entire project and are responding to all of the items requested.

I. **TITLE PAGE:** The name of the respondent or Respondents Company must be clearly identified and reference to the name of the project must me made. The name and signature of the proposing company's sales representative and the person's address and telephone number must be provided. The proposal must be dated on this page.

II. **COVER LETTER:** A one or two page cover letter, signed by an authorized representative of the Respondent, must be included in the proposal. It must contain the name and address of the corporation or business submitting the proposal, as well as the name, address, telephone number, and title of the person authorized to represent the proposing firm.

III. **TABLE OF CONTENTS**: A listing of all major and minor topics and associated page numbers must be included. Manufacturer provided, stock literature need not be numbered, however, should be included in Section 8.0 as indicated below.

IV. **SECTION 1.0 REQUIRED ADMINISTRATIVE DOCUMENTS**: This section shall contain all administrative documents that are required within this specification. Proposal documents that include: Simplified Price Breakout, Detailed Price Breakout, Proof of Insurance and other administrative related documentation.

V. **SECTION 2.0 RESPONDENT PROFILE**: This section serves to identify the history of the proposing company and to substantiate that the respondent meets the minimum company experience levels, etc.. Include references, company literature, company and employee qualifications, proof of dealership and other required respondent related documents in this section.

VI. **SECTION 3.0 OVERVIEW**: This section is an introduction and synopsis of the proposal. The proposed equipment must be identified together with the highlights of each of the following sections. The respondent must include identification of the primary reasons why the proposed equipment and service will best meet the specified requirements. In addition, the respondent's primary strengths with respect to competitive factors should also be presented.

VII. **SECTION 4.0 SECTIONAL TEXT NARRATIVE**: A response text narrative detailing understanding of each section and subsection, the compliance of the respondents proposal with each section and subsection, as well as any questions or variance from the stated proposal sections or subsections is required.

VIII. **SECTION 5.0 EQUIPMENT**: This section must describe in functional detail the proposed system and related equipment. This section must include the standard and optional features and the equipment descriptions. The capacity of the proposed system with respect to stations and facilities must be identified. In addition, the complexity of expanding the system must be clearly described.

The purpose of this section is to permit the evaluator to totally understand the proposed equipment without the necessity of referring to other documents or brochures.

VIIII. **SECTION 6.0 SERVICE**: This section must describe the service policies associated with the proposed equipment, as they would apply to this project. The number of service personnel trained in the proposed systems in this geographical area must be specified. The number and size of similar systems in this area should be identified. A sample of the maintenance contract available should be included here.

The address of the respondent's local service centers should also be provided. Please indicate if the current maintenance records at these centers are available for inspection.

X. **SECTION 7.0 DELIVERY AND INSTALLATION**: This section should identify the exact tasks that the customer must perform and/or be responsible for in order to accomplish the delivery and installation. In addition, the exact tasks that the respondent will perform and/or be responsible for in order to accomplish the delivery and installation must also be identified in detail and coordinated with the customer.

The respondent must provide the delivery date, installation period by function, completion date, the beginning date of acceptance testing, for the new radio paging system.

XI. **SECTION 8.0 REFERENCE DATA**: This section serves to identify installed and related systems with pertinent data such as date of installation, type of equipment installed, etc., and the name of the user contact.

XII. **SECTION 9.0 ADDENDUM MATERIAL**: Any brochures or descriptive functional literature that may assist in the total evaluation may be provided in this section. This section is NOT to be used to introduce new or initial data. The previous six sections are the sole and primary basis for all evaluations. This section can be used only for substantiating data introduced in the previous sections.

SECTION 7.0 PROPOSAL DOCUMENTS

ALL PAGES OF THIS SECTION MUST BE COMPLETELY FILLED OUT AND SUBMITTED WITH PROPOSAL.

City of Highland
Communication System Upgrade

PROPOSAL FORM

PROPOSAL TO:

City of Highland

1115 Broadway

PO Box 218

Highland, IL 62249

PROPOSAL FOR:

The work described as the **Communication System Upgrade.**

The Respondent agrees to perform all of the Work as described in the specifications document.

The Respondent hereby declares that he or she has carefully examined all Proposal and Contract Documents, prepared by the City of Highland, and that he or she has personally inspected the actual location of the work, and local sources of supply, has satisfied himself or herself as to all the quantities and conditions, and understands that in signing this Proposal he or she waives the right to plead any misunderstanding regarding the same.

