

**SCARBOROUGH
MAINE**



REQUEST FOR PROPOSALS

RFP 102019

Wireless Radio Municipal Fire Alarm System

Town of Scarborough

P.O. Box 360

259 U.S. Route One

Scarborough, Maine 04070-0360

Released on October 8, 2018

Proposals Due on November 2, 2018

Request for Proposals

Wireless Radio Municipal Fire Alarm System

Instructions:

Sealed Proposals will be received in the Town Clerk's Office, Scarborough Town Hall, 259 US Route 1, Scarborough, Maine 04074 **until the close of business on November 2, 2018** from parties interested in providing a submittal package for a Wireless Radio Municipal Fire Alarm System for the Town of Scarborough Public Safety Departments.

The proposals, if mailed, should be addressed as noted below: Faxed proposals will not be considered.

Attention: Town of Scarborough, Purchasing Agent
Request for Proposal (RFP) Number: 102019
Wireless Radio Municipal Fire Alarm System
259 US Route One
PO BOX 360
Scarborough, ME, 04070-0360

The Town reserves the right to accept or reject any and all proposals.

These proposals will not be publicly opened.

A Vendor's failure to submit its proposal prior to the deadline will cause the proposal to be disqualified. Late proposals or amendments will not be opened or accepted for evaluation.

All proposals submitted shall become property of Town of Scarborough and will not be returned.

Contact Information:

For questions related to the RFP process:

Kim Morrison, Purchasing Specialist
Email – kmorrison@scarboroughmaine.org
Phone 207 - 730-4083 / Fax 207-730 4088

The preferred contact method is email. All inquiries or requests concerning this Request for Proposals shall be made in writing and must be received before the close of business two days prior to the deadline to the attention of Kim Morrison, Purchasing Specialist. The Town is not responsible for oral interpretations given by any Town employee or representative.

Arrangements to conduct site visits and testing should be made to:

Fire Chief B. Michael Thurlow
mthurlow@scarboroughmaine.org
Phone 207-730-4201

Background / Purpose

The Town of Scarborough is in the process of constructing a new public safety facility at 275 US Route 1 in Scarborough, Maine. As part of that process we are seeking proposals to replace our existing hard-wired, 100 milliamp, municipal fire alarm system with a modern, digital, wireless, radio fire alarm system.

Our current system includes a total of approximately 80 current transmitters throughout the community, approximately 40 of those are municipally owned facilities which we anticipate will all be converted to wireless technology. Our intent is to provide the non-municipal facilities that are currently connected to the existing municipal fire alarm system the option of converting to wireless technology so they can migrate to our new system if they choose at the same time.

Phasing Plan

Phase 1 of the procurement process will occur between 7/1/19 and 12/31/19 as funding becomes available, and will include the procurement, installation, and training for a wireless radio fire alarm receiving system in our existing public safety dispatch center located at 246 US Route 1, Scarborough, ME. This system must include any antennas, repeaters, or other infrastructure necessary to receive signals from facilities throughout the Town of Scarborough. This new system would run concurrently with our existing hard-wired municipal fire alarm system during the transition period until our new public safety facility is ready for occupancy in early 2020.

Phase 1 will also include the conversion of the Town's approximately 40 municipally owned facilities from the legacy hard-wired system to the wireless technology as well as converting any of the other approximately 40 non-municipal subscribers as they choose to transition.

Phase 2 will be the transition of all receiving equipment to a new public safety building being constructed at 275 US Route 1, Scarborough, ME. We currently anticipate that transition to occur in early 2020. Vendor's proposal to facilitate this transition period so as to minimize downtime will be closely evaluated as it will be necessary to have the wireless system operational at both sites or an approved plan for a very limited period where the system may need to be offline.

Proposal Details

Proposals must include sufficient detail and support materials to assure the system will function as intended and designed with the potential of transmitters located throughout the Town of Scarborough, ME. Proposals shall include at a minimum, the following information:

1. Description of the system proposed including all required hardware and software necessary for it to function based on propagation studies and field signal strength testing to assure the system receives signals at the minimum code required level to be in NFPA 72 Compliance. In order to facilitate radio signal coverage we have included Appendix A which is a listing of the addresses of the municipal sites that we anticipate will have

transmitters and/or could provide potential antenna locations to help build out the required infrastructure.

