

## **Request for Proposals**

Saluda County is requesting proposals from qualified vendors for replacement of Saluda County Dispatch's radio consoles.

Interested vendors will be required to submit an original and three copies of their proposal along with a "Mandatory Information Form" at the following physical address no later than 3:00 P.M., Thursday, August 23, 2018 to the following:

Regina Turner  
Finance Specialist/Purchasing Agent  
400 West Highland Street  
Saluda, South Carolina 29138  
Fax: (864) 445-9405  
E-mail: r.turner@saludacounty.sc.gov

This request for proposal does not commit Saluda County to award a contract or to procure or contract for the services. Saluda County reserves the right to reject, in whole or in part, any and all proposals, to negotiate with any or all responsible and responsive offerors, and in its sole discretion, to determine the responsiveness of the proposals. Proposals which do not meet the mandatory requirements, will be considered non-compliant and rejected if it is in the best interest of the county to do so.

## Request for Proposal Saluda County

Saluda County is requesting proposals from qualified vendors to replace the current E-911 multi-media recording system located in the Saluda County Communications Center at 100 Law Enforcement Drive, Saluda, SC 29138.

Appointments to visit the Center may be made by contacting either of the following:

Josh Morton, E-911 Director  
(864) 445-2529 ext. 2  
[j.morton@saludacounty.sc.gov](mailto:j.morton@saludacounty.sc.gov)

Ashley Turner, Telecommunications Coordinator  
(864) 445-2112  
[a.turner@saludacounty.sc.gov](mailto:a.turner@saludacounty.sc.gov)

### Proposals must include:

- Mandatory Information Form
- Certificate of Liability Insurance including Workers Compensations coverage (1,000,000.00 General liability requirement)
- List of three Local Government/Business References
- Qualifications of Company and Responsible Staff
- Schedule of implementation

The original and three (3) copies of the proposal must be submitted in a sealed envelope marked "Call Recorder" no later than 3:00 P.M., Thursday, August 23, 2018 in person or by mail at:

Saluda County Administration Building  
400 West Highland Street  
Saluda, South Carolina 29138

Names of offerors will be made available promptly after opening. Details of proposals will not be made available until after award. Evaluation of proposals will be based on references, experience, qualifications and services offered. Proposers **may** be invited to make an oral presentation or answer questions for a selected committee.

Vendor will submit with the proposal all recommendations, qualifications and general information necessary to present a clear concise proposal. ***Offerors are to include all applicable requested information and are encouraged to include any additional information or services offered they wish to be considered.***

The Bidder is strongly encouraged to utilize locally owned and operated subcontractors, parts suppliers and other services when such services are readily available within the market area, and when such arrangements are economically feasible.

Offerors must clearly mark as “Confidential” each part of their bid, which they consider to be proprietary or personal information under Code Section 30-4-40 et seq. of the South Carolina Code of Laws 1976, as amended (Freedom of Information Act). If any part is designated as “Confidential”, there must be attached to that part an explanation of how this information fits within one or more categories considered exempt under the Freedom of Information Act. Saluda County reserves the right to determine whether this information should be exempt from disclosure, within its interpretation of the South Carolina Freedom of Information Act.

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## **Mandatory Information Form Saluda County**

The undersigned, on behalf of the vendor, certifies that: (1) this proposal is made without previous understanding, agreement or connection with any county employee / elected official or company making a quote on the same project; (2) the person whose signature appears below is legally empowered to bind the business whose name is entered; (3) they have read the complete request for proposal and understand all specifications.

1. Company submitting proposal \_\_\_\_\_
2. Proposal cost must remain valid 60 days from submission date.

**Total Initial Implementation Proposal Cost** \_\_\_\_\_

**Total Proposed Maintenance Cost per Year** \_\_\_\_\_

3. Contractor has inspected the premises and is familiar with all existing conditions, dimensions, and difficulties that may be encountered.

4. Contact information:

Address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-mail \_\_\_\_\_

5. Tax ID or Social Security Number \_\_\_\_\_

6. Printed name of person binding proposal \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

The proposed system should meet the following criteria:

- The proposed system should be capable of recording both VOIP and analog phone, analog and digital radio, and multi-media traffic as well as screen recording.
- The proposed system should include built-in QA capabilities without the need for a separate system.
- The proposed system should be capable of NG-911 functionality.
- The proposed system should include an automatic backup system to ensure that recordings are not lost
- The proposed system must be capable of storing a minimum of 48 months of recordings internally.
- The proposed system must be capable of self-monitoring vital processes and sending alarms in the event of an alarm condition.
- The system must notify the vendor, the local system administrator, and/or local maintenance personnel upon detection of an alarm via email and/or SMS and give a brief description of the alarm condition.
- The proposal must include training for all users of the system, including refresher training as needed.
- The proposal should include an option to purchase 5 years of support.