The Respondent hereby proposes to furnish all labor, materials, tools, equipment, machinery, equipment rental, transportation, superintendents, perform all work, provide all services, and to construct all work in the proposal package stated above and for the proposal amount as stated below. The proposal amount is to cover all costs incurred in performing the Work as required for this proposal package category under the Contract Documents, of which this Proposal Form is a part.

The Respondent agrees, if awarded the Contract, to substantially complete the Work of the Contract, subject to the provisions of the Contract Documents, in accordance with the Project Construction Schedule prepared by The City of Highland.

In submitting this proposal, it is understood that the City of Highland reserves the right to reject any or all proposals, to award the Contract to the best most responsive vendor (which may not be the lowest priced proposal), to waive any informality or irregularity in any proposal received, and to accept any alternate(s) in any order or combination.

SIMPLIFIED PRICE BREAKOUT

All proposers are to complete the price worksheet below and include it with their proposal in the proper section. THIS SECTION IS NOT TO SUBSTITUE THE REQUIRED DETAILED PRICE BREAKOUT BUT WILL BE CONSIDERED THE PROPOSED PRICE IN THE EVENT THAT THERE IS A DISCREPANCY WITHIN THE PROPOSERS DOCUMENT.

	ITEM TOTAL	SECTION TOTAL
Law Enforcement P25 Radio System		
SITE 1		
VHF P25 Phase I repeater, & associated equipment	_____	
Duplexer	_____	
OTHER	_____	
OTHER	_____	
Labor	_____	
Item Total:		_____
SITE 2		
P25 Phase I Control Station	_____	
Antenna & associated equipment	_____	
OTHER	_____	
OTHER	_____	
Labor	_____	
Item Total:		_____

	ITEM TOTAL	SECTION TOTAL
Fire and EMS P25 Radio System		
SITE 1		
VHF P25 Phase I repeater, & associated equipment	_____	
Duplexer	_____	
OTHER	_____	
OTHER	_____	
Labor	_____	
Item Total:		_____
SITE 2		
P25 Control Station, antenna & associated equipment	_____	
OTHER	_____	
OTHER	_____	
Labor	_____	
Item Total:		_____

LAW ENFORCMENT SYSTEM, FIRE AND EMS UPGRADE P25 Phase 2

VHF Repeaters, Phase 2 Upgrade Per Unit: _____

VHF Control Stations, Phase 2 Upgrade Per Unit: _____

MOBILE RADIO	ITEM TOTAL	SECTION TOTAL
P25, VHF, mobile radio		
Antenna, coax & connector		
OTHER		
Programming/Labor/Install		
Sub Total:		
Twenty Five (25) mobile radios required	X 25	
Item Total:		

PORTABLE RADIO	ITEM TOTAL	SECTION TOTAL
P25, VHF, portable radio and required accessories		
OTHER		
Programming/Labor		
Sub Total:		
Fifty (50) portable radios required	X 50	
Item Total:		

NOTE:
DES Encryption is prices as a required option for the portable and mobile

MISCELLANEOUS ITEMS

DES Encryption for Public Safety Portable	Per Unit:
DES Encryption for Public Safety Mobile	Per Unit:
Portable Upgrade to P25 Phase 2	Per Unit:
Mobile Upgrade to P25 Phase 2	Per Unit:
Speaker Mic Earpiece	Per Unit:
Leather Case D-Ring Belt Loop	Per Unit:
Mobile Dual Head Configuration	Per Unit:

	ITEM TOTAL	SECTION TOTAL
Public Works Radio System		
SITE 1		
VHF Analog repeater, & associated equipment		
Duplexer		
OTHER		
OTHER		
Labor		
Item Total:		
SITE 2		
VHF Control Station, antenna & associated equipment		
OTHER		
OTHER		
Labor		
Item Total:		

PUBLIC WORKS MOBILE RADIO ITEM TOTAL | ITEM TOTAL | SECTION TOTAL

VHF, mobile radio	_____	
Antenna, coax & connector	_____	
OTHER	_____	
Programming/Labor/Install	_____	
Sub Total:	_____	
Five (5) mobile radios required	X 5	
Item Total:		_____