2. Bidders are highly encouraged to conduct a site visit to our current dispatch center to review our current infrastructure, receiving equipment, and understand the scope of transition from the legacy to wireless technology as well as to understand the topography and geography of the Town of Scarborough. The site visit is one of the items in the evaluation criteria.
3. The system must provide redundant, code compliant, central station radio wireless receiving system equipment
4. Include a software solution to the receiving equipment at a minimum of 3 individual dispatch stations within the center as well as an interface to our existing Tri-Tech Computer Aided Dispatch (CAD) system. Please also include optional pricing to outfit all six of our dispatch stations so all dispatchers have access to the information.
5. Indicate the capacity of the receiving equipment and software to assure capacity for future growth.
6. Proposals must include a turn key solution including installation, technical configuration, programming, and testing of the system into our existing facility and again at the new facility during transition.
7. Identify any initial and/or recurring cost of software, server databases, telephone support, maintenance, licensing, or other fees.
8. Include any field testing equipment hardware and/or software necessary for town personnel to use when commissioning new transmitters.
9. Assure the system can be fully maintained and operated by Town personnel including database management and transmitter commissioning. Note any issues or situations that Town staff would not be able to deal with requiring Vendor support.
10. Document any system limitations including temperature, battery backup, etc.
11. Provide assistance and identify any cost in obtaining all FCC licenses for the radio frequency required, with the Town of Scarborough listed as the owner of the frequency.
12. Detailed warranty information including signal strength, failure of products, and guaranteed response time for technical assistance and on-site repairs. Please include information on where your technicians are responding from and guaranteed response time as well as their NICET certification.

Equipment Requirements:

1. Transmitters must, at a minimum, be able to transmit up to 6 zones.
2. Vendors shall also bid a transmitter option that has the ability/capacity to report point to point with full emulation from the master fire alarm panel (note any limitations as to the maximum number of points monitored).
3. Transmitters must include a tamper switch to provide notification of access to the transmitter.

4. Proposal details shall include a complete radio assembly package listing all parts included in the proposal.

Training Requirements:

Proposal must include the details as to the type and quantity of the training included for each of the needs below:

1. Dispatchers receiving alarms in our communications center and dispatching the appropriate resources. Dispatcher training will need to be conducted a minimum of two sessions in order to reach all staff.
2. Technicians - up to 4 of our personnel (including a licensed electrician) who need to be trained in installation and commissioning of transmitting equipment.

Transition Plan:

Vendor must provide a transition plan (as outlined in Phasing Plan - Phase 2 above) that maintains concurrent monitoring at both the existing and new facility, or at the very least minimizes any downtime of the system resulting in a service disruption to our municipal and the other facilities on our system at that time. The transition plan must include any costs associated with additional equipment, parts and labor to accomplish the transition plan.

Other Requirements:

1. Certification that the system, as proposed, will receive signals at the minimum code required level to be in NFPA 72 Compliance.
2. Certification that replacement parts for all system components will be available within twenty-four (24) hours.
3. Compliance with NFPA 72 - Fire Alarm and Signaling Code, Chapter 26
4. Compliance with NFPA 1221 - Installation, Maintenance and Use of Emergency Services Communications Systems

Pricing:

1. Proposal must include pricing for the receiving equipment, infrastructure, software, licensing, and all other required components required for receiving signals at the dispatch center (itemized). Pricing must be valid thru 2019 and must include the Phase 2 transition implementation and testing at the new public safety facility in early 2020 as outlined in the Phasing section of this RFP.
2. Provide separate volume discounted pricing for up to 80 transmitting systems on a per unit basis. Pricing should include all hardware costs including any external antennas required for a typical installation on a commercial facility. Pricing for this phase must extend to municipal purchases as well as purchases from individual businesses who choose to transition. Pricing for this phase of the project must be valid through 12/31/19.

- 2.1. Include a contract price per installation for the vendor (or their subcontractor) to provide the labor for the installation the transmitters on up to 80 facilities in the Town of Scarborough based on a typical installation in addition to the hardware costs identified above.

Evaluation Criteria:

Proposals will be evaluated and scored based on a 100 point scale as outlined below and determined by the Town of Scarborough. The Town of Scarborough reserves the right to accept or reject any or all proposals.

- Proposal - 10 points
 - Organization, completeness, clarity, and quality of details provided
 - Understanding of the project and timing
 - Participation in the recommended site visit
- Transition Plan - 10 points
 - Analysis of proposal to transition from the existing to the new public safety building while maintaining dual location redundancy or minimal downtime of the system.
- Service & Warranty - 20 points
 - Training & certification of technicians
 - Location of service center & guaranteed time for emergency response for service
 - Availability and timeliness of parts delivery.
 - Warranty coverage analysis including parts and labor
- Training - 20 points
 - Analysis of training proposal for dispatchers (including all 4 shifts)
 - Analysis of training proposal for technicians/installers
- Cost - 40 points
 - Cost of receiving equipment, software, and interface
 - Cost of transmitting equipment as well as installation costs for the initial units purchased (both municipal and non-municipal)
 - Cost of any recurring licensing or support fees

Standard Terms and Conditions:

The Town of Scarborough reserves the right to amend this RFP prior to the proposal due date. All amendments and additional information will be posted on the Town website: www.scarboroughmaine.org. The Town reserves the right to waive any informality in proposals, to accept the proposals or portions thereof, and to reject any and all proposals, should it be deemed in the best interest of the Town to do so. Nothing in this document shall require the Town of Scarborough to proceed with Engineering and/or any of the identified services. The

Town reserves the right to substantiate Respondent's qualifications, capability to perform, and availability and past performance record.

