

Request For Proposals

For:

Control System Upgrade
for the Klickitat County Jail



KLICKITAT COUNTY PUBLIC WORKS DEPARTMENT

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SECTION 1

GENERAL INFORMATION

1.0 Project Background

Klickitat County Public Works Department is requesting proposals from qualified detention control system firms interested in providing professional services for the replacement of the existing control system at the Klickitat County Jail. Required services will include preliminary design, preparation of construction documents, feasibility analysis, and installation. Public Works intends to engage with a contracting firm that has the knowledge and background in the jail/prison detention control equipment field from design through completion including installation, trouble shooting, repair and maintenance. Also needed shall be electrical, mechanical, and cost estimating capabilities in one firm, as needed, or is a lead firm with sub-contractors.

The professional capabilities of technicians, directly involved with detention control equipment and services must include Professional Registration where appropriate, and a demonstrable expertise in the specialized areas necessary to accomplish the services required. For these services, the contractor is expected to furnish all equipment and consumables necessary to accomplish the services required.

1.1 Scope of RFP

This project is located in the Klickitat County Court House/Jail facility.
205 S. Columbus Goldendale, WA 98620.

The project included in this Request for Proposals includes but not limited to the following scopes of work:

- Design and construct an up-to-date control system for the Jail that can be upgraded as needed for future additional needs.
- The scope of services shall include the newest system available for door control, intercom, lighting, alarm, electrical zone dis-arm, and be able to integrate with existing S2 Surveillance System at multiple locations.
- Procurement, delivery, and installation of control system.
- Intercom system to be “fast track” installed for immediate use.
- The speakers shall be high security grade to prevent damage to the units after installation.
- Training of Jail staff for use of the system after the installation is complete.
- A maintenance Program for the system shall be included for the first five years of service after installation and the equipment is operating correctly.

The current control points to consider are:

79 door controls, 55 lighting controls, 93 intercom stations, 6 panic alarm stations.

Integrate with existing S2 video/surveillance system.

The project identified above requires Licensed Contractor Services to provide preliminary design, preparation of construction plans and specifications, with accurate cost estimates.

1.2 Contractor's Responsibilities

The selected Contractor will be required to assume responsibility for all services outlined in the proposal whether the Contractor or his representative produces them. The Contractor's person-in-charge of the project must have the experience necessary to complete the tasks outlined above and be on-site while any/all work is being completed.

1.3 Payment Schedule

Payment for any agreement entered into as a result of this RFP will be made monthly upon receipt of the Contractor's billing statement. The billing statement must include a summary of progress made through the date of billing.

1.4 Nondiscrimination

The County of Klickitat, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin in consideration for an award.

1.5 Prevailing Wage

Prevailing wages shall be paid in compliance with RCW 39.04.350 pertaining to training on prevailing wage and Public Works requirements, RCW 39.06.020 pertaining to verification requirements and responsibility criteria for Contractor's, their Subcontractors of every tier, RCW 39.12, and RCW 49.28. This includes providing L&I certified "Statement of Intent to Pay Prevailing Wages" and "Affidavit of Wages Paid".

The wages for this project shall not be less than the Washington Department of Labor and Industries Prevailing Wage Rates.

A listing of the applicable prevailing wage rates can be found at:

<https://fortress.wa.gov/lni/wagelookup/prvwagelookup.aspx>

Use the following information for determining the applicable prevailing wage for this project:

Exact Wage Publication Date: July 1, 2020 State and County of Project: Klickitat County, State of Washington

SECTION 2 PROPOSAL INSTRUCTIONS

2.0 General Information

- A. The Contractor must submit a definite and specific proposal for the end results that are set forth in the RFP. The proposal shall include a scope of work that describes the deliverables including an approximate schedule for each of the individual items described in Section 1.1. The proposal must describe the qualifications of the Contractor, the intended performance of the Contractor on the activities prescribed, and the resources required to perform the activities. The selected Contractor must have demonstrated experience in all the items listed under section 1.1 above and the following items:
- Knowledge of current Electrical Codes including low voltage design.
 - Experience with PLC's and associated components for use/access 24 hours a day, seven days a week.
 - Familiarity with current specifications for jail/prison facilities and detention systems.
 - Working with the General Public and Public Agencies.
 - Providing efficient, cost-effective solutions for improvements to County facilities.
 - Experience designing state-of-the-art control software for jail/prison facilities.
 - Cost for the Contractor and any Subcontract work done by others for the Contractor listing an hourly rate break down for each.
 - Type and Cost of each component of Control System.
- B. All parts of the proposal shall be in a sealed envelope plainly marked "CONTROL SYSTEM UPGRADE FOR KLICKITAT COUNTY JAIL RFP", and show the name and address of the Contractor.