PUBLIC WORKS PORTABLE RADIO

VHF, portable radio and required accessories	_____	
OTHER	_____	
Programming/Labor	_____	
Sub Total:	_____	
Five (5) portable radios required	X 5	
Item Total:		_____

Madison County Fire Base Station ITEM TOTAL | SECTION TOTAL

SITE 1

VHF Analog associated equipment	_____	
OTHER	_____	
OTHER	_____	
Labor	_____	
Item Total:		_____

	ITEM TOTAL	SECTION TOTAL
Backup Law Enforcement P25 Radio System		
SITE 3		
VHF P25 Phase I repeater, & associated equipment		
Duplexer		
OTHER		
OTHER		
Labor		
Item Total:		

	ITEM TOTAL	SECTION TOTAL
Backup Fire and EMS P25 Radio System		
SITE 3		
VHF P25 Phase I repeater, & associated equipment		
Duplexer		
OTHER		
OTHER		
Labor		
Item Total:		

The above listed prices are good for 90 calendar days.

THE UNDERSIGNED operates as a:

_____Sole Entity

_____Partnership

_____Corporation, incorporated in the State of:

_____Other (please specify):

LEGAL NAME OF PERSON, FIRM OR CORPORATION:

NAME: _____

ADDRESS: _____

_____

_____

PHONE: _____

I certify I am duly authorized to make the offer listed above, that the attached response/offer is One-Hundred Percent (100%) compliant with the published specifications and all information is true and accurate to the best of my knowledge.

BY:

SIGNATURE: _____ [SEAL]

NAME: _____

TITLE: _____

DATE: _____

NOTARIZATION:

State of _____)
§
County of _____)

On this _____ day, of _____, in the year 2_____,

before me, _____, a notary public, the above personally appeared, proved on the basis of satisfactory evidence to be the person(s) whose name(s) (is/are) subscribed to this instrument and acknowledged (he/she/they) executed the same.

Witness my hand and official seal:

_____
Signature of Notary Public

_____
Date

_____
My commission expires on the date above

[SEAL]

CERTIFICATE OF COMPLIANCE

The undersigned Bidder / Proposer on a Contract submitted for bids / proposals by the City of Highland, Illinois known as:_____, hereby certifies that he/she/it is not barred from bidding on the Contract as a result of violation of either Section 33E-3 (Bid Rigging) or Section 33E-4 (Bid Rotating) of Chapter 38 of the Illinois Revised Statutes.

Dated:_____,20____

_____
Company Name

_____
Address

_____
City / State / Zip Code

_____
Signature Print Name

_____

City of Highland
Department of Public Works

To: All Vendors and Contractors

From: City of Highland

RE: Certificate of Non-Delinquency of Tax

As a result of a recent amendment to the Illinois Municipal Code (Adding Section 11-42.1-1), the City of Highland is prohibited from entering into a contract with any individual or anyone else that is delinquent in the payment of any tax administered by the Illinois Department of Revenue, unless that party is contesting the tax in accordance with procedure established by the particular taxing act.

Further, before awarding a contract, the City of Highland is required to obtain a statement under oath from the party with who it's contracting that no such taxes are delinquent. If a false statement is made, it voids the contract and allows the City to recover all amounts paid to the individual in a civil action.

1113 Broadway P.O. Box 218 Highland, Illinois 62249-0218
Phone (618) 654-6823 Fax (618) 654-6086 www.highlandil.gov

Return with Bid

CERTIFICATE OF NON-DELINQUENCY OF TAX

As required by Section 11-42.1-1 of the
Illinois Municipal Code

The undersigned hereby and herewith certifies under oath that he/she/it is not delinquent in the payment of any tax administered by the Illinois Department of Revenue, or if delinquent, is currently contesting the liability or the amount of such tax in accordance with the procedures established by the appropriate Taxing Act.

A person is not considered delinquent in the payment of a tax for the purposes of this certification if such person has entered into an Agreement with the Illinois Department of Revenue for the payment of all taxes claimed delinquent, and is in compliance with that Agreement. If such is the case with the undersigned, the undersigned certifies that he/she/it has made such an Agreement and is in compliance therewith.

_____ Date

_____ Company Name

_____ Federal I.D. Number

_____ Address

_____ City / Sate / Postal Code

_____ Signature / Title

Signed and sworn to before me this_____day of _____, 20___.

_____ Notary Public

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[LAST PAGE]