The cost for developing the proposal is the sole responsibility of the Consultant. All proposals submitted become the property of the Town.

The Town reserves the right to approve subcontractors. All work performed under contract to the Town becomes the property of the Town in the format specified by the Town.

A Certificate of Insurance is required from all consultants, contractors and vendors doing business with the Town of Scarborough. Within two (2) weeks of the Notice of Award, Consultant must submit a Certificate of Insurance naming the Town of Scarborough as "additional insured." Failure to furnish the required certificate within the required timeframe may result in the proposal being rejected.

The successful Consultant(s) selected shall agree to defend, indemnify and hold the Town harmless from any and all claims, demands, suits, causes of action and judgments arising from or related to Consultant's performance, including claims of professional malpractice or negligence. Such indemnity shall include the Town's reasonable attorneys' fees as well.

The above referenced indemnity shall be in addition to and as a complement to the below described insurance coverage, which coverage is a mandatory requirement of this RFP and any award hereunder.

Specifically, the successful Consultant(s) shall provide the following coverage(s) and amount(s).

Commercial General Liability	\$2,000,000.00
Automobile Liability	\$2,000,000.00
Workers Compensation	\$1,000,000.00
Errors and Omissions	\$2,000,000.00
Umbrella Coverage	\$2,000,000.00

All policies shall be underwritten by companies licensed to sell insurance in Maine and who are rated A+ or better by AM Best Company. Self-insurance pools or trusts are not an acceptable substitute for the referenced commercial coverage.

Appendix A

List of Municipal Sites Needing Transmitters

Name	Address
Engine 1 Fire Station	341 Black Point Road
Engine 3 Fire Station	207 Pleasant Hill Road
Engine 4 Fire Station	12 King Street
Engine 5 Fire Station	16 Saco Street
Engine 6 Fire Station	639 US Route 1
Public Safety Building	246 US Route 1
High School	11 Municipal Drive
Middle School	21 Quentin Drive
Wentworth Intermediate School	20 Quentin Drive
Blue Point School	174 Blue Point Road
Eight Corners School	22 Mussey Road
Pleasant Hill School	143 Highland Ave.
Passamaquaddy Portable Classroom	21 Quentin Drive
Narragansette Portable Classroom	21 Quentin Drive
Bus Garage	56 Manson Libby Road
Sanitary District Main Plant	415 Black Point Road
Sanitary District Pump Station 2	138 Pine Point Road
Sanitary Pump Station 6	11 Old Neck Road
Department of Public Works	20 Washington Ave.
DPW Storage Building	22 Washington Ave.
DPW Gas Pumps	20 Washington Ave.
Scarborough Public Library	48 Gorham Road

Gawron Turgeon / Former Oak Hill School	27 Black Point Road
Community Services Maintenance Building	20 Municipal Drive
Oak Hill Sports Complex	6 Wentworth Drive
Town Hall	259 US Route 1
Memorial Park Fieldhouse	5 Durant Drive

Bidder List (plus posting on the town's website):

Cunningham Security Systems
Stephen Hayden, Sales
10 Princes Point Road
Yarmouth, ME 04096
207-846-3350
shayden@cunninghamsecurity.com

King-Fisher Company, Inc.
Frank Carideo Jr., Business Development Manager
81 Old Ferry Road
Lowell, MA 01854
978-275-9477 x 110
frank.carideojr@kfc.com

Norris, Inc.
Paul Bennett, Service Consultant
2257 West Broadway
South Portland, ME 04106
Phone: 1-800-370-3473
pbennett@norrisinc.com

Protection Professionals
Douglas Hansen, President
325 US Route 1
Falmouth, ME 04105
Phone: 207-480-7005
doug@protectionprofessionals.net

R.B. Allen Co., Inc.
Jeff Parent, Municipal & Industrial Alarm Reporting
131 Lafayette Road
North Hampton, NH 03862
(800) 258-7264
jparent@rballen.com

Seacoast Security
Scott Haynes, President
P. O. Box A
West Rockport, ME
Direct (207) 236-4876
scotthaynes@seacoastsecurity.com