2.1 Closing Date for Submittal of Proposals

Six (6) copies of the proposal must be received no later than 2:00 p.m. on August 10, 2020 at which time proposals will be opened and evaluated by the County. Sealed proposals will be received by:

Rick Milliren
Klickitat County Public Works Department
228 West Main, MS-CH 19
Goldendale, WA 98620
Email: rickm@klickitatcounty.org
Phone: (509) 773-2475
Fax: (509) 773-5713

2.2 Proposal Acceptance

The successful Contractor will be expected to enter into an Agreement specifying payment on an hourly rate basis, not to exceed a fixed amount.

2.3 Right of Award or Rejection

Proposals shall specifically stipulate that all terms and conditions contained in the RFP are included in the proposal and accepted by the Contractor. It is understood that all proposals will become a part of the public file on this matter without obligation to the County. The County may reject any proposal not in compliance with prescribed solicitation procedures and requirements and other applicable laws, and the County may reject for good cause any or all proposals upon the County's finding that it is in the public interest to do so.

2.4 Incurring Costs

The County is not liable for any costs incurred by prospective Contractors in the preparation or presentation of proposals.

2.5 Inquiries

Questions that arise during preparation of the proposal will be handled by Rick Milliren at the Klickitat County Public Works Department and will be accepted by either email or fax. See section 2.1 for contact information.

The proposal shall list a responsible person, with phone number, for contact if necessary during the proposal review process.

2.6 Technical Proposal Format

Six copies of the proposal shall be submitted to the County. Proposals must not exceed 10 pages (including resumes or other attachments). One page is defined as one side of a single 8-1/2" x 11" page, with 12-point minimum font size for the substantive text.

Proposals must include, at a minimum, the following items:

- A. The name of the person(s) authorized to represent the Contractor in any negotiations and to sign any Agreement that may result.
- B. A statement that the proposal recognizes and includes all terms and conditions of the RFP.
- C. Signature of an authorized representative empowered to bind the Contractor.

SECTION 3 PROPOSAL EVALUATION

3.0 General Information

- A. The County will select the Contractor whose proposal is deemed the most advantageous for the public. The County may enter into discussions with the top ranked proposers to get a best and final offer, and in those discussions, the County shall not disclose information derived from proposals submitted by competing proposers.
- B. Proposals received will be evaluated by a panel of employees at the Klickitat County Public Works Department.
- C. The County may cancel this procurement or reject any and all proposals in accordance with procurement laws.

3.1 Technical Proposal Evaluation

Evaluation of the proposal will be based, in part, on the following criteria:

- A. Description of the Contractor's firm, including organization, type and scope of services provided. **10 Points**
- B. The names of the key professional persons who will perform the work, current assignment and location, and a current resume including a description of qualifications, skills, and responsibilities in the project. **15 Points**
- C. Specialized experience and technical competence designing and installation of high security control systems for jails/prisons of different types. **30 Points**
- D. Information addressing project understanding, the Contractor's proposed methodology, and a work plan for completing the work to be performed as described in Subsection 1.1 including critical schedule for the intercom system, what will be accomplished, and what resources will be required to each task on schedule. **20 Points**
- E. Experience designing, constructing, and maintaining jail/prison control systems and equipment. **20 Points**
- F. Past performance on contracts in terms of cost, cost control, quality of work and compliance with performance schedules, with client references including current contact information. Projects should be similar both in type and size. **20 Points**
- G. General appearance of the proposal and conformity to the above proposal instructions. **10 Points**

H. System Cost Breakdown. **30 Points**

By submitting a proposal, the respondent to this RFQ authorizes past clients to supply information requested by Klickitat County within the scope of this Request for Qualifications.

3.2 Selection

A final selection will be made by the evaluating panel following review and ranking of the proposals. Said selection is not binding until agreement execution.

3.3 Pre-Agreement Clarification

The apparent selected Contractor will be required to review its proposal with the County. The County reserves the right to require any clarifications or alterations it deems necessary in the Contractor's work plan, assignment of resources, or the project cost to clarify the Contractor's approach to the scope of work and the County's needs and expectations. This review and any changes will be made prior to agreement execution and will become part of the final agreement.

3.4 Agreement Execution

The County intends to enter into a Local Agency Standard Contractor Agreement with the successful contractor for any or all of the tasks described in the proposal.

Within seven (7) days of agreement on the negotiated cost, the Contractor will be required to execute an agreement and meet all terms, including insurance requirements as stated in the Local Agency Standard Contractor Agreement, and "hold harmless" provisions contained therein